

# City of Monticello, Iowa

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**Monticello City Council Meeting October 6, 2025 at 6:00 p.m.**  
**Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa**

<b>Mayor:</b>	Wayne Peach	<b>Staff:</b>	
<b>City Council:</b>		<b>City Administrator:</b>	Russell Farnum
<b>At Large:</b>	Josh Brenneman	<b>City Clerk/Treas.:</b>	Sally Hinrichsen
<b>At Large:</b>	Scott Brighton	<b>Police Chief:</b>	Britt Smith
<b>At Large:</b>	Jake Ellwood	<b>Library Director:</b>	Faith Brehm
<b>At Large:</b>	Dave Goedken	<b>Public Works Dir.:</b>	Nick Kahler
<b>At Large:</b>	Candy Langerman	<b>Water/Wastewater Sup.:</b>	Jim Tjaden
<b>At Large:</b>	Mary Phelan	<b>Park &amp; Rec Director:</b>	Jacob Oswald
		<b>Ambulance Director:</b>	Lori Lynch
		<b>City Engineer:</b>	Patrick Schwickerath

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

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

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

<b>Approval</b> of Council Mtg. Minutes	September 15, 2025
<b>Approval</b> of Payroll	September 18, 2025
<b>Approval</b> of Payroll	October 2, 2025
<b>Approval</b> of Treasurer's Report	July 2025
<b>Approval</b> of Treasurer's Report	August 2025
<b>Approval</b> of Bill List	
<b>Approval</b> of Hy-Vee Inc dba Hy-Vee Dollar Fresh alcohol license	

## **Resolutions:**

1. **Resolution** Approving FY 2024-2025 Street Finance Report
2. **Resolution** Approving contracting with Kluesner to complete FY26 Crack Sealing

3. **Resolution** Approving FY 2024-2025 Annual Financial Report
4. **Resolution** Plat of Survey to Parcels 2025-51 and 2025-52, same being located within the two-mile jurisdiction of the City limits of the City of Monticello
5. **Resolution** Approving Plat of Survey to Parcel 2025-65, for Property located at 21752 River Road
6. **Resolution** Approving Plat of Survey to Parcel 2025-58 for Property located at 18064 Hardscrabble Road
7. **Resolution** Approving Plat of Survey to Parcel 2025-71 and Parcel 2025-72, same being located within the City of Monticello
8. **Resolution** Approving Monticello Family Dentistry Site Plan at 501 S Main Street
9. **Resolution** Preliminarily approving Proposed Amendment to Monticello Urban Renewal Plan to include the Dr. Lindsey Meyer project, and to schedule a Public Hearing on the proposed Urban Renewal Plan amendment for the 3rd day of November, 2025, at 6:00 p.m.
10. **Resolution** Preliminary Approving Development Agreement between the City of Monticello and Dr. Linsey Meyer and Scheduling a Public Hearing on the proposed agreement

**Discussion and Possible Motions:**

11. **Discussion and Possible Motion** on Cemetery Fence
12. **Discussion and Possible Motion** on Pricing and Fees for Oakwood Cemetery
13. **Discussion and Possible Motion** on Closing Clerk's Office for training

**Ordinances:**

14. **Ordinance** amending Provisions Pertaining to Chapter 165 "Zoning Regulations", Section 23, Fences – 2<sup>nd</sup> reading and/or 3<sup>rd</sup> and final reading
15. **Ordinance** amending Provisions Pertaining to Chapter 165 "Zoning Regulations", Section 31, DISTRICT R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT, Paragraph 2 Permitted Uses, to add Accessory Dwelling Units as an allowed use in accordance with Iowa Code – 2<sup>nd</sup> reading and/or 3<sup>rd</sup> and final reading

**16. Ordinance** Adding a New Section Requiring Responsible Beverage Server Training – 2<sup>nd</sup> reading and/or 3<sup>rd</sup> and final reading

**Reports / Potential Actions:**

- 17. Mayor
- 18. City Engineer
- 19. City Administrator
- 20. Police Chief
- 21. Water/Wastewater Superintendent
- 22. Park and Recreation Director
- 23. Library Director
- 24. Ambulance Director
- 25. City Clerk
- 26. Public Works Director

**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.

**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: October 6, 2025 Council Meeting**

**Time: Oct 6, 2025 06:00 PM Central Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/81259793944>**

**Meeting ID: 812 5979 3944**

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**One tap mobile**

**+13092053325,,81259793944# US**

**+13126266799,,81259793944# US (Chicago)**

**Join instructions**

**[https://us02web.zoom.us/join/81259793944/invitations?signature=Y32svMbmF3Dw6DA-G7wvjaSSqR\\_5tgkGetwd4pl0IqE](https://us02web.zoom.us/join/81259793944/invitations?signature=Y32svMbmF3Dw6DA-G7wvjaSSqR_5tgkGetwd4pl0IqE)**

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Regular Council Meeting  
September 15, 2025, 6:00 P.M.  
Community Media Center

Mayor Wayne Peach called the meeting to order. Council present were: Scott Brighton, Josh Brenneman, Dave Goedken, Candy Langerman and Mary Phelan. Council member Jake Ellwood was absent. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water/Wastewater Supt. Jim Tjaden, Ambulance Director Lori Lynch and Library Director Faith Brehm. The public was invited to attend the meeting in person, or to participate in the meeting electronically via “Zoom Meetings” or “Facebook” and were encouraged to communicate from the chat or message.

Brenneman moved to approve the agenda, Phelan seconded, roll call was unanimous.

Brenda Hanken questioned the payment to Dubuque Hardwoods. Farnum advised it was for emergency grinding trees from the last storm and removal of the excess compost.

Brighton moved to approve the consent agenda, Langerman seconded. Roll call was unanimous.

Mayor opened the public hearing on amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 23, Fences. No public comments were received. Mayor closed the hearing. Goedken introduced and moved to approve Ordinance # 783 Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 23, Fences, first reading in title only. Langerman seconded. Roll call was unanimous.

Mayor opened the public hearing on amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 31, DISTRICT R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT, Paragraph 2 Permitted Uses, to add Accessory Dwelling Units as an allowed use in accordance with Iowa Code. No public comments were received. Mayor closed the hearing. Langerman introduced and moved to approve Ordinance # 784 Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 31, DISTRICT R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT, Paragraph 2 Permitted Uses, to add Accessory Dwelling Units as an allowed use in accordance with Iowa Code, first reading in title only. Brighton seconded. Roll call was unanimous.

Farnum advised he did not receive the information requested from Tom Keleher. No action was taken on approving Revolving Loan Agreement between City of Monticello and Tom and Teri Keleher for Facade Improvements to property located at 109 E. First Street.

Brighton moved to approve Resolution #2025-122 Approving Pay Request #16 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$803,115.29. Brenneman seconded. Roll call was unanimous.

Farnum reviewed the bids for maintenance of the City Compost/Landscape Waste site. T&W Grinding bid to take care of our site was \$30,000.00 a year and they would grind logs at our request for \$650.00 an hour. Dubuque Hardwoods bid to take care of our site



was \$32,000.00 a year and would grind logs at our request for \$600.00 an hour. They will also remove the excess material processed by them and leave what City wants to have on hand. Farnum advised Public Works Director Nick Kahler recommended going with Dubuque Hardwoods. Brighton moved to approve Resolution #2025-123 Approving agreement between the City of Monticello and Dubuque Hardwoods related to City Compost site maintenance. Phelan seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2025-124 Approving Change Order #1 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the decreased amount of \$56,126.56. Phelan seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2025-125 Approving Pay Request #1 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the amount of \$315,593.21. Brenneman seconded. Roll call was unanimous.

Farnum advised Police Chief Britt Smith has reached out to Sacred Heart regarding option with the alley closure. Sacred Heart has not gotten back to him and have no interest in coming to a Council meeting, so it will remain as is for now. No action was taken regarding closing the alley by Sacred Heart school.

Farnum reported at the last Council Meeting Park & Rec Director advised that High School Track & Field Coach, Greg Williams has inquired about installing two new discus rings located at the Old Diamond. Williams has now submitted a request to install two new discus rings at the Old Diamond, which would come at no financial cost to the City; all expenses related to the project would be privately funded. However, the proposed improvements would eliminate the ball diamond for future recreational use. In addition, the project would require the removal of the existing fence along the South Sycamore Street side of the property. The only impact to the City is the timing and location of T-Ball games and coordination with the School District. Langerman moved to move forward and work with High School Track & Field Coach, Greg Williams to install two new discus rings at the Old Diamond, Phelan seconded. Roll call was unanimous.

Brenneman moved to schedule Trick or Treat Night Friday October 31, 2025 from 6:00 to 8:00 PM. Brighton seconded. Roll call was unanimous.

Langerman introduced and moved to approve Ordinance # 785 Amending the Code of Ordinances of the City of Monticello, Iowa, by Adding a New Section Requiring Responsible Beverage Server Training, first reading in title only. Brighton seconded. Roll call was unanimous.

Peach reported maintenance work will begin at airport now that the crop dusting is completed. Airport will be closed for air traffic for 5 days while maintenance work is being completed. Peach advised that there is space available if anyone was interested in constructing a hangar.

Farnum updated Council on several projects including the Wastewater Treatment Facility, airport maintenance project and the new dental building being built on the former Kum & Go lot. Farnum reported software conversion has begun, auditors completed their on-site work.

Regular Council Meeting  
September 15, 2025

Brehm reported on several events that will be happening at the Library. She advised Molli is working with Kara Burrack with the Park's Department on a Haunted storywalk/trail and they are looking for volunteers. The Library is working with Mary Melchart, who received a Spanish Collection Grant and has offered the Library some of the collection materials.

Lynch updated Council on training for the Ambulance staff.

Langerman moved to adjourn the meeting at 6:28 P.M.

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Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - SEPTEMBER 18, 2025

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>September 1 - 14, 2025</b>				
Chris Bell	\$ 1,001.85	\$ -	0.00	0.00	\$ 850.21
Brian Bronemann	401.33	-	0.00	0.00	345.21
Jamie Coleman	2,816.39	720.47	0.00	24.00	2,197.67
Jordan Fullerton	938.80	-	0.00	0.00	807.51
Quinn Hansen	1,686.60	-	0.00	0.00	1,297.06
Mason Hanson	189.22	-	0.00	0.00	162.76
Jayna Koffron	899.52	-	0.00	0.00	773.73
Lori Lynch	3,457.51	-	0.00	0.00	2,336.16
Coletta Matson	2,328.80	-	15.75	15.75	1,530.22
Chloe Mogensen	611.31	-	0.00	0.00	412.09
Sky Monty	2,088.06	386.82	0.00	0.00	1,535.87
Cory Reyner	2,164.24	-	0.00	0.00	1,733.20
Shirlee Scott	2,328.80	-	0.00	0.00	1,754.41
Cora Wheeler	687.68	-	0.00	0.00	577.85
<b>TOTAL AMBULANCE</b>	<b>\$ 21,600.11</b>	<b>\$ 1,107.29</b>	<b>15.75</b>	<b>39.75</b>	<b>\$ 16,313.95</b>
<b>CEMETERY</b>	<b>September 1 - 14, 2025</b>				
Dan McDonald	\$ 2,209.60	\$ -	0.00	0.00	\$ 1,654.19
<b>TOTAL CEMETERY</b>	<b>\$ 2,209.60</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,654.19</b>
<b>CITY HALL</b>	<b>September 1 - 14, 2025</b>				
Cheryl Clark	\$ 2,409.64	\$ 11.24	0.00	14.25	\$ 1,697.03
Russ Farnum	3,961.54	-	0.00	0.00	2,637.49
Sally Hinrichsen	3,326.38	-	0.00	0.00	2,060.93
Nanci Tuel	2,282.40	-	0.00	0.00	1,516.17
<b>TOTAL CITY HALL</b>	<b>\$ 11,979.96</b>	<b>\$ 11.24</b>	<b>0.00</b>	<b>14.25</b>	<b>\$ 7,911.62</b>
<b>COUNCIL / MAYOR</b>					
Josh Brenneman	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Scott Brighton	300.00	-	0.00	0.00	276.78
Jake Ellwood	300.00	-	0.00	0.00	277.05
Dave Goedken	300.00	-	0.00	0.00	276.78
Candy Langerman	300.00	-	0.00	0.00	277.05
Wayne Peach	500.00	-	0.00	0.00	421.75
Mary Phelan	300.00	-	0.00	0.00	277.05
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 2,300.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,083.24</b>
<b>LIBRARY</b>	<b>September 1 - 14, 2025</b>				
Faith Brehm	\$ 1,914.40	\$ -	0.00	0.00	\$ 1,460.03
Molli Hunter	1,436.00	-	0.00	0.00	1,151.04
Penny Schmit	1,724.80	-	0.00	0.00	1,156.32
<b>TOTAL LIBRARY</b>	<b>\$ 5,075.20</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,767.39</b>
<b>MBC</b>	<b>September 1 - 14, 2025</b>				
Milo Breitbach	\$ 1,750.00	\$ -	0.00	0.00	\$ 1,342.87
Kara Burrack	1,344.00	-	0.00	0.00	1,156.64
Jacob Oswald	2,642.88	-	0.00	0.00	1,990.31
<b>TOTAL MBC</b>	<b>\$ 5,736.88</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 4,489.82</b>

# PAYROLL - SEPTEMBER 18, 2025

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>September 1 - 14, 2025</b>				
Dawn Graver	\$ 2,992.80	\$ -	0.00	0.00	\$ 2,218.67
Erik Honda	2,951.13	-	0.00	0.00	2,202.96
Jordan Koos	3,258.36	-	0.00	9.00	2,227.37
Cole Millard	3,350.87	-	0.00	0.00	2,253.36
Keanan Shannon	3,157.06	-	0.00	0.00	2,383.15
Britt Smith	3,732.72	-	0.00	0.00	2,782.70
Madonna Staner	1,925.60	-	0.00	0.00	1,435.34
Brian Tate	3,987.84	-	0.00	0.00	2,612.38
<b>TOTAL POLICE</b>	<b>\$ 25,356.38</b>	<b>\$ -</b>	<b>0.00</b>	<b>9.00</b>	<b>\$ 18,115.93</b>
<b>ROAD USE</b>	<b>September 1 - 14, 2025</b>				
Zeb Bowser	\$ 2,169.60	\$ -	0.00	13.50	\$ 1,580.24
Jacob Gravel	2,169.60	-	0.00	15.00	1,628.33
Nick Kahler	2,687.50	-	0.00	0.00	1,960.74
Jasper Scott	2,169.60	-	0.00	0.00	1,632.07
<b>TOTAL ROAD USE</b>	<b>\$ 9,196.30</b>	<b>\$ -</b>	<b>0.00</b>	<b>28.50</b>	<b>\$ 6,801.38</b>
<b>SEWER</b>	<b>August 30 - September 12, 2025</b>				
Jim Tjaden	\$ 3,071.44	\$ -	0.00	0.00	\$ 2,265.25
<b>TOTAL SEWER</b>	<b>\$ 3,071.44</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,265.25</b>
<b>SWIMMING POOL</b>	<b>August 29 - September 11, 2025</b>				
Laila Atkinson	\$ 54.00	\$ -	0.00	0.00	\$ 49.87
Megan Besler	108.00	-	0.00	0.00	99.73
Emma Bruggemann	82.50	-	0.00	0.00	76.18
Macey Burlage	108.00	-	0.00	0.00	99.73
Collin Cashner	46.13	-	0.00	0.00	42.60
Marlee Chapman	165.00	-	0.00	0.00	152.38
Reece Drew	36.75	-	0.00	0.00	33.94
Macy Dusanek	27.56	-	0.00	0.00	25.45
Jill Flynn	1,114.00	-	0.00	0.00	1,026.21
Stella Flynn	113.13	-	0.00	0.00	104.48
Jensen Glawatz	81.00	-	0.00	0.00	74.81
Zoe Lagunes-Reynolds	6.13	-	0.00	0.00	5.66
Kaylee Lawrence	69.00	-	0.00	0.00	63.72
Mary Grace Lyons	87.50	-	0.00	0.00	80.80
Tyler Morgan	17.50	-	0.00	0.00	16.16
Samantha Ruchti	100.00	-	0.00	0.00	92.35
Brynn Schmit	110.25	-	0.00	0.00	101.81
Alexis Schneiter	73.50	-	0.00	0.00	67.87
Emma Schwendinger	167.38	-	0.00	0.00	154.57
Ryker Scott	42.50	-	0.00	0.00	39.24
Katherine Stadtmueller	122.50	-	0.00	0.00	113.12
Brayden Wahl	20.00	-	0.00	0.00	18.47
Henry Wolken	20.00	-	0.00	0.00	18.47
<b>TOTAL SWIMMING POOL</b>	<b>\$ 2,772.33</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,557.62</b>
<b>WATER</b>	<b>August 30 - September 12, 2025</b>				
Scott Hagen	\$ 2,389.60	\$ -	9.00	17.25	\$ 1,894.63

# PAYROLL - SEPTEMBER 18, 2025

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Josh Willms	2,229.60	-	6.75	27.00	1,523.36
<b>TOTAL WATER</b>	\$ 4,619.20	\$ -	15.75	44.25	\$ 3,417.99
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 93,917.40</b>	<b>\$ 1,118.53</b>	<b>31.50</b>	<b>135.75</b>	<b>\$ 69,378.38</b>

# PAYROLL - OCTOBER 2, 2025

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>September 15 - 28, 2025</b>				
Chris Bell	\$ 508.30	\$ -	0.00	0.00	\$ 437.22
Jamie Coleman	2,372.47	43.67	0.00	24.00	1,881.54
Jordan Fullerton	1,695.66	65.50	0.00	0.00	1,389.88
Quinn Hansen	1,939.59	-	0.00	0.00	1,477.25
Ron Herman, Jr.	272.00	-	0.00	0.00	234.09
Sonya Johnson	1,196.29	-	0.00	0.00	965.50
Jayna Koffron	702.75	-	0.00	0.00	604.47
Lori Lynch	3,457.51	-	0.00	0.00	2,336.16
Coletta Matson	2,328.80	-	0.00	15.75	1,530.22
Chloe Mogensen	232.88	-	0.00	0.00	120.31
Sky Monty	1,967.88	168.68	0.00	0.00	1,450.28
Kyle Pierson	257.90	-	0.00	0.00	221.83
Hunter Schmidt	349.32	-	0.00	0.00	300.46
Shirlee Scott	2,765.45	436.65	0.00	0.00	2,050.49
Reggie Welter	1,751.37	-	0.00	0.00	1,343.20
Cora Wheeler	257.88	-	0.00	0.00	221.81
<b>TOTAL AMBULANCE</b>	<b>\$ 22,056.05</b>	<b>\$ 714.50</b>	<b>0.00</b>	<b>39.75</b>	<b>\$ 16,564.71</b>
<b>CEMETERY</b>	<b>September 15 - 28, 2025</b>				
Dan McDonald	\$ 2,344.25	\$ 134.65	0.00	0.00	\$ 1,750.13
<b>TOTAL CEMETERY</b>	<b>\$ 2,344.25</b>	<b>\$ 134.65</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,750.13</b>
<b>CITY HALL</b>	<b>September 15 - 28, 2025</b>				
Cheryl Clark	\$ 2,398.41	\$ -	1.50	15.75	\$ 1,689.04
Russ Farnum	3,711.54	-	0.00	0.00	2,529.47
Sally Hinrichsen	3,326.38	-	0.00	0.00	2,060.93
Nanci Tuel	2,282.41	-	0.00	0.00	1,516.18
<b>TOTAL CITY HALL</b>	<b>\$ 11,718.74</b>	<b>\$ -</b>	<b>1.50</b>	<b>15.75</b>	<b>\$ 7,795.62</b>
<b>FIRE</b>					
Joe Bayne	\$ 208.33	\$ -	0.00	0.00	\$ 192.39
Billy Norton	166.67	-	0.00	0.00	143.36
Johnny Russ	125.00	-	0.00	0.00	115.44
Tiler Streets	125.00	-	0.00	0.00	115.44
<b>TOTAL FIRE</b>	<b>\$ 625.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 566.63</b>
<b>LIBRARY</b>	<b>September 15 - 28, 2025</b>				
Faith Brehm	\$ 1,914.40	\$ -	0.00	0.00	\$ 1,460.03
Molli Hunter	1,436.00	-	0.00	0.00	1,151.04
Penny Schmit	1,724.80	-	0.00	0.00	1,156.32
<b>TOTAL LIBRARY</b>	<b>\$ 5,075.20</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,767.39</b>
<b>MBC</b>	<b>September 15 - 28, 2025</b>				
Milo Breitbach	\$ 1,750.00	\$ -	0.00	0.00	\$ 1,342.87
Kara Burrack	1,344.00	-	0.00	0.00	1,156.64
Jacob Oswald	2,642.88	-	0.00	0.00	1,990.31
<b>TOTAL MBC</b>	<b>\$ 5,736.88</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 4,489.82</b>
<b>POLICE</b>	<b>September 15 - 28, 2025</b>				

# PAYROLL - OCTOBER 2, 2025

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Dawn Graver	\$ 2,992.80	\$ -	0.00	0.00	\$ 2,218.67
Erik Honda	3,061.11	-	0.00	0.00	2,281.28
Jordan Koos	3,335.94	-	9.00	18.00	2,275.36
Cole Millard	2,930.94	-	0.00	0.00	1,954.30
Keanan Shannon	3,157.06	-	0.00	0.00	2,383.15
Britt Smith	3,732.72	-	0.00	0.00	2,812.10
Madonna Staner	1,925.60	-	0.00	0.00	1,435.34
Brian Tate	3,489.36	-	0.00	0.00	2,259.42
<b>TOTAL POLICE</b>	<b>\$ 24,625.53</b>	<b>\$ -</b>	<b>9.00</b>	<b>18.00</b>	<b>\$ 17,619.62</b>
<b>ROAD USE</b>	<b>September 15 - 28, 2025</b>				
Zeb Bowser	\$ 2,291.64	\$ 122.04	0.00	13.50	\$ 1,661.74
Jacob Gravel	2,169.60	-	0.00	15.00	1,628.33
Nick Kahler	2,687.50	-	0.00	0.00	1,960.74
Jasper Scott	2,169.60	-	0.00	0.00	1,632.07
<b>TOTAL ROAD USE</b>	<b>\$ 9,318.34</b>	<b>\$ 122.04</b>	<b>0.00</b>	<b>28.50</b>	<b>\$ 6,882.88</b>
<b>SEWER</b>	<b>September 13 - 26, 2025</b>				
Jim Tjaden	\$ 3,071.44	\$ -	0.00	0.00	\$ 2,265.25
<b>TOTAL SEWER</b>	<b>\$ 3,071.44</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,265.25</b>
<b>WATER</b>	<b>September 13 - 26, 2025</b>				
Scott Hagen	\$ 2,389.60	\$ -	9.00	26.25	\$ 1,894.63
Josh Willms	2,229.60	-	9.00	36.00	1,523.36
<b>TOTAL WATER</b>	<b>\$ 4,619.20</b>	<b>\$ -</b>	<b>18.00</b>	<b>62.25</b>	<b>\$ 3,417.99</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 89,190.63</b>	<b>\$ 971.19</b>	<b>28.50</b>	<b>164.25</b>	<b>\$ 65,120.04</b>

Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Investments	Investments	Ending Fund Balance
General	921822.78	97684.24	7897.78		165845.57	37938.38	823800.65	1050.00	334837.94	487812.91		823800.65
Soldiers Memorial Board	16337.43	700.00			215.53		16821.90			16821.90		16821.90
Monticello Bernades Center	108780.05	7326.35	421.55		38420.04		78107.91	100.00	53404.94			78107.91
Recreation Sel-a-Side	20513.82		79.07				20592.89		20592.89			20592.89
Youth/Adult Tournament Ckg	24401.86	650.00	41.52				25093.38			25093.38		25093.38
Dare	5887.26	1200.00			200.00		6919.99		6919.99			6919.99
Canine	6170.15		24.05				6194.20		5547.76			6194.20
Insurance Fund	73448.21		282.03		851.18		72879.06		15579.21			72879.06
Tournament Fund (012)	33196.80		127.96		194.58		33130.18		57299.85			33130.18
Special Events	0.00	500.00					500.00		500.00			500.00
Monticello Trees Forever	16214.06	9900.00	62.50				26176.56		26176.56			26176.56
Fire	626534.65	312.12			31947.66		51317.65		367.17			51317.65
Ambulance Operating	347817.17	59335.87	1318.96		92031.40		340607.23		207730.35			340607.23
Hotel/Motel Tax Fund	28489.96	3690.14	109.74		24166.63		32269.84		132876.88			32269.84
Earl F Lehmann Trust	239.09						239.09		239.09			239.09
Street Bond	750.00						750.00		750.00			750.00
Police Improvement	6042.30	7.00	13.09				6062.39		6062.39			6062.39
Library Improvement	56905.02	1099.26	221.14		328.46		57896.96		21411.03			57896.96
Library	64398.26	472.57	236.57		13771.75		63842.21	200.00	46230.51			63842.21
Equipment Sel-A-Side	121034.83		471.02		15026.96		121505.85		30747.57			121505.85
Super Mac	9337.71		36.26		1980.98		7392.99		1782.27			7392.99
Airport	82012.71	7341.81	311.63		3846.20		85819.95		64936.25			85819.95
Revolving Loan Fund	48827.98		189.74				49017.72		17881.33			49017.72
Road Use Tax	193840.71	44354.79			37845.68		200349.82		36014.25			200349.82
Road Use Tax Set Aside	4497.90		17.52				4515.42		543.60			4515.42
Employee Benefits	529875.70	2297.84			90354.40		441819.14		103549.18			441819.14
TIF Tax Collections	318920.09	5613.02	1487.65		9352.38	7455.83	309212.55		61744.00			309212.55
Slavka Gehret Trust	42819.20		159.25				42978.45		1148.95			42978.45
Police Forfeiture Acct	4.95						4.95		4.95			4.95
Debt Service	215007.35	1842.76	773.86				217423.97		51723.78			217423.97
TIF - Debt Payments	-7455.83			7455.83			0.00		165700.19			0.00
Park Improvements	196966.99	729.00	764.27				198480.26		97940.76			198480.26
Library Capital Improvements	16048.14		61.86				16110.00		100539.50			16110.00
Ambulance Improvements	219032.29		838.23				219870.52		34081.30			219870.52
TIF Projects	143458.38				7271.20		136187.18		136187.18			136187.18
Cemetery Improvements	54572.05		553.03				55125.08		2152.37			55125.08
Capital Improvements	653806.68	339.00	773.94		3978.12		650941.50		52972.71			650941.50
Low Income Housing	0.00						0.00		197909.99			0.00
Baty Disc Golf Course	14144.94		54.98		784.00		13415.92		9494.97			13415.92
Mary Maxine Redmond Trust	7902.14		30.79				7932.93		804.64			7932.93
Pocket Park	12431.89		48.20				12480.09		6602.63			12480.09
Cemetery Perpetual Care	194589.15		337.12				194926.27		1891.00			194926.27
Charles S Blomell Book Trust	66837.42		338.15		56.99		87118.58		163.52			87118.58
Idma Mary Baker Trust	38360.08		149.70		95.88		38414.10		999.99			38414.10
Water Operating	133861.08	40551.75	516.10		38762.14		136166.79		54476.45			136166.79
Customer Deposits	32025.16	1250.00			265.00		33010.16		31437.60			33010.16
Water Capital Improvements	718936.57	5183.90	2599.50				726719.97		488190.37			726719.97
Sewer Operating	2143283.14	110197.92	8269.03		39989.52		2221760.57		487171.96			2221760.57
Sewer Reserve	0.00						0.00		1734588.61			0.00
Sewer Debt Service	588146.81		2234.54		58059.09		532322.26		327924.81			532322.26
Sewer Capital Improvements	174233.51	5183.90	705.92				180123.33		204397.45			180123.33
Sewer Improvement	0.00						0.00		8201.07			0.00
Sewer WWT Facility Improv	0.00	756122.19			756122.19		0.00					0.00
Sewer Debt Service Reserve	0.00						0.00					0.00
Sewer Short-lived Assets	0.00						0.00					0.00
Sanitation	356878.69	55464.96	1068.47		53270.53		361839.59		105001.58			361839.59
Sanitation Capital Improvements	9808.43		35.80				9844.23		9844.23			9844.23
Yard Waste	69196.30	3614.71	265.42		7771.49		65304.94		25308.83			65304.94
Storm Water Fund	187141.41	6935.95	727.45		733.16		193971.65		70437.14			193971.65
Self Funded Insurance	0.00	2023.21			2023.21		0.00					0.00
Flex Spending	1778.61	1311.56			4311.86		-1221.71		-1221.71			-1221.71
Enterprise Flex Spending	107.48						107.48		107.48			107.48
	9428019.73	1233115.82	34994.66	45394.21	1461935.42	45394.21	9234194.79	1350.00	3229259.18	5486326.33	0.00	9234194.79



City of Monticello  
Bank Reconciliation Report  
For the Month of July 2025

Bank Balance		
General Checking	\$3,396,917.96	
Property Tax & Water	\$5,486,326.33	
Soldiers Memorial Ckg	\$16,821.90	
Earl F Lehmann Trust	\$239.09	
Youth/Adult Tournament Ckg	\$25,093.38	
Citizen's Savings	\$475,104.91	
Wastwater TMT Loan Acct	\$0.00	
		<hr/>
Total Bank Balance		\$9,400,503.57
Plus (Minus) Adjustment:		
Bank Charge/Error	\$0.00	
		<hr/>
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$422.81	
		<hr/>
Total Outstanding Credit Card Pymts		\$422.81
Less Outstanding Checks:		
Financial/Payroll	\$168,081.59	
Soldiers Memorial		
F&M Interim Loan Ckg		
Officiating		
		<hr/>
Total Outstanding Checks		\$168,081.59
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$1,350.00	
		<hr/>
Total Investments		\$1,350.00
Treasurer's Balance		<hr/> <hr/>
		\$9,234,194.79

Prepared By: <u>Sally Hinrichsen</u>	<u>9/22/2025</u>
Sally Hinrichsen, City Clerk	Date

Reviewed by: <u>Russell Farnum</u>	<u>9.22.2025</u>
Russell Farnum, City Administrator	Date

City of Monticello  
Cash On Hand By Bank  
For July 31st, 2025

*Kevin Lee* 9.22.2025

Bank					
Account type & number	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Checking #700502479	\$0.00		N/A		Interim Loan Acct
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Savings # 6025641	\$239.09		N/A		Earl F Lehmann Trust
Checking #394486	\$16,821.90		N/A		Soldier Memorial
Savings # 6467260	\$475,104.91		N/A		General Savings
Total by Bank	\$492,165.90				
<b>Dutrach Credit Union</b>					
Total by Bank	\$0.00				
<b>Fidelity Bank &amp; Trust</b>					
Total by Bank	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$3,396,917.96		N/A		General Checking
Property Tax & Water #40001992	\$5,486,326.33		N/A		General Savings
Youth/Adult Tournamt Ckg #618231	\$25,093.38		N/A		Youth/Adult Tournamt
Total by Bank	\$8,908,337.67				
Total Cash on Hand- All Banks	\$9,400,503.57				
Plus Petty Cash	\$1,350.00				Clerk's Office, Library, Aquatic Center and Berndes Center
Adjust Bank Error	\$0.00				
Plus Outstanding Credit Card Pymt	\$422.81				
Less Outstanding Checks	\$168,081.59				
Treasurer's Balance	\$9,234,194.79				

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 7/2025, FISCAL 1/2026

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	921,822.78	105,762.02	203,783.95	.00	823,800.85
003 SOLDIER MEMORIAL FUND	16,337.43	700.00	215.53	.00	16,821.90
005 MONTICELLO BERNDES CENT	108,780.05	7,747.90	38,420.04	.00	78,107.91
006 RECREATIONAL SET-A-SIDE	20,513.82	79.07	.00	.00	20,592.89
007 YOUTH/ADULT TOURNAMT CK	24,401.86	691.52	.00	.00	25,093.38
008 DARE	5,897.26	1,222.73	200.00	.00	6,919.99
009 POLICE CANINE UNIT	6,170.15	24.05	.00	.00	6,194.20
010 INSURANCE	73,448.21	282.03	851.18	.00	72,879.06
012 TOURNAMENT FUND-GEN CKG	33,196.80	127.96	194.58	.00	33,130.18
013 SPECIAL EVENTS	.00	500.00	.00	.00	500.00
014 MONTICELLO TREES FOREVE	16,214.06	9,962.50	.00	.00	26,176.56
015 FIRE	82,634.65	630.66	31,947.66	.00	51,317.65
016 AMBULANCE	347,817.17	84,821.46	92,031.40	.00	340,607.23
018 HOTEL/MOTEL TAX	28,469.96	3,799.88	.00	.00	32,269.84
022 EARL F LEHMANN TRUST	239.09	.00	.00	.00	239.09
023 TRUST FUND/STREET BOND	750.00	.00	.00	.00	750.00
026 POLICE IMPROVEMENT	6,042.30	20.09	.00	.00	6,062.39
030 LIBRARY IMPROVEMENT	56,905.02	1,320.40	328.46	.00	57,896.96
041 LIBRARY	64,388.28	14,480.89	15,026.96	.00	63,842.21
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	121,034.83	471.02	.00	.00	121,505.85
045 SUPER MAC FUND	9,337.71	36.26	1,980.98	.00	7,392.99
046 AIRPORT	82,012.71	7,653.44	3,846.20	.00	85,819.95
050 REVOLVING LOAN FUND	48,827.98	189.74	.00	.00	49,017.72
110 ROAD USE	193,840.71	44,354.79	37,845.68	.00	200,349.82
111 ROAD USE SETASIDE	4,497.90	17.52	.00	.00	4,515.42
112 EMPLOYEE BENEFITS	529,875.70	2,297.84	90,354.40	.00	441,819.14
125 TIF -SPECIAL REVENUE	318,920.09	7,100.67	16,808.21	.00	309,212.55
178 TRUST/SLAVKA GEHRET FUN	42,819.20	159.25	.00	.00	42,978.45
180 POLICE FORFEITURE	4.95	.00	.00	.00	4.95
200 DEBT SERVICE	215,007.35	2,416.62	.00	.00	217,423.97
225 TIF - DEBT	7,455.83-	7,455.83	.00	.00	.00
300 ARPA CAPITAL FUND	.00	.00	.00	.00	.00
313 PARK IMPROVEMENT	196,986.99	1,493.27	.00	.00	198,480.26
316 LIB CAPITAL IMPROVEMENT	16,048.14	61.86	.00	.00	16,110.00
319 AMBULANCE IMPROVEMENT	219,032.29	838.23	.00	.00	219,870.52
325 TIF PROJECT	143,458.38	.00	7,271.20	.00	136,187.18
326 TRUST/CEMETERY IMPROVEM	54,572.05	553.03	.00	.00	55,125.08
328 FAMILY AQUATIC CENTER C	.00	.00	.00	.00	.00
332 CAPITAL IMPROVEMENT	653,806.68	1,112.94	3,978.12	.00	650,941.50
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	.00	.00	.00	.00	.00
337 MDC FUNDS	.00	.00	.00	.00	.00
338 BATY DISC GOLF COURSE	14,144.94	54.98	784.00	.00	13,415.92
339 MARY MAXINE REDMOND TRU	7,902.14	30.79	.00	.00	7,932.93
375 POCKET PARK	12,431.89	48.20	.00	.00	12,480.09
500 TRUST/CEMETERY PERPETUA	194,589.15	337.12	.00	.00	194,926.27
502 C.C. BIDWELL LIBRARY BO	86,837.42	338.15	56.99	.00	87,118.58
503 TRUST/IOMA MARY BAKER	38,360.28	149.70	95.88	.00	38,414.10
600 WATER	133,861.08	41,067.85	38,762.14	.00	136,166.79
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	32,025.16	1,250.00	265.00	.00	33,010.16
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00

**TREASURER'S REPORT**  
**CALENDAR 7/2025, FISCAL 1/2026**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
604 WATER CAPITAL IMPROVEME	718,936.57	7,783.40	.00	.00	726,719.97
610 SEWER	2,143,283.14	118,466.95	39,989.52	.00	2,221,760.57
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER DEBT SERVICE	588,146.81	2,234.54	58,059.09	.00	532,322.26
613 SEWER CAPITAL IMPROVEME	174,233.51	5,889.82	.00	.00	180,123.33
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
616 SEWER WWT FACILITY IMPR	.00	756,122.19	756,122.19	.00	.00
618 SWR DEBT SERVICE RESERV	.00	.00	.00	.00	.00
620 SWR SHORT-LIVED ASSET R	.00	.00	.00	.00	.00
670 SANITATION	358,578.69	56,531.43	53,270.53	.00	361,839.59
671 SANITATION CAPITAL IMPR	9,808.43	35.80	.00	.00	9,844.23
675 YARD WASTE SITE	69,196.30	3,880.13	7,771.49	.00	65,304.94
740 STORM WATER	187,141.41	7,563.40	733.16	.00	193,971.65
820 INTERNAL REV SELF FUNDE	.00	2,023.21	2,023.21	.00	.00
950 FLEX SPENDING FUND	1,778.61	1,311.56	4,311.88	.00	1,221.71-
951 ENTERPRISE FLEX SPENDIN	107.48	.00	.00	.00	107.48
Report Total	9,428,019.73	1,313,504.69	1,507,329.63	.00	9,234,194.79



City of Monticello - Monthly Summary - August 1st thru 31st, 2025

Reviewed by:  Date: 9.26.2025

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	Clerk's Cash In Bank	Investments	Ending Fund Balance
General	823800.85	101062.78	7043.62		139835.75	37938.42	754133.08	1050.00	260281.27	492801.81			754133.08
Soldiers Memorial Board	16821.90				725.68		16096.22				16096.22		16096.22
Monticello Berndes Center	78107.91	10919.50	279.13		37939.73		51366.81	100.00	-2331.26	53598.07			51366.81
Recreation Set-a-Side	20592.89		71.99				20664.88		20664.88				20664.88
Youth/Adult Tournament Ckg	25093.38		39.87				25133.25				25133.25		25133.25
Dare	6919.99	600.00	24.19				7544.18		7544.18				7544.18
Canine	8194.20	4580.00	21.64		39.85		10755.99		5188.84	5567.15			10755.99
Insurance Fund	72879.06		254.77		1379.97		71753.86		14253.70	57500.16			71753.86
Tournament Fund	33130.18		115.81		1000.00		32245.99		32245.99				32245.99
Special Events	500.00	1780.60					2280.60		2280.60				2280.60
Monticello Trees Forever	26176.56		91.51				26268.07		26268.07				26268.07
Fire	51317.65		179.39		10347.01		41150.03		40781.58	368.45			41150.03
Ambulance Operating	340607.23	42203.91	1160.72	24166.67	58490.10		349648.43		141191.88	208456.55			349648.43
Hotel/Motel Tax Fund	32269.84	4869.66	112.71		15000.00		22252.21		22252.21				22252.21
Earl F Lehmann Trust	239.09						239.09				239.09		239.09
Street Bond	750.00						750.00		750.00				750.00
Police Improvement	6062.39	7.00	21.19				6090.58		6090.58				6090.58
Library Improvement	57896.96	380.00	202.39		167.38		58311.97		21698.50	36613.47			58311.97
Library	63842.21	347.31	222.47	13771.75	13852.45		64331.29	200.00	46658.73	17472.56			64331.29
Equipment Set-A-Side	121505.85		424.76				121930.61		30855.06	91075.55			121930.61
Super Mac	7392.99		25.84		3058.04		4360.79		69828.93	5630.33			4360.79
Airport	85819.95	8762.37	300.01		4096.70		90785.63		17944.44	20956.70			90785.63
Revolving Loan Fund	49017.72		175.10				49192.82		10776.80	31248.38			49192.82
Road Use Tax	200349.82	51352.38			76599.83		175112.37		175112.37				175112.37
Road Use Tax Set-Aside	4515.42		15.78				4531.20		545.50	3985.70			4531.20
Employee Benefits	441819.14	86.69			51899.13		390006.70		51736.74	338269.96			390006.70
TIF Tax Collections	309212.55	3.47	1326.08				310542.10		62439.41	248102.69			310542.10
Slavka Gehret Trust	42978.45		150.23	101411.26			144539.94		102564.22	41975.72			144539.94
Police Forfeiture Acct	4.95						4.95		4.95				4.95
Debt Service	217423.97	44.77	709.54				218178.28		51928.83	166249.45			218178.28
TIF - Debt Payments	0.00						0.00						0.00
Park Improvements	198480.26	850.00	693.86				200024.12		99133.15	100890.97			200024.12
Library Capital Improvements	16110.00		56.31				16166.31		16166.31				16166.31
Ambulance Improvements	219870.52		788.63				220639.15		34200.44	186438.71			220639.15
TIF Projects	136187.18				92700.00		43487.18		43487.18				43487.18
Cemetery Improvements	55125.08		536.72				55661.80		2166.50	53495.30			55661.80
Capital Improvements	650941.50	19650.00	691.87		25770.68	101411.26	544101.43		91069.92	453031.51			544101.43
Low Income Housing	0.00						0.00						0.00
Baty Disc Golf Course	13415.92		46.89		980.00		12482.81		2954.65	9528.16			12482.81
Mary Maxine Redmond Trust	7932.93		27.72				7960.65		807.45	7153.20			7960.65
Pocket Park	12480.09		43.62				12523.71		6625.71	5898.00			12523.71
Cemetery Perpetual Care	194926.27		337.41				195263.68		1891.00	193372.68			195263.68
Charles S Bidwell Book Trust	87118.58		303.98		31.00		87391.56		132.52	87259.04			87391.56
Ioma Mary Baker Trust	38414.10		134.28				38548.38		903.13	37645.25			38548.38
Water Operating	136166.79	38025.58	476.01		166215.93		8452.45		-73523.46	81975.91			8452.45
Customer Deposits	33010.16	1700.00			775.00		33935.16		32362.60	1572.56			33935.16
Water Capital Improvements	728719.97	5230.75	2301.05				734251.77		494982.73	217195.64	22073.40		734251.77
Sewer Operating	2221760.57	97795.48	7491.39		36678.59		2288368.85		247991.95	1440376.90	600000.00		2288368.85
Sewer Reserve	0.00						0.00						0.00
Sewer Debt Service	532322.26		1828.44		63793.14		470357.56		265278.05	5079.51	200000.00		470357.56
Sewer Capital Improvements	180123.33	5230.76	660.06				186014.15		13515.45	172498.70			186014.15
Sewer Improvement	0.00						0.00						0.00
Sewer WWTF Facility Improv	0.00	885185.25			885185.25		0.00						0.00
Sewer Debt Service Reserve	0.00						0.00						0.00
Sewer Short-lived Assets	0.00						0.00						0.00
Sanitation	361839.59	54878.08	962.32		53723.61		363956.38		106462.12	257494.26			363956.38
Sanitation Capital Improvements	9844.23		33.24				9877.47		9877.47				9877.47
Yard Waste	65304.94	3675.69	228.29		277.36		66931.56		28796.64	40134.92			66931.56
Storm Water fund	193971.65		678.10		7806.67		193534.89		69568.52	123966.37			193534.89
Self Funded Insurance	0.00	4619.76			4619.76		0.00						0.00
Flex Spending	-1221.71	1311.56			241.35		-151.50		-151.50				-151.50
Enterprise Flex Spending	107.48						107.48		107.48				107.48
	9234194.79	1351855.16	31288.93	139349.68	1755229.96	139349.68	8662088.92	1350.00	2537981.10	5006184.35	1316573.47	0.00	8662088.92

City of Monticello  
Cash On Hand By Bank  
For August 31st, 2025

*Man [Signature]* 7-26-2025

Bank					
Account type & number	Amount	Interest rate	Maturity date	Length of investment	Purpose
<b>F &amp; M Bank</b>					
Checking #700502479	\$0.00		N/A		Interim Loan Acct
Total by Bank	\$0.00				
<b>Citizens State Bank</b>					
Savings # 6025641	\$239.09		N/A		Earl F Lehmann Trust
Checking #394486	\$16,096.22		N/A		Soldier Memorial
Savings # 6467260	\$1,275,104.91		N/A		General Savings
Total by Bank	\$1,291,440.22				
<b>Dutrac Credit Union</b>					
Total by Bank	\$0.00				
<b>Fidelity Bank &amp; Trust</b>					
Total by Bank	\$0.00				Soldiers Memorial
<b>Fidelity Bank &amp; Trust</b>					
Total by Bank	\$0.00				
<b>Ohnward Bank &amp; Trust</b>					
General Ckg/Sweep #40002008	\$3,427,324.74		N/A		General Checking
Property Tax & Water #40001992	\$5,006,184.35		N/A		General Savings
Youth/Adult Tournamt Ckg #618231	\$25,133.25	2.02	N/A		Youth/Adult Tournamt
Total by Bank	\$8,458,642.34				
Total Cash on Hand- All Banks	\$9,750,082.56				
Plus Petty Cash	\$1,350.00				Clerk's Office, Library,
Adjust Bank Error	\$0.00				Aquatic Center and
Plus Outstanding Credit Card Pymt	\$811.49				Berndes Center
Less Outstanding Checks	\$890,155.13				
Treasurer's Balance	\$8,862,088.92				

All of the accounts referenced above are "City" accounts, reported under the City Federal I.D. #. This is an all inclusive  
 Riverside Gardeners, Inc  
 Monticello Firefighters Organization, Inc  
 Monticello Emergency Medical Team  
 Friends of the Monticello Public Library

City of Monticello  
Bank Reconciliation Report  
For the Month of August 2025

Bank Balance		
General Checking	\$3,427,324.74	
Property Tax & Water	\$5,006,184.35	
Soldiers Memorial Ckg	\$16,096.22	
Earl F Lehmann Trust	\$239.09	
Youth/Adult Tournament Ckg	\$25,133.25	
Citizen's Savings	\$1,275,104.91	
Wastewater TMT Loan Acct		
<hr/>		
Total Bank Balance		\$9,750,082.56
Plus (Minus) Adjustment:		
Bank Charge/Error		
<hr/>		
Total Adjustment		\$0.00
Plus Outstanding Credit Card Pymt:		
Credit Card Payments	\$811.49	
<hr/>		
Total Outstanding Credit Card Pymts		\$811.49
Less Outstanding Checks:		
Financial/Payroll	\$890,155.13	
Soldiers Memorial		
F&M Interim Loan Ckg		
Youth/Adult Tournament Ckg		
<hr/>		
Total Outstanding Checks		\$890,155.13
Plus Investments:		
Time Certificates	\$0.00	
Petty Cash	\$1,350.00	
<hr/>		
Total Investments		\$1,350.00
<hr/>		
Treasurer's Balance		\$8,862,088.92

Prepared By: <u>Sally Hinrichsen</u>	<u>9.26.2025</u>
Sally Hinrichsen, City Clerk	Date
Reviewed by: <u>Russell Farnum</u>	<u>9.26.2025</u>
Russell Farnum, City Administrator	Date

# TREASURER'S REPORT

## CALENDAR 8/2025, FISCAL 2/2026

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	823,800.85	108,106.40	177,774.17	.00	754,133.08
003 SOLDIER MEMORIAL FUND	16,821.90	.00	725.68	.00	16,096.22
005 MONTICELLO BERNDEN CENT	78,107.91	11,198.63	37,939.73	.00	51,366.81
006 RECREATIONAL SET-A-SIDE	20,592.89	71.99	.00	.00	20,664.88
007 YOUTH/ADULT TOURNAMT CK	25,093.38	39.87	.00	.00	25,133.25
008 DARE	6,919.99	624.19	.00	.00	7,544.18
009 POLICE CANINE UNIT	6,194.20	4,601.64	39.85	.00	10,755.99
010 INSURANCE	72,879.06	254.77	1,379.97	.00	71,753.86
012 TOURNAMENT FUND-GEN CKG	33,130.18	115.81	1,000.00	.00	32,245.99
013 SPECIAL EVENTS	500.00	1,780.60	.00	.00	2,280.60
014 MONTICELLO TREES FOREVE	26,176.56	91.51	.00	.00	26,268.07
015 FIRE	51,317.65	179.39	10,347.01	.00	41,150.03
016 AMBULANCE	340,607.23	67,531.30	58,490.10	.00	349,648.43
018 HOTEL/MOTEL TAX	32,269.84	4,982.37	15,000.00	.00	22,252.21
022 EARL F LEHMANN TRUST	239.09	.00	.00	.00	239.09
023 TRUST FUND/STREET BOND	750.00	.00	.00	.00	750.00
026 POLICE IMPROVEMENT	6,062.39	28.19	.00	.00	6,090.58
030 LIBRARY IMPROVEMENT	57,896.96	582.39	167.38	.00	58,311.97
041 LIBRARY	63,842.21	14,341.53	13,852.45	.00	64,331.29
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	121,505.85	424.76	.00	.00	121,930.61
045 SUPER MAC FUND	7,392.99	25.84	3,058.04	.00	4,360.79
046 AIRPORT	85,819.95	9,062.38	4,096.70	.00	90,785.63
050 REVOLVING LOAN FUND	49,017.72	175.10	.00	.00	49,192.82
110 ROAD USE	200,349.82	51,362.38	76,599.83	.00	175,112.37
111 ROAD USE SETASIDE	4,515.42	15.78	.00	.00	4,531.20
112 EMPLOYEE BENEFITS	441,819.14	86.69	51,899.13	.00	390,006.70
125 TIF -SPECIAL REVENUE	309,212.55	1,329.55	.00	.00	310,542.10
178 TRUST/SLAVKA GEHRET FUN	42,978.45	101,561.49	.00	.00	144,539.94
180 POLICE FORFEITURE	4.95	.00	.00	.00	4.95
200 DEBT SERVICE	217,423.97	754.31	.00	.00	218,178.28
225 TIF - DEBT	.00	.00	.00	.00	.00
300 ARPA CAPITAL FUND	.00	.00	.00	.00	.00
313 PARK IMPROVEMENT	198,480.26	1,543.86	.00	.00	200,024.12
316 LIB CAPITAL IMPROVEMENT	16,110.00	56.31	.00	.00	16,166.31
319 AMBULANCE IMPROVEMENT	219,870.52	768.63	.00	.00	220,639.15
325 TIF PROJECT	136,187.18	.00	92,700.00	.00	43,487.18
326 TRUST/CEMETERY IMPROVEM	55,125.08	536.72	.00	.00	55,661.80
328 FAMILY AQUATIC CENTER C	.00	.00	.00	.00	.00
332 CAPITAL IMPROVEMENT	650,941.50	20,341.87	127,181.94	.00	544,101.43
333 MYSBA CAPITAL FUND	.00	.00	.00	.00	.00
336 LOW INCOME HOUSING FUND	.00	.00	.00	.00	.00
337 MDC FUNDS	.00	.00	.00	.00	.00
338 BATY DISC GOLF COURSE	13,415.92	46.89	980.00	.00	12,482.81
339 MARY MAXINE REDMOND TRU	7,932.93	27.72	.00	.00	7,960.65
375 POCKET PARK	12,480.09	43.62	.00	.00	12,523.71
500 TRUST/CEMETERY PERPETUA	194,926.27	337.41	.00	.00	195,263.68
502 C.C. BIDWELL LIBRARY BO	87,118.58	303.98	31.00	.00	87,391.56
503 TRUST/IOMA MARY BAKER	38,414.10	134.28	.00	.00	38,548.38
600 WATER	136,166.79	38,501.59	166,215.93	.00	8,452.45
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	33,010.16	1,700.00	775.00	.00	33,935.16
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00



**TREASURER'S REPORT**  
**CALENDAR 8/2025, FISCAL 2/2026**

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
604 WATER CAPITAL IMPROVEME	726,719.97	7,531.80	.00	.00	734,251.77
610 SEWER	2,221,760.57	105,286.87	38,678.59	.00	2,288,368.85
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER DEBT SERVICE	532,322.26	1,828.44	63,793.14	.00	470,357.56
613 SEWER CAPITAL IMPROVEME	180,123.33	5,890.82	.00	.00	186,014.15
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00
616 SEWER WWT FACILITY IMPR	.00	885,185.25	885,185.25	.00	.00
618 SWR DEBT SERVICE RESERV	.00	.00	.00	.00	.00
620 SWR SHORT-LIVED ASSET R	.00	.00	.00	.00	.00
670 SANITATION	361,839.59	55,840.40	53,723.61	.00	363,956.38
671 SANITATION CAPITAL IMPR	9,844.23	33.24	.00	.00	9,877.47
675 YARD WASTE SITE	65,304.94	3,903.98	277.36	.00	68,931.56
740 STORM WATER	193,971.65	7,369.91	7,806.67	.00	193,534.89
820 INTERNAL REV SELF FUNDE	.00	4,619.76	4,619.76	.00	.00
950 FLEX SPENDING FUND	1,221.71-	1,311.56	241.35	.00	151.50-
951 ENTERPRISE FLEX SPENDIN	107.48	.00	.00	.00	107.48
Report Total	9,234,194.79	1,522,473.77	1,894,579.64	.00	8,862,088.92

# CLAIMS REPORT

Check Range: 10/07/2025-10/07/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00			
JOHN DEERE FINANCIAL	PD EQUIP REPAIR/MAINT	15.99			
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	44.98			
MEDIACOM	PD TELEPHONE	23.07			
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	895.15			
LASER TECH USA, INC. DBA	PD BUILDING SUPPLIES	61.99			
POLICE LEGAL SCIENCES INC	PD OFFICER TRAINING	854.00			
		-----			
	110 POLICE DEPARTMENT TOTAL	2,195.18			
STREET LIGHTS					
ALLIANT ENERGY-IES	E 1ST STREETLIGHTS	4,893.76			
THEODORE KRAUS	RU STREETLIGHT REPAIRS	812.70			
		-----			
	230 STREET LIGHTS TOTAL	5,706.46			
AQUATIC CENTER					
FAREWAY STORES #840-1	POOL CONCESSIONS	65.99			
MONTICELLO SPORTS	POOL SWIM TEAM	238.00			
NEXT GENERATION PLBG & HTG LLC	POOL EQUIP REPAIR/MAINT	564.55			
		-----			
	440 AQUATIC CENTER TOTAL	868.54			
CEMETERY					
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	443.98			
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	449.45			
		-----			
	450 CEMETERY TOTAL	893.43			
SOLDIER'S MEMORIAL BOARD					
D.I.A.L. /ELEVATOR SAFETY	ELEVATOR PERMIT/INSPECTION	43.75			
		-----			
	498 SOLDIER'S MEMORIAL BOARD TOTAL	43.75			
ENGINEER					
SNYDER & ASSOCIATES, INC	ENGINEERING FEES	3,961.75			
		-----			
	640 ENGINEER TOTAL	3,961.75			
ATTORNEY					
LYNCH DALLAS, P.C.	ATTORNEY FEES	610.00			
		-----			
	641 ATTORNEY TOTAL	610.00			
CITY HALL/GENERAL BLDGS					
TIMOTHY BADER	CH BLDG REPAIR/MAINT	325.00			
D.I.A.L. /ELEVATOR SAFETY	ELEVATOR PERMIT/INSPECTION	87.50			
SYCAMORE MEDIA CORP	CH ADVERTISING	569.82			
PREMIER WINDOW CLEANING	CH WINDOW CLEANING	652.00			
SPAHN & ROSE LUMBER CO INC	CH BLDG REPAIR/MAINT	72.97			
NANCI TUEL	CH TRAVEL	14.00			

# CLAIMS REPORT

Check Range: 10/07/2025-10/07/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	650 CITY HALL/GENERAL BLDGS TOTAL	1,721.29			
	001 GENERAL TOTAL	16,000.40			
MONTICELLO BERNDES CENTER					
PARKS					
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	180.00			
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES	202.11			
K&S MACHINING AND METAL	MBC EQUIP REPAIR/MAINT	390.00			
KROMMINGA MOTORS INC	MBC EQUIP REPAIR/MAINT	195.69			
LAPORTE MOTOR SUPPLY	MBC EQUIP REPAIR/MAINT	22.72			
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	168.91			
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES	1,182.00			
NEXT GENERATION PLBG & HTG LLC	MBC BLDG REPAIR/MAINT	107.77			
SPAHN & ROSE LUMBER CO INC	MBC EQUIP REPAIR/MAINT	14.10			
	430 PARKS TOTAL	2,463.30			
	005 MONTICELLO BERNDES CENTER TOTAL	2,463.30			
FIRE					
FIRE					
KARDES INC	FIRE FUEL	8.18			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	67.21			
MONTICELLO FIRE ASSOCIATION	ORBIS "2 ALARM" SPONSORSHIP	500.00			
	150 FIRE TOTAL	575.39			
	015 FIRE TOTAL	575.39			
AMBULANCE					
AMBULANCE					
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING	566.13			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	81.56			
BOUND TREE MEDICAL, LLC	AMB MEDICAL SUPPLIES	610.24			
IOWA DEPT OF HUMAN SERVICES	AMB REFUND	4,417.79			
MED-TECH RESOURCE, INC.	AMB MEDICAL SUPPLIES	1,416.55			
MEDIACOM	AMB TELEPHONE	23.08			
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	619.94			
LASER TECH USA, INC. DBA	AMB BUILDING SUPPLIES	42.99			
UNITY POINT HEALTH	AMB PHARMACY SUPPLIES	408.65			
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES	1,041.00			
	160 AMBULANCE TOTAL	9,227.93			
	016 AMBULANCE TOTAL	9,227.93			

# CLAIMS REPORT

Check Range: 10/07/2025-10/07/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
LIBRARY					
LIBRARY					
BAKER & TAYLOR BOOKS	LIB BOOKS	66.06			
D.I.A.L. /ELEVATOR SAFETY	ELEVATOR PERMIT/INSPECTION	43.75			
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	12.98			
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	159.26			
PREMIER WINDOW CLEANING	LIB BLDG REPAIR/MAINT	446.00			
LADCO	LIB BLDG REPAIR/MAINT	505.00			
		-----			
	410 LIBRARY TOTAL	1,233.05			
		-----			
	041 LIBRARY TOTAL	1,233.05			
AIRPORT					
AIRPORT					
MONTICELLO AVIATION INC	AIRPORT MANAGER	2,750.00			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	176.77			
		-----			
	280 AIRPORT TOTAL	2,926.77			
		-----			
	046 AIRPORT TOTAL	2,926.77			
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	22059 HWY 38	257.45			
ZACHARY ADAM BOWSER	RU TREE & STUMP REMOVAL	1,520.00			
ROBERT P CLAUSSEN	RU EQUIP REPAIR/MAINT	1,125.00			
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	569.90			
W.W. GRAINGER, INC	RU SUPPLIES	95.62			
JOHN DEERE FINANCIAL	RU STREET MAINTENANCE SUPPLIES	674.30			
K&S MACHINING AND METAL	RU STREET MAINTENANCE SUPPLIES	57.27			
KROMMINGA MOTORS INC	RU STREET MAINTENANCE SUPPLIES	2,036.19			
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	380.97			
JAROD MCELMEEL	RU STREET MAINTENANCE CONTRACT	1,950.00			
DAVID B MCNEILL	RU EQUIP REPAIR/MAINT	26.35			
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	1,122.26			
MATHY CONSTRUCTION	RU STREET MAINTENANCE SUPPLIES	170.78			
SURVEYING AND MAPPING LLC	RU STREET MAINTENANCE SUPPLIES	3,600.00			
		-----			
	210 STREETS TOTAL	13,586.09			
		-----			
	110 ROAD USE TOTAL	13,586.09			
CAPITAL IMPROVEMENT					
CAPITAL PROJECTS					
SNYDER & ASSOCIATES, INC	STEPHENS SEWER EXTENSION	10,878.50			
		-----			
	750 CAPITAL PROJECTS TOTAL	10,878.50			

# CLAIMS REPORT

Check Range: 10/07/2025-10/07/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
STORM WATER FUND					
SNYDER & ASSOCIATES, INC	SIXTH STREET DITCH PROJECT	1,678.75			
		-----			
	865 STORM WATER FUND TOTAL	1,678.75			
		-----			
	332 CAPITAL IMPROVEMENT TOTAL	12,557.25			
TRUST/IOMA MARY BAKER LIBRARY					
CENTER POINT PUBLISHING	LIB BAKER BOOKS	51.54			
		-----			
	410 LIBRARY TOTAL	51.54			
		-----			
	503 TRUST/IOMA MARY BAKER TOTAL	51.54			
WATER					
WATER					
ALLIANT ENERGY-IES	16540 190TH ST WATER TOWER	178.85			
MH LOGISTICS CORP	WATER MINOR EQUIPMENT	1,123.75			
HAWKINS WATER TREATMENT	WATER SYSTEM	311.59			
IOWA DEPT OF NATURAL RESOURCES	WATER DUES - PERMIT #3987	115.00			
IOWA ONE CALL	WATER SYSTEM	37.85			
JOHN DEERE FINANCIAL	WATER SUPPLIES	44.19			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	111.78			
		-----			
	810 WATER TOTAL	1,923.01			
		-----			
	600 WATER TOTAL	1,923.01			
CUSTOMER DEPOSITS					
WATER					
CITY OF MONTICELLO	BACHELDER/TAMMY	734.90			
CYNTHIA SCHNEIDER	WATER DEPOSIT REFUND	75.10			
		-----			
	810 WATER TOTAL	810.00			
		-----			
	602 CUSTOMER DEPOSITS TOTAL	810.00			
WATER CAPITAL IMPROVEMENT					
WATER					
ELECTRIC PUMP INC	WATER CAPITAL EQUIPMENT	142,010.00			
		-----			
	810 WATER TOTAL	142,010.00			
		-----			
	604 WATER CAPITAL IMPROVEMENT TOTAL	142,010.00			
SEWER					

# CLAIMS REPORT

Check Range: 10/07/2025-10/07/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
SEWER					
ELECTRIC PUMP INC	SEWER EQUIP REPAIR/MAINT	1,297.00			
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	17.28			
IOWA ONE CALL	SEWER SYSTEM	37.85			
JOHN DEERE FINANCIAL	SEWER EQUIP REPAIR/MAINT	136.94			
KRAUS KUSTOM BUILDERS	SEWER BLDG REPAIR/MAINT	573.68			
LAPORTE MOTOR SUPPLY	SEWER SUPPLIES	22.64			
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	111.76			
BOWKER PINNACLE HOLDINGS INC	SEWER EQUIP REPAIR/MAINT	467.25			
TROJAN TECHNOLOGIES CORP	SEWER EQUIP REPAIR/MAINT	1,315.50			
HD SUPPLY, INC	SEWER LAB SUPPLIES	324.51			
WESTPHAL & COMPANY, INC.	SEWER BLDG REPAIR/MAINT	2,750.00			
	815 SEWER TOTAL		7,054.41		
	610 SEWER TOTAL		7,054.41		
SANITATION					
SANITATION					
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	74.88			
SYCAMORE MEDIA CORP	SANITATION AD - LEAF CLEAN UP	508.80			
REPUBLIC SERVICES	RESIDENTIAL GARBAGE	25,834.60			
	840 SANITATION TOTAL		26,418.28		
	670 SANITATION TOTAL		26,418.28		
YARD WASTE SITE					
SANITATION					
ALLIANT ENERGY-IES	22411 BUSINESS HWY 151	34.08			
MATHY CONSTRUCTION	YARD WASTE GROUNDS SUPPLIES	508.05			
	840 SANITATION TOTAL		542.13		
	675 YARD WASTE SITE TOTAL		542.13		
	Accounts Payable Total		237,379.55		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

	FUND NAME	AMOUNT
001	GENERAL	16,000.40
005	MONTICELLO BERNDEN CENTER	2,463.30
015	FIRE	575.39
016	AMBULANCE	9,227.93
041	LIBRARY	1,233.05
046	AIRPORT	2,926.77
110	ROAD USE	13,586.09
332	CAPITAL IMPROVEMENT	12,557.25
503	TRUST/IOMA MARY BAKER	51.54
600	WATER	1,923.01
602	CUSTOMER DEPOSITS	810.00
604	WATER CAPITAL IMPROVEMENT	142,010.00
610	SEWER	7,054.41
670	SANITATION	26,418.28
675	YARD WASTE SITE	542.13
	-----	
	TOTAL FUNDS	237,379.55

<b>City Council Meeting</b> <b>Prep. Date:</b> 09/30/2025 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item:</b> # 1 <b>Agenda Date:</b> 10/06/2025
---	--	---

*Communication Page*

<b><u>Agenda Items Description:</u></b> Resolution approving the FY 2024-2025 Street Finance Report
---

<b><u>Type of Action Requested:</u></b> Motion; <b>Resolution;</b> Ordinance; Report; Public Hearing; Closed Session												
<b><u>Attachments &amp; Enclosures:</u></b> <table border="1" style="width: 100%;"> <tr><td>Resolution</td></tr> <tr><td>Street Financial Report</td></tr> <tr><td> </td></tr> </table>	Resolution	Street Financial Report		<b><u>Fiscal Impact:</u></b> <table border="1" style="width: 100%;"> <tr> <td>Budget Line Item:</td> <td> </td> </tr> <tr> <td>Budget Summary:</td> <td> </td> </tr> <tr> <td>Expenditure:</td> <td> </td> </tr> <tr> <td>Revenue:</td> <td> </td> </tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Resolution												
Street Financial Report												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

**Synopsis:** Annual Street Finance Report is required to be filed to the Iowa Department of Transportation by December 1 of each year, per Iowa Code section 312.14.

**Background Information:** City Annual Street Finance Report summarizes the revenues, expenses, debt payments, major equipment/ assets owned, rented and/or purchased, major street project, and finally, ending cash balances in applicable funds tied to “streets” in the community. I prepared the report and upon review and approval by the Council will see to its’ submission in accordance with State Law.

**Staff Recommendation:**

Staff recommends approval of the FY 2024-2025 Street Finance Report



# **CITY OF MONTICELLO, IOWA**

## **RESOLUTION #**

### **Approving FY 2024-2025 Street Finance Report**

**WHEREAS,** The City of Monticello is obligated to prepare and submit a report, annually, setting out the balances, revenues, expenses associated with our receipts and expenses and debt indebtedness and to further provide some detail in regard thereto, and

**WHEREAS,** The City Clerk has prepared the report for FY 2024-2025 Street Finance Report, as required by Code of Iowa section 312.14. Same having been reviewed by the City Administrator and presented to the City Council for review and approval, and

**WHEREAS,** The Council finds, based upon the information provided by the City Clerk, that the report should be approved for submission to the Iowa Department of Transportation.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 6<sup>th</sup> day of October 2025, does hereby approve the FY 2024-2025 Street Finance Report and directs the City Clerk to submit same to the Iowa Department of Transportation as required by Iowa Code section 312.14.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 6<sup>th</sup> day of October 2025.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer



## City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Monticello

Ames, IA 50010

9/30/2025 11:35:58 AM

### Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets		\$198,467					\$198,467
Benefits - Roads/Streets	\$2,358	\$2,075	\$77,617				\$82,050
Training & Dues		\$1,360					\$1,360
Building & Grounds Maint. & Repair		\$9,177					\$9,177
Road Beautification	\$44,450						\$44,450
Vehicle & Office Equip Operation and Repair		\$11,872					\$11,872
Operational Equipment Repair		\$54,998					\$54,998
Insurance		\$20,616					\$20,616
Payments to othe agencies						\$5,252	\$5,252
Rents & Leases		\$5,179					\$5,179
Street Maintenance Expense	\$4,900	\$37,443				\$1,737	\$44,080
Other Professional Services		\$49,894			\$64,631		\$114,525
Other Contract Services					\$17,772		\$17,772
Minor Equipment Purchases		\$490					\$490
Operating Supplies		\$5,939					\$5,939
Vehicles			\$251,000				\$251,000



## City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Monticello

Ames, IA 50010

9/30/2025 11:35:58 AM

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Street - New Roadway					\$216,300		\$216,300
Street - Capacity Improvement	\$8,000				\$512,287		\$520,287
Street - Preservation		\$147,110			\$82,085		\$229,195
Street - Safety/ Environment		\$6,479					\$6,479
Principal Payment				\$508,380			\$508,380
Interest Payment				\$126,383			\$126,383
Bond Registration Fees				\$1,214			\$1,214
Transfer Out		\$80,000			\$41,559	\$11,213	\$132,772
Street Lighting	\$79,843						\$79,843
Snow Removal		\$34,243					\$34,243
Depreciation & Building Utilities		\$9,399					\$9,399
Snow Removal Salaries		\$5,760					\$5,760
Snow Removal Benefits			\$570				\$570
<b>Total</b>	\$139,551	\$680,501	\$329,187	\$635,977	\$934,634	\$18,202	\$2,738,052



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Monticello

9/30/2025 11:35:58 AM

### Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$113,480		\$78,187	\$624,764			\$816,431
Interest	\$9,309		\$2,645			\$7,365	\$19,319
State Revenues - Road Use Taxes		\$575,369					\$575,369
Other State Grants - IDOT	\$9,769						\$9,769
Charges/fees						\$81,320	\$81,320
Assessments					\$26,833		\$26,833
Sale of Property & Merchandise	\$4,578	\$540					\$5,118
Proceeds from Debt			\$151,000		\$375,000		\$526,000
Transfer In	\$2,415	\$32,739	\$80,000	\$11,213	\$6,405		\$132,772
<b>Total</b>	<b>\$139,551</b>	<b>\$608,648</b>	<b>\$311,832</b>	<b>\$635,977</b>	<b>\$408,238</b>	<b>\$88,685</b>	<b>\$2,192,931</b>



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Monticello

9/30/2025 11:35:58 AM

### Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
2023 GO Bond- Chestnut St, wtr tower & 6th St ditch	\$2,220,000	\$270,000	\$104,750	\$197,016	\$76,435	\$1,950,000
2019 GO Bond - North Sycamore Street	\$1,345,000	\$255,000	\$40,350	\$255,000	\$40,350	\$1,090,000
2016 GO Bond & Refunding	\$320,000	\$160,000	\$6,080	\$56,364	\$2,142	\$160,000
2025 GO Note - Street Sweeper	\$151,000	\$0	\$0	\$0	\$0	\$151,000
2024 GO Note - Highland Corp - Northridge	\$375,000	\$0	\$7,456	\$0	\$7,456	\$375,000
<b>Total</b>	<b>\$4,411,000</b>	<b>\$685,000</b>	<b>\$158,636</b>	<b>\$508,380</b>	<b>\$126,383</b>	<b>\$3,726,000</b>



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Monticello

9/30/2025 11:35:58 AM

### Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
International Dump Truck	2013	Purchased	\$122,495	No Change
Western Star dump truck	2024	Purchased	\$229,879	No Change
Gehl ALT950 Loader	2023	Purchased	\$70,055	No Change
GMC Dump Truck	2001	Purchased	\$60,799	Traded
International 7300 SFA Dump Truck	2003	Purchased	\$62,870	No Change
F-350 Crew Cab	2021	Purchased	\$46,992	No Change
Ford F 350 pickup	2019	Purchased	\$46,992	No Change
2011 International Dump Truck	2011	Purchased	\$71,000	No Change
Tymco Street Sweeper	2006	Purchased	\$123,392	Traded
Ford F550 Lift Truck	2002	Purchased	\$40,000	No Change
New Holland L220 Skid Loader	2013	Purchased	\$30,300	No Change
GEHL 727 Mini Excavator	2013	Purchased	\$18,000	New
Tymco 435 Street Sweeper	2025	Purchased	\$281,000	New



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Monticello

9/30/2025 11:35:58 AM

### Street Projects

Project Description	Contract Price	Final Price	Contractor Name
N Chestnut Street from W 2nd to W 3rd	\$507,984	\$529,694	Eastern Iowa Excavating and Concrete



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Ames, IA 50010

## City Street Finance Report

Fiscal Year 2025

Monticello

9/30/2025 11:35:58 AM

### Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$0	\$265,693	\$21,853	\$0	\$1,346,525	\$116,658	\$1,750,729
SubTotal Expenses (-)	\$139,551	\$600,501	\$329,187	\$635,977	\$893,075	\$6,989	\$2,605,280
Transfers Out (-)		\$80,000			\$41,559	\$11,213	\$132,772
Subtotal Revenues (+)	\$137,136	\$575,909	\$231,832	\$624,764	\$401,833	\$88,685	\$2,060,159
Transfers In (+)	\$2,415	\$32,739	\$80,000	\$11,213	\$6,405		\$132,772
Ending Balance	\$0	\$193,840	\$4,498	\$0	\$820,129	\$187,141	\$1,205,608

Resolution Number: 2025-126

Execution Date: Monday, October 6, 2025

Signature: Sally Hinrichsen



City Council Meeting  
Prep. Date: September 25, 2025  
Preparer: Nick Kahler



Agenda Item: 2  
Agenda Date: October 6, 2025

*Communication Page*

**Agenda Items Description:** Approval of Kluesner crack fill bid

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** Crack fill bid for FY 2026

**Background Information:** Every year we find the streets that need joints and cracks filled. Crack filling the streets keeps the water from going down into the street and freezing causing bigger holes and issues later. This year's crack fill total is \$20,316

**Staff Recommendation:** We recommend the approval of the Kluesner crack fill bid

# City of Monticello, Iowa

## RESOLUTION #

### **Approving contracting with Kluesner to complete FY26 Crack Sealing**

**WHEREAS**, The City of Monticello sought a proposal from Kluesner to crack seal various streets and locations in the community, and

**WHEREAS**, The Public Works Department has identified a number of locations that are in need of said maintenance work, and

**WHEREAS**, The Council finds the hiring of Kluesner to perform the sealcoating projects proposed to be appropriate, with the proposed estimated cost being \$20,316.86 and directs the PW Director to accept the proposal of Kluesner Construction and to schedule this project for completion, and,

**WHEREAS**, The proposal notes that the final cost of all work and materials will be based on actual quantities, and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve contracting with Kluesner to complete sealcoating projects and authorizes the PW Director to accept the proposals of Kluesner on behalf of the City.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer




1007 1st Ave. NW • PO Box 355  
Farley, IA 52046  
(563) 744-3422 Fax (563) 744-3146  
Fed ID # 42-1463491  
office@kluesnerconstruction.com

# PROPOSAL

DATE	ESTIMATE #
9/11/2025	26096

NAME / ADDRESS	FAX NUMBER	CELL NUMBER	PHONE NUMBER
CITY OF MONTICELLO 200 E FIRST STREET MONTICELLO, IA 52310-1501		319-821-0488 NICK	319-465-3577
	LOCATION		

DESCRIPTION	TOTAL
CRACK AND JOINT SEALING OF CITY STREETS <ul style="list-style-type: none"><li>• ROUT NEW CRACKS AS NEEDED</li><li>• CLEAN CRACKS AND JOINTS WITH COMPRESSED AIR</li><li>• SEAL CRACKS AND JOINTS WITH D-3405 HOT APPLIED RUBBERIZED SEALANT</li><li>• PREVIOUSLY SEALED CRACKS WILL BE RESEALED AS NEEDED</li></ul>	
2ND ST -- FROM CEDAR ST TO N. SYCAMORE <ul style="list-style-type: none"><li>• APPROXIMATELY 1,800'</li><li>• NO ROUTING</li></ul>	20,316.86
2ND ST -- FROM N. SYCAMORE TO MAPLE <ul style="list-style-type: none"><li>• APPROXIMATELY 2,254'</li><li>• NO ROUTING</li></ul>	
2ND ST -- FROM MAPLE ST TO N. MAIN <ul style="list-style-type: none"><li>• APPROXIMATELY 6,164'</li><li>• SEAL SEAMS AROUND 10 INTAKES</li><li>• INCLUDE INTERSECTION OF SOUTH SIDE OF ELM ST</li></ul>	
N. ELM -- FROM 2ND ST TO 3RD ST <ul style="list-style-type: none"><li>• APPROXIMATELY 1,621'</li><li>• NO ROUTING</li></ul>	
N. BIRCH -- FROM W 1TH TO W 7TH <ul style="list-style-type: none"><li>• APPROXIMATELY 11,410'</li><li>• ROUT NEW CRACKS</li></ul>	
CITY SHOP PARKING LOT <ul style="list-style-type: none"><li>• APPROXIMATELY 1,909'</li><li>• ROUT CRACKS</li><li>• SEAL SEAM BY OVER HEAD DOORS</li><li>• RESAW JOINTS WITH GREY CAULK</li></ul>	
	<b>TOTAL</b> \$20,316.86

PAYMENT DUE UPON COMPLETION OF THE WORK.  
PROPOSAL MAY BE WITHDRAWN BY US IF NOT  
ACCEPTED WITHIN 30 DAYS.

SIGNATURE \_\_\_\_\_

<b>City Council Meeting</b> <b>Prep. Date</b> 9/24/2025 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item:</b> # 3 <b>Agenda Date:</b> 10/6/2025
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*Communication Page*

<b><u>Agenda Items Description:</u></b> Resolution approving FY 2024-2025 Annual Financial Report
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<b><u>Type of Action Requested:</u></b> Motion; <b>Resolution;</b> Ordinance; Report; Public Hearing; Closed Session												
<b><u>Attachments &amp; Enclosures:</u></b> <table border="1"> <tr><td>Proposed Resolution</td></tr> <tr><td>Annual Financial Report</td></tr> <tr><td> </td></tr> </table>	Proposed Resolution	Annual Financial Report		<b><u>Fiscal Impact:</u></b> <table border="1"> <tr> <td>Budget Line Item:</td> <td> </td> </tr> <tr> <td>Budget Summary:</td> <td> </td> </tr> <tr> <td>Expenditure:</td> <td> </td> </tr> <tr> <td>Revenue:</td> <td> </td> </tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Proposed Resolution												
Annual Financial Report												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

**Synopsis:** Resolution approves State mandated Annual Financial Report

**Background Information:** The attached report is s summary for FY 2024-2025 fund balances, revenues, expenses, debt and other related financial information. Report was prepared by Sally and she can answer any questions you have between now and the meeting or at the meeting.

Here are a couple of notes:

<b>(From Last Year's Report)</b>	<u>July 1, 2023</u>	<u>July 1, 2024</u>
Ending Fund Balance (All funds combined)	\$ 7,153,278	\$ 9,000,919
6/30/2024 General Obligation Debt:	\$ 3,885,000	
6/30/2024 Other Long Term Debt:	\$ 2,009,860	
6/30/2024 Short Term Debt:	\$ 20,000	
<b>(From This Year's Report)</b>	<u>July 1, 2024</u>	<u>July 1, 2025</u>
Ending Fund Balance (All funds combined)	\$ 9,000,919	\$ 9,426,133
6/30/2025 General Obligation Debt:	\$ 3,726,000	
6/30/2025 Other Long Term Debt:	\$ 0	
6/30/2025 Short Term Debt:	\$12,116,363	

The balance of the report summarizes revenues and expenditures into categories.

**Staff Recommendation:** It is recommended Council approves the proposed resolution approving the FY 2024-2025 Annual Financial Report

# **CITY OF MONTICELLO, IOWA**

## **RESOLUTION #**

### **Approving FY 2024-2025 Annual Financial Report**

**WHEREAS,** The City of Monticello is obligated to prepare and submit a report, annually, setting out the balances, revenues, expenses associated with our receipts and expenses and debt indebtedness and to further provide some detail in regard thereto, and

**WHEREAS,** The City Clerk has prepared the report for FY 2024-2025, and will be publish notice in the Monticello Express, as required. Same having been reviewed by the City Administrator and presented to the City Council for review and approval, and

**WHEREAS,** The Council finds, based upon the information provided by the City Clerk, that the report should be approved for submission to the State.

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 6<sup>th</sup> day of October 2025, does hereby approve the FY 2024-2025 Annual Financial Report and directs the City Clerk to submit same to the State as required by the Code of Iowa.

**IN TESTIMONY WHEREOF,** I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 6<sup>th</sup> day of October, 2025

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer

STATE OF IOWA 2025 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2025 CITY OF MONTICELLO, IOWA DUE: December 1, 2025	16205300400000
	CITY OF MONTICELLO
	200 E 1st St
	MONTICELLO IA 52310
	POPULATION: 4040

**NOTE** - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
<b>Revenues and Other Financing Sources</b>				
Taxes Levied on Property	2,192,674		2,192,674	2,202,264
Less: Uncollected Property Taxes-Levy Year	0		0	0
<b>Net Current Property Taxes</b>	2,192,674		2,192,674	2,202,264
Delinquent Property Taxes	0		0	0
TIF Revenues	670,913		670,913	650,000
Other City Taxes	587,356	0	587,356	620,482
Licenses and Permits	259,006	0	259,006	291,125
Use of Money and Property	523,909	194,102	718,011	605,495
Intergovernmental	1,215,897	0	1,215,897	1,424,678
Charges for Fees and Service	606,928	2,493,585	3,100,513	3,028,680
Special Assessments	33,239	0	33,239	31,578
Miscellaneous	291,904	30,707	322,611	341,382
Other Financing Sources	2,205,481	10,802,504	13,007,985	19,795,418
Transfers In	1,679,481	700,000	2,379,481	2,396,470
<b>Total Revenues and Other Sources</b>	8,587,307	13,520,898	22,108,205	31,387,572
<b>Expenditures and Other Financing Uses</b>				
Public Safety	2,239,606		2,239,606	2,498,901
Public Works	1,196,670		1,196,670	1,329,783
Health and Social Services	0		0	0
Culture and Recreation	1,004,420		1,004,420	1,158,810
Community and Economic Development	350,171		350,171	369,852
General Government	643,843		643,843	893,690
Debt Service	845,336		845,336	837,884
Capital Projects	1,140,210		1,140,210	2,839,536
<b>Total Governmental Activities Expenditures</b>	7,420,256	0	7,420,256	9,928,456
BUSINESS TYPE ACTIVITIES		11,883,254	11,883,254	20,838,159
<b>Total All Expenditures</b>	7,420,256	11,883,254	19,303,510	30,766,615
Other Financing Uses	1,563,460	816,021	2,379,481	
Transfers Out	1,563,460	816,021	2,379,481	2,396,470
<b>Total All Expenditures/and Other Financing Uses</b>	8,983,716	12,699,275	21,682,991	33,163,085
<b>Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses</b>	-396,409	821,623	425,214	-1,775,513
Beginning Fund Balance July 1, 2024	5,407,331	3,593,588	9,000,919	9,001,489
Ending Fund Balance June 30, 2025	5,010,922	4,415,211	9,426,133	7,225,976

**NOTE** - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds 1,886

Indebtedness at June 30, 2025	Amount	Indebtedness at June 30, 2025	Amount
General Obligation Debt	3,726,000	Other Long-Term Debt	0
Revenue Debt	0	Short-Term Debt	12,116,363
TIF Revenue Debt	0		
		General Obligation Debt Limit	16,684,382

**CERTIFICATION**

The forgoing report is correct to the best of my knowledge and belief

		<b>Publication</b> 9/24/2025
Signature of Preparer		Phone Number
Printed name of Preparer		
		Date Signed
Signature of Mayor or Mayor Pro Tem (Name and Title)		

**PLEASE PUBLISH THIS PAGE ONLY**

CITY OF MONTICELLO  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section A - Taxes</b>	1								1
<b>Taxes levied on property</b>	2	1,183,167	648,903	360,604			2,192,674		2,192,674
Less: Uncollected Property Taxes - Levy Year	3						0	0	0
Net Current Property Taxes	4	1,183,167	648,903	360,604		0	2,192,674		2,192,674
Delinquent Property Taxes	5						0		0
<b>Total Property Tax</b>	6	1,183,167	648,903	360,604		0	2,192,674		2,192,674
<b>TIF Revenues</b>	7		670,913				670,913		670,913
<b>Other City Taxes</b>									
Utility Tax Replacement Excise Taxes	8	21,298	11,946	6,356			39,600		39,600
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9						0		0
Parimutuel Wager Tax	10						0		0
Gaming Wager Tax	11						0		0
Mobile Home Tax	12	1,771	981	523			3,275		3,275
Hotel / Motel Tax	13	36,968					36,968		36,968
Other Local Option Taxes	14	507,513					507,513		507,513
<b>Total Other City Taxes</b>	15	567,550	12,927	6,879		0	587,356	0	587,356
<b>Section B - Licenses and Permits</b>	16	259,006					259,006		259,006
<b>Section C - Use of Money and Property</b>	17								17
Interest	18	151,947	4,800	14,885			263,645	194,102	457,747
Rents and Royalties	19	260,264					260,264		260,264
Other Miscellaneous Use of Money and Property	20						0		0
	21						0		0
<b>Total Use of Money and Property</b>	22	412,211	4,800	14,885	58,710	10,766	523,909	194,102	718,011
<b>Section D - Intergovernmental</b>	24								24
<b>Federal Grants and Reimbursements</b>	26								26
Federal Grants	27	7,423			75,000		82,423		82,423
Community Development Block Grants	28						0	0	0
Housing and Urban Development	29						0		0
Public Assistance Grants	30						0		0
Payment in Lieu of Taxes	31						0		0
	32						0		0
<b>Total Federal Grants and Reimbursements</b>	33	7,423	0	0	75,000	0	82,423	0	82,423

CITY OF MONTICELLO  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41									41
State Shared Revenues	43									43
Road Use Taxes	44	575,369					575,369		575,369	44
Other state grants and reimbursements	48									48
State grants	49	3,250					3,250		3,250	49
Iowa Department of Transportation	50	9,769			64,000		73,769		73,769	50
Iowa Department of Natural Resources	51						0		0	51
Iowa Economic Development Authority	52						0		0	52
CEBA grants	53						0		0	53
C&I Replacement and Tier I Business Tax Replacement	54	87,625	48,325	62,121			198,071		198,071	54
	55						0		0	55
	56						0		0	56
	57						0		0	57
	58						0		0	58
	59						0		0	59
Total State	60	100,644	623,694	0	62,121	0	850,459	0	850,459	60
Local Grants and Reimbursements										
County Contributions	63	258					258		258	63
Library Service	64	23,093					23,093		23,093	64
Township Contributions	65	74,485			2,638		77,123		77,123	65
Fire/EMT Service	66	130,000					130,000		130,000	66
School Resource Officer	67	52,541					52,541		52,541	67
	68						0		0	68
	69						0		0	69
Total Local Grants and Reimbursements	70	280,377	0	0	2,638	0	283,015	0	283,015	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	388,444	623,694	0	62,121	0	1,215,897	0	1,215,897	71
Section E -Charges for Fees and Service	72									72
Water	73						0	494,875	494,875	73
Sewer	74						0	1,222,532	1,222,532	74
Electric	75						0		0	75
Gas	76						0		0	76
Parking	77						0		0	77
Airport	78						0		0	78
Landfill/garbage	79						0	694,858	694,858	79
Hospital	80						0		0	80



CITY OF MONTICELLO  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)
<b>Section E - Charges for Fees and Service - Continued</b>	81								81
Transit	82						0		0 82
Cable TV	83						0		0 83
Internet	84						0		0 84
Telephone	85						0		0 85
Housing Authority	86						0		0 86
Storm Water	87						0	81,320	81,320 87
Other:	88								88
Nursing Home	89						0		0 89
Police Service Fees	90	252					252		252 90
Prisoner Care	91						0		0 91
Fire Service Charges	92	15					15		15 92
Ambulance Charges	93	428,658					428,658		428,658 93
Sidewalk Street Repair Charges	94						0		0 94
Housing and Urban Renewal Charges	95						0		0 95
River Port and Terminal Fees	96						0		0 96
Public Scales	97						0		0 97
Cemetery Charges	98	21,875					21,875		21,875 98
Library Charges	99	3,214					3,214		3,214 99
Park, Recreation, and Cultural Charges	100	152,914					152,914		152,914 100
Animal Control Charges	101						0		0 101
	102								0 102
	103						0		0 103
<b>Total Charges for Service</b>	104	606,928	0	0	0	0	606,928	2,493,585	3,100,513 104
<b>Section F - Special Assessments</b>	106				33,239		33,239		33,239 106
<b>Section G - Miscellaneous</b>	107								107
Contributions	108	55,141			59,511		114,652		114,652 108
Deposits and Sales/Fuel Tax Refunds	109	500					500	20,300	20,800 109
Sale of Property and Merchandise	110						0		0 110
Fines	111	16,133					16,133		16,133 111
Internal Service Charges	112						0		0 112
	113						0		0 113
Refunds/Reimbursements	114	70,024	540				70,564		70,564 114
Miscellaneous	115	16,052					16,052	10,407	26,459 115
Cemetery Lot Sales	116	11,603			1,991	3,391	16,985		16,985 116
State Sales Tax Collection	117	210					210		210 117
Concessions	118	47,662					47,662		47,662 118
Airport Fuel Sales	119	9,146					9,146		9,146 119
<b>Total Miscellaneous</b>	120	226,471	540	0	61,502	3,391	291,904	30,707	322,611 120

CITY OF MONTICELLO  
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121 3,643,777	1,290,864	693,450	444,489	295,089	14,157	6,381,826	2,718,394	9,100,220	121
Section H - Other Financing Sources	123									123
Proceeds of capital asset sales	124								0	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125	151,000			375,000		526,000		526,000	125
Proceeds of anticipatory warrants or other short-term debt	126						0	10,102,504	10,102,504	126
Regular transfers in and interfund loans	127 1,062,361	80,000		116,021	76,000		1,334,382	700,000	2,034,382	127
Internal TIF loans and transfers in	128 2,415	32,739		303,540	6,405		345,099		345,099	128
	129						0		0	129
	130						0		0	130
Total Other Financing Sources	131 1,064,776	263,739	0	419,561	457,405	0	2,205,481	10,802,504	13,007,985	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132 4,708,553	1,554,603	693,450	864,050	752,494	14,157	8,587,307	13,520,898	22,108,205	132
Beginning Fund Balance July 1, 2024	134 2,164,986	716,142	279,181	188,837	1,747,659	310,526	5,407,331	3,593,588	9,000,919	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136 6,873,539	2,270,745	972,631	1,052,887	2,500,153	324,683	13,994,638	17,114,486	31,109,124	136

CITY OF MONTICELLO  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025

NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i)	Line
<b>Section A - Public Safety</b>	1										1
Police Department/Crime Prevention	2	720,917	178,159					899,076		899,076	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	426,823						426,823		426,823	6
Ambulance	7	791,280	120,533					911,813		911,813	7
Building Inspections	8							0		0	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	105						105		105	10
Other Public Safety	11	1,789						1,789		1,789	11
	12							0		0	12
	13							0		0	13
<b>Total Public Safety</b>	14	1,940,914	298,692		0	0	0	2,239,606		2,239,606	14
<b>Section B - Public Works</b>	15										15
Roads, Bridges, Sidewalks	16	59,708	895,625					955,333		955,333	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18	79,843						79,843		79,843	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		34,243					34,243		34,243	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23	127,251						127,251		127,251	23
Garbage (if not an enterprise)	24							0		0	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
<b>Total Public Works</b>	28	266,802	929,868		0	0	0	1,196,670		1,196,670	28
<b>Section C - Health and Social Services</b>	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
<b>Total Health and Social Services</b>	39	0	0		0	0	0	0		0	39
<b>Section D - Culture and Recreation</b>	40										40
Library Services	41	197,330	48,182				4,896	250,408		250,408	41
Museum, Band, Theater	42							0		0	42
Parks	43	334,412	41,903					376,315		376,315	43
Recreation	44	208,336	8,706					217,042		217,042	44
Cemetery	45	66,595	13,386					79,981		79,981	45
Community Center, Zoo, Marina, and Auditorium	46							0		0	46
Other Culture and Recreation	47	22,441						22,441		22,441	47
TREES FOREVER	48	24,730						24,730		24,730	48

CITY OF MONTICELLO  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section E - Community and Economic Development</b>	51										51
Community beautification	52							0		0	52
Economic development	53							0		0	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55							0		0	55
Other community and economic development	56							0		0	56
TIF Rebates	57			350,171				350,171		350,171	57
<b>Total Community and Economic Development</b>	58							0		0	58
	59	0	0	350,171	0		0	350,171		350,171	59
<b>Section F - General Government</b>	60										60
Mayor, Council and City Manager	61	27,628	2,537					30,165		30,165	61
Clerk, Treasurer, Financial Administration	62	223,097	68,205					291,302		291,302	62
Elections	63							0		0	63
Legal Services and City Attorney	64	37,145						37,145		37,145	64
City Hall and General Buildings	65	239,931						239,931		239,931	65
Tort Liability	66							0		0	66
Other General Government	67	45,300						45,300		45,300	67
	68							0		0	68
	69							0		0	69
<b>Total General Government</b>	70	573,101	70,742		0		0	643,843		643,843	70
<b>Section G - Debt Service</b>	71							0		0	71
Debt Service	72				534,340			534,340		534,340	72
TIF - Debt	73				310,996			310,996		310,996	73
<b>Total Debt Service</b>	74	0	0	0	845,336		0	845,336		845,336	74
<b>Section H - Regular Capital Projects - Specify</b>	75										75
Capital Improvement Projects	76					331,341		331,341		331,341	76
Other Capital Improvements	77					62,510		62,510		62,510	77
<b>Subtotal Regular Capital Projects</b>	78	0	0	0	0	393,851	0	393,851		393,851	78
<b>TIF Capital Projects - Specify</b>	79										79
N Chestnut Street Project	80					512,287		512,287		512,287	80
Other TIF Capital Projects	81					234,072		234,072		234,072	81
<b>Subtotal TIF Capital Projects</b>	82	0	0	0	0	746,359	0	746,359		746,359	82
<b>Total Capital Projects</b>	83	0	0	0	0	1,140,210	0	1,140,210		1,140,210	83
<b>Total Governmental Activities Expenditures (Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)</b>	84	3,659,936	1,419,707	350,171	845,336	1,140,210	4,896	7,420,256		7,420,256	84
	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

CITY OF MONTICELLO  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
<b>Section I - Business Type Activities</b>	87										87
Water - Current Operation	88								310,040	310,040	88
Capital Outlay	89								38,322	38,322	89
Debt Service	90									0	90
Sewer and Sewage Disposal - Current Operation	91								475,484	475,484	91
Capital Outlay	92								10,087,146	10,087,146	92
Debt Service	93								324,429	324,429	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105								629,924	629,924	105
Landfill/Garbage - Current operation	106										106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120								6,989	6,989	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123								10,920	10,920	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
	127									0	127
	128									0	128
<b>Total Business Type Activities</b>	129								11,883,254	11,883,254	129

CITY OF MONTICELLO  
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2025 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	3,659,936	1,419,707	350,171	845,336	1,140,210	4,896	7,420,256	11,883,254	19,303,510	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	1,138,361	80,000					1,218,361	816,021	2,034,382	132
Internal TIF loans/repayments and transfers out	133			303,540		41,559		345,099		345,099	133
	134							0		0	134
Total Other Financing Uses	135	1,138,361	80,000	303,540	0	41,559	0	1,563,460	816,021	2,379,481	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	4,798,297	1,499,707	653,711	845,336	1,181,769	4,896	8,983,716	12,699,275	21,682,991	136
Ending fund balance June 30, :	137										137
Governmental:	138										138
	139										139
Nonspendable	140						319,787	319,787		319,787	140
Restricted	141	188,470	771,038	318,920	207,551	1,050,776		2,536,755		2,536,755	141
Committed	142							0		0	142
Assigned	143	141,549						141,549		141,549	143
Unassigned	144	1,745,223				267,608		2,012,831		2,012,831	144
Total Governmental	145	2,075,242	771,038	318,920	207,551	1,318,384	319,787	5,010,922		5,010,922	145
Proprietary	146										146
Total Ending Fund Balance June 30,	147	2,075,242	771,038	318,920	207,551	1,318,384	319,787	5,010,922	4,415,211	4,415,211	147
Total Requirements (Sum of lines 136 and 147)	148	6,873,539	2,270,745	972,631	1,052,887	2,500,153	324,683	13,994,638	17,114,486	31,109,124	148

OTHER P10

Intergovernmental Expenditures										
Part III Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.										
Purpose	Amount paid to other local governments	Purpose	Amount paid to State							
Correction		Highways	82,085							
Health		All other	27,863							
Highways										
Transit Subsidies	1,500									
Libraries	805									
Police protection	2,000									
Sewerage										
Sanitation	20,505									
All other	7,546									
Part IV										
Wages & Salaries										
Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.										
YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID										
Total Salaries and Wages Paid			2,233,962							
Part V Debt Outstanding, Issued, and Retired										
Transit subsidies										
A. Long-Term Debt										
Debt During the Fiscal Year				Debt Outstanding JUNE 30, 2025						
Purpose	Line	Debt Outstanding JULY 1, 2024	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year	
Water Utility	1.	0	0	0	0	0	0	0	0	
Sewer Utility	2.	0	0	0	0	0	0	0	0	
Electric Utility	3.	0	0	0	0	0	0	0	0	
Gas Utility	4.	0	0	0	0	0	0	0	0	
Transit-Bus	5.	0	0	0	0	0	0	0	0	
Industrial Revenue	6.	0	0	0	0	0	0	0	0	
Mortgage Revenue	7.	0	0	0	0	0	0	0	0	
TIF Revenue	8.	0	0	0	0	0	0	0	0	
Other Purposes / Miscellaneous	9.	0	0	0	0	0	0	0	0	
GO	10.	4,411,000	526,000	685,000	3,726,000	0	0	0	158,636	
Parking	11.	0	0	0	0	0	0	0	0	
Airport	12.	0	0	0	0	0	0	0	0	
Stormwater	13.	0	0	0	0	0	0	0	0	
Section 108	14.	0	0	0	0	0	0	0	0	
Total Long-Term		4,411,000	526,000	685,000	3,726,000	0	0	0	158,636	
B. Short-Term Debt Amount										
Outstanding as of July 1, 2024					2,029,860.19					
Outstanding as of JUNE 30, 2025					12,116,363.72					
DEBT LIMITATION FOR GENERAL OBLIGATIONS										
Part VI		Actual valuation -- January 1, 2023			Amount					
					333,687,646		x.05 = \$		16,684,382.3	
Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2025										
Type of asset		Amount								
		Bond and interest funds (a)		Bond construction funds (b)		Pension/retirement funds (c)		All other Funds (d)		Total (e)
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of		207,551		1,411,430				7,809,038		9,428,019

CITY DEBT DETAIL - LT DEBT1

Debt Series Name	Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, 2024	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
TIF Rebates	1 TIF Agreement	11-18-2024	TIF Rebate	0-0	No Vote - Non-GO	5,099,323	3,504,531	350,171			TIF Revenue	TIF Rebates, Grants
2016 GO Bond	2 GO	04-18-2016	16-64	3.75-4.05	No Vote - Essential GO	2,640,000	320,000	160,000	6,080		General Obligation (GO)	South Street Reconstruction from Main Street to Cedar Street; Main Street street patching and manhole replacements, and water tower painting
2019 GO Bond	3 GO	05-15-2019	19-68	3.0-3.0	No Vote - Essential GO	2,500,000	1,345,000	255,000	40,350		General Obligation (GO)	N Sycamore Street Reconstruction from 1st to 7th Street, including water and sewer mains, and storm sewer
2023 GO Bond	4 GO	11-21-2023	2023-165	4.00-5.00	No Vote - Essential GO	2,350,000	2,220,000	270,000	104,750		General Obligation (GO)	N. Chestnut Street from 1st St to 3rd St Reconstruction; South water tower repainting; 6th Street ditch repairs from Chestnut St to Sycamore St
2024 GO Corp Purpose Note	5 GO	11-27-2024	2024-163	3.89-3.89	No Vote - Essential GO	375,000	375,000	0	7,456		General Obligation (GO)	Northridge Estates 5th Addition street, sanitary sewer mains, and water mains
2025 GO Street Sweeper Acquisition Note	6 GO	05-01-2025	2025-58	4.25-4.25	No Vote - Essential GO	151,000	151,000	0	0		General Obligation (GO)	Street Sweeper acquisition
	7 -				-						-	
	8 -				-						-	
	9 -				-						-	
	10 -				-						-	
	11 -				-						-	
	12 -				-						-	
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	18 -				-						-	
	19 -				-						-	
	20 -				-						-	





<b>City Council Meeting</b> <b>Prep. Date:</b> 09/30/2025 <b>Preparer:</b> Russell Farnum		<b>Agenda Item:</b> # 4 - 5 <b>Agenda Date:</b> 10/06/2025
---	--	---

*Communication Page*

<b><u>Agenda Items Description:</u></b> Plat(s) of Parcels 2025-51 and 2025-52, and 2025-65 (McDonell - River Road)
---

<b><u>Type of Action Requested:</u></b> Resolutions (2)												
<b><u>Attachments &amp; Enclosures:</u></b> <table border="1"> <tr><td>Plats (2)</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Plats (2)			<b><u>Fiscal Impact:</u></b> <table border="1"> <tr> <td>Budget Line Item:</td> <td> </td> </tr> <tr> <td>Budget Summary:</td> <td> </td> </tr> <tr> <td>Expenditure:</td> <td> </td> </tr> <tr> <td>Revenue:</td> <td> </td> </tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Plats (2)												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

**Background Information:** There is an abandoned property between 21752 and 21794 River Road that is about 1/3 acre parcel with unknown owners. There is a fence that divides the property and both adjacent owners (Blunt and McDonell) thought they each owned about half of the lot, going to the fence line.

McDonell's are going through the process to claim ownership through "Quiet Title" for the lot and have it divided along that fence line, with half to be going to Blunt's to the north, and half to McDonell's to the south. The properties are unincorporated but within the City's 2-mile review radius for subdivisions. This action doesn't impact the future growth or development of the City, and corrects some known ownership and legal description issues.

This first plat divides the abandoned lot into two parcels – 2025-51 and 2025-52, the second plat combines the McDonell's half of the "new lot" with the existing property as Parcel 2025-65. Because there are two separate plats, two Resolutions are necessary.

**Recommendation:** P&Z reviewed this plat at their regular meeting of September 23 and unanimously recommended approval.

# City of Monticello, Iowa

## RESOLUTION NO.

### **Approving the Plat of Survey to Parcel 2025-51 and Parcel 2025-52, same being located within the two-mile jurisdiction of the City limits of the City of Monticello**

**WHEREAS,** There has been filed with the City Clerk for approval of Parcel 2025-51 and Parcel 2025-52 dividing an abandoned property between 21752 and 21794 River Road that is about 1/3 acre parcel with unknown owners, same being located within the two-mile jurisdiction of the City limits of the City of Monticello, and

**WHEREAS,** There is a fence that divides the property and both adjacent owners (Dennis Blunt and Ted & Janet McDonell) thought they each owned about half of the lot, going to the fence line. Ted and Janet McDonell are going through the process to claim ownership through “Quiet Title” for the lot and have it divided along that fence line, with half to be going to Blunt’s to the north, and half to McDonell’s to the south, and

**WHEREAS,** The City Planning and Zoning Board has reviewed the Plat of Survey to Parcel 2025-51 and Parcel 2025-52 and recommended approval, and

**WHEREAS,** The City Council concurs that the Plat of Survey to Parcel 2025-51 and Parcel 2025-52, should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcel 2025-51 and Parcel 2025-52, same being located within the two-mile jurisdiction of the City limits of the City of Monticello.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

PLAT OF SURVEY  
PARCELS 2025-51 AND 2025-52

Recorder's Stamp:

Location Description: A part of the NW 1/4 NE 1/4 and part of the NE 1/4 NW 1/4, Section 22-T86N-R3W, Jones County, Iowa

Requestor: Ted J. McDonell and Janet L. McDonell

Proprietor: J.B. Cropp and R.G. Cropp

Surveyor: Kevin F. Bradshaw, LS

Surveyor Company: Brain Engineering, Inc.

Return to: SM Brain, 1540 Midland Ct NE Cedar Rapids, IA 52402 or mikeb@brain-eng.com (319) 294-9424

LEGAL DESCRIPTION – PARCEL 2025-51

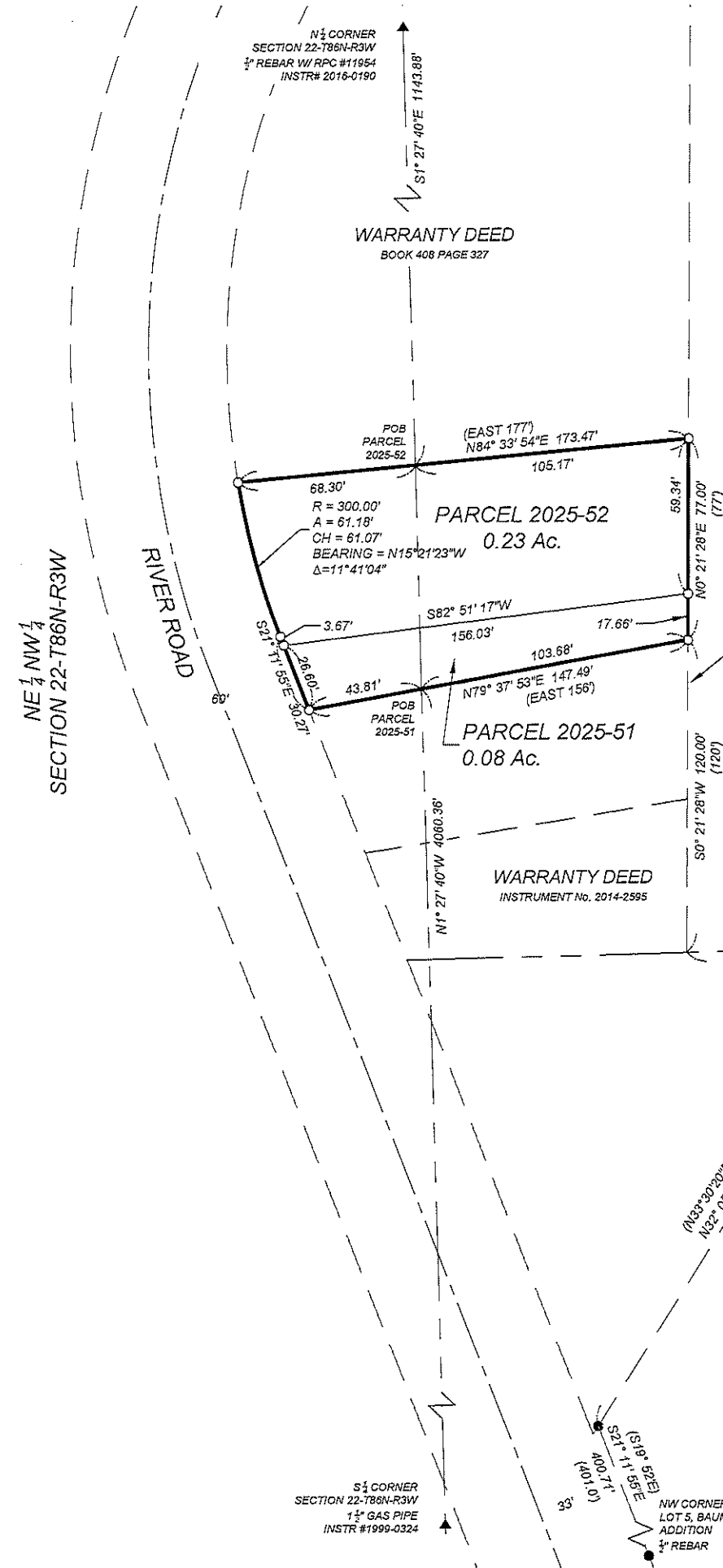
A part of the NW 1/4 NE 1/4 and a part of the NE 1/4 NW 1/4, all in Section 22, Township 86 North, Range 3 West of the 5th Principal Meridian, Jones County, Iowa, described as follows:

Commencing as a point of reference at the S 1/4 Corner of said Section 22; thence N01°27'40"W along the west line of the SE 1/4 and long the west line of the NE 1/4, both in said Section 22, 4060.36 feet to the Point of Beginning; thence N79°37'53"E, 103.69 feet; thence N00°21'28"E, 17.66 feet; thence S82°51'17"W, 156.03 feet to the east right of way line of River Road; thence S21°11'55"E along said east right of way line, 26.60 feet; thence N79°37'53"E, 43.81 feet to the Point of Beginning, containing 0.08 acres.

LEGAL DESCRIPTION – PARCEL 2025-52

A part of the NW 1/4 NE 1/4 and a part of the NE 1/4 NW 1/4, all in Section 22, Township 86 North, Range 3 West of the 5th Principal Meridian, Jones County, Iowa, described as follows:

Commencing as a point of reference at the N 1/4 Corner of said Section 22; thence S01°27'40"E along the west line of the NE 1/4 of said Section 22, 1143.88 feet to the Point of Beginning; thence N84°33'54"E, 105.17 feet; thence S00°21'28"W, 59.34 feet; thence S82°51'17"W, 156.03 feet to the east right of way line of River Road; thence N21°11'55"W along said east right of way line, 3.67 feet; thence N-ly along said east right of way line on an arc of 61.18 feet of a 300.00-foot radius curve to the right, having a chord length of 61.07 feet bearing N15°21'23"W; thence N84°33'54"E, 68.30 feet to the Point of Beginning containing 0.23 acres.



ACREAGE TABLE

QUARTERS	PARCEL		TOTAL (Ac.)
	2025-51	2025-52	
NW 1/4 NE 1/4	0.05	0.09	0.14
NE 1/4 NW 1/4	0.03	0.14	0.17
TOTAL	0.08	0.23	0.31

SURVEYOR: BRAIN ENGINEERING, INC.  
1540 MIDLAND COURT NE  
CEDAR RAPIDS, IA 52402  
319-294-9424

LOT 2  
BAUMAN'S 1ST  
ADDITION

- ▲ FOUND SECTION CORNER
- FOUND 1/2" REBAR OR AS LABELED
- △ SET SECTION CORNER
- SET 1/2" REBAR W/ YPC #17543
- POB POINT OF BEGINNING
- () RECORDED AS
- SCM 4"x 4" CONCRETE POST w/DISK
- UDE UTILITY & DRAINAGE EASEMENT
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
- \_\_\_\_\_ BORDER
- \_\_\_\_\_ CENTERLINE
- \_\_\_\_\_ PROPERTY LINE
- \_\_\_\_\_ SECTION LINE
- \_\_\_\_\_ ADJACENT PROPERTY/ROW



NOTE: ALL MEASUREMENTS IN FEET AND DECIMALS THEREOF.

I hereby certify that this land surveying document 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.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Kevin F. Bradshaw, L.S.  
My License Renewal Date Is December 31, 2026  
License Number 17543  
Pages or sheets covered by this seal: THIS PAGE

DATE OF SURVEY: 8/18/25	Project No: 626625-10	Title: PLAT OF SURVEY PARCELS 2025-51 & 2025-52	Drawn: DJB 8/28/25	Book: DC
			Checked: SWS 9/8/25	Scale: 1" = 60'



# City of Monticello, Iowa

## RESOLUTION NO.

### **Approving the Plat of Survey to Parcel 2025-65, for Property located at 21752 River Road**

**WHEREAS,** There has been filed with the City Clerk for approval of Parcel 2025-65, combining Parcel 2025-51 with 21752 River Road property and creating about a quarter of an acre parcel, same being located within the two-mile jurisdiction of the City limits of the City of Monticello, and

**WHEREAS,** The City Planning and Zoning Board has reviewed the Plat of Survey to Parcel 2025-65 and recommended approval, and

**WHEREAS,** The City Council concurs that the Plat of Survey to Parcel 2025-65 should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcel 2025-65, same being located within the two-mile jurisdiction of the City limits of the City of Monticello.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

PLAT OF SURVEY  
PARCEL 2025-65

Recorder's Stamp:

Location Description: A part of the NW 1/4 NE 1/4 and part of the NE 1/4 NW 1/4, Section 22-T86N-R3W, Jones County, Iowa

Requestor: Ted J. McDonell and Janet L. McDonell

Proprietor: Ted J. McDonell and Janet L. McDonell

Surveyor: Kevin F. Bradshaw, L.S.

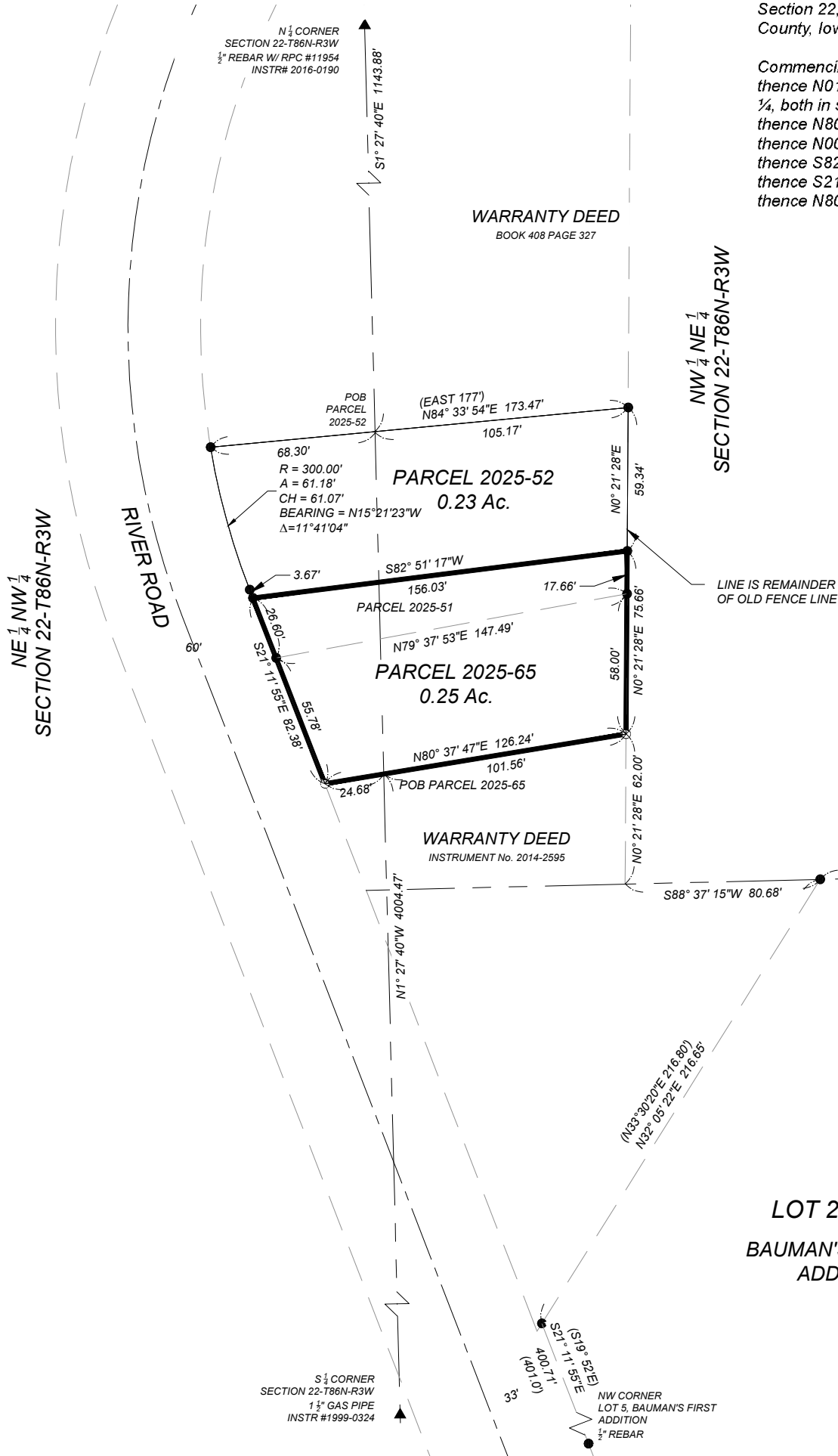
Surveyor Company: Brain Engineering, Inc.

Return to: SM Brain, 1540 Midland Ct NE Cedar Rapids, IA 52402 or mikeb@brain-eng.com (319) 294-9424

LEGAL DESCRIPTION – PARCEL 2025-65

A part of the NW 1/4 NE 1/4 and a part of the NE 1/4 NW 1/4 and Parcel 2025-51, all in Section 22, Township 86 North, Range 3 West of the 5th Principal Meridian, Jones County, Iowa, described as follows:

Commencing as a point of reference at the S 1/4 Corner of said Section 22; thence N01°27'40"W along the west line of the SE 1/4 and long the west line of the NE 1/4, both in said Section 22, 4004.47 feet to the Point of Beginning; thence N80°37'47"E, 101.56 feet; thence N00°21'28"E, 75.66 feet; thence S82°51'17"W, 156.03 feet to the east right of way line of River Road; thence S21°11'55"E along said east right of way line, 82.38 feet; thence N80°37'47"E, 24.68 feet to the Point of Beginning, containing 0.25 acres.



ACREAGE TABLE

QUARTERS	2025-65
NW 1/4 NE 1/4	0.18
NE 1/4 NW 1/4	0.07
TOTAL	0.25

SURVEYOR: BRAIN ENGINEERING, INC.  
1540 MIDLAND COURT NE  
CEDAR RAPIDS, IA 52402  
319-294-9424

LOT 2  
BAUMAN'S 1ST  
ADDITION

- ▲ FOUND SECTION CORNER
- FOUND 1/2" REBAR OR AS LABELED
- △ SET SECTION CORNER
- SET 1/2" REBAR W/ YPC #17543
- POB POINT OF BEGINNING
- () RECORDED AS
- SCM 4"x 4" CONCRETE POST w/DISK
- UDE UTILITY & DRAINAGE EASEMENT
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
- BORDER
- CENTERLINE
- PROPERTY LINE
- SECTION LINE
- ADJACENT PROPERTY/ROW

NOTE: ALL MEASUREMENTS IN FEET AND DECIMALS THEREOF.

I hereby certify that this land surveying document 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.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Kevin F. Bradshaw, L.S.  
My License Renewal Date Is December 31, 2026  
License Number 17543  
Pages or sheets covered by this seal: THIS PAGE

DATE OF SURVEY: 8/18/25

Project No:  
626625-10

Title:  
**PLAT OF SURVEY**  
PARCEL 2025-65

Drawn: DJB  
8/28/25  
Checked:

Book: DC  
Scale: 1" = 60'

<b>City Council Meeting</b> <b>Prep. Date:</b> 09/24/2025 <b>Preparer:</b> Russell Farnum		<b>Agenda Item:</b> # 6 <b>Agenda Date:</b> 10/06/2025
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*Communication Page*

<b><u>Agenda Items Description:</u></b> Resolution Approving Plat of Parcel 2025-58 (Dirks - Hardscrabble Road)
---

<b><u>Type of Action Requested:</u></b> Resolution												
<b><u>Attachments &amp; Enclosures:</u></b> <table border="1"> <tr><td>Plat and Locator Map</td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>	Plat and Locator Map			<b><u>Fiscal Impact:</u></b> <table border="1"> <tr> <td>Budget Line Item:</td> <td> </td> </tr> <tr> <td>Budget Summary:</td> <td> </td> </tr> <tr> <td>Expenditure:</td> <td> </td> </tr> <tr> <td>Revenue:</td> <td> </td> </tr> </table>	Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Plat and Locator Map												
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

**Background Information:** Barney and Joan Dirks are purchasing the homestead area from the James Oswald farm at 18064 Hardscrabble Road. The plat proposes separating a 2-acre site with a driveway easement from the remaining 36-ish acre parcel.

The property is unincorporated and barely within the City’s 2-mile review radius for subdivisions. This action doesn’t impact the future growth or development of the City

**Staff Recommendation:** P&Z reviewed this plat at their regular meeting of September 23 and unanimously recommended approval.

# City of Monticello, Iowa

## RESOLUTION #

### **Approving Plat of Survey to Parcel 2025-58 for Property located at 18064 Hardscrabble Road**

**WHEREAS,** The Plat of Survey to Parcel 2025-58 for property at 18064 Hardscrabble Road 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 Plat was created to separate a 2-acre site with a driveway easement of the existing homestead lot from the remaining 36-ish acre parcel, 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 for Parcel 2025-58, for property at 18064 Hardscrabble Road should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plat of Survey for Parcel 2025-58.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

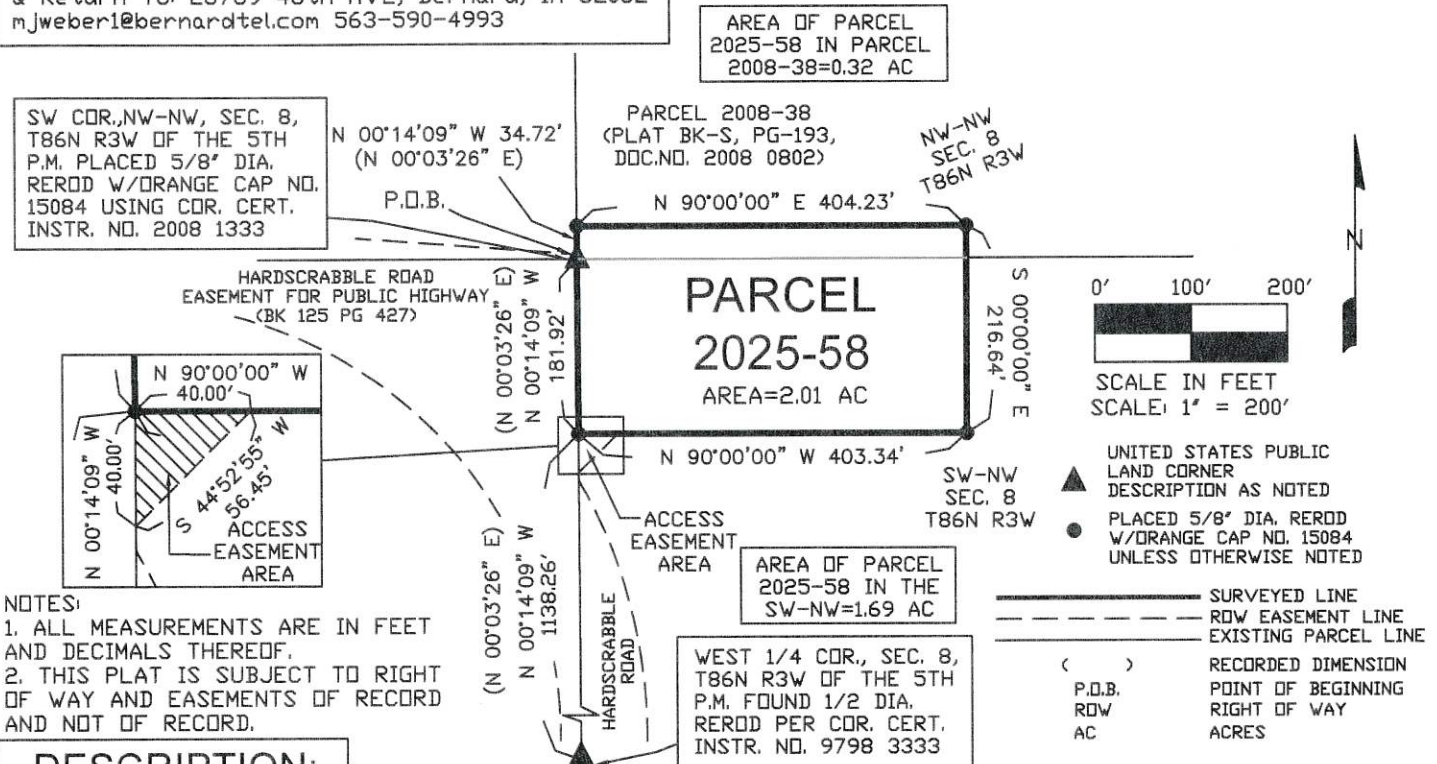


PREPARED BY: MICHAEL J. WEBER, WEBER SURVEYING, LLC, 26789 46TH AVE, BERNARD, IA 52032 (563) 879-4173

#### INDEX LEGEND

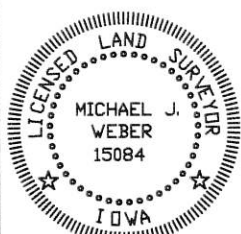
Location: Parcel 2025-58, NW-NW and SW-NW,  
Sec. 8, T86N R3W  
Requestor: BYRON G. DIRKS  
Proprietor: JAMES J. OSWALD  
Surveyor: MICHAEL J. WEBER  
Surveyor Company: WEBER SURVEYING, LLC  
& Return To: 26789 46th AVE, Bernard, IA 52032  
mjweber1@bernardtel.com 563-590-4993

## PLAT of SURVEY of PARCEL 2025-58 in Section 8, T86N R3W of the 5th P.M. in Jones County, Iowa



#### DESCRIPTION:

Parcel 2025-58 being a part Parcel 2008-38 as shown in Plat Book S Page 193, Document No. 2008 0802 as shown in the Jones County Recorder's Office located in the NW 1/4 of the NW 1/4 and part of the SW 1/4 of the NW 1/4 of Section 8, T86N R3W of the 5th P.M. in Jones County, Iowa, more particularly described as follows: commencing at the SW corner of the NW 1/4 of the NW 1/4 of said Section 8 being the point of beginning; thence N 00°14'09" W (assumed bearing), 34.72' along the West line of said Parcel 2008-38; thence N 90°00'00" E, 404.23'; thence S 00°00'00" E, 216.64'; thence N 90°00'00" W, 403.34' to the West line of the said SW 1/4 of the NW 1/4; thence N 00°14'09" W, 181.92' along said West line to the point of beginning, containing 2.01 acres and subject to easements of record and not of record.



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.

*Michael J. Weber* September 11, 2025  
MICHAEL J. WEBER (DATE)  
LICENSE NUMBER 15084

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025

SHEETS COVERED BY THIS SEAL: SHEET 1

WEBER SURVEYING, LLC  
26789 46TH AVE  
BERNARD, IA 52032  
PH: (563) 879-4173  
FAX: (563) 879-4199

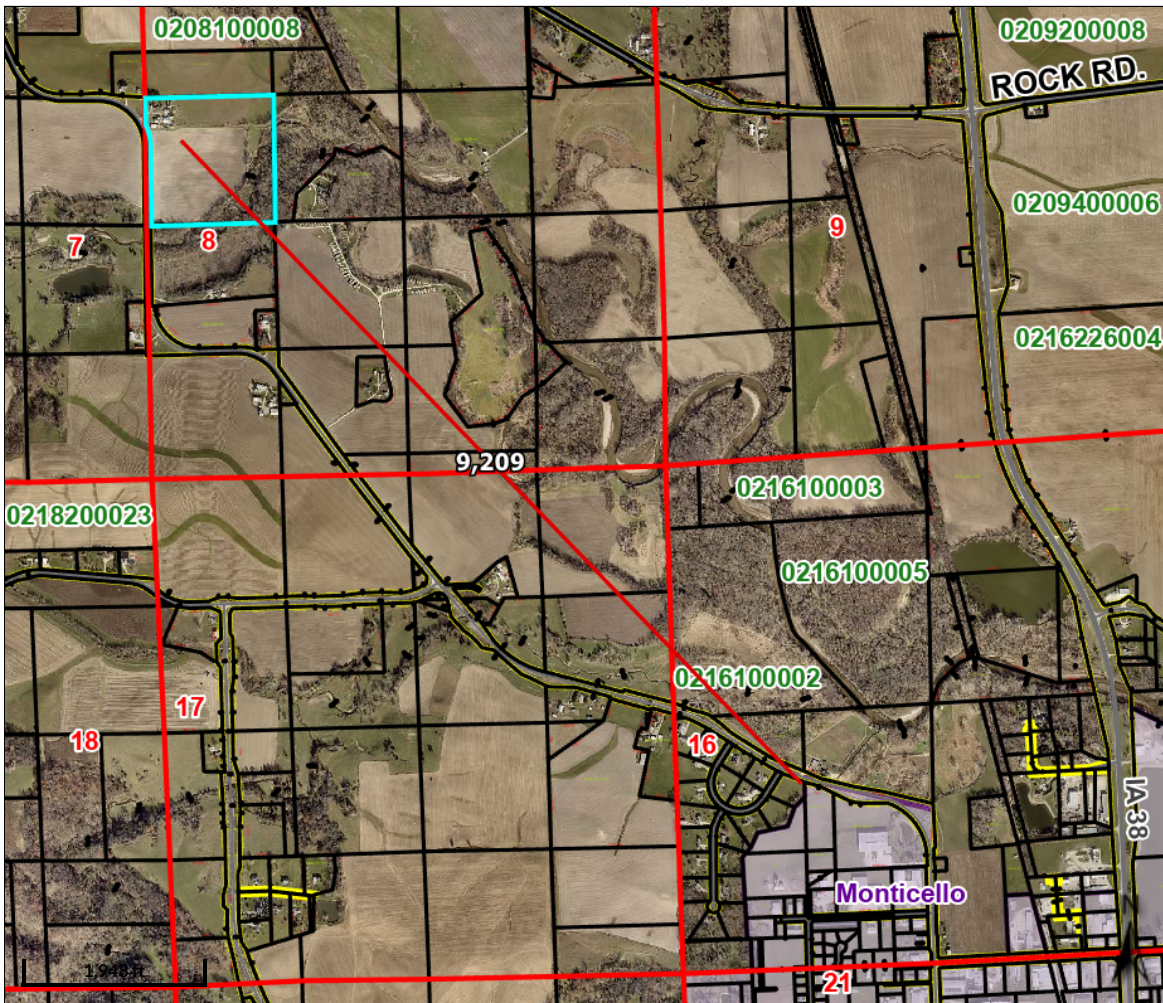
DRAWN BY: MJW

SURVEY DATE: 9/11/25

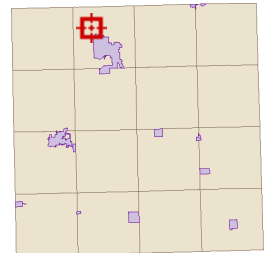
DWG. 25092

SHEET 1 OF 1






Overview



Legend

-  Corporate Limits
-  Sections
-  Parcels
-  Cartography
-  Major Roads
-  Road Centerline
-  Road ROW

Parcel ID	0208100004	Alternate ID	057600	Owner Address	OSWALD, JAMES J
Sec/Twp/Rng	08-86-03	Class	AD		18064 HARDSCRABBLE RD
Property Address	18064 HARDSCRABBLE RD	Acreage	38.75		MONTICELLO, IA 52310
	MONTICELLO				

District LOVMO  
Brief Tax Description 08-86-03 SW NW

(Note: Not to be used on legal documents)

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

Date created: 9/11/2025

Last Data Uploaded: 9/10/2025 5:34:35 PM

Developed by  **SCHNEIDER**  
GEOSPATIAL

<b>City Council Meeting</b> <b>Prep. Date:</b> 09/30/2025 <b>Preparer:</b> Russell Farnum		<b>Agenda Item:</b> # 7 <b>Agenda Date:</b> 10/06/2025
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*Communication Page*

**Agenda Items Description:** Approval of Final Plat of Parcels 2025-71 and -72, for Wesley and Dawn Koob

**Type of Action Requested:** Resolution

**Attachments & Enclosures:**  
Plat

**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Background:** Wes and Dawn Koob purchased a dilapidated rental home at 201 N. Main St., which is on the northwest corner of 2<sup>nd</sup> and Main Street. They tore down the dilapidated structure, and proposed constructing a new duplex on the site. This property was rezoned from R-1 to R-2 in late 2023, and a 2-unit was constructed with the intention of selling the two units separately as single family attached units.

Chapter 165.32 of the Zoning Ordinance (R-2 District), Paragraph 2, Permitted Uses, allows

C. Dwellings, Two-Family, attached under the following conditions:

- (1) Building permit application includes a certificate signed by a licensed surveyor verifying lot line.
- (2) Signed certificate from a licensed engineer or architect that the firewall meets or exceeds construction standards as set by the State of Iowa fire codes.

The accompanying Plat verifies the lot line, and the applicant provided the engineer/architect certificate with the building permit.

**Recommendation:** Planning and Zoning reviewed this plat at their regular meeting of September 23 and unanimously recommended approval.

# City of Monticello, Iowa

## RESOLUTION #

### **Approving Plat of Survey to Parcel 2025-71 and Parcel 2025-72, same being located within the City Limits of the City of Monticello**

**WHEREAS,** The Plat of Survey to Parcel 2025-71 and Parcel 2025-72 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 subdivide the 2-unit duplex into separate parcels, with the intention of selling the two units separately as single family attached units., and

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

**WHEREAS,** Said Plat has been examined by the City Council and they find that the same conforms to the statutes and ordinances relating thereto; and

**WHEREAS,** The City Council finds that the Plat of Survey to Parcels 2025-71 and Parcel 2025-72 should be approved.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Plat of Survey to Parcel 2025-71 and Parcel 2025-72.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

---

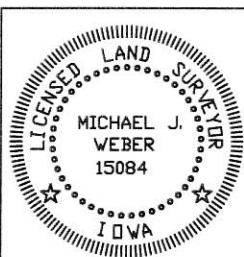
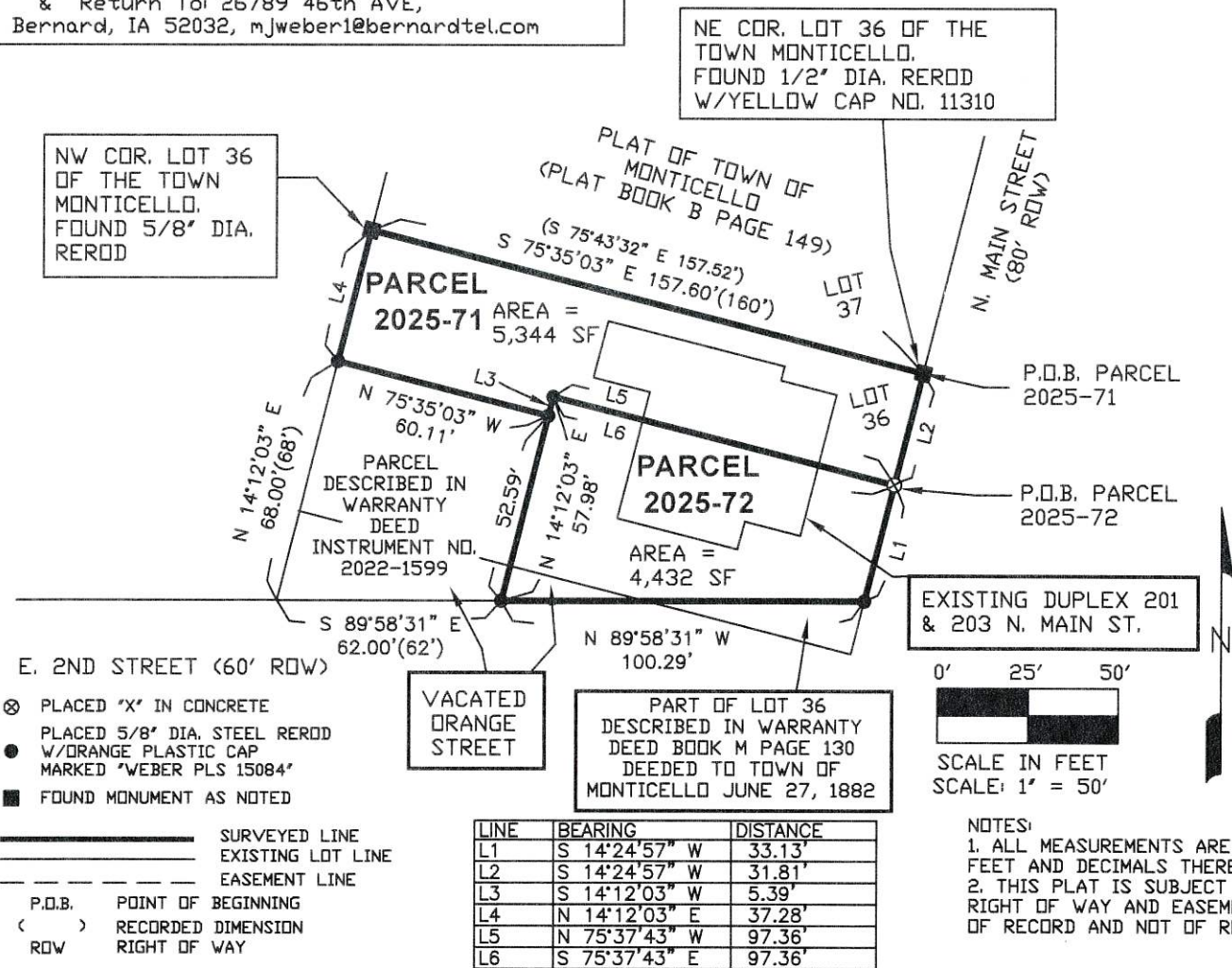
Sally Hinrichsen, City Clerk/Treasurer



### Index Legend

Location: PARCEL 2025-71 and PARCEL 2025-72,  
LOT 36, TOWN OF MONTICELLO, CITY OF MONTICELLO  
Requestor: WESLEY and DAWN KOOB  
Proprietor: WESLEY and DAWN KOOB  
Surveyor: MICHAEL J. WEBER  
Surveyor Company: Weber Surveying, LLC  
& Return To: 26789 46th AVE,  
Bernard, IA 52032, mjweber1@bernardtel.com

## PLAT of SURVEY of PARCEL 2025-71 and PARCEL 2025-72 in the City of Monticello, Iowa



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.

*Michael J. Weber* September 15, 2025  
MICHAEL J. WEBER (DATE)

LICENSE NUMBER 15084

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025

SHEETS COVERED BY THIS SEAL: SHEET 1 & 2

WEBER SURVEYING, LLC  
26789 46TH AVE  
BERNARD, IA 52032  
PH: (563) 590-4993  
mjweber1@bernardtel.com

DRAWN BY: MJW

SURVEY DATE: 9/15/25

DWG: 25120

SHEET 1 OF 2

**DESCRIPTION: Parcel 2025-71** being part of Lot 36 of the town of Monticello as shown in Plat Book B Page 149 of the Jones County Recorder's Office, more particularly described as follows: Commencing at the NE corner of said Lot 36 being the point of beginning; thence S 14°24'57" W (assumed bearing), 31.81' along the West right of way line of North Main Street; thence N 75°37'43" W, 97.36'; thence S 14°12'03" W, 5.39' to the NE corner of a Parcel described in Warranty Deed Instrument No. 2022-1599 of the Jones County Recorder's Office; thence N 75°35'03" W, 60.11' along the North line of said Parcel to the West line of said Lot 36; thence N 14°12'03" E, 37.28' along said West line to the NW corner of said Lot 36; thence S 75°35'03" E, 157.60' along the North line of said Lot 36 to the point of beginning, containing 5,344 square feet and subject to easements of record and not of record.

**DESCRIPTION: Parcel 2025-72** being part of Lot 36 of the town of Monticello and part of vacated Orange Street as shown in Plat Book B Page 149 of the Jones County Recorder's Office more particularly described as follows: Commencing at the NE corner of said Lot 36 thence S 14°24'57" W (assumed bearing), 31.81' along the West right of way line of North Main Street to the point of beginning; thence S 14°24'57" W, 33.13' along the West right of way line of North Main Street to the intersection of said West right of way line with the intersection of the North right of way line of North 2nd Street; thence N 89°58'31" W, 100.29' along said North right of way line to the SE corner of a Parcel described in Warranty Deed Instrument No. 2022-1599 of the Jones County Recorder's Office; thence N 14°12'03" E, 57.98' along the East line of said Parcel; thence S 75°37'43" E, 97.36' to the point of beginning, containing 4,432 square feet and subject to easements of record and not of record.

<b>City Council Meeting</b> <b>Prep. Date:</b> 09/30/2025 <b>Preparer:</b> Russell Farnum		<b>Agenda Item:</b> # 8 <b>Agenda Date:</b> 10/06/2025
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*Communication Page*

<b><u>Agenda Items Description:</u></b> Approval of Site Plan for Monticello Family Dentistry at 501 S. Main Street (Dr. Lindsey Meyer)
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<b><u>Type of Action Requested:</u></b> Resolution			
<b><u>Attachments &amp; Enclosures:</u></b> Site Plan Building Elevations	<table border="1"> <tr> <td> <b><u>Fiscal Impact:</u></b>            Budget Line Item:            Budget Summary:            Expenditure:            Revenue:         </td> <td>       </td> </tr> </table>	<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:	     
<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:	     		

**Background:** Dr. Lindsey Meyer, Monticello Family Dentistry, has purchased the former Kum and Go property at the southeast corner of South Main and Oak Street (Route 38). She is proposing to construct a new building to house her dentistry practice.

The property is zoned C-1 Business and is a vacant L-shaped corner lot with frontage on South Main Street and Oak Street. The lot continues eastward on the back side of the former HCH Real Estate building, which is now Express Signs. The lot is about 0.6 acres (24,000 square feet), and has had the former gas station building and tanks removed, but a considerable portion of the site is still paved.

Property to the north, south, and east are all also zoned C-1 Business, and improved with a Credit Union to the north, an office building to the northeast, Condos to the east, and a car wash to the south. Property to the west is zoned R-1 and improved with a variety of housing.

The proposed new development includes a new 4340 square foot dental office building with parking for 22 cars. The site plan shows access to both South Main Street and Oak Street, much like the prior gas station use, but with the access driveways narrowed down and better defined. The driveways are proposed as far from the intersection as practical, which provides for good access to the property without unnecessary interference with the intersection. The two well-defined access points are a major improvement on the oversized curb cuts that existed along those frontages to serve the old gas station.

A permit from the DOT is required for the access to Oak Street, because it is a State Highway, and early indications from the DOT indicate that access to Route 38 may not be allowed. If so, the South Main Street access would still sufficiently service the property, but some minor changes to the site plan may be necessary, such as relocating the dumpster enclosure and providing a turn-around area at the

northeast end of the parking lot. From the City's perspective, these changes would be minor and do not impact the functionality or quality of the proposed development.

Because the site is under an acre and the lot coverage will be less after redevelopment than the pavement that exists today, there is no storm water retention required. There are substantial landscaped and "lawn" areas proposed for the new development. The parking lot, with 22 spaces, complies with the zoning requirements for offices, being 1 parking space for each 200 square feet of building area. The building and parking setbacks are correctly outlined on the site plan and the layout meets those required setbacks.

The proposed building has a majority masonry stone façade with gray siding trim and black trimmed windows. A strong gable frames the entry and the building is well appointed with stone pillars and large window openings. The HVAC and other equipment is placed in areas of minimal view, and the large setback to the homes to the east (which already have a 6' privacy fence) provides adequate buffer to those homes.

The trash enclosure is well designed, sight-proof, and seems to have a very solid construction plan. This will help assure it's adequately maintained over the longer term. An attractive landscape plan is also proposed, creating a nice front lawn area punctuated with foundation plantings and trees.

The City Engineer and city staff have reviewed the site plan and related plans, and all issues or concerns have been satisfactorily addressed in updated submittals.

**Recommendation:** P&Z reviewed this proposed plan at their regular meeting of September 23 and unanimously recommended approval.



# City of Monticello, Iowa

## RESOLUTION #

### **Approving Monticello Family Dentistry Site Plan at 501 S Main Street**

**WHEREAS,** Dr. Lindsey Meyer has presented the Monticello Family Dentistry Site Plan for review and consideration on property at the southeast corner of South Main and Oak Street (Hwy 38), and

**WHEREAS,** The proposed Site Plan calls for a dentistry practice building, , and

**WHEREAS,** The proposed Site Plan has been reviewed by the City staff and the Planning and Zoning Board, and

**WHEREAS,** The Planning & Zoning Board recommended the approval of the site plan.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve the Monticello Family Dentistry Site Plan.

**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 6<sup>th</sup> day of October, 2025.

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Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

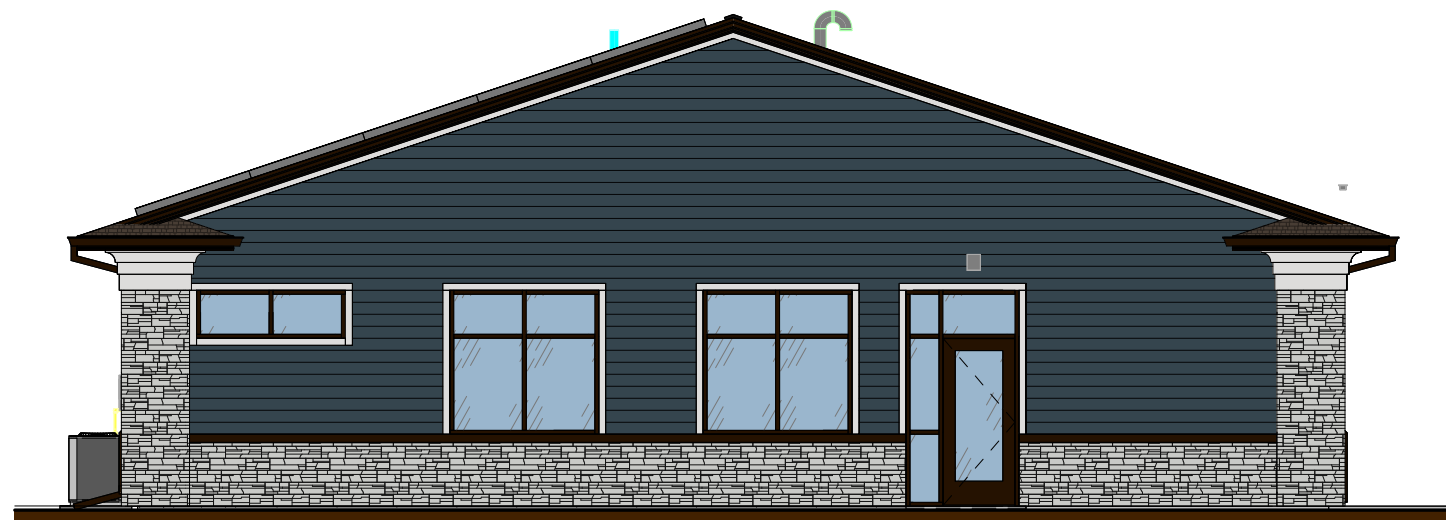






## COLOR - WEST (FRONT) ELEVATION

1 SCALE: 1/4" = 1'-0"



## COLOR - EAST (REAR) ELEVATION

3 SCALE: 1/8" = 1'-0"

CODE - ELEVATION MATERIAL PERCENTAGES		
ELEVATION	WALL AREA	% OF TOTAL
EAST		
Exterior Calcs - Siding	361 SF	43%
Exterior Calcs - Masonry	348 SF	42%
Exterior Calcs - Glazing	129 SF	15%
	838 SF	100%
NORTH		
Exterior Calcs - Siding	209 SF	20%
Exterior Calcs - Masonry	550 SF	52%
Exterior Calcs - Glazing	293 SF	28%
	1,052 SF	100%
SOUTH		
Exterior Calcs - Siding	273 SF	27%
Exterior Calcs - Masonry	564 SF	57%
Exterior Calcs - Glazing	160 SF	16%
	997 SF	100%
WEST		
Exterior Calcs - Siding	232 SF	33%
Exterior Calcs - Masonry	260 SF	36%
Exterior Calcs - Glazing	221 SF	31%
	713 SF	100%

### EXTERIOR MATERIAL SELECTIONS

NOTE:  
THESE SELECTIONS ARE PROVIDED TO SHOW  
"COLOR INTENT".

FINAL SELECTIONS CAN/ OR WILL BE MADE BY THE  
OWNER AS THIS PROJECT PROGRESSES.

#### ROOFING: SHINGLES

CERTAINTED  
- NORTHGATE CLIMATEFLEX  
- MAX DEF ESPRESSO

#### ROOFING: GUTTER & DOWNSPOUTS

FIRESTONE  
- DARK BRONZE

#### ROOFING: FASCIA & SOFFIT PANELS

FIRESTONE  
- DARK BRONZE  
- INCLUDES:  
- VISIBLE FLASHINGS

#### FIBER CEMENT LAP SIDING

JAMES HARDIE  
- PAINT COLOR  
- SHERWIN WILLIAMS  
- SW7605  
- GALE FORCE

#### HARDIETRIM

JAMES HARDIE  
- PAINT COLOR  
- SHERWIN WILLIAMS  
- SW6259  
- SPATIALWHITE

#### MANUFACTURED STONE WINDOW SILL TRIM

CENTURION STONE  
- MATCH STONE VENEER

#### ADHERED MANUFACTURED STONE VENEER

CENTURION STONE  
- DESIGN SERIES  
- COASTAL  
- BASIS OF DESIGN

#### STOREFRONT WINDOW FINISH

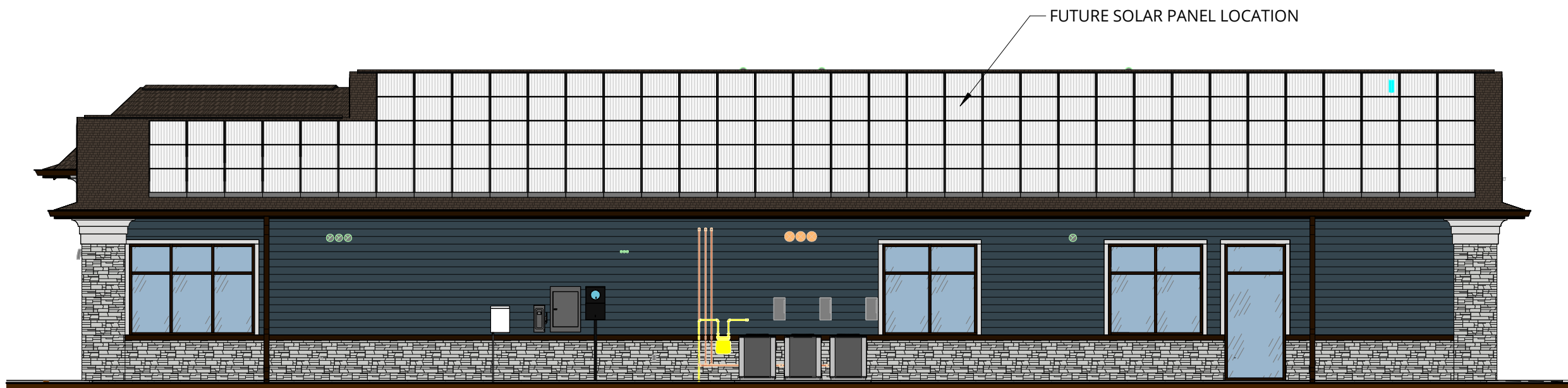
MANUFACTURER PER SPECS.  
- ANODIZED DARK BRONZE  
- INCLUDES:  
- VISIBLE FLASHINGS

### REVISIONS

REV #	DESCP.	DATE

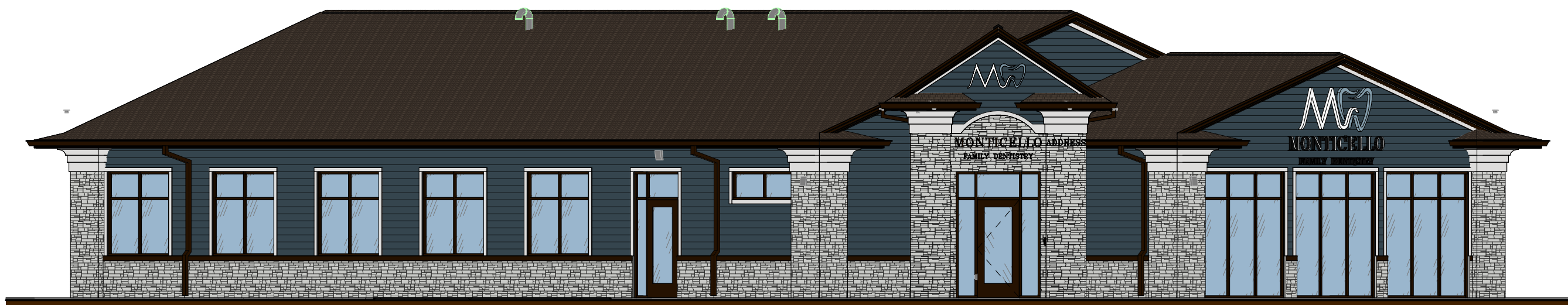
### DWG. LIST

COLOR EXTERIOR  
ELEVATIONS



## COLOR - SOUTH ELEVATION

2 SCALE: 1/8" = 1'-0"



## COLOR - NORTHWEST ELEVATION

4 SCALE: 1/8" = 1'-0"



FILE: I:\NORTHWEST\2501.058\2501.058.DWG DATE: 08/19/2025 12:28 PM  
PLOT DATE: 08/19/2025 DATE PLOTTED: 08/19/2025 12:28 PM  
PLOTTER: HP PLOTTER PLOTTER: HP PLOTTER

SITE PLAN FOR:  
**MONTICELLO FAMILY DENTISTRY**  
501 SOUTH MAIN STREET  
MONTICELLO, IOWA

VICINITY MAP  
NOT TO SCALE



MONTICELLO, IOWA

OWNER/APPLICANT

MONTICELLO FAMILY DENTISTRY  
630 SOUTH MAIN STREET  
MONTICELLO, IOWA 52310  
CONTACT: LINDSEY MEYER  
PH: (319) 465-3533

ENGINEER/SURVEY

CIVIL DESIGN ADVANTAGE  
4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
CONTACT: KEITH WEGGEN  
PH: (515) 369-4400

ARCHITECT

DOWNING CONSTRUCTION INC  
509 EAST SCENIC VALLEY AVENUE  
INDIANOLA, IOWA 50125  
CONTACT: CHRISTOPHER LYON  
PH: (515) 961-5386

DATE OF SURVEY

07/29/2025

SUBMITTAL DATES

FIRST SUBMITTAL: 08/19/2025

LEGAL DESCRIPTION

LOT 134 OF THE IRREGULAR PLAT OF MONTICELLO, IOWA, EXCEPT THE NORTH 141 FEET THEREOF, ACCORDING TO THE RECORD PLAT THEREOF: AND

A PART OF LOT 134 OF THE IRREGULAR PLAT OF THE CITY OF MONTICELLO, IOWA, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE EASTERLY SIDE OF MAIN STREET AT THE SOUTHEASTERLY CORNER OF THE INTERSECTION OF OAK AND MAIN STREETS; THENCE EASTERLY ALONG THE SOUTH LINE OF SAID OAK STREET 120 FEET; THENCE AT RIGHT ANGLES TO OAK STREET SOUTHERLY 75 FEET; THENCE WESTERLY PARALLEL TO OAK STREET 120 FEET TO THE EAST LINE OF MAIN STREET; THENCE ALONG THE EAST LINE OF MAIN STREET TO POINT OF BEGINNING; EXCEPTING THEREFROM THAT PART SOLD TO THE CITY OF MONTICELLO, IOWA, FOR HIGHWAY PURPOSES AS SHOWN BY QUIT CLAIM DEED RECORDED IN BOOK 381, PAGE 233 OF JONES COUNTY, IOWA, RECORDS.

ZONING

C-1 (GENERAL COMMERCIAL DISTRICT)

EXISTING/ PROPOSED USE

EXISTING: VACANT  
PROPOSED: DENTAL CLINIC

DEVELOPMENT SUMMARY

AREA: 0.58 ACRES (25,186 SF)

OPEN SPACE  
MINIMUM REQUIRED: 3,778 SF (15.0%)  
PROVIDED: 10,988 SF (43.6%)

SETBACKS  
FRONT: 30 FT  
SIDE: 10 FT  
REAR: 30 FT

PARKING REQUIRED  
BUILDING FLOOR AREA: 4,362 SF  
(1 SPACE/200 GFA): 22 SPACES

PARKING PROVIDED  
STANDARD: 21 SPACES  
ACCESSIBLE: 1 SPACE  
TOTAL: 22 SPACES

IMPERVIOUS AREA  
BUILDING: 4,525 SF  
PAVEMENT: 8,207 SF  
SIDEWALK: 1,466 SF  
TOTAL: 14,198 SF

INDEX OF SHEETS

NO.	DESCRIPTION
C0.1	COVER SHEET
C1.1	TOPOGRAPHIC & DEMOLITION PLAN
C2.1	DIMENSION PLAN
C3.1	GRADING PLAN
C4.1	UTILITY PLAN
L1.1	LANDSCAPE PLAN

GENERAL LEGEND

PROPOSED	EXISTING
PROPERTY BOUNDARY	SANITARY MANHOLE
SECTION LINE	WATER VALVE BOX
CENTER LINE	FIRE HYDRANT
RIGHT OF WAY	WATER CURB STOP
BUILDING SETBACK	WELL
PERMANENT EASEMENT	STORM SEWER MANHOLE
TEMPORARY EASEMENT	STORM SEWER SINGLE INTAKE
TYPE SW-501 STORM INTAKE	STORM SEWER DOUBLE INTAKE
TYPE SW-502 STORM INTAKE	FLARED END SECTION
TYPE SW-503 STORM INTAKE	DECIDUOUS TREE
TYPE SW-505 STORM INTAKE	CONIFEROUS TREE
TYPE SW-506 STORM INTAKE	DECIDUOUS SHRUB
TYPE SW-512 STORM INTAKE	CONIFEROUS SHRUB
TYPE SW-513 STORM INTAKE	ELECTRIC POWER POLE
TYPE SW-516 STORM INTAKE	GUY ANCHOR
TYPE SW-401 STORM MANHOLE	STREET LIGHT
TYPE SW-402 STORM MANHOLE	POWER POLE W/ TRANSFORMER
FLARED END SECTION	UTILITY POLE W/ LIGHT
TYPE SW-301 SANITARY MANHOLE	ELECTRIC BOX
STORM/SANITARY CLEANOUT	ELECTRIC TRANSFORMER
WATER VALVE	ELECTRIC MANHOLE OR VAULT
FIRE HYDRANT ASSEMBLY	TRAFFIC SIGN
SIGN	TELEPHONE JUNCTION BOX
DETECTABLE WARNING PANEL	TELEPHONE MANHOLE/VAULT
WATER CURB STOP	TELEPHONE POLE
SANITARY SEWER	GAS VALVE BOX
SANITARY SERVICE	CABLE TV JUNCTION BOX
STORM SEWER	CABLE TV MANHOLE/VAULT
STORM SERVICE	MAIL BOX
WATERMAIN WITH SIZE	BENCHMARK
WATER SERVICE	SOIL BORING
SAWCUT (FULL DEPTH)	UNDERGROUND TV CABLE
SILT FENCE	GAS MAIN
USE AS CONSTRUCTED (UAC)	FIBER OPTIC
MINIMUM PROTECTION ELEVATION MPE	UNDERGROUND TELEPHONE
	OVERHEAD ELECTRIC
	UNDERGROUND ELECTRIC
	FIELD TILE
	SANITARY SEWER W/ SIZE
	STORM SEWER W/ SIZE
	WATER MAIN W/ SIZE



UTILITY WARNING

ANY UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY AND RECORDS OBTAINED BY THIS SURVEYOR. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL THE UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION SHOWN.

**CIVIL DESIGN ADVANTAGE**  
4121 NW URBANDALE DRIVE, URBANDALE, IA 50322  
PH: (515) 369-4400  
PROJECT NO. 2501.058

ALL CONSTRUCTION MATERIALS, DUMPSTERS, DETACHED TRAILERS OR SIMILAR ITEMS ARE PROHIBITED ON PUBLIC STREETS OR WITHIN THE PUBLIC R.O.W.

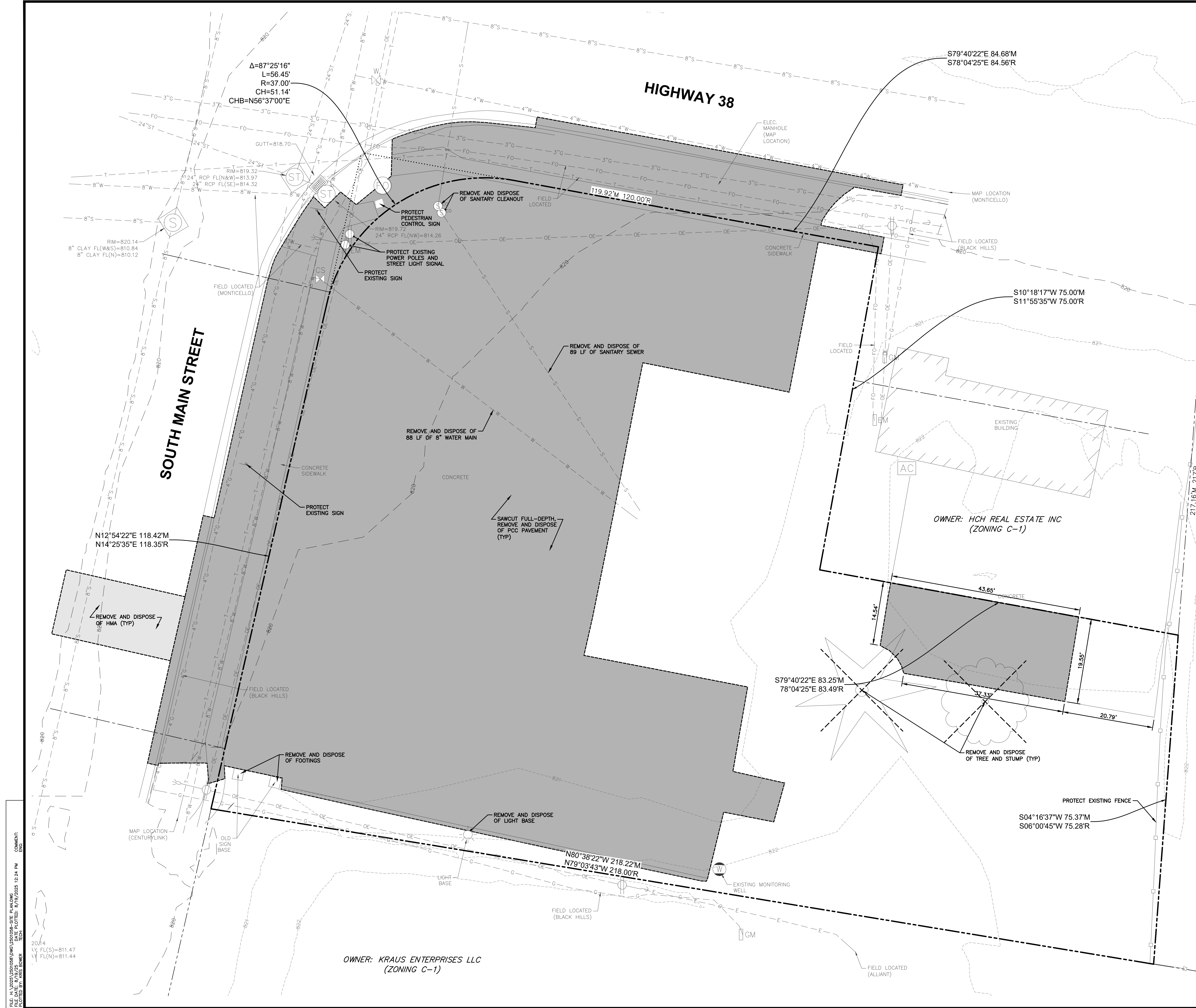
THE 2025 EDITION OF THE SUDAS STANDARD SPECIFICATIONS, THE PUBLIC RIGHTS-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG) AND ALL CITY SUPPLEMENTALS, IF APPLICABLE, SHALL APPLY TO ALL WORK ON THIS PROJECT UNLESS OTHERWISE NOTED.

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

JOHN PATRICK BECKER, P.E. DATE: 08/19/2025  
25523  
THIS SHEET

DATE: 08/19/2025  
REVISIONS: 08/19/2025  
4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PHONE: (515) 369-4400  
DRAFTED: ENGINEER: CIVIL DESIGN ADVANTAGE  
MONTICELLO, IOWA  
MONTICELLO FAMILY DENTISTRY  
COVER SHEET  
501 SOUTH MAIN STREET  
DATE: 08/19/2025  
SHEET NUMBER: C0.1  
2501.058





OWNER: KRAUS ENTERPRISES LLC  
(ZONING C-1)

# HIGHWAY 38

S79°40'22"E 84.68'M  
S78°04'25"E 84.56'R

S10°18'17"W 75.00'M  
S11°55'35"W 75.00'R

OWNER: HCH REAL ESTATE INC  
(ZONING C-1)

S79°40'22"E 83.25'M  
78°04'25"E 83.49'R

- REMOVE AND DISPOSE  
OF TREE AND STUMP (TYP)

S04°16'37"W 75.37'M  
S06°00'45"W 75.28'R

N79°03'43"W 218.00'R

FIELD LOCATED  
(BLACK HILLS)

— EXISTING MONITORING WELL

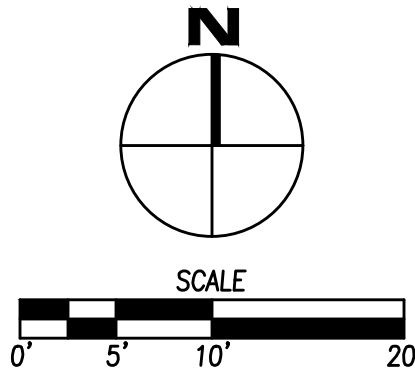
FIELD LOCATED  
(ALLIANT)

## GENERAL NOTES

- TO ANY WORK AT THE SITE, CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER OR ENGINEER AND CONSULT WITH THE OWNER'S REPRESENTATIVE AND UTILITY COMPANY REPRESENTATIVE. NO COMPENSATION WILL BE ALLOWED FOR DAMAGE FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
- FOR DEMOLITION, CONTRACTOR SHALL NOTIFY IN WRITING (48 HRS NOTICE) THE FOLLOWING:
- 1. APPROPRIATE UTILITY COMPANIES
  - 2. C. OWNER
  - 3. CIVIL DESIGN ADVANTAGE
  - 4. E. ARCHITECT
- DO NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE NOTED. COORDINATE REMOVAL OR ABANDONMENT OF ALL UTILITIES WITH THE APPROPRIATE UTILITY COMPANY. EXISTING UTILITIES ARE THE PROPERTY OF THE UTILITY COMPANY. PROTECT EXISTING UTILITIES THAT ARE TO REMAIN. THE LOCATIONS OF ALL UTILITIES INDICATED ON THE PLANS ARE TAKEN FROM EXISTING RECORDS. THE EXACT LOCATION AND ELEVATION OF ALL UTILITIES MUST BE DETERMINED BY THE CONTRACTOR. IT IS THE DUTY OF THE CONTRACTOR TO ASCERTAIN WHETHER ANY ADDITIONAL FACILITIES OTHER THAN THOSE SHOWN ON THE PLAN MAY BE PRESENT.
- 5.3. B. COHESIVE MATERIAL COMPACTED TO 95% MAXIMUM STANDARD PROCTOR DRY DENSITY AND MOISTURE RANGE OF OPTIMUM MOISTURE TO 4% ABOVE OPTIMUM MOISTURE. TESTING OF BACKFILL TO BE BY A GEOTECHNICAL ENGINEER EMPLOYED BY THE OWNER. IN THE EVENT OF A TEST FAILURE, ANY RETESTING SHALL BE PAID FOR BY THE CONTRACTOR.
- FIELD VERIFY EXISTING GRADES AND LOCATION OF EXISTING UTILITIES, CONDUIT, PIPE LINES, TREES, PAVING, BUILDING AND OTHER SITE FEATURES PRIOR TO DEMOLITION AND IMMEDIATELY INFORM THE ENGINEER AND/OR OWNER OF ANY DISCREPANCIES.
- DEMOLITION CONDITIONS AS SHOWN ON THE PLAN ARE NOT ALL INCLUSIVE. CONTRACTOR TO ABANDON IN PLACE OR REMOVE AND WRITE UP OF ALL EXISTING SITE IMPROVEMENTS ABOVE AND BELOW GROUND TO COMPLY WITH THE GENERAL INTENT OF THIS DOCUMENT.
- ALL CONSTRUCTION/DEMOLITION DEBRIS SHALL BE DISPOSED OF OFFSITE IN FULL COMPLIANCE WITH ALL APPLICABLE ENVIRONMENTAL REGULATIONS. CONSTRUCTION LIMITS SHALL BE CONFINED TO THE SITE BOUNDARY AS NOTED. ANY DAMAGE TO PROPERTIES OUTSIDE THE SITE BOUNDARY SHALL BE AT THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- ALL SHALL BE IN FULL COMPLIANCE WITH ALL OSHA STANDARDS. NOTHING INDICATED ON THE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.

## TRAFFIC CONTROL NOTES

1. ALL APPLICABLE CITY PERMITS, INCLUDING BUT NOT LIMITED TO CLOSURE PERMITS, SHALL BE OBTAINED PRIOR TO ANY CONSTRUCTION WITHIN CITY R.O.W.
2. ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
3. PERMITS FOR THE CONSTRUCTION SHALL BE IN ADDITION TO THE MESSAGE OF TEMPORARY SIGNING AND NOT APPLICABLE TO THE WORKING CONDITIONS SHALL BE COVERED BY THE CONTRACTOR WHEN DIRECTED BY THE CITY.
4. THE CONTRACTOR SHALL MAINTAIN HIS TRAFFIC CONTROL WITH OTHER CONSTRUCTION PROJECTS IN THE AREA.
5. SIDEWALK CLOSED SIGNS REQUIRED FOR ALL SIDEWALK CLOSURES.
6. THE CONTRACTOR IS CAUTIONED NOT TO REMOVE OR MOVE ANY EXISTING PAVEMENT, NOR TO DISTURB THE EXISTING TRAFFIC PATTERNS MORE THAN IS NECESSARY FOR THE PROPER EXECUTION OF THE WORK.
7. ALL TRAFFIC AND LANE CLOSURES WILL BE IN ACCORDANCE WITH MUTCD. MAINTENANCE AND REPLACEMENT OF THE SIGNING AND STRIPING WILL BE THE RESPONSIBILITY OF THE APPLICANT.





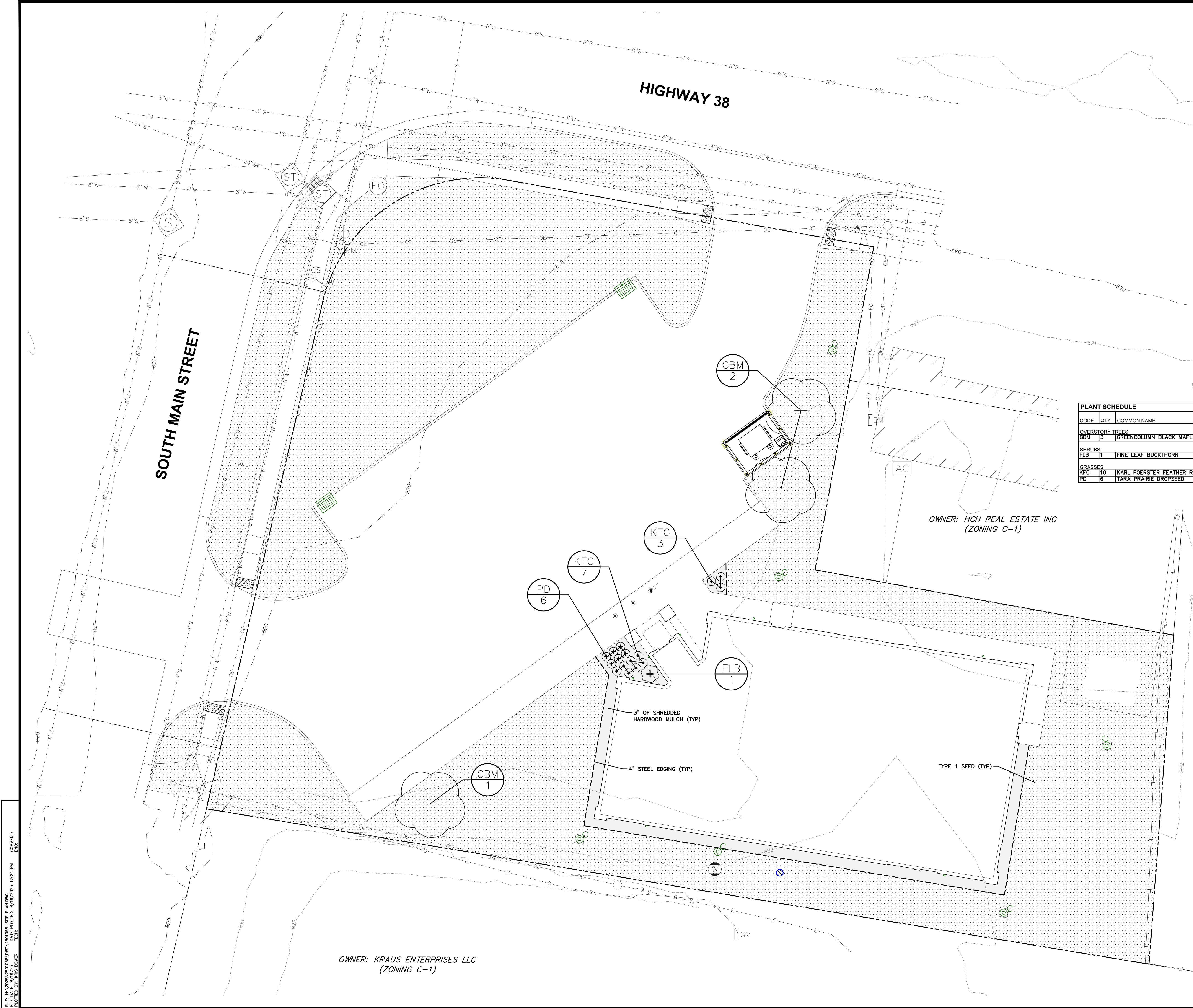








FILE: N:\WORK\2501058\DWG\2501058.LSP PL: LANSCH  
FILE DATE: 8/19/2025  
PLOTTED BY: KRS BOWER  
DATE PLOTTED: 8/19/2025 12:24 PM  
COMMENTS:  
ENG.



- GENERAL NOTES**
1. LOCATE ALL UTILITIES BEFORE ANY PLANTING BEGINS.
  2. THE MOST RECENT EDITION OF THE SDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTALS, IF APPLICABLE, SHALL APPLY TO ALL WORK ON THIS PROJECT UNLESS OTHERWISE NOTED.
  3. TYPE, SIZE, AND QUALITY OF PLANT MATERIAL SHALL CONFORM TO THE MOST CURRENT EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK ANSI Z60.1
  4. ALL PLANT MATERIAL SHALL BE HEALTHY SPECIMENS WITHOUT DEFORMITIES, VOIDS AND OPEN SPACES, WITH WELL DEVELOPED BRANCH AND ROOT SYSTEMS, TRUE TO HEIGHT, SHAPE AND CHARACTER OF GROWTH OF THE SPECIES OR VARIETY.
  5. BACKFILL TO TOP OF CURB. (MINUS 1 1/2" FOR SOD, IF REQ.)
  6. WEED PREVENTER (PRE-EMERGENT) SHALL BE SPREAD OVER SOIL AFTER PLANTING AND BEFORE MULCHING IN ALL PLANTING BEDS PER MANUFACTURER'S RECOMMENDATIONS.
  7. SHREDDED HARDWOOD MULCH SHALL BE PLACED AROUND ALL TREES, SHRUBS AND IN ALL PLANTING BEDS TO A (MIN) DEPTH OF 3".
  8. PLANT QUANTITIES ARE SHOWN FOR INFORMATION ONLY, THE DRAWING SHALL PREVAIL IF ANY CONFLICTS ARISE.
  9. ALL DEBRIS SPILLED IN THE PUBLIC R.O.W. SHALL BE PICKED UP BY THE CONTRACTOR AT THE END OF EACH WORK DAY.
  10. CONTRACTOR SHALL WARRANTY ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.
  11. CONTRACTOR SHALL PROVIDE IRRIGATION DESIGN TO OWNER, IF REQUESTED, FOR APPROVAL.

**LANDSCAPE CALCULATIONS**

SITE AREA:	0.54 ACRES (23,325 SF)
OPEN SPACE REQUIRED:	3,500 SF (15.0%)
PROVIDED:	8,567 SF (36.7%)
<b>REQUIRED OPEN SPACE PLANTINGS (BASED ON REQUIRED OPEN SPACE)</b>	
1 OVERSTORY TREES/1,500 SF:	3 TREES
1 SHRUB PER 5,000 SF OR 6 SHRUBS:	6 SHRUBS
<b>PROVIDED OPEN SPACE PLANTINGS</b>	
OVERSTORY TREES:	3 TREES
SHRUBS:	6 SHRUBS

- LANDSCAPE LEGEND**
1. 3" DEPTH OF SHREDDED HARD WOOD MULCH
  2. TYPE 1 SEED

**PLANT SCHEDULE**

CODE	QTY	COMMON NAME	BOTANICAL NAME	CONDITION AND SIZE
<b>OVERSTORY TREES</b>				
GBM	5	GREENCOLUMN BLACK MAPLE	ACER NIGRUM 'GREENCOLUMN'	B&B, 2" CALIPER
<b>SHRUBS</b>				
FLB	1	FINE LEAF BUCKTHORN	RHAMNUS FRANGULA RON WILLIAMS	CONT, 3 GAL
<b>GRASSES</b>				
KFG	10	KARL FOERSTER FEATHER REED GRASS	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	CONT, 1 GAL
PD	6	TARA PRAIRIE DROPSEED	SPORGOLOUS HETEROLEPIS 'TARA'	CONT, 1 GAL



City Council Meeting  
Prep. Date: 09/30/2025  
Preparer: Russell Farnum



Agenda Item: # 9 & 10  
Agenda Date: 10/06/2025

*Communication Page*

**Agenda Items Description:** Proposed Development Agreement and TIF Addition for Dr. Lindsey Meyer, Monticello Family Dentistry project

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

**Attachments & Enclosures:**

Resolutions (2)

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** The City Administrator has been working with Dr. Lindsey Meyer on a TIF incentive agreement for this redevelopment project. This is an ideal economic development project as it redevelops an underutilized site with a new development that is desirable for the City.

A lot of information related to the project is found in the earlier item on this agenda, approving the site plan for this project.

There are two actions necessary to move forward with approval of a TIF incentive agreement for this property:

1. Schedule a public hearing to consider addition of the development proposal as a Project in the City's Urban Renewal ("TIF") Plan;
2. Schedule a public hearing to consider approval of the Development Agreement, and preliminary approval of the draft Development Agreement.

**Background Information:**

Dr. Lindsey Meyer is requesting a TIF rebate agreement as an incentive for her proposed new development project. Her existing building generates just under \$6,000 in property taxes annually, and an addition at the existing building would generate about \$5,000 more in new tax revenue annually.

Dr. Meyer's project will reflect about a \$1 million investment in the heart of Monticello. By redeveloping a former gas station site, it will eliminate a current eyesore and generate about \$27,000 new property tax revenue annually for the County, School District, and City.

Dr. Meyer would like to get to about a \$150,000 rebate in order to make their project viable, compared to simply adding an addition to their existing building. The attached draft agreement provides for a 9-year tax rebate, 100% for the first four years, with a reducing amount in the remaining years of the term (90, 80 70, 60 and 50%). In total, this would rebate about \$152,000 to Dr. Meyer over the 9-year period (estimated).

The higher amount up-front helps the expansion by drawing down the initial start-up expenses, and helping soften the transition when moving to the new building while also still paying expenses on the existing building, staffing up and figure out the operating costs of the new building, getting the “bugs worked out” in operations, etc.

The Draft Agreement is attached. While Council input and direction is requested and welcome, the only action necessary at this time is to set the date for the public hearings. After the hearings, further consideration will be requested of the Council.

**Staff Recommendation:**

Approval of the Resolution(s) to set the public hearing(s) for November 3 is the only action recommended at this time.

# City of Monticello, Iowa

RESOLUTION #2025-\_\_\_\_

**Preliminarily approving Proposed Amendment to Monticello Urban Renewal Plan to include the Dr. Lindsey Meyer project, and to schedule a Public Hearing on the proposed Urban Renewal Plan amendment for the 3rd day of November, 2025, at 6:00 p.m.**

**WHEREAS,** The City of Monticello is contemplating the entry into a development agreement with Dr. Lindsey Meyer in relation to the proposed construction of a new dental office in the City of Monticello, County of Jones, State of Iowa, along Welter Drive in Welter's Addition, and

**WHEREAS,** The Council is concurrently considering amendments to the Urban Renewal Plan to provide for the granting of incentives to said project, and

**WHEREAS,** A public hearing must also be scheduled to add the proposed project to the Urban Renewal Plan before the City may utilize TIF to pay for said obligations under the Development Agreement, and

**WHEREAS,** The Council finds that the land is prime for Economic Development, and that new service uses are an important component of Economic Development, and staff is hereby directed to proceed with Urban Renewal Plan amendment, and a Public Hearing should be set for the 3<sup>rd</sup> day of November, 2025, to consider amending the Monticello Urban Renewal Plan and consider approval of the Development Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council does hereby schedule a Public Hearing for the 3<sup>rd</sup> day of November, 2025, at 6:00 p.m. at the regularly scheduled City Council Meeting, same to be held in Council Chambers at the Monticello Renaissance Center, at which time the Council will consider the approval of the amendment of the Monticello Urban Renewal Plan to allow for the use of tax increment to satisfy and/or pay the incentives as set forth within the draft Development Agreement.

**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 6<sup>th</sup> day of October, 2025.

---

Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

# **The City of Monticello, Iowa**

RESOLUTION #2025-\_\_\_\_

## **Preliminarily approving proposed Development Agreement between the City of Monticello and Dr. Lindsey Meyer and scheduling a Public Hearing on the proposed agreement.**

**WHEREAS**, the City of Monticello, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Area and Urban Renewal Plan for the Monticello Urban Renewal Area (the “Urban Renewal Area”); and

**WHEREAS**, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in various Urban Renewal Areas pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Section 403.19(2) of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

**WHEREAS**, the City proposes to enter into a Development Agreement, the “Development Agreement”, with Dr. Lindsey Meyer (the “Developer”) with regard to the construction of a new dental office on property located at at 501 S. Main Street, in the City of Monticello, County of Jones, State of Iowa, and

**WHEREAS**, the Development Agreement is proposed to include incentives that include incentives and/or tax rebates payable over a period of time in an amount that will not exceed \$150,000 under the authority of Chapter 403 of the Code of Iowa, and

**WHEREAS**, it is necessary to set a date for a public hearing on the Proposed Development Agreement pursuant to Section 403.9 of the Code of Iowa;

**NOW THEREFORE, IT IS RESOLVED** by the City Council of the City of Monticello, Iowa, as follows:

Section 1. The City Council, by the approval of this Resolution, shall be deemed to have preliminarily approved the proposed Developer’s Agreement and incentives offered therein, subject to the completion of those tasks and obligations of the Developer set forth therein, and further subject to public comment and input yet to be received by the City Council and to future formal approvals related to the inclusion of the proposed project within the Urban Renewal Plan.

Section 2. This City Council shall meet on the 3<sup>rd</sup> day of November, 2025, at 6:00 o’clock p.m., at the Monticello Renaissance Center, Community Media Room, in the City, at which time and place proceedings will be instituted and action taken to consider the formal and final approve of the proposed Development Agreement.

Section 3. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City, said notice shall be substantially consistent with the proposed Notice attached hereto, and

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

**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 \_\_\_\_  
day of October, 2025.

---

Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

**NOTICE OF PUBLIC HEARING ON THE APPROVAL OF A DEVELOPMENT  
AGREEMENT WITH DR. LINDSEY MEYER**

The City Council of the City of Monticello, Iowa, will hold a public hearing at the Monticello Renaissance Center, Community Media Room, Monticello, Iowa, on the 3rd day of November, 2025, at 6:00 o'clock p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement between the City of Monticello and Dr. Lindsey Meyer in regard to construction of a new dental office on property located at 501 S. Main Street, in the City of Monticello, County of Jones, State of Iowa.

The Agreement provides an annual grant and tax rebate payments for nine years. The grant and rebates will be from incremental property tax payments, will not be a general obligation of the City, but will be payable from incremental property tax revenues generated within the Monticello Urban Renewal Area.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the Council may, at said meeting or at an adjournment thereof, take additional action to approve the Development Agreement as written, approve the agreement as amended, or may abandon the proposal.

This notice is given by order of the City Council of Monticello, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Sally Hinrichsen  
City Clerk

## DEVELOPMENT AGREEMENT

This Development Agreement (“Agreement”) is entered into between the City of Monticello, Iowa (the “City”), and (Dr. Lindsey Meyer) (the “Developer”) as of the \_\_\_\_th day of \_\_\_\_, 2025 (the “Commencement Date”).

WHEREAS, the City has previously established the Monticello Urban Renewal Area (the “Urban Renewal Area”), and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developer intends to acquire certain real property which is situated within the Urban Renewal Area and more specifically described on Exhibit A hereto (the “Property”), and the Developer will undertake the construction of an approximately 4,340 square foot dental office (the “Project”) on the Property; and

WHEREAS, the Developer is responsible for the payment of the property taxes and has requested tax increment financing assistance with respect to the Project for economic development in a commercial or industrial area; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons, and the City Council specifically finds as follows:

1. That a public purpose will reasonably be accomplished by the provision of tax incentives, grants, and other financial assistance to the Developer, including the expansion of the tax base of the community.
2. That the construction of the Project will provide new tax base to the community, even if a portion of those taxes are rebated for a period of time.
3. That the proposed use will create jobs and provide local option sales tax proceeds.
4. The City Council has considered the overall impact the Project will have on the community, weighing the overall benefits of the business, and finds that the benefits to the citizens, local businesses, and tax base of the City warrants and justifies the incentives and easily outweighs the amount of funds dispensed by way of and consistent with the terms of this Agreement.

NOW THEREFORE, the parties hereto agree as follows:

### **A. Developer Covenants**

1. The Developer agrees to acquire the Property and agrees to construct (or cause to be constructed) and maintain the Project on the Property, and to use the completed facilities as part of its business operations throughout the term of this Agreement.

2. The Developer agrees to make timely payment of all property taxes as they come due throughout the term of this Agreement with respect to the Property and to submit a receipt or cancelled check in evidence of each such payment.

3. The Developer agrees to begin construction of said facility within two (2) years of this Agreement and diligently prosecute the same to completion.

4. The Developer agrees to certify to the City by no later than October 15<sup>th</sup> of each year during the Term, as hereinafter defined, commencing October 15, 2027<sup>1</sup>, an amount (The “Developer’s Estimate”) equal to the estimated Incremental Property Tax Revenues anticipated to be paid in the fiscal year immediately following such certification with respect to the taxable valuation of the Property. For purposes of this Agreement, Incremental Property Tax Revenues are calculated by:

- (1) Determining the consolidated property tax levy (City, County, School, Etc.) then in effect with respect to taxation of the Property (“Consolidated Tax Rate”);
- (2) Reducing the Consolidated Tax Rate by the following to create an “Adjusted Levy Rate”:
  - (a) the debt service levies of all taxing jurisdictions, and
  - (b) the school district instructional support and physical equipment plant levies, and
  - (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly.
- (3) Multiplying the resulting Adjusted Levy Rate by any incremental growth in the taxable valuation of the Property, as shown on the property tax rolls of Jones County, above and beyond the “Base Valuation” \$82,560.00, resulting in the “Estimated Incremental Property Tax Revenues”, and then
- (4) Deducting property tax credits, if any, applicable to the Property from the “Estimated Incremental Property Tax Revenues”, to create the “Actual Incremental Property Tax Revenues”.

The calculations resulting in the Developer’s Estimate will be set forth on the worksheet attached hereto, marked Exhibit B, and submitted to the City for review. The City reserves the right to review and request revisions to the Developer’s Estimate to ensure the accuracy of the figures submitted. Any disagreement with regard to the calculations used to arrive at the Developer’s Estimate, and/or the final estimate itself, that cannot be resolved by the Parties, shall be decided by and in the sole discretion of the City. The City will provide reasonable assistance to the Developer in the completion of this worksheet upon request.

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<sup>1</sup> The Developer’s Certification by October 15, 2027 will allow the City Clerk to include the amount estimated to be due for the TIF Certification due by December 1, 2027. The Certification will allow the City to receive necessary increment for payments to the developer in 2028.



5. Minimum Assessment Agreement. The Developer agrees to enter into a Minimum Assessment Agreement (the “Assessment Agreement”), in substantially the form attached hereto, marked Exhibit C, pursuant to §403.6 of the Iowa Code fixing the minimum assessed valuation of the Property, in contemplation of the value to be added by the proposed project, at not less than Eight Hundred Thousand Dollars (\$800,000.00) (the “Minimum Assessed Valuation”), as of January 1, 2028, (the “First Valuation Date”). It is the stated intention of the Developer that the Minimum Assessed Valuation shall be established on the Jones County property tax rolls as of the First Valuation Date regardless of the then-current degree of completion or incompleteness of the Project. The Assessment Agreement shall remain in effect throughout the Term of this Agreement, as hereinafter defined.

6. Default Provisions. The following shall be “Events of Default” under this Agreement, and the term “Event of Default” shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

(1) Failure by the Developer to own and maintain the Project pursuant to the terms and conditions of this Agreement.

(2) Failure by the Developer to fully and timely remit payment of property taxes when due and owing.

(3) Failure of the Developer to comply with Sections A(1) through A(6) of this Agreement.

In the event of a default, the City shall provide written notice to the Developer, describing the Event of Default and the steps necessary to remedy or cure the Event of Default. The Developer shall be given thirty (30) days from the date of mailing or personal service, including the date of mailing or personal service as the case may be, to remedy or cure the Event of Default or to provide adequate assurances to the City that the Event of Default will be cured on a schedule that is agreeable to the City. If the Developer fails to cure the Event of Default or provide assurances, the City shall then be authorized to:

(1) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.

(2) Withhold the payments provided for under Section B, below.

## **B. City’s Covenants**

**1. Property Tax Rebate Payments.** In recognition of the obligations set out above, the City agrees to make 10 semi-annual economic development tax increment payments (the “Rebate Payments”) to the Developer, pursuant to Chapters 15A and 403 of the Code of Iowa and as described below, provided, however, that the aggregate total amount of the Rebate Payments, including the land grant amount, shall not exceed **\$154,000** (the “Maximum Payment Total”), and all payments under this Agreement shall be subject to annual appropriation by the City Council, as further described herein.

This Agreement is based upon the agreed upon Minimum Assessed Valuation of Eight Hundred Thousand Dollars (\$800,000) going on the tax rolls no later than January 1, 2028. Based thereon, the first tax payment based upon the agreed upon Minimum Assessed Valuation would be made in September, 2028. Accordingly, the Rebate Payments will be made on or about the 1<sup>st</sup> of December and the 1<sup>st</sup> of June each fiscal year, beginning on December 1, 2028 and continuing thereafter until all 10 semi-annual payments have been made or until such earlier time as the aggregate amount of all Rebate Payments (as hereinafter defined) made under this Agreement equals **\$ 150,000.** All payments made under this Agreement shall be subject to annual appropriation by the City Council as provided hereunder.

No payment shall exceed an amount which represents the Incremental Property Tax Revenues available to the City with respect to the Property during the six (6) months immediately preceding each payment date.

Each Rebate Payment shall be in an amount which represents a percentage (the “Annual Percentage”) of the Incremental Property Tax Revenues available to the City with respect to the Property during the 6 months immediately preceding each payment date reduced by the repayment deduction (as hereinafter set forth). Incremental Property Tax Revenues are produced by multiplying the consolidated property tax levy (or Consolidated Tax Rate) (city, county, school, etc.) times the incremental valuation of the Property, then subtracting debt service levies of all taxing jurisdictions, subtracting the school district physical plant and equipment levy and subtracting any other levies which may be exempted from such calculation by action of the Iowa General Assembly. The Annual Percentages shall be as follows:

FY 2028-2029: 100%  
FY 2029-2030: 100%  
FY 2030-2031: 100%  
FY 2031-2032: 100%  
FY 2032-2033: 90%  
FY 2033-2034: 80%  
FY 2034-2035: 70%  
FY 2035-2036: 60%  
FY 2036-2037: 50%

**2. Security and Debt Certification.** The Total Payments shall not constitute general obligations of the City, but shall be made solely and only from incremental property taxes received by the City from the Jones County Treasurer which are attributable to the Property, in the case of the Rebate Payments.

Each payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term of this Agreement, the City Council shall consider the question of obligating for appropriation to the funding of the payments due in the following fiscal year, an amount of tax increment revenues to be collected in the following fiscal year equal to or less than the most recent Developer’s Estimate factored by the Annual Percentage to be in effect in the next succeeding fiscal year (the “Appropriated Amount”).

If in any given fiscal year the City Council determines to not obligate the then-considered Appropriated Amount, the City will be under no obligation to fund the payments scheduled to become due in the following fiscal year, and the Developer will have no rights whatsoever to compel the City to make such payments or to seek damages relative thereto. A determination by the City Council to not obligate funds for any particular fiscal year's payments shall not render this Agreement null and void and the Developer may make future requests for appropriation.

In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, then the City Clerk will certify by December 1 of each such year to the Jones County Auditor an amount equal to the most recently obligated Appropriated Amount.

It is the intention and desire of the City Council, at the passage of this Development Agreement, that funds will be annually appropriated as contemplated herein absent a finding by the City Council of severe hardship to the City.

**3. Prior Agreements.** The City finds that any prior Development Agreement pertaining to this Property is hereby released and has no further force and effect in relation to this Property.

#### **C. Administrative Provisions**

1. Amendment and Assignment: This Agreement may not be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party. However, the City hereby gives its permission that the Developer's rights to receive the payments hereunder may be assigned by the Developer to a private lender, as security on a credit facility taken with respect to the Project, without further action on the part of the City.

2. Successors: This Agreement shall inure to the benefit of and be binding upon the parties and their successors and assigns.

3. Term: The term of this Agreement ("Term") shall commence on the Commencement Date and end after payment of the anticipated 10 semi-annual payments or on such earlier date upon which the aggregate sum of payments made to the Developer equals the Maximum Payment Total.

4. Choice of Law: This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

5. Force Majeure: Neither Party is responsible for any failure to perform its obligations or satisfy a condition under this Agreement upon the occurrence of a Force Majeure Event. When the nonperforming party is able to resume performance or satisfy the conditions, it will promptly give the other party written notice to that effect and shall resume performance under this Agreement. For the purposes of this Agreement, a "Force Majeure Event" is an act or event that (i) prevents the nonperforming party from performing its obligations under this Agreement or satisfying any conditions to the performing party under this Agreement; (ii) is beyond the reasonable control of and not the fault of the nonperforming party; and (iii) is beyond the

nonperforming party's ability to avoid or overcome by the exercise of commercially reasonable due diligence. A Force Majeure Event includes the following, without limitation: an act of war (whether declared or not), hostilities, invasion, act of foreign enemies, terrorism, or civil disorder; extraordinary shortages in labor or materials; a strike or strikes or other industrial action or blockade or embargo or any other form of civil disturbance (whether lawful or not); exceptional weather conditions; and discontinuation of electricity supply or other necessary utilities to the Property.

The City and the Developer have caused this Agreement to be signed, and the City's seal to be affixed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

SIGNATURE PAGES FOLLOW

**CITY OF MONTICELLO, IOWA**

By \_\_\_\_\_  
Wayne Peach, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

STATE OF IOWA                )  
  )  
COUNTY OF JONES         )

Personally came before me on \_\_\_\_\_, 202\_\_, the above named Wayne Peach and Sally Hinrichsen, the Mayor and City Clerk, respectively, of the City of Monticello and to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Iowa  
My commission expires:

FOR \_\_\_\_\_

By: \_\_\_\_\_  
Dr. Lindsey Meyer

STATE OF IOWA    )  
                              )  
COUNTY OF JONES)

Personally came before me on \_\_\_\_\_, 202\_\_, the above named  
\_\_\_\_\_, and to be the person who executed  
the foregoing instrument and acknowledged the same.

Notary Public, State of IOWA

My commission expires:

City Council Meeting  
Prep. Date: 10/02/2025  
Preparer: Russell Farnum



Agenda Item: # 11  
Agenda Date: 10/06/2025

*Communication Page*

**Agenda Items Description:** Discussion and Possible Motion on Cemetery Fence

**Type of Action Requested:** Motion

**Attachments & Enclosures:**

Poll Answers

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** The Cemetery has a dilapidated iron fence along the west boundary, in the back of homes along El Camino Real. The fence is rusty, crooked, held up by T-posts, and generally in poor condition.

The issue of removing the fence has come up many times, and the Cemetery Board discussed it at their meetings of June 10 and September 9.

**Background Information:** At the June 10 meeting, Cemetery Board reviewed the fence in person, and discussed several options for removal, repair, and/or replacement. The Board directed staff to poll the neighbors to obtain their thoughts on removing the existing fence, and/or options for replacement.

Overwhelmingly, the neighboring property owners want to leave the fence in place, they do not want it removed. If it were removed, they are not willing to help pay for a new fence to replace the old one.

The Board's discussions on this item are summarized in the minutes (attached). The poll responses are also attached.

At the September 9 meeting, the Board discussed the results of the survey and several options. Pratt made a motion to remove the fence, seconded by Thompson. Pratt and Thompson were both in favor of removing the fence. Melchert voted nay, and Edwards abstained. There were no subsequent motions to resolve the issue.

**Staff Recommendation:** With no consensus from the Board on what to do with this fence, staff is looking for direction from Council on how to proceed.

Cemetery Board Meeting  
June 10, 2025  
Oakwood Cemetery  
3:15 P.M.

Craig Thompson called the meeting to order at 3:15 p.m. Those present were Board Members Craig Thompson, Connie Edwards, and Gary "Butch" Pratt. Board Member Mary Melchert arrived during the meeting. Also present were Council members Candy Langerman and Scott Brighton, City Administrator Russell Farnum, Cemetery Sexton Dan McDonald, City Clerk Sally Hinrichsen and Kramer-Morris Funeral directors Craig Kramer and Brock Morris.

Pratt motioned to approve the agenda, seconded by Edwards. Ayes: All present. Carried.

Motioned by Edwards, seconded by Pratt to approve the consent agenda. Ayes: All present. Carried.

Board discussed purchasing back the south half of Hilltop 202, for a price of \$320.00. Pratt inquired, if that was the price they paid for the spaces. Hinrichsen stated it would be their purchase price, less the perpetual care amount which is not refundable. Pratt moved to approve purchasing back the south half of Hilltop 202, for a price of \$320.00, Edwards seconded. Ayes: All present. Carried. Melchert arrived.

Kramer advised the maker of the original cremation wall plates was no longer in business. He worked with Monticello Monument owner Pam Kraus who found a company that could make the plates and ribbons. However, the ribbons are not made the same as the prior company, so they are not fitting correctly. Kramer is now having the ribbons made without the holes drilled and will drill the holes to match each plate. The older plates have individual name and date slots, and some have the birth and death date on separate plates. Kramer recommended completing the name plate all together, or they have to remove and send back to have the additional information added to the plates. Kramer stated the plaque currently runs around \$700, with the two date plates running around \$400 each, and an additional \$150 to have the holes drilled in the niche wall plates. Kramer requested the Board to consider only doing the date plates after they have both the birth and death dates for each person. Kramer requested that they be sent contact information for the purchaser and/or family member requesting the plates, including phone, email and address, in case an issue comes up. No action was taken on the niche plates.

No action was taken on repairing some of the older, small gravestones. Staff will continue to try to locate someone who does this type of work. Thompson has talked to Pam Kraus but she has never gotten back to him.

Kramer and Morris will put together cemetery lot costs for several area cemeteries and send to the City. No action was taken on the opening/closing and space prices. Farnum will add the price comparisons from Kramer and Morris to his list for Board to review. Board requested that the price comparisons be sent prior to the next meeting, so they have time to review it.

Board looked at the condition of the fence between the cemetery and homes on El Camino Real and discussed some options. Melchert suggested removing the fence and have it sand-blasted and restored and re-installed, which several Board members felt would be too costly. She also reached out to several people who install fences to see about getting a price to remove and/or replace the fence. Thompson



was not sure if a fence was needed, if it is a maintenance issue. Melchert felt a fence was needed to keep kids and toys out of the cemetery and also there is a clear line as to where the property line is to have tree and other vegetation removed. Melchert stated the cemetery is a sacred place. Farnum stated he would need to check the State Code prior to removing and/or replacing the fence, for the specific fence regulations. Melchert questioned if the adjoining property owners would be asked to incur a portion of the cost to replace the fence. If so, Melchert felt the Board should look to get some prices to remove and replace the fence for the next meeting also. Consensus of the Board was to send out the letters again to the property owners on El Camino Real, asking if they want to keep the fence or remove it, as was done in 2019, prior to the next meeting.

Melchert motioned to adjourn at 3:55 p.m. Ayes: All present. Carried.

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Craig Thompson, Chairman

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Sally Hinrichsen, City Clerk



200 E. First Street  
Monticello, IA 52310  
(319) 465-3577  
Fax (319) 465-3527

September 4, 2025

HUSMAN, JON C & DONNA L  
114 EL CAMINO REAL  
MONTICELLO, IA 52310

RE: Oakwood Cemetery Fence

Dear Homeowner;

The Cemetery Board is considering removal of the dilapidated fence along the west property line of Oakwood Cemetery, and possible replacement with a 4-foot high chain link fence. In Iowa, fence law can get complicated, so the Cemetery Board wanted to take into account the opinions of the neighboring property owners before any decisions are made.

There are three questions that we'd like your input on:

1. Should the fence be removed;
2. Should the fence be replaced;
3. If so, would you be willing to pay for half of the new fence? *(Note: Paying for half of the fence only applies to the cost along your property, not the entire length of the fence)*

If you would be so kind as to fill out the form included with this letter and mail it back, drop it off in the drop box in the lobby of City Hall, or scan it and e-mail it to me (my e-mail address is below), the Cemetery Board would be most appreciative.

If you have any questions, please feel free to reach out to me at [rfarnum@ci.monticello.ia.us](mailto:rfarnum@ci.monticello.ia.us).

Sincerely;

Russ Farnum  
City Administrator

MULLER, AMY T ET AL & HIMES, BARBARA A  
138 EL CAMINO REAL  
MONTICELLO, IA 52310-1804

1. We/I would support removal of the old fence:

☐ Yes

☒ No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes

☒ No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes

☒ No

Other Comments: Due in part, to the historical  
significance of the iron fence; it should  
remain in place.

MCQUILLEN, COLTON J  
126 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☒ Yes

☐ No

*Ally nice*  
*I really would*  
*never to see*  
*it go*  
*Harvest*

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes

☐ No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes

☐ No

Other Comments: I would need more information as to

How much I would be paying Before agreeing to a

New fence. Im not adverse to a new fence

But I also dont want the Board to "Compelled Contribution"

to force Compliance under Iowa law.

MONK, JANET J REVTR  
102 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☐ Yes

☒ No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes

☒ No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes

☒ No

Other Comments: \_\_\_\_\_

I should not have to  
help pay for a New Fence!

Janet Monk

NODOLF, MICHAEL E & PAMELA M  
120 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☐ Yes



No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes



No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes



No

Other Comments:

It would seem you should  
have a cost estimate for the  
fence before asking question (3) above.

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HUSMAN, JON C & DONNA L  
114 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☐ Yes



No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes



No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes



No

Other Comments:

*What brought this up? It is coming to us out of the blue. The fence has been there well over 100 years. It is a part of history. After all isn't that what a cemetery is --- a part of history*

BUTCHER, JACK & JOAN  
144 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☐ Yes



No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes



No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes



No

Other Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_



BOOTS, DENNIS L & MARIA K  
132 EL CAMINO REAL  
MONTICELLO, IA 52310

1. We/I would support removal of the old fence:

☐ Yes



No

2. We/I would prefer that the City replace the old fence with a new chain link fence:

☐ Yes



No

3. We/I would support replacement with a new fence, and are willing to pay half of the cost:

☐ Yes



No

Other Comments: \_\_\_\_\_

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City Council Meeting  
Prep. Date: 10/02/2025  
Preparer: Russell Farnum



Agenda Item: # 12  
Agenda Date: 10/06/2025

### Communication Page

**Agenda Items Description:** Discussion and Possible Motion(s) on Pricing and Fees for Oakwood Cemetery

**Type of Action Requested:** Motion(s)

**Attachments & Enclosures:**

Fee comparison chart
Current Cemetery Fees and Rules
Cemetery Board minutes

**Fiscal Impact:**

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

**Synopsis:** Cemetery plot pricing and other fees have only been adjusted marginally since 2007: in 2021, the recording fee was increased from \$7 to \$10, and a portion of the lot sales was designated for Cemetery Improvement Fund; and in 2025 the Columbarium fee was updated to \$1200 due to the substantial increased in the price of the brass plaques.

Staff consulted with the Cemetery Board on this issue. The Board asked for information on what other cemeteries charge. That information is provided in the accompanying chart of communities that run cemeteries where the fees could be found, and a lot of information was provided by Craig Kramer (*NOTE: Not all cities have a public cemetery*).

**Background:** It is important to note that there are a variety of services and charges and each community is a bit different, so it is difficult to get this to an “Apples to Apples” comparison. For example, even though North Buena Vista, Luxemburg, Holy Cross, Garnavillo and Hampton may have lower plot prices, they still charge more than Monticello for the interment. I have made my best attempt at interpreting the charges for comparison.

The plot price summarized herein is applicable to one burial site for one casket, although Monticello also allows one casket with one cremains, or up to 4 cremains with no casket.

Fort Dodge, Sioux City and Des Moines have multiple cemeteries each, and widely various plot pricing based upon the cemetery and the location within the Cemetery.

Without including Marion, Fort Dodge, Sioux City and Des Moines, the average plot prices are \$497.

Including Marion, Fort Dodge, Sioux City and Des Moines, and using their *lowest* plot pricing makes the average \$575, and including their highest plot prices makes the average \$705.

Overall, plot prices range from \$100 to \$2,375, the average of comparable Monticello-sized communities is just under \$500.

Interments average \$650 without including Marion, Fort Dodge, Sioux City and Des Moines, and \$695 including those larger communities.

Regardless of community size, the winter burial surcharge averages \$100. We currently do not charge a winter surcharge fee but it is something we should consider. The Cemetery Board recommended adding the surcharge.

By State law, a minimum of 20% of the plot sale price must be deposited into a perpetual care fund. This is already built into Monticello’s fees, which also designates a portion of the plot sale for the cemetery improvement fund, which pays to pave the roadways, replace trees, and make other capital improvements to the cemetery.

**Recommendation:**

The Cemetery Board recommended amending/adding the following fees:

Single site.....	\$500 (\$450 now)
Babyland .....	\$250 (\$175 now)
Columbarium/niche .....	\$2000 plus \$400 date ribbon fee
Interment (Burial) .....	\$650 (\$450 now)
Interment (Cremains) .....	\$385 (grave or columbarium) (\$275 now)
Infant Interment .....	\$175 (stays the same)
Weekend (Saturday) interment surcharge .....	\$100 (stays the same)
Add Winter Surcharge .....	\$100 (December 1 to March 31)
Recording Fee.....	\$10 (stays the same)
Sacred Heart surcharge .....	\$25 (stays the same)

These fees maintain what seems to be the “average in the industry” and still assure the City is keeping up with its cost of maintenance and improvements.

There are a few more considerations for Council to discuss:

1. The last time Council adjusted the fees (2007), Council provided citizens some time to purchase plots at the current rate, and the fee increase went into effect at a later date. Council direction on that provision is requested.
2. Cemetery Board recommended keeping the Columbarium fee at the recently-updated price of \$2,000, but recommended adding in a \$400 fee for the bronze date ribbon. The date ribbon price would be reviewed regularly to adjust pricing. Council direction on that issue is requested.
3. Cemetery Board recommended adding the \$100 winter surcharge for extra work required during the winter burials, especially thawing the ground to allow for the burial. The Board did

not recommend dates; Staff recommends December 1 to March 31. Council direction is requested.

4. Council direction on any other issues or concerns that need to be addressed prior to finalizing the fees and updated regulations is requested.

Cemetery Board Meeting  
September 9, 2025  
Renaissance Center  
3:15 P.M.

Craig Thompson called the meeting to order at 3:16 p.m. Those present were Board Members Craig Thompson, Connie Edwards, Gary "Butch" Pratt and Mary Melchert. Also present were Council Representative Candy Langerman, City Administrator Russell Farnum and Deputy City Clerk Cheryl Clark.

Melchert motioned to approve the agenda, seconded by Edwards. Ayes: All present. Carried.

Melchert stated she would like the minutes of the June 10, 2025 meeting to be changed from "Melchert suggested removing the fence and have it sand-blasted and restored and re-installed" on the bottom of the first page that she gave a possibility of removing it to have it sand-blasted. Motioned by Pratt, seconded by Edwards to approve the consent agenda with the above change to the minutes from the June 10, 2025 meeting. Ayes: All present. Carried.

Farnum reported that the two worst monuments were recently straightened by Ben Capron. Thompson suggested giving Cemetery Sexton Dan McDonald the authority to work with Capron on other repairs. Farnum stated that could be allowed, as long as McDonald stays within the budget. Cemetery Sexton Dan McDonald arrived. Thompson stated those projects are normally time and materials and \$1,500.00 is in the budget. McDonald and Thompson both felt that Capron did a great job. Thompson motioned to allow McDonald to work with Ben Capron to fix monuments as he sees fit, within the budget, Edwards seconded. Ayes: All present. Carried.

Farnum had comparable pricing from area cemeteries, for grave space purchases and opening/closing fees. Motioned by Pratt, seconded by Melchert to recommend increasing spaces in Babyland from \$175.00 to \$250.00 and place an age restriction of two years and younger for those allowed to be buried in Babyland. Ayes: All present. Carried.

Pratt motioned to recommend increasing grave space prices in other areas of Oakwood from \$450.00 to \$500.00 per space, seconded by Edwards. Ayes: All present. Carried.

Farnum reported that the niche fees went up in May, once Council approved the Cemetery Board recommendation from the April meeting. That recommendation was to increase the price per niche to \$2,000.00 and have it include the niche, name plate and birth/death year ribbon. Thompson didn't feel that the birth/death year ribbon should be included in the price of the niche, as the prices could fluctuate and lead to the City losing money. Motioned by Edwards, seconded by Melchert to recommend keeping the niche price at \$2,000.00, but not including the birth/death year ribbon. Prior to ordering the birth/death year ribbon, \$400.00 would have to be paid by the family requesting it. Ayes: All present. Carried.

Melchert recommended other rates to be as follows, seconded by Pratt:

Interment: \$650.00 (full burial) / \$385.00 (cremains – grave or niche unit) / \$175.00 (infant- no change)  
Saturday Rate: add \$100.00 surcharge (no change)  
Winter Rate: add \$100.00 surcharge

Cemetery Board Meeting, cont.  
September 9, 2025  
Page 2 of 2

Recording Fee: \$10.00/certificate (no change)  
Sacred Heart Cemetery surcharge: \$25.00 (no change)

Ayes: All present. Carried.

Farnum reported that most of the neighboring property owners don't want to do anything with the fence that is located between the homes on El Camino Real and Oakwood. He stated that the City could take the fence out, but there is no budget to replace it. The perpetual care fund cannot be touched for improvements and nothing is budgeted to be paid out of the improvement fund. He felt that prior to budgeting for next year, pricing could be obtained for replacing the fence. Thompson questioned if it could be straightened with new fence posts and Farnum stated the home owners could be charged if they would like to keep a fence there. Pratt and Thompson felt the fence should be removed and Melchert felt more information is needed prior to proceeding. Melchert stated that she felt it would be an issue for the City Council if the fence was just removed and would like to get pricing on replacing or repairing it prior to proceeding. Motioned by Pratt, seconded by Thompson to remove the fence, pending the approval of City Council. Ayes: Pratt and Thompson. Nays: Melchert. Undecided: Edwards. Farnum will address with City Council to see how they would like to proceed.

Thompson reported that one big stone was knocked off the foundation during a recent storm. He felt that a crane would be needed to get it picked back up. McDonald stated that he will ask around to see if he can find someone with a crane to fix it.

Thompson stated that some trees need to be trimmed and others need to come down and felt that they should be looked at.

Melchert motioned to adjourn at 4:08 p.m. Ayes: All present. Carried.

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Craig Thompson, Chairman

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Cheryl Clark, Deputy City Clerk

## Oakwood Cemetery Rules and Regulations

1. Lot owners may not sell their lots or parts of lots to anyone whomsoever. Transfer may be made only by surrender of the original deed and issuance of new deeds by the City to the new owners of lots or parts of lots so transferred. Lot owners desiring to dispose of lots or parts of lots may, upon surrender of the original deeds, sell the lots back to the City for an amount not to exceed the original purchase price of lots.
2. Certain older lots, no longer usable due to their small size, would have no resale value and are best left open. Said lots could be used, with permission of the owners or heirs thereof, to further the Cemetery beautification plan.
3. **Interments** – The funeral director or person(s) making arrangements for interment shall, as soon as there is knowledge of a pending service, notify the Cemetery Staff. Said notification, including all information pertaining to the grave site and such other additional information required, shall be provided to the funeral director or person(s) assuming the responsibility for the service. Based on the information given to them, the Cemetery Staff will locate the exact site and ascertain the earliest possible time the service can be held.
4. No burial will be allowed until the burial permit is provided to the Cemetery Staff as required by the Code of Iowa, Chapter 144.32.
5. A change in the location after the digging process has begun will result in an additional charge as listed in the Schedule of Fees and Charges.
6. A charge for opening and closing a grave, and the sodding or seeding of the ground will be made at the current rate set by the City. The payment of said charges become the responsibility of the individual(s) in charge of the interment. The account becomes due upon receipt of a statement issued by the City of Monticello.
7. Graves and Cremation graves shall be dug by the Cemetery Staff and shall conform to all applicable state laws.
8. A member of the Cemetery Staff will be present at every interment or service.
9. The interment of bodies of persons who have died of a contagious disease shall be in strict accordance with the rules of the State Board of Health.
10. Concrete container or vault is required for a full burial, but not for a cremation.
11. The interment of more than one body in a single casket will not be permitted except in the case of a parent and infant or two children interred at the same time. In both cases, multiple interments and/or cremated remains, marker regulations must be observed. Limit of four (4) cremations per space or one casket and the ashes of one person. Ashes must be interred and may not be distributed into the atmosphere.
12. Interments requiring special consideration(s) or utilizing equipment not normally available to the Cemetery Staff could be provided upon request. Adequate time must be allowed for preparation. Fees and charges must reflect the cost of the extra equipment, time and materials. Generally, such practices would be arranged by advance notification.
13. Single burial spaces are available in *Babyland* for children under the age of two (2) years. Markers may be upright or flush and must conform to rules outlined in the *Stone and Monument Work Section*.
14. **NO** interments of any body other than a human being will be permitted.
15. Should weather become a factor or when several burials occur in a one (1) or two (2) day period, the Cemetery Staff shall schedule interments, working in close cooperation with the funeral directors. To avoid conflict, it will be necessary to honor service communications from the funeral directors according to the time received.
16. Interments will be scheduled to enter Oakwood Cemetery no later than 3:00 p.m. Monday through Saturday. Interments **will not** be scheduled on Sunday or any other Official City Holiday.

17. **Removals** – Removals of bodies from graves in Oakwood Cemetery will be made **only** by the City in accordance with the requirements of the statutes of the State and rules of the State Board of Health. Charges made by the City for removal will be made in accordance with difficulty of the work and are payable in advance. The minimum charge will be equal to twice the current charge for opening a grave of similar size.
18. Lot owners or their heirs desiring graves opened shall secure the necessary disinterment permit from the State and deliver same to the Cemetery Staff.
19. **Public Lots** – Public lots are designated as a burial ground for those persons for whom no other place is provided. The graves will normally be dug in sequence, in an orderly fashion, except in the case of a reservation of space for a spouse or sibling(s). The Cemetery Staff shall record all interments.
20. **Stone and Monument Work** – The city does not engage in stone or monument installations or repair. However, all stone and monument work within the Oakwood Cemetery shall be subject to the following regulations and requirements:
  1. All monuments or markers must be either flush with the ground or at least six (6) inches in height.
  2. The base for all flush monuments or upright markers must correspond as closely as possible with the contour of the existing soil surface.
  3. The base for all upright monuments should be down to the vault if it is a fresh grave. If it's not a fresh grave, the base should go as far down into ground as the stone is high.
  4. No monument or marker, flush or upright, may be established in such a fashion that it extends beyond the boundaries of the designated lot or grave, or that will interfere with the future grave openings.
  5. The settling of monuments and markers and the transportation of all tools, materials, etc, within the Cemetery grounds shall be subject to the supervision and control of the Cemetery Sexton.
  6. No unnecessary damage to the existing turf will be allowed and all debris is to be removed from the Cemetery except soil.
  7. Excess soil must be placed on the Cemetery stockpile; it may not be used to fill low areas or be distributed on the adjacent lots.
  8. Heavy trucking will not be permitted within the Cemetery when, in the opinion of the Cemetery Sexton, such work might cause injury to the grounds and driveways.
  9. Once begun, all monument and stone work is to be completed and any accumulated debris is to be removed from the sight within a seven (7) day period.
  10. The local climate is such that marble is not recommended as a suitable material for monument use. Granite is a much more durable stone. Bronze is also an accepted material.
  11. Stonework or monuments of any sort, once established in Oakwood Cemetery, may not be removed except by permission of the Sexton.
  12. **NO** mausoleums allowed.
  13. Oakwood Cemetery will not be responsible for glass monuments or glass parts of monuments or monument damage by maintenance.
  14. The *Memorial Section* has flush markers and allows only one marker per grave or one double marker, as for husband and wife, for two adjoining graves.
21. **Maintenance Practices** – Oakwood Cemetery assumes the responsibility for maintenance of all lots that have been sold or will be sold. All monies previously collected for perpetual care will be held in a separate trust, interest from which will be used to maintain graves deeded under perpetual care. Landscaping and maintenance of the Cemetery, including all lots therein, shall be under the direction of the Cemetery Staff.
22. Existing individual lot plantings may be trimmed or removed by the Cemetery Staff when they have outgrown their usefulness or have become unsightly or unmanageable. Individual plantings so removed will not be replaced in the original position, but could be re-instated as part of a group planting.
23. No hedges, fences or enclosures of any kind will be permitted on or around lots. Existing enclosures will be removed when they have deteriorated to an unattractive or unsafe condition.
24. Live flowers in plastic or papier mache containers are most welcome and may be used at all times. The Cemetery Staff assumes no responsibility for the preservation, maintenance or protection of any type of grave decoration.



<b>Flowers:</b>	<b>Winter:</b>	<b>On After Sept. 15<sup>th</sup></b>	<b>Off By April 1<sup>st</sup></b>
	<b>Summer:</b>	<b>On After May 15<sup>th</sup></b>	<b>Off By June 15<sup>th</sup></b>

All wooden boxes, glass jars and bottles, toys, cans, wired flowers and other objects that might create a mowing hazard will not be permitted during the mowing season except as designated and, when used, will be removed and destroyed by the Cemetery Staff without notice.

25. The City reserves the right for its workmen and those persons necessary to the performance of normal Cemetery operations to enter upon or cross over any lot in the Cemetery.
26. The City or its employees assume no liability for actual damages or mental anguish in the performance of normal operation or loss by vandalism or other acts beyond its reasonable control.
27. A lot owner should feel free to consult with the Cemetery Staff at any time regarding any item or clarification of the rules and regulations.
28. **Rules For Visitors** – Visiting hours for the Cemetery are from 6:00 a.m. to 9:00 p.m. Visitors are requested to use the designated walks and driveways and not to trespass unnecessarily in Cemetery lots, pick flowers (either wild or cultivated), injure any shrub, tree or plant or mark or deface any monument, stone or structure in the Cemetery.
29. Vehicles traveling within the Cemetery shall observe the hours of visitation as previously stated and shall proceed at a rate not to exceed fifteen (15) miles per hour. Drivers should be aware at all times of the City's right to alter, change or close alleyways, roadways and other physical properties of the Cemetery.
30. Firearms will be allowed in the Cemetery only for use at Military Funerals. Special permission must be obtained in advance from the Cemetery Sexton.
31. It is unlawful to bring, cause or permit a dog or any animal to enter the Cemetery (except seeing-eye dogs) unless confined inside a vehicle.
32. **Fees And Payments** – The payment of all fees and charges is due when billed by the City.

SCHEDULE OF FEES		OPENING & CLOSING FEES	
Per space:	\$450.00	Full:	\$450.00
Babyland per space:	\$175.00	Cremation:	\$275.00
Recording Fee:	\$ 10.00	Baby:	\$175.00

#### **Oakwood Cemetery Wall/Cremation Garden Rules and Regulations**

1. One niche unit holds a maximum of two (2) remains and includes one 9x9 identification plaque, along with the birth/death date ribbon.
2. No foreign objects that could attract bugs and/or animals are allowed.
3. Only cremations of human beings are allowed.
4. Additional objects added for eternal rest must be approved by Cemetery Staff.
5. Only approved objects may be hung on the niche units and must not interfere with any surrounding units.
6. **Fees And Payments** – The payment of all fees and charges is due when billed by the City.

SCHEDULE OF FEES		OPENING & CLOSING FEES	
Per niche:	\$2000.00	Cremation:	\$275.00
Recording Fee:	\$ 10.00		

**In addition to the above opening & closing fees, \$100.00 more shall be charged for Saturday burials.**

	North Buena Vista	Luxemburg	Holy Cross	New Vienna	Earlville	Garnavillo	Elkader	Guttenberg	Cascade	Belmond	Monticello	Hampton	Dyersville
Population	110	240	348	384	713	751	1192	1804	2396	2405	4040	4340	4559
Full Plot (one plot)	100	400		600		150	400	450	600		450	350	800
Perpetual Care	25					25		100					400
Interments/Full													
M-F	600	575	575	575		800		850	600	450	450	550	800
Saturday		575	575	575		900		950			550	700	1050
Sunday/Holiday		575	575	575		1600		1700					1050
Winter Fee		-	-	-		Add 100		Add 100	Add 100	Add 50			
Interment/Urn													
M-F	300	300	300	300	300	400		450	600	200	275	300	200
Saturday		300	300	300	400	500		550			375	500	450
Sunday/holiday		300	300	300	400	800		900				500	450

	Humboldt	DeWitt	Anamosa	Adel	Washington	Fort Madison	LeMars	Newton	Muscatine	Burlington	Fort Dodge	Marion	Sioux City	Des Moines
Population	4774	5620	5845	6763	7281	9983	10674	15709	23298	23637	24886	42542	86875	213096
Full Plot (one plot)		625	310	500	500	465	500	900	550	800	800-1500	800	1400-2100	775-2375
Perpetual Care														
Interments/Full														
M-F	550	600		500	650	550	710	850	550	1200	1000		800	1200
Saturday	700	1200		600	800	900			850	1600	1300		1025	1900
Sunday/Holiday					1000					1800	1950			
Winter Fee	Add 150				Add 200	Add 100	770						Add 110	
Interment/Urn														
M-F	350	375		200	400	400	300	550	300	875	750		500	800
Saturday	500	750		300	550	650			600	1100	975		700	1300
Sunday/holiday	500	750		300	750	650			600	1300	1500		700	1300

City Council Meeting  
Prep. Date: 10/02/2025  
Preparer: Sally Hinrichsen



Agenda Item: # 13  
Agenda Date: 10/06/2025

*Communication Page*

**Agenda Items Description:** Discussion and Possible Motion on closing City Clerk's Office for software conversion and training

**Type of Action Requested:** Motion

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** The Council approved purchasing new software for the City Clerk's Office and the conversion process has begun.

**Background Information:** The Council approved purchasing new software for the City Clerk's Office and the conversion process has begun. With that being said, there may be times in October and November that software training would require us to close our office to allow us to properly be trained on the operation of the new software, without interruptions.

The training requires processing transactions on our equipment, so our cash register is not available to process utility payments or other transactions during that time.

We would only close when necessary for the training and posting a sign on our window advising of the closure and expected length of time.

**Staff Recommendation:** Staff requesting the Council authorize the closure of the City Clerk's Office, as needed for computer software training.

Ordinance #783

An Ordinance Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 23, Fences

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 165.23 of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

**165.23 FENCES.**

1. Fences. Fences or landscape features such as sculpture or walls may be erected or constructed within the property with no portion of the fence or landscape feature extending onto the adjacent property or right-of-way; provided no such fence in any front or side yard having street frontage exceeds four feet in height and eight feet in height in the case of side and rear yards not having street frontage.

2. If a lot has rear yard street frontage a fence may be erected or constructed within the property with no portion of fence extending onto adjacent property or right-of-way, provided no such fence exceeds four feet in height, subject to the following exception.

A. The following properties, 503, 505, and 507 S. Chestnut St., all being homes with double street frontage, the rear yards of said homes abutting Linden Street, a street that is not heavily travelled, may elect to erect a fence of up to six feet in height if the fence is set back off the right-of-way by at least five feet.

3. Fences or landscape features such as sculpture or walls that abut or have alley right-of-way frontage must be set back five feet from the adjacent right-of-way and cannot exceed eight feet in height.

4. Fences or other similar structures must be installed with the posts and rough, unfinished, or side otherwise generally considered to be the backside facing the interior of the installers' property.

5. No Fences shall be constructed within or upon a shared driveway in a manner that would divide the driveway. Nothing herein shall be deemed to prohibit a fence from either side of the shared drive.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2025 and approved this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Wayne Peach, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

Ordinance #784

An Ordinance Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 165 “Zoning Regulations”, Section 31, DISTRICT R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT, Paragraph 2 Permitted Uses, to add Accessory Dwelling Units as an allowed use in accordance with Iowa Code

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 165.31 DISTRICT R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT, Paragraph 2 Permitted Uses, of the Code of Ordinances of the City of Monticello, Iowa, is repealed and the following adopted in lieu thereof:

2. Permitted Uses. In District R-1, no building or land shall be used and no building shall be hereafter erected, constructed, reconstructed, or altered, except for one or more of the following uses:

A. Agriculture, nurseries, and truck gardens, each of which shall be limited to the propagation and cultivation of plants, provided no retail or wholesale business shall be conducted upon the premises, and no obnoxious fertilizer is stored upon the premises, and no obnoxious soil or fertilizer renovation is conducted thereon.

B. Churches and synagogues.

C. One Single Family Residence; along with no more than one (1) accessory dwelling unit in accordance with the following requirements:

- 1) No accessory dwelling unit shall exceed 1,000 square feet in area or fifty percent of the size of the single-family residence, whichever is larger;
- 2) An accessory dwelling unit shall comply with all applicable building, setback, height and area regulations for the structure within which it is contained;
- 3) The accessory dwelling unit shall not be required to have separate utility lines between the accessory dwelling unit and public utility service connections, unless full utility access that includes a separate metering system for billing purposes cannot be provided to the accessory dwelling unit, then the City may require new or separate utility lines;
- 4) If a manufactured home as defined in Iowa Code section 435.1, subsection 3, or a mobile home as defined in Iowa Code section 435.1, subsection 5, is used as an accessory dwelling unit, the manufactured home or mobile home shall be converted to real property by being placed on a permanent foundation and assessed for real estate taxes pursuant to Iowa Code section 435.26.

D. Any manufactured or modular homes that are placed in a residential zoning district will be required to be installed to the same standards of a site-built home, including, but not limited

to, a permanent foundation system, set-back, and minimum square footage which would apply to a site-built, single-family dwelling on the same lot, and shall require that the home is assessed and taxed as a site-built dwelling. Any home, site-built or other, will be required to have a minimum width of 20 feet.

E. Family day care homes, day care centers, pre-school centers, nursery schools, child play care centers, child education centers, child experiment stations, or child development institutions, under the following regulations:

- (1) No more than six children not related to the operator shall be kept.
- (2) Such uses shall be permitted only if the rear yard in which the home would operate meets the minimum requirements of this section and is enclosed with a suitable fence.
- (3) Such uses are located in the dwelling used by the operator as his or her private residence.
- (4) No assistant other than a member of the family household is employed.
- (5) No advertising or identification sign shall be placed on the premises.
- (6) All City health and fire regulations are met.

F. Golf courses and golf clubhouses appurtenant thereto (except miniature golf courses, driving ranges, and other activities operated as a business).

G. Group homes for foster care.

H. Group homes for mentally or physically handicapped, under the following restrictions:

- (1) Any such group home shall not be located within a 1,000 foot radius of another such group home in any specific single-family dwelling neighborhood. An affidavit signed by the owner/operator certifying that the home will be in compliance of this regulation will be filed with the building permit.
- (2) The exterior appearance of the home and property shall be in reasonable conformance with the general neighborhood standards.

I. Home occupations which are compatible with the residential character of the neighborhood will be permitted, however, in order to promote peace, quiet, and freedom from excessive noise, excessive traffic, nuisance, fire hazard, and other possible effects of commercial uses being conducted in residential areas, all home occupations must meet the following restrictions:

- (1) A home occupation shall be incidental to the use of a dwelling unit for residential uses. No person shall be directly involved with or work in the home occupation unless the dwelling unit is that person's primary residence. If the home occupation employs persons to work at other locations, the dwelling unit shall not be used as an assembly point for any employees who may work at sites outside the dwelling. No more than one person who does not make the primary residence their home may work at the In-home occupation location.

(2) No alteration of the residential appearance of the premises shall be made, including the creation of a separate entrance to the dwelling or utilization of an existing entrance exclusively for the business.

(3) No more than 20 percent of the total floor area of the primary structure, including the floor area of any attached, or authorized detached garage, shall be devoted to the use.

(4) The use shall be conducted entirely within the principal structure, including any attached garage or authorized detached garage, and no stock in trade shall be displayed or visible outside, or stored outside the structure, nor shall any raw materials, tools, appliances, or waste products be stored outside of the structure. Home Occupations may not be conducted in or otherwise utilize a detached garage or accessory structure unless the detached garage is the only garage for the primary residence. The purpose of this restriction is to avoid and/or prevent the construction or use of a detached accessory building for purposes of a business operation.

(5) In the event a home occupation utilizes any portion of a garage, the use of said garage shall not result in vehicles not being able to be stored inside said garage by 6:00 p.m. on each and every day. A garage commonly defined as a single stall garage shall be able to hold one car, a garage commonly defined as a two car garage shall be able to hold two cars, etc. The determination as to whether an attached garage is a single, two car, or greater, garage shall be made at the sole discretion of the City Council.

(6) Signs may be used for identification or advertisement of the home occupation, but such signs must be located within four feet of the front surface of the primary structure, measured from the front of the structure to the furthest edge of said sign, may not be larger than four square feet, each side, and may not be illuminated.

(7) The sale of stocks of merchandise, supplies, or products may not be conducted on the premises except for the sale of such items that were previously ordered by telephone or at a sales party or if the sale of said items is ancillary to the primary service offered by the home occupation. The direct sales of products off display shelves or racks is not allowed, but a person may pick up an order placed earlier as described above or buy a product related to the service they have received.

(8) The use shall not generate traffic in volumes greater than would normally be expected in a residential neighborhood. For purposes of this section, the normal volume of traffic generated by a single-family dwelling shall be defined as 12 vehicle trips to and/or from the dwelling unit per 24-hour period. The use shall not use commercial or business vehicles to deliver finished products from the dwelling unit. All parking necessarily generated by the use shall be off the street.

(9) The use shall not produce noise, obnoxious odors, vibrations, glare, fumes, or electrical interference detectable to normal sensory perception outside the structure.

(10) No toxic, explosive, flammable, combustible, corrosive, radioactive, or other restricted materials may be used or stored on the site.

(11) All persons desiring to have a home occupation must first submit an application, on a form provided by the City, to the City Clerk's Office detailing how the dwelling will be used or altered to accommodate the home occupation with an application fee of \$25.00. A copy of the in-



home occupation's Iowa sales tax permit shall be attached to the application unless the in-home occupation is exempt from collecting sales tax under the laws and regulations of the State of Iowa in which event the applicant shall provide evidence of the exemption. Applications and fees, if applicable, shall be submitted and a permit granted prior to the commencement of the in-home occupation. The City will issue or deny an application within two weeks of the receipt of the application. Permits shall be renewed every two years. A fee in the amount of \$10.00 will be assessed with every renewal application. The City shall be permitted access to any in-home occupation upon reasonable request to inspect the premises for compliance with this and any other applicable City ordinance. Denial of a request for access shall be grounds for the suspension or revocation of an in-home occupation permit. If an in-home occupation is found to be in violation of these rules it may be immediately ordered to cease operations, any signage immediately ordered to be taken down, and civil penalties pursued in the discretion of the City. The City Council may modify the application and/or renewal fee by resolution.

(12) The production/construction of handmade craft items at a residential property shall not require the receipt of an in-home occupation permit under this chapter, unless the property owner wishes to utilize a yard sign to notify the public of the availability of said craft items for sale, which would be subject to Subparagraph (6) of these provisions, or if the activity creates a notable increase in traffic to the property, which shall in no case exceed the traffic permitted by Subparagraph (8) hereof. Whether or not a permit is deemed to be necessary, the display of craft items on a residential property shall be limited to no more than three items at any one given time which must be displayed within five feet of the home's foundation.

(13) Businesses operated wholly within a residence, and accessory building where permitted, that do not display a sign, on the home or in the yard of the property, that in any way advertises the existence of the business to the public, and where there is little to no traffic to the property that is directly associated with the business, are exempt from the application and permitting process set out herein. Those exempt businesses shall, however, be subject to and required to follow all other terms of this chapter.

(14) The City Administrator shall have the authority to determine whether or not a property owner shall be required to hold a permit and/or is otherwise in compliance with the terms of this chapter. An aggrieved property owner may request a review of the Administrator's decision with the City Council.

Any home occupation which does not comply with the above restrictions shall be brought into compliance within 30 days of the notice of the deficiency. It is unlawful to fail to comply with the above restrictions after notice.

J. Public police and fire stations.

K. Public administrative buildings.

L. Public libraries.

M. Public museums.

N. Public parks and playgrounds, including public recreation or service buildings within such parks.

O. Public schools, elementary and secondary, private schools with curriculum equivalent to that of a public elementary or high school, and institutions of higher learning including gymnasiums, stadiums, and dormitories if located on the campus. Before any building or structure shall be hereafter constructed on a campus of an institution of higher learning, a development plan of the campus shall be submitted to the Commission, and after a public hearing, such Commission shall report its recommendations to the Council. If the Council shall approve the development plan by ordinance, such plan shall be filed with the permanent records of the City. The development plan shall show existing and future building, parking areas, streets and drives, athletic facilities, and other features which may affect surrounding property or the public interest. The Zoning Administrator shall determine, or cause to be determined, that any building or structure hereafter constructed substantially conforms to the approved development plan prior to the issuance of a building permit. If at any time a major deviation from the approved development plan is proposed, said plan shall be amended and submitted to the Commission and the Council for approval in the same manner as the original plan.

P. Publicly owned and operated community buildings.

Q. Bed and breakfast establishment, subject to the following additional criteria:

- (1) Not more than five guest rooms shall be allowed.
- (2) There shall be no individual room cooking facilities used for the bed and breakfast stay.
- (3) The establishment shall be owner-occupied and managed.
- (4) The establishment shall comply with all applicable adopted City fire and building codes.
- (5) Only one wall-mounted sign, not exceeding eight square feet in size, shall be allowed.
- (6) Meals may be served only to residents and overnight guests.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council the \_\_\_\_ day of \_\_\_\_\_, 2025 and approved this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Wayne Peach, Mayor

Attest:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

I, Sally Hinrichsen, Monticello City Clerk, do hereby certify that the above and foregoing Ordinance # \_\_\_\_\_ was published in the Monticello Express on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk

## **ORDINANCE NO. 785**

### **AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MONTICELLO, IOWA, BY ADDING A NEW SECTION REQUIRING RESPONSIBLE BEVERAGE SERVER TRAINING**

**BE IT ENACTED** by the City Council of the City of Monticello, Iowa:

**SECTION 1. NEW SECTION.** The Code of Ordinances of the City of Monticello, Iowa, is amended by adding a new Section 45.05, entitled ALCOHOL COMPLIANCE TRAINING, which is hereby adopted to read as follows:

**45.05 ALCOHOL COMPLIANCE TRAINING.** This section shall establish policies and procedures for the City, to allow the City to utilize and invoke the Alcohol Compliance Training provisions.

1. Alcohol Compliance Training. All persons who sell, serve or dispense alcoholic beverages that are employed by an entity applying for a liquor license through the City of Monticello, shall complete an alcohol training program offered by the Iowa Alcoholic Beverage Division's approved training within 90 days of the date of hire or the enactment of this ordinance. All persons completing the training required by this section shall maintain active certification. Approval of liquor license applications is contingent on all servers/sellers completing the required training within the 90-day timeframe mentioned above. If a business fails a compliance check all servers/sellers who do not hold the certification must complete the training within 90-days of the violation. If such training as is required in this section is not offered within ninety days, the person subject to the requirements of this ordinance shall notify the Monticello Police Department of that fact and the date upon which the employee can complete the required training.
2. Special Events. This section does not apply to persons that sell, serve or dispense alcoholic beverages at festivals, carnivals, fundraisers, and other temporary events.
3. Certificate of Completion. All persons completing the training shall receive a certificate of completion, which shall be kept on file at the location where the person sells, serves, or dispenses alcoholic beverages, and maintained by that person's employer. The certificate shall remain on file as long as the person is employed at that location, and shall be returned to the employee when his or her employment ends. These certificates shall be available for inspection during business hours to law enforcement personnel authorized to enforce Federal, State, and local liquor laws and regulations.
4. Penalties. The Monticello Police Department is charged with primary responsibility for enforcement of this Code. Penalties for violation of this ordinance shall be assessed against the person or entity holding a license for the sale of alcoholic beverages under the State of Iowa. The penalties assessed against the licensee for violations of this ordinance are as follows:

- A. For the first violation, a fine of one hundred dollars (\$100).

B. For subsequent violations within a two-year period, a fine of two hundred dollars (\$200) and a written report sent to the Iowa Alcoholic Beverages Division for possible suspension of the liquor license.

**SECTION 2. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 3. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 4. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the \_\_\_\_\_ day of October, 2025, and approved this \_\_\_\_\_ day of October, 2025.

\_\_\_\_\_  
Wayne Peach, Mayor

ATTEST:

\_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

First Reading: September 15, 2025

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

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

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sally Hinrichsen, City Clerk/Treasurer

<b>City Council Meeting</b> <b>Prep. Date:</b> 10/2/2025 <b>Preparer:</b> Sally Hinrichsen		<b>Agenda Item:</b> # 17-26 <b>Agenda Date:</b> 10/6/2025
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*Communication Page*

<b><u>Agenda Items Description:</u></b> Reports
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<b><u>Type of Action Requested:</u></b> Motion; Resolution; Ordinance; <b>Reports</b> ; Public Hearing; Closed Session
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<b><u>Attachments &amp; Enclosures:</u></b> <table border="1" style="width: 100%;"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>			

<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:	<table border="1" style="width: 100%;"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>				

**Reports / Potential Actions:**

- 17. Mayor
- 18. City Engineer
- 19. City Administrator
- 20. Police Chief
- 21. Water/Wastewater Superintendent
- 22. Park and Recreation Director
- 23. Library Director
- 24. Ambulance Director
- 25. City Clerk
- 26. Public Works Director