

# City of Monticello, Iowa

www.ci.monticello.ia.us

Monticello City Council Meeting March 2, 2026 at 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

<b>Mayor:</b>	Jake Ellwood	<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>	Ben Duehr	<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	February	16, 2026
Approval of Council Work Session Minutes	February	23, 2026
<b>Approval</b> of Payroll	February	19, 2026
<b>Approval</b> of Bill List		
<b>Approval</b> of Hy-Vee Dollar Fresh Market tobacco permit		

## Public Hearings:

1. **Public Hearing** on City's proposed Amendment #1 to the Fiscal year 2025-2026 Budget
2. **Resolution** Approving the City's Amendment #1 to the Fiscal Year 2025-2026 Budget

**Resolutions:**

3. **Resolution** Setting Time and Place for a Public Hearing for the Purpose of Considering the Consolidated General Fund Tax Levy for the City's Fiscal Year 2026-2027 Budget

**Reports / Potential Actions:**

4. Mayor
5. City Engineer
6. City Administrator
7. City Clerk
8. Public Works Director
9. Police Chief
10. Water/Wastewater Superintendent
11. Park and Recreation Director
12. Library Director
13. Ambulance Director

**Work Session:**

14. **Work Session and Possible Action** Review of Current Council Goals and Implementation Plan

**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: March 2, 2026 Council meeting**

**Time: Mar 2, 2026 06:00 PM Central Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/82808542852>**

**Meeting ID: 828 0854 2852**

**One tap mobile**

**+13092053325,,82808542852# US**

**+13126266799,,82808542852# US (Chicago)**

**Join instructions**

**[https://us02web.zoom.us/join/82808542852/invitations?signature=o\\_gx7IDFqC3sLSHQjIKsyZErp8SZtyfGMOeU4v5AICs](https://us02web.zoom.us/join/82808542852/invitations?signature=o_gx7IDFqC3sLSHQjIKsyZErp8SZtyfGMOeU4v5AICs)**

**“This employer is an equal opportunity provider & employer”**

Regular Council Meeting  
February 16, 2026, 6:00 P.M.  
Community Media Center

Mayor Jake Ellwood called the meeting to order. Council present were: Candy Langerman, Mary Phelan, Josh Brenneman, Ben Duehr, Scott Brighton and Dave Goedken. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water /Wastewater Superintendent Jim Tjaden, Public Works Director Nick Kahler and Police Chief Britt Smith. Library Director Faith Brehm arrived during the meeting. 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.

Open Forum: Mary Melchert, 1 Spring Farm Lane invited the Council and public to attend the Lenten guest speaker Sister Paula Schwendinger – H.O.M.E. (Hispanic Outreach Ministry of Evangelization) on Wednesday, February 25, 2026 at 6:30 P.M. at Sacred Heart Catholic Church. Sister Paula will share her personal experiences of 35 years working with immigrant populations in Florida and Iowa and the obstacles they face in their daily lives. Her ministry to immigrant workers reaches from her home in Dyersville, Iowa to 15 other rural Iowa communities. Brehm arrived.

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

Mayor opened the public hearing on proposed addition of the Minntex Expansion as project in the Urban Renewal Plan. No written or oral comments were received. Mayor closed the hearing. Brenneman moved to approve Resolution #2026-16 Approving Amendment to Urban Renewal Plan to include Development Agreement and Economic Incentives to Robert E. Johnson (Minntex/Eastern Iowa Indoor Sports Facility). Brighton seconded. Roll call was unanimous.

Mayor opened the public hearing on proposed Minntex Development Agreement. No written or oral comments were received. Mayor closed the hearing. Langerman moved to approve Resolution #2026-17 Approving the Final Development Agreement between City of Monticello and Robert E. Johnson Related to the Expansion of Minntex/Eastern Iowa Sports facility. Brighton seconded. Roll call was unanimous.

Brighton moved to approve Resolution #2026-18 Approving Pay Request #21 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$148,049.49, as corrected. Langerman seconded. Roll call was unanimous.

Phelan moved to approve Resolution #2026-19 Approving Pay Request #6 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the amount of \$28,407.38. Langerman seconded. Roll call was unanimous.

When asked Oswald stated the insurance would be decided on case by case. When asked about the Tai Chi classes and what the City is charging for use of the building, Oswald stated the program is provided by Heritage Area Agency on Aging at no cost to the City.

Regular Council Meeting  
February 16, 2026

Phelan stated she has been attending and the program is a resounding success and it is not about renting the building but providing a service to the community. Oswald stated doctors and therapists are sending their patients to the program. Phelan moved to approve Resolution #2026-20 Approving Program Independent Contractor Agreement. Brenneman seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-21 authorizing and approving a Loan Agreement, providing for the issuance of \$520,000 General Obligation Sewer Equipment Loan, Series 2026A and providing for the levy of taxes to pay the same. Brighton seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-22 Accepting a canine donated by Dogs for Law Enforcement (DLE) and approving a purchase agreement with Tree Town Consultants LLC (AKA Tree Town Kennels LLC) for the training of a police canine. Goedken seconded. Roll call was unanimous.

Brighton moved to approve Resolution #2026-23 Scheduling Public Hearing on City of Monticello Fiscal Year 2025/2026 budget amendment #1 for March 2, 2026 at 6:00 p.m.. Phelan seconded. Roll call was unanimous.

When asked Smith reported Jones County received a portion of the Nation-Wide Lawsuit against opioid manufacturers, distributors, and retailers accused of their role in the opioid overdose epidemic. Jones County has utilized the funds to support the work of the Area Substance Abuse Council (ASAC) within Jones County. Additionally, the funds were used to purchase a harm reduction vending machine, most commonly known as a Narcan vending machine. The first vending machine was placed at the Jones County Courthouse and has been in operation for almost 1-year. While Narcan is the most prevalent item in the vending machine, it also contains other harm reduction items like sharps containers for properly disposing of used needles, first aid items like wound care kits, locking prescription vials, and condoms. One of the complaints regarding the machine is that it is only accessible during daytime hours on normal business days. The best intent was to have the machine in a more accessible location available all hours of the day and night and not in an area with a high “government presence”. The Jones County Board of Supervisors had a discussion on ideas for the use of the remaining \$172,000 that they are currently in possession of. Since a harm reduction vending machine was placed in Anamosa at the Courthouse, it was suggested that a second unit could be purchased and placed in Monticello, since these opioid settlement funds are expected to impact the entire area of Jones County and not be limited to one portion of the service area. While opioid abuse is very low in Monticello, it has not avoided us entirely. In the past 5 years, the Monticello Police Department has responded to and investigated two opioid related deaths. The subjects involved in these deaths were not local to Monticello, nor obtained their opioids from someone in Monticello. These victims experienced opioid addiction prior to relocating to this community. The ties these victims maintained with their previous associations in other communities is what continued to foster their addiction. Our instances are not abnormally high but we do border two counties that do have higher than average numbers for opioid related deaths. We are not completely immune to the epidemic but can still boast a lower than average rate of opioid related incidents. Smith did contact a local business who has offered to allow the vending machine on their

Regular Council Meeting  
February 16, 2026

property. Langerman felt if it saves one life, it is a good idea, Goedken felt it could increase the drug usage in town. Smith stated the Jones County Supervisors don't need Council approval, as it is on private property. Council decision is how they see the voice of the community, if they approve or not. Langerman moved to support the receipt and placement of a harm reduction vending machine in Monticello by Jones County. Phelan seconded. Roll call was unanimous except Goedken who voted nay.

Goedken moved to authorize to waive Community Center fee for Outlaw Entertainment's free family event on March 14, 2026, Brighotn seconded. Roll call was unanimous.

Ellwood stated he received questions on the appeal hearing from the last Council meeting. He advised the City Council has to follow certain procedures and unfortunately, he had to stop someone from speaking and the item being discussed was not on the agenda. Smith updated the Council that a citation has been issued for the property located at 526 and 530 North Chestnut and they will continue the court date and then ask for a continuance to April 20<sup>th</sup>, as directed by the council.

Farnum reported Brenda Leonard sent an email for anyone interested in weather spotters training to contact her for more information. He has been busy working with the department heads on the budget. He has been keeping an eye on several State Legislative action, including changing the wording on the letter sent to property owners related to the budget, making it easier to understand. There are also several bills which could affect our library that he and the Library Director are keeping an eye on.

Hinrichsen stated the City has received three setoffs pending for people with delinquent bills of the City, since January 1<sup>st</sup> and tax filing beginning. She has been working with Farnum on the budget, bonding and airport grant closeout filings.

Kahler took advantage of the nice weather to begin tree work and helped Oswald to remove some trees from the wetland pond at Riverside Park. Kahler stated he has been asked about getting the street sweeper out to clean the streets, however they usually do not get it out until the end of March or later, depending on the weather.

Smith thanked the Council for their support for the canine program. A lot of names have been shared on Facebook. Smith reported they will have a bags tournament at the Eagles club to support the canine program this weekend.

Tjaden reported the contractor planned to begin pouring cement with the warmer weather, they will close up the structure as colder weather is expected later this week and will continue working on the inside.

Oswald updated Council on all the activities in the Park's Department. He also announced they would be posting the Aquatic Center swimming lessons dates and will open for registration on March 2<sup>nd</sup>.

Brehm reported she has to renew the accreditation of the library every three years, which she has been working on. She advised contacting the Jones County Extension Office and

Regular Council Meeting  
February 16, 2026

will be hatching chickens in the Library. She advised the Friends of the Library will begin their membership drive soon.

Phelan updated Council on the Park & Rec Board meeting and the Library meeting.

Brighton moved to adjourn at 6:37 P.M.

---

Jake Ellwood, Mayor

---

Sally Hinrichsen, City Clerk/Treasurer

Special Council Work Session  
February 23, 2026, 6:00 P.M.  
Community Media Center

Mayor Jake Ellwood called the meeting to order. Council present were: Josh Brenneman, Dave Goedken, Candy Langerman, Scott Brighton and Mary Phelan. Also, present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Public Works Director Nick Kahler and Water/Wastewater Superintendent Jim Tjaden.

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

Council held a budget work session. Farnum present an overview of the Fiscal Year 2026/2027 budget for Water, Road Use, Storm Sewer, Yard Waste, Sanitation and Sewer Departments. Kahler presented the Road Use, Storm Sewer, Yard Waste and Sanitation Departments budgets in more detail. No action was taken.

Hinrichsen reviewed the proposed amendment #1 for Fiscal Year 2025-2026.

Goedken moved to adjourn at 7:12 P.M.

---

Jake Ellwood, Mayor

---

Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - FEBRUARY 19, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>February 2 - 15, 2026</b>				
Chris Bell	\$ 555.16	\$ -	0.00	0.00	\$ 477.52
Brian Bronemann	664.08	-	0.00	0.00	571.21
Jamie Coleman	2,328.80	-	0.00	0.00	1,863.94
Quinn Hansen	1,574.16	-	0.00	0.00	1,223.89
Mason Hanson	1,018.85	-	0.00	0.00	827.13
Jayna Koffron	562.20	-	0.00	0.00	483.57
Lori Lynch	3,457.51	-	0.00	0.00	2,348.51
Coletta Matson	2,481.63	152.83	0.00	20.25	1,767.85
Sky Monty	1,866.67	67.47	0.00	0.00	1,385.10
Mandy Norton	1,220.28	-	0.00	0.00	932.20
Hunter Schmidt	261.99	-	0.00	0.00	225.35
Shirlee Scott	2,328.80	-	0.00	0.00	1,761.31
Reggie Welter	1,910.35	-	0.00	0.00	1,463.33
Cora Wheeler	795.13	-	0.00	0.00	662.08
<b>TOTAL AMBULANCE</b>	<b>\$ 21,025.61</b>	<b>\$ 220.30</b>	<b>0.00</b>	<b>20.25</b>	<b>\$ 15,992.99</b>
<b>CEMETERY</b>	<b>February 2 - 15, 2026</b>				
Dan McDonald	\$ 2,209.60	\$ -	0.00	0.00	\$ 1,667.93
<b>TOTAL CEMETERY</b>	<b>\$ 2,209.60</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 1,667.93</b>
<b>CITY HALL</b>	<b>February 2 - 15, 2026</b>				
Cheryl Clark	\$ 2,409.65	\$ 11.25	1.50	58.50	\$ 1,705.34
Russ Farnum	3,961.54	-	0.00	0.00	2,657.42
Sally Hinrichsen	3,326.38	-	0.00	0.00	2,254.17
Nanci Tuel	2,282.40	-	0.00	0.00	1,528.55
<b>TOTAL CITY HALL</b>	<b>\$ 11,979.97</b>	<b>\$ 11.25</b>	<b>1.50</b>	<b>58.50</b>	<b>\$ 8,145.48</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
Ben Duehr	600.00	-	0.00	0.00	553.56
Jake Ellwood	500.00	-	0.00	0.00	461.75
Dave Goedken	300.00	-	0.00	0.00	276.78
Candy Langerman	300.00	-	0.00	0.00	277.05
Mary Phelan	300.00	-	0.00	0.00	277.05
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 2,600.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,399.75</b>
<b>LIBRARY</b>	<b>February 2 - 15, 2026</b>				
Faith Brehm	\$ 1,914.41	\$ -	0.00	0.00	\$ 1,466.94
Molli Hunter	1,436.00	-	0.00	0.00	1,162.35
Penny Schmit	1,724.80	-	0.00	0.00	1,167.63
<b>TOTAL LIBRARY</b>	<b>\$ 5,075.21</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,796.92</b>
<b>MBC</b>	<b>February 2 - 15, 2026</b>				
Milo Breitbach	\$ 1,750.00	\$ -	0.00	0.00	\$ 1,349.78
Kara Burrack	1,344.00	-	0.00	0.00	1,156.64
Jacob Oswald	2,642.88	-	0.00	0.00	2,004.04
<b>TOTAL MBC</b>	<b>\$ 5,736.88</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 4,510.46</b>

# PAYROLL - FEBRUARY 19, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>POLICE</b>	<b>February 2 - 15, 2026</b>				
Erik Honda	\$ 3,061.11	\$ -	0.00	0.00	\$ 2,295.01
Jordan Koos	3,335.94	-	0.00	38.00	2,293.90
Cole Millard	2,879.52	-	0.00	0.00	1,931.42
Johnny Norwood	2,879.52	-	0.00	0.00	1,685.50
Keanan Shannon	3,157.06	-	5.25	28.50	2,396.88
Britt Smith	3,732.72	-	0.00	0.00	2,796.43
Madonna Staner	1,925.60	-	0.00	0.00	1,442.25
Brian Tate	3,510.36	-	0.00	0.00	2,288.11
<b>TOTAL POLICE</b>	<b>\$ 24,481.83</b>	<b>\$ -</b>	<b>5.25</b>	<b>66.50</b>	<b>\$ 17,129.50</b>
<b>ROAD USE</b>	<b>February 2 - 15, 2026</b>				
Zeb Bowser	\$ 2,169.60	\$ -	0.00	33.75	\$ 1,588.53
Jacob Gravel	298.32	-	0.00	12.00	206.73
Nick Kahler	2,687.50	-	0.00	0.00	1,980.67
Jasper Scott	2,169.60	-	0.00	0.00	1,634.92
<b>TOTAL ROAD USE</b>	<b>\$ 7,325.02</b>	<b>\$ -</b>	<b>0.00</b>	<b>45.75</b>	<b>\$ 5,410.85</b>
<b>SEWER</b>	<b>January 31 - February 13, 2026</b>				
Jim Tjaden	\$ 3,071.44	\$ -	0.00	0.00	\$ 2,144.82
<b>TOTAL SEWER</b>	<b>\$ 3,071.44</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,144.82</b>
<b>WATER</b>	<b>January 31 - February 13, 2026</b>				
Scott Hagen	\$ 2,389.60	\$ -	0.00	68.25	\$ 1,908.37
Josh Willms	2,229.60	-	4.50	70.00	1,526.21
<b>TOTAL WATER</b>	<b>\$ 4,619.20</b>	<b>\$ -</b>	<b>4.50</b>	<b>138.25</b>	<b>\$ 3,434.58</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 88,124.76</b>	<b>\$ 231.55</b>	<b>11.25</b>	<b>329.25</b>	<b>\$ 64,633.28</b>

Name	Description	Invoice Amount
MID-STATES ORGANIZED CRIME	PD 2026 MEMBERSHIP	100.00
JOHN DEERE FINANCIAL	PD BLDG REPAIR/MAINT	24.99
JOHN DEERE FINANCIAL	PD VEHICLE OPERATING	16.98
JOHN DEERE FINANCIAL	PD VEHICLE OPERATING	7.99
RETRAC INC	PD EQUIP REPAIR/MAINT	113.00
IOWA STATE PRISON INDUSTRIES	PD MINOR EQUIPMENT	74.99
KAMDIN SCHNEPP	PD TOBACCO COMPLIANCE CHECK	50.00
Total 001-110: <i>Police</i>		387.95
SYCAMORE MEDIA CORP	POOL ADVERTISING	74.72
Total 001-440: <i>Pool</i>		74.72
JOHN DEERE FINANCIAL	CEM EQUIP REPAIR/MAINT	31.95
Total 001-450: <i>Cemetery</i>		31.95
MIDWEST ALARM SERVICES	SLDR MEM FIRE ALARM MONITORIN	161.88
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	47.15
Total 001-498: <i>Soldiers Memorial</i>		209.03
SNYDER & ASSOCIATES INC	ENGINEERING FEES	866.00
SNYDER & ASSOCIATES INC	ENGINEERING FEES	177.00
Total 001-640: <i>Engineer</i>		1,043.00
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	94.31
MIDWEST ALARM SERVICES	CH FIRE ALARM MONITORING	323.76
SYCAMORE MEDIA CORP	ADMIN PUBLICATIONS	707.93
FP MAILING SOLUTIONS	CH CONTRACTS	104.85
INFRASTRUCTURE TECHNOLOGY	CH ADOBE ACROBAT PRO LICENSE	1,151.52
LASER TECH USA INC.	ADMIN OFFICE SUPPLIES	16.97
Total 001-650: <i>Administration</i>		2,399.34
KELLI CERRUTO	MBC ADULT PROGRAMMING	352.00
ZACHARY LONG	MBC BLDG REPAIR/MAINT	16.00
JOHN DEERE FINANCIAL	MBC TREE MAINTENANCE	33.98
SYCAMORE MEDIA CORP	MBC ADVERTISING	74.73
ACCESS TECHNOLOGIES INC	MBC RICOH COLOR PRINTER	120.00
Total 005-430: <i>Berndes Center</i>		596.71
JOHN DEERE FINANCIAL	PD CANINE SUPPLIES	25.43
Total 009-110: <i>Police Canine</i>		25.43
JOHN DEERE FINANCIAL	MBC TOURNAMENT CONCESSIONS	29.99
EXPRESS SIGN & LOGO LLC	MBC TOURNAMENT AWARDS	166.99
Total 012-430: <i>Tournament</i>		196.98
MERCY PHYSICIAN ASSOCIATES	FIRE PHYSICAL - TAYLOR	384.00

Name	Description	Invoice Amount
Total 015-150: <i>Fire</i>		384.00
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	2,026.49
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,793.49
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	2,943.12
UNITY POINT HEALTH	AMB PHARMACY SUPPLIES	559.21
UNITY POINT HEALTH	AMB PHARMACY SUPPLIES	1,189.68
AIRGAS USA LLC	AMB MEDICAL SUPPLIES	98.12
AIRGAS USA LLC	AMB MEDICAL SUPPLIES	416.57
AIRGAS USA LLC	AMB MEDICAL SUPPLIES	18.32
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	38.09
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	106.41
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	390.66
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	130.49
Total 016-160: <i>Ambulance</i>		9,710.65
MIDWEST ALARM SERVICES	LIB FIRE ALARM MONITORING	161.88
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE	47.15
Total 041-410: <i>Library</i>		209.03
SPAHN & ROSE LUMBER CO INC	RU BLDG REPAIR/MAINT	15.99
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT	1,948.90
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	31.98
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	15.98
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	8.62
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	5.99
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	12.99
KIMBALL MIDWEST	RU EQUIP REPAIR/MAINT	378.02
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	144.89
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	60.62
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	5.40
N & N TRAILER SALES	RU EQUIP REPAIR/MAINT	800.14
TRUCK CENTER HOLDINGS INC	RU EQUIP REPAIR/MAINT	775.20
DAVID B MCNEILL	RU SUPPLIES	71.90
JOHN DEERE FINANCIAL	RU SUPPLIES	11.66
JOHN DEERE FINANCIAL	RU SUPPLIES	29.97
JOHN DEERE FINANCIAL	RU STREET MAINTENANCE SUPPLIE	37.96
Total 110-210: <i>Road Use</i>		4,356.21
SNYDER & ASSOCIATES INC	STEPHENS SEWER EXTENSION	11,933.60
Total 332-750: <i>Capital Projects</i>		11,933.60
AMERICAN WATER WORKS ASSOCIATI	WATER DUES	462.00
JOHN DEERE FINANCIAL	WATER SUPPLIE	30.81
JOHN DEERE FINANCIAL	WATER SUPPLIES	3.29
JOSHUA WILLMS	WATER SUPPLIES	12.82
HAWKINS WATER TREATMENT	WATER SYSTEM	481.89
THEODORE KRAUS	WATER SYSTEM	186.13
Total 600-810: <i>Water</i>		1,176.94
CITY OF MONTICELLO	WATER DEPOSIT REFUND - BATTLE	150.00

Name	Description	Invoice Amount
CITY OF MONTICELLO	RIES/EMERSON	150.00
CITY OF MONTICELLO	WICKMAN/MARK & NIKKI	139.19
CITY OF MONTICELLO	SAMPSON/GARY & SANDI	15.00
CITY OF MONTICELLO	TABOR/DAVID & DURENE	50.00
CITY OF MONTICELLO	DIRKS/DOUGLAS L.	59.22
CITY OF MONTICELLO	CLARK/KELSEY	150.00
CITY OF MONTICELLO	GREEN/ERIC	109.18
DOUGLAS L. DIRKS	WATER DEPOSIT REFUND	90.78
ERIC GREEN	WATER DEPOSIT REFUND	40.82
MARK & NIKKI WICKMAN	WATER DEPOSIT REFUND	10.81
OHNWARD BANK & TRUST	MARTENSEN INSF	150.00
Total 602-810: <i>Water Deposit Refunds</i>		<u>1,115.00</u>
CASCADE COMMUNICATIONS CO	SEWER UTILITIES	99.00
JOHN DEERE FINANCIAL	SEWER SUPPLIES	67.98
JOHN DEERE FINANCIAL	SEWER SUPPLIES	5.99
JOHN DEERE FINANCIAL	SEWER SUPPLIES	25.95
FAREWAY STORES #840-1	<i>Sewer</i> LAB SUPPLIES	17.28
WHITE HAWK PLUMBING & HEATING	SEWER SYSTEM	1,375.00
Total 610-815: <i>Sewer</i>		<u>1,591.20</u>
REPUBLIC SERVICES #897	RESIDENTIAL RECYCLING	9,603.88
REPUBLIC SERVICES #897	RESIDENTIAL GARBAGE	22,690.16
Total 670-840: <i>Sanitation</i>		<u>32,294.04</u>
Total :		<u>67,735.78</u>
Grand Totals:		<u><u>67,735.78</u></u>

City Council Meeting  
Prep. Date 2/25/2026  
Preparer: Sally Hinrichsen



Agenda Item: # 1 & 2  
Agenda Date: 3/2/2026

*Communication Page*

**Agenda Items Description:** Public Hearing on Budget Amendments and Resolution Approving the City's Proposed Amendment #1 to the Fiscal Year 2025-2026 Budget

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

**Attachments & Enclosures:**

Resolution
Proposed amendment lists

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Public Hearing required to amend budget

**Background Information:** The Council typically considers annual budget amendments once or twice per year. Amendments come about for various reasons, including but not limited to the following:

1. Council decides to move forward on projects not contemplated when budget was prepared.
2. Project carry over beyond end of one FY into next FY when plan was for project to be done prior to new FY.
3. Revenues or Expenses otherwise come in over or under budget.
4. A grant of donation for a specific purpose comes in unexpectedly.

**Revenues:** Revenues decrease by \$20,234,210 after the amendments, mainly due to the delay of the USDA Loan in the amount of \$23,226,000 as the wastewater treatment facility project is not completed. The "Revenue amendments" page attachment discloses each line that is proposed to be amended. (A reduction in revenues shown by a "-" with an increase being merely the number, no "-" or "+".

**Expenses:** Expenses decrease by \$20,666,509, mainly due to the delay of the USDA Loan in the amount of \$23,226,000 as the wastewater treatment facility project is not completed. The "Expense Amendments" page attachment discloses the expenses that increased or decreased in the 3<sup>rd</sup> column, expenses decreases be denoted with a "-" and increases being merely the number.

**Staff Recommendation:** It is recommended that the Mayor open the Public Hearing, accept public comment, close the Public Hearing, and thereafter have a motion and second to approve the FY 2026 Budget Amendments #1

# City of Monticello, Iowa

## RESOLUTION #

Approving the City's Amendment #1 to  
the Fiscal Year 2025-2026 Budget

**WHEREAS**, the City Council of Monticello, Jones County, Iowa met on March 2, 2026, at 6:00 PM to take up the proposed amendment. The proposed amendment was considered and taxpayers were heard for and against the amendment, and

**WHEREAS**, the Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Jones County, Iowa, following notice published on February 25, 2026 and the public hearing held on March 2, 2026, the current budget is amended as set out in the attached adoption to be certified to the Auditor of Jones County.

**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 2<sup>nd</sup> day of March, 2026.

---

Jake Ellwood, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**

City of MONTICELLO  
Fiscal Year July 1, 2025 - June 30, 2026

The City of MONTICELLO will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2026

**Meeting Date/Time:** 3/2/2026 06:00 PM

**Contact:** Sally Hinrichsen

**Phone:** (319) 465-3577

**Meeting Location:** 220 East First Street, Monticello, Iowa 52310

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	2,223,831	0	2,223,831
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	2,223,831	0	2,223,831
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	785,000	0	785,000
Other City Taxes	6	653,204	0	653,204
Licenses & Permits	7	276,665	3,625	280,290
Use of Money & Property	8	526,190	80,200	606,390
Intergovernmental	9	1,599,461	8,106	1,607,567
Charges for Service	10	3,359,060	0	3,359,060
Special Assessments	11	12,000	13,155	25,155
Miscellaneous	12	257,210	49,680	306,890
Other Financing Sources	13	36,226,000	-20,667,534	15,558,466
Transfers In	14	2,800,557	278,558	3,079,115
<b>Total Revenues &amp; Other Sources</b>	<b>15</b>	<b>48,719,178</b>	<b>-20,234,210</b>	<b>28,484,968</b>
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>				
Public Safety	16	2,087,480	65,000	2,152,480
Public Works	17	975,839	34,000	1,009,839
Health and Social Services	18	0	0	0
Culture and Recreation	19	1,123,056	4,000	1,127,056
Community and Economic Development	20	343,680	-31,543	312,137
General Government	21	845,697	85,225	930,922
Debt Service	22	954,234	47,619	1,001,853
Capital Projects	23	1,601,250	1,161,143	2,762,393
Total Government Activities Expenditures	24	7,931,236	1,365,444	9,296,680
Business Type/Enterprise	25	39,240,489	-22,310,511	16,929,978
<b>Total Gov Activities &amp; Business Expenditures</b>	<b>26</b>	<b>47,171,725</b>	<b>-20,945,067</b>	<b>26,226,658</b>
Transfers Out	27	2,800,557	278,558	3,079,115
<b>Total Expenditures/Transfers Out</b>	<b>28</b>	<b>49,972,282</b>	<b>-20,666,509</b>	<b>29,305,773</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	<b>29</b>	<b>-1,253,104</b>	<b>432,299</b>	<b>-820,805</b>
Beginning Fund Balance July 1, 2025	30	7,220,293	9,428,020	16,648,313
<b>Ending Fund Balance June 30, 2026</b>	<b>31</b>	<b>5,967,189</b>	<b>9,860,319</b>	<b>15,827,508</b>

**Explanation of Changes:** Revenue decreased due to not receiving the USDA \$23M in bond proceeds for the Wastewater Treatment Facility until next fiscal year, as project is not completed as quickly as expected. The revenue offset by other bonding for other capital projects and equipment, along with donations and interest. Expenses increases are capital projects, police camera and canine unit, audit expenses, aquatic center diving blocks, water Scada system and wastewater camera and trailer; which is offset by not payoff the \$23M Interim Loan off with the USDA Loan proceeds.

Fiscal Year 2025-2026 Budget First Amendments - Revenues dated January 29, 2026

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
General				
Cigarette Permits	975	3525	\$2,550	tobacco devise permits
Chicken Permits	100	175	\$75	
Peddlers Permits	1000	2000	\$1,000	
Interest	50,000	75,000	\$25,000	
State Grants-STEP	3,000	6,606	\$3,606	
RU Miscellaneous	500	3,780	\$3,280	
Xfr from Canine	0	800	\$800	K-9 Handler Compensation
DARE				
Tobacco, Alcohol Compliance	0	1,800	\$1,800	
Canine				
Canine donations	0	24,000	\$24,000	
Special Events				
Xfr from Park Imp	0	10,204	\$10,204	Holiday on 1st
Monticello Trees Forever				
Tree Grants	5,000	9,900	\$4,900	
Fire				
Federal Grants	0	4,500	\$4,500	DNR grant for radios
Donations	500	1,800	\$1,300	
Fire Truck Setaside	65000	0	(\$65,000)	moved to Improvement fund
Xfr setaside payback	14165	0	(\$14,165)	moved to Improvement fund
Fire Improvement				
Fire Truck Setaside	0	65000	\$65,000	moved from Fire Operating
Xfr setaside payback	0	14165	\$14,165	moved from Fire Operating
Xfr truck setaside reserve	0	82675	\$82,675	moved from Fire Operating
Ambulance Operating				
Tfr in General Fund	290000	155000	(\$135,000)	
Equipment SetaSide				
Interest	2,000	3,000	\$1,000	
Donations	3,000	10,400	\$7,400	ambulance
Tfr in Ambulance Setaside	10,000	0	(\$10,000)	
Road Use				
Sale of Equipment	0	5,500	\$5,500	bricks
Debt Service				
Xfr from Road Use Setaside	51,796	33,693	(\$18,103)	
TIF Debt				
XFR from TIF revenue	378,578	386,034	\$7,456	FY25 Northridge loan int pymt
Slavka Gehret Trust				
Xfr from Capital Imp	0	101,412	\$101,412	Internal loan pymt
Park Improvement				
Tower Rent	0	25,200	\$25,200	Verizon
Donations	0	5,000	\$5,000	Memorial Benches

Ambulance Improvement				
Xfr equip setaside Amb reserve	0	64,267	\$64,267	
Tfr in Ambulance Setaside	0	10,000	\$10,000	
Capital Improvements				
Interest	4,000	30,000	\$26,000	
N Sycamore St Assmt	8,000	15,000	\$7,000	
N Chestnut St Assmt	4,000	7,700	\$3,700	
2012 Second St Assmt	0	662	\$662	
2016 South St Assmt	0	1,793	\$1,793	
Bond Proceeds	0	2,018,402	\$2,018,402	Stephens Sewer
Water Capital Improvement				
Interest	12,000	15,000	\$3,000	
Sewer Operating				
Sewer Violation Fines	0	2,000	\$2,000	
Xfr from Sewer Cap Imp	0	143,940	\$143,940	recode camera trailer
Sewer Debt Service				
Interim Loan/Bond Proceeds	23,226,000	0	(\$23,226,000)	USDA
Tfr from Sewer Oper	800,000	1,000,000	\$200,000	
Sewer Capital Improvement				
Sale of Equipment	0	14,564	\$14,564	Generator
Bond Proceeds	0	520,000	\$520,000	Jet truck loan
Sewer Debt Service Reserve				
Tfr in Sewer Operating	53,160	0	(\$53,160)	USDA
Sewer Short-term Asset Reserve				
Xfr from Sewer Operating	125,933	0	(\$125,933)	USDA
TOTAL			(\$20,234,210)	

Fiscal Year 2025-2026 Proposed Budget First Amendments - Expenditures dated January 29, 2026

Budget Line Item	Current Budget	Proposed Budget	Increase/ Decrease	For
Police				
Other Capital Equipment	0	37000	\$37,000	cameras cash carry over
Administration				
Recording & Professional fees	35000	75000	\$40,000	audits
Tfr to Ambulance Operating	290000	155000	-\$135,000	
Park & Recreation				
REC Contract Services	1000	5000	\$4,000	
Canine				
Officer Travel & Training	0	10000	\$10,000	
Insurance	0	600	\$600	
Miscellaneous Expenses		7000	\$7,000	K-9
Supplies	2000	6600	\$4,600	
Xfr to General fund		800	\$800	K-9 Handler compensation
Fire				
Physical Exams	2500	3200	\$700	
Minor Equipment	4500	6155	\$1,655	
Radio & Radio Equipment	6555	10000	\$3,445	
Xfr truck setaside to Fire Imp	0	82675	\$82,675	
Equipment Set aside				
Xfr to Ambulance Imp	0	64267	\$64,267	Ambulance Set Aside
Revolving Loan Fund				
Keleher Rehabilitation Loan	0	22528	\$22,528	
Ikon Investment Rehab Loan	0	22697	\$22,697	
Road Use				
Repair & Maintenance of Bldg	5000	11000	\$6,000	garage door damage
Tree & Stump Removal	4000	28000	\$24,000	wind storm cleanup
Road Use Set-a-side				
Legal/Financial Fees	0	4000	\$4,000	Street Sweeper loan
Xfr to Debt Service	51796	33693	-\$18,103	
TIF Special Revenue				
Kardes Rebate	28436	0	-28436	
Bagge Frontier Warehousing	34754	30792	-3962	
Cobblestone Inn	43490	41007	-2483	
Royal Flush Agreement	56970	56688	-282	
Orbis Agreement	67030	66452	-578	
Mercy Care	14204	14124	-80	
Lauren Welter rebate	1044	1060	16	
Paige Jacobs rebate	1104	1120	16	
NJS LLC rebate	1122	1060	-62	
BR3 Development- HyVee	82414	81928	-486	
McMATT	8380	8352	-28	
Manternach Agreement	3460	8282	4822	
Transfer to TIF Debt	378578	386034	7456	FY25 Northridge loan int pymt

Debt Service				
2025 GO Bond St Sweeper	43796	30200	-\$13,596	
2025 GO Int St Sweeper	8000	3493	-\$4,507	
2025 GO Bond interest	0	64822	\$64,822	Stephen sewer
2025 GO Bond fees	0	900	\$900	Stephen sewer
Park Improvement				
Capital Equipment	0	21171	\$21,171	aquatic center diving blocks
Park Improvements	0	5000	\$5,000	Memorial Benches
Xfr to Special Events	0	10204	\$10,204	Holiday on 1st
TIF Capital Project				
Northridge Estates	0	99972	\$99,972	
Stephen Development	800000	0	-\$800,000	
Capital Improvement				
A/port Runway Maintenance	600000	660000	\$60,000	
Legal/Financial Advisor Fees	0	25000	\$25,000	
Stephens Sewer Extension	0	1750000	\$1,750,000	Stephen & Engineer
XFR to Slavka Gehret Trust	0	101412	\$101,412	
Water Capital Improvement				
Other Capital Equipment	25000	142010	\$117,010	Scada system
Sewer Operating				
Xfr to Swr Debt Service	800000	1000000	\$200,000	
Xfr to Sewer Debt Serv Reserv	53160	0	-\$53,160	
Xfr to Swr Short-lived Assets	125933	0	-\$125,933	
Sewer Debt Service				
2024 Swr Interim Loan payment	23226000	0	-\$23,226,000	USDA Loan to F & M
2024 Swr Rev Interest	800000	1000000	\$200,000	Sewer Interim Loan
Sewer Capital Improvements				
Pro Fees	0	14679	\$14,679	bonding
Other Capital Equipment	0	560000	\$560,000	Jet Truck
Xfr to Sewer Operating	0	143940	\$143,940	camera & trailer
Yard Waste				
Pro Fee	35000	58800	\$23,800	extra grinding/wind storm
Total			-\$20,666,509	

# City of Monticello

## RESOLUTION #

### **Setting Time and Place for a Public Hearing for the Purpose of Considering the Consolidated General Fund Tax Levy for the City's Fiscal Year 2026-2027 Budget**

**WHEREAS**, the City Council of Monticello, Iowa is preparing the annual budget for the Fiscal Year 2026-2027; and

**WHEREAS**, Iowa HF 718 requires a public hearing on the consolidated general fund tax levy where any resident or taxpayer of the City may present to the City Council objections or arguments in favor of the tax dollars before the budget is adopted and certified to the county auditor; and

**WHEREAS**, interested residents or taxpayers having comments for or against the proposed property tax rate may appear and be heard at the public hearing at the city council meeting on April 6<sup>th</sup> at 5:30 PM at the City Council Chambers at the Mary Lovell LeVan Renaissance Center, 220 East First Street, Monticello, Iowa.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Monticello, Iowa, that this confirms that the city council order the publication of a notice of public hearing pertaining to the consolidated general fund tax levy not less than ten (10) days nor more than twenty (20) days prior to the date set for the hearing.

Passed and approved this 2<sup>nd</sup> day of March, 2026.

---

Jake Ellwood, Mayor

ATTEST:

---

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting  
Prep. Date: 2/13/2026  
Preparer: Sally Hinrichsen



Agenda Item: # 4-13  
Agenda Date: 3/2/2026

*Communication Page*

**Agenda Items Description:** Reports

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Reports / Potential Actions:**

- 4. Mayor
- 5. City Engineer
- 6. City Administrator
- 7. City Clerk
- 8. Public Works Director
- 9. Police Chief
- 10. Water/Wastewater Superintendent
- 11. Park and Recreation Director
- 12. Library Director
- 13. Ambulance Director

**City Council Meeting**  
**Prep. Date:** 02/26/2026  
**Preparer:** Russell Farnum



**Agenda Item:** # 14  
**Agenda Date:** 03/02/2026

*Communication Page*

**Agenda Items Description:** Review of Council Goals and Implementation Plan

**Type of Action Requested:** Discussion

**Attachments & Enclosures:**

Goals and Implementation Plan

**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:** Being a very short Council agenda, Staff thought Council may wish to review their goals and implementation plan in light of the forthcoming term.

I have nothing formal prepared but have attached prior documents.

A freewheeling discussion is expected.



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

**CITY OF MONTICELLO  
CITY COUNCIL**

**2024/2025 Priority Goals**

- 1 Formulate a five-year capital improvement plan with input from the City departments and the City Council.**
  - a. Start with site visits to all City facilities/buildings.
  - b. Do a street inspection survey to see what roads are the highest traffic and in the worst shape.
  - c. Compile underground utility update needs on highest priority streets
  - d. Outline a chart of expected maintenance work, vehicle replacements, and program for new equipment to replace old/outdated in conjunction with the Capital Improvement Plan process.
  - e. Compile equipment maintenance, update and replacement needs on 5-year capital plan
- 2 Identify corridors of growth for future housing development in the City, providing for a variety of housing options and opportunities.**
- 3 Develop an overall plan for housing incentives that can be tweaked per development.**
- 4 Form a local Trail Committee made up of a variety of interested parties (not primarily City-driven) that can run point on the development of a trail plan for the community.**
- 5 Recommend training to staff on how to plan and develop departmental budgets, especially in relation to outcomes and plans such as a Capital Improvement Plan.**
- 6 Recruit businesses for the corner of Main and Oak Streets and/or by Cobblestone.**
- 7 Update the comprehensive plan to look at the long- term needs and wants of the community at large.**
  - a. Get estimates from an entity like ECICOG to look at the long- term needs and wants of the community at large.
  - b. Review other local planning efforts, such as the Parks and Recreation Master Plan and the Monticello Main Street Strategic Plan to find quality partnerships and potential access to other resources.
- 8 Update sidewalk program considering recent case law**

**9      Require training for the City Council prior to the budget to understand state laws and obligations regarding the budgeting process.**

- a. Provide an early overview of the Budget Process to Council to prepare for the FY26 budget
- b. Offer Tax Increment Financing workshops so everyone can understand how it works & what's required.

**10     Continue to partner with local agencies, such as Rotary, Lions, Chamber, Main Street, and others. This will help create fewer silos if everyone is on the same page and allow access to a community volunteers list to help move projects across the finish line.**

- a. Maintain support for the Give to Grow Program and learn how the City can partner with that organization to fund community projects/programs in the future.
- b. Organize a Council work group to communicate with community members to develop a private fundraising consortium for City projects.

**CITY COUNCIL**  
**2024/2025 Priority Goals**  
**Implementation Strategies**

<b>City Facilities</b>						
<b>1</b>	<b>Formulate a five-year capital improvement plan with input from the City departments and the City Council.</b>					
	Task List	Owner	Team	Timeframe	Cost/Budget	Resources
<i>a</i>	Start with site visits to all City facilities/buildings.	City Administrator and City Clerk	City Council Department Heads	ASAP to December 2024	None	Setting aside time for the visits and follow up discussions
<i>b</i>	Do a street inspection survey to see what roads are the highest traffic and in the worst shape; Compile underground utility update needs on highest priority streets.	Public Works Director	City Engineer, City Administrator, Water and Sewer Superintendent	October 2025	25000	Time for Inventory and Mapping; Preliminary Engineering, Estimates and rough Scope Of Work
<i>c</i>	Outline a chart of expected maintenance work, vehicle replacements, and program for new equipment to replace old/outdated in conjunction with the Capital Improvement Plan process.	City Administrator	Department Heads	October 2025	None	Time for Inventory and Consolidating Information
<i>d</i>	Compile equipment maintenance, update and replacement needs on 5-year capital plan	City Administrator	Department Heads	End of December 2025		Time for Inventory and Consolidating Information, build a spreadsheet and add timelines and set aside amounts

<b>Housing Development</b>						
<b>2</b>	<b>Identify corridors of growth for future housing development in the City, providing for a variety of housing options and opportunities.</b>					
	Task List	Owner	Team	Timeframe	Cost/Budget	Resources
<i>a</i>	Work with Property Owners who may be interested in the sale or development of their property	City Administrator	JCED	Summer 2026	varies	ECICOG, ECIA
<i>b</i>	Market said properties to potential developers	City Administrator	JCED	Ongoing	varies	ECICOG, ECIA
<i>c</i>	Consider land use plan as part of a Comprehensive Plan Update considered in #7, below	City Administrator	City Council, P&ZBA, JCED, City Staff, Chamber, Community	TBD	varies	ECICOG, ECIA, Budget
<b>3</b>	<b>Develop an overall plan for housing incentives that can be tweaked per development.</b>					
	Task List	Owner	Team	Timeframe	Cost/Budget	Resources
<i>a</i>	Work with existing developments/developers to outline workable solutions to moving the next phase	City Administrator	City Council	Ongoing	Varies	Urban Renewal (TIF), bonds, tax credits

<b>Trail Development</b>						
<b>4</b>	<b>Form a local Trail Committee made up of a variety of interested parties (not primarily City-driven) that can run point on the development of a trail plan for the community.</b>					
	Task List	Owner	Team	Timeframe	Cost/Budget	Resources
<i>a</i>	Identify Committee members	Mayor	Council		none	
<i>b</i>	Appoint Committee -	Mayor	Council		none	
<i>c</i>	Outline Scope, Process, Policy, Tasks	Mayor	Council and Committee	Now	none	
<i>d</i>	Provide valuable work for committee to perfo	Mayor	Council		none	

Budgeting						
<b>5</b>	<b>Recommend training to staff on how to plan and develop departmental budgets, especially in relation to outcomes and plans such as a Capital Improvement Plan.</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Mentor Department Heads on preparation and presentation of budget	City Administrator/City Clerk	Council and Mayor, Department Heads	FY 26 Budget Preparation and Discussion	Staff Time	Staff Time
<i>b</i>	Explore training opportunities	City Administrator/ City Clerk	Department Heads	FY 27 Budget time	10000	

Tourism						
<b>6</b>	<b>Recruit businesses for the corner of Main and Oak Streets and/or by Cobblestone.</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Continue to provide consistent incentive packages and efficient development reviews and permitting to entice new businesses to look at these areas	Mayor and Council	City Administrator	Ongoing	TBD	City Administrator, City Clerk and Department Heads
<i>b</i>	Maintain proactive view toward development and redevelopment	Mayor and Council	City Administrator	Ongoing	ZERO	City Administrator, City Clerk and Department Heads
<i>c</i>	Consider proactive site clearance or demolition in potential redevelopment areas	Mayor and Council	City Administrator	Ongoing	Varies	Legal, Brownfield Grants, JCED, ECICOG
<i>d</i>	Market sites and opportunities to developers, site selectors and ideal users	City Administrator	Mayor and Council	Ongoing	Varies	City Staff, Chamber, JCED

City Facilities						
<b>7</b>	<b>Contract for a comprehensive plan through an entity like ECICOG to look at the long- term needs and wants of the community at large.</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Get estimates from an entity like ECICOG and consultants to look at the long- term needs and wants of the community at large.	City Administrator	Department Heads, Mayor and Council, Main Street, Chamber, JCED, other partners	Winter 2025-2026	Consider in FY27 Budget	Time
<i>b</i>	Review other local planning efforts, such as the Parks and Recreation Master Plan and the Monticello Main Street Strategic Plan to find quality partnerships and potential access to other resources.	City Administrator	Department Heads, Mayor and Council, Main Street, Chamber, JCED, other partners	Winter 2025-2026	none	Time

City Services						
<b>8</b>	<b>Update sidewalk program considering recent case law</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Council Worksession	Police Chief, City Attorney	Department Heads	Winter 2024	None	None

Budgeting						
<b>9</b>	<b>Require training for the City Council prior to the budget to understand state laws and obligations regarding the budgeting process.</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Provide an early overview of the Budget Process to Council to prepare for the FY26 budget	City Administrator & City Clerk		January 6, 2025	None	Time
<i>b</i>	Offer Tax Increment Financing workshops so everyone can understand how it works, what's required, etc.	City Council	Staff	Spring, 2026	Varies	

**Miscellaneous**

<b>10</b>	<b>Continue to partner with local agencies, such as Rotary, Lions, Chamber, Main Street, and others. This will help create fewer silos if everyone is on the same page and allow access to a community volunteers list to help move projects across the finish line.</b>					
	<b>Task List</b>	<b>Owner</b>	<b>Team</b>	<b>Timeframe</b>	<b>Cost/Budget</b>	<b>Resources</b>
<i>a</i>	Maintain support for the Give to Grow Program and learn how the City can partner with that organization to fund community projects/programs in the future.	Mayor and Council				
<i>b</i>	Organize a Council work group to communicate with community members to develop a private fundraising consortium for City projects.	City Council				