

City of Monticello, Iowa

www.ci.monticello.ia.us

Monticello City Council Meeting April 20, 2026 at 6:00 p.m.
Monticello Renaissance Center, 220 E. 1st Street, Monticello, Iowa

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

Approval of Council Mtg. Minutes	April	6, 2026
Approval of Council Mtg Minutes-Tax Levy Hrg	April	6, 2026
Approval of Payroll	April	2, 2026
Approval of Claims List		
Approval of Dollar General Store #3711 tobacco license		

Public Hearings:

1. **Public Hearing** on proposed Budget and Certification of City Taxes for Fiscal Year July 1, 2026 through June 30, 2027
2. **Resolution** Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2026 through June 30, 2027

3. **Public Hearing** on the proposed discontinuation of the “Tree Board”
4. **Ordinance** Rescinding Chapter 27 “City Tree Board” of the Monticello Code of Ordinances in its’ entirety – 1st reading

Resolutions:

5. **Resolution** Approving Order Acknowledging Affirmative Defense related to tobacco sale violation at Hy-Vee Dollar Fresh
6. **Resolution** Approving Settlement Agreement related to tobacco sale violation at Casey’s 1889
7. **Resolution** Approving Settlement Agreement related to tobacco sale violation at Casey’s 5079
8. **Resolution** Approving 28E agreement with Monticello School District for Student Resource Officer
9. **Resolution** Pay Request #23 For Waste Water Treatment Facility
10. **Resolution** Approving Change Order #5 for Waste Water Treatment Facility
11. **Resolution** approving replacement and repair of hangar doors at Airport
12. **Resolution** Setting May 18 as the Date for Public Hearing on Designation of the Expanded Monticello Urban Renewal Area and on Urban Renewal Plan Amendment
13. **Resolution** Authorizing Offer and Purchase of Surplus Iowa Department of Transportation Property in an amount not to exceed \$22,000
14. **Resolution** Hiring Seasonal Employees (2) and Setting Wage

Consideration and Possible Motions:

15. **Consideration and Possible Motion** on nuisance abatement progress at 526-530 Chestnut Street - Kurt Kass

Ordinances:

16. **Ordinance** Amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 23 “Parks and Recreation Board” – 1st Reading

Reports / Potential Actions:

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

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: April 20, 2026 Council Meeting

Time: Apr 20, 2026 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83810282469>

Meeting ID: 838 1028 2469

One tap mobile

+13126266799,,83810282469# US (Chicago)

+16465588656,,83810282469# US (New York)

Join instructions

<https://us02web.zoom.us/join/83810282469/invitations?signature=2Myz7WizBGVx1FbONE53EHIKuWIWFG-APxm6vp9NvweA>

“This employer is an equal opportunity provider & employer”

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

Mayor Jake Ellwood called the meeting to order. Council present were: Candy Langerman, Mary Phelan, Ben Duehr, Scott Brighton, Josh Brenneman and Dave Goedken. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water /Wastewater Superintendent Jim Tjaden, Library Director Faith Brehm, Parks and Rec Director Jacob Oswald, Ambulance Director Lori Lynch and Public Works Director Nick Kahler. 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.

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

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

Brighton moved to approve Resolution #2026-45 Scheduling Public Hearing on the City of Monticello 2026/2027 Fiscal Year budget for April 20, 2026 at 6:00 p.m., Langerman seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-46 Approving the purchase of EMT3 9 Position Rapid Response Kits for the Monticello Ambulance Service, Langerman seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-47 Approving Jones County SAFE and Healthy Youth Coalition Investment and agreement for FY '27 in the amount of \$3,000.00. Phelan seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-48 Approving Maquoketa River Watershed Management Authority Investment and Agreement for FY '27 in the amount of \$3,030.00, plus five (5) water sampling locations. Langerman seconded. Roll call was unanimous.

Phelan moved to approve Resolution #2026-49 Approving Jones County Economic Development (JCED) Investment and agreement for FY '27 in the amount of \$15,000.00 and \$4,000 in in-kind office and internet services. Goedken seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-50 Approving Monticello Firefighters of Iowa Organization Inc., planning of the Independence Day Fireworks festivities to be held on July 4, 2026 and authorizes payment in the amount of \$2,600.00 towards the fireworks. Brighton seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-51 Approving Jones County JETS Transportation System investment and agreement for FY '27 in the amount of \$1,500.00. Brighton seconded. Roll call was unanimous.

Regular Council Meeting
April 6, 2026

Goedken moved to approve Resolution #2026-52 Approving Jones County Senior Dining investment and agreement for FY '27 in the amount of \$4,495.00. Brighton seconded. Roll call was unanimous.

Phelan moved to approve Resolution #2026-53 Approving Jones County Tourism Investment and Agreement for FY '27 in the amount of \$1,212.00, plus 4% of the Monticello Hotel/Motel tax. Goedken seconded. Roll call was unanimous.

Brighton moved to approve Resolution #2026-54 Appropriating funds necessary to meet the City's Obligation to Monticello Main Street Iowa Program Agreement in the amount of \$40,000.00. Goedken seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-55 Approving 28E Agreement between Monticello Community Schools and City of Monticello use of School Owned Property and Facilities. Goedken seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-56 Approving the wages for Monticello Aquatic Center and Park and Recreation part-time seasonal staff positions and setting wages. Phelan seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-57 Approving the hiring of a Monticello Ambulance EMT/AEMT and setting wage. Duehr seconded. Roll call was unanimous.

Brighton moved to approve Resolution #2026-58 Adopting Wage Chart for Full Time Hourly Employees for July 1, 2026 through June 30, 2029. Phelan seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-59 Adopting FY '27 Salaries and Wages for the Non-Hourly, Library, Department Heads and Permanent Part-Time Staff. Brenneman seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-60 Updating the salary and residency requirements, and otherwise affirm the Employment Agreement of Russell Farnum as City Administrator. Goedken seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-61 Approving Plat of Survey to Parcel 2026-24 located at 17213 Hardscrabble Road. Brighton seconded. Roll call was unanimous.

Brighton moved to approve Resolution #2026-62 Approving Plat of Survey to Parcel 2026-25 located just North of 1503 South Main Street. Goedken seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-63 Approving Plat of Survey to Parcel 2026-26 located at 1503 South Main Street. Brenneman seconded. Roll call unanimous.

Regular Council Meeting
April 6, 2026

Goedken moved to approve Resolution #2026-64 Approving Amended Tri-County Propane Site Plan (Hinz), Phelan seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-65 Approving Plat of Survey to Parcel 2026-27 located at 205 East Varvel Street. Brenneman seconded. Roll call was unanimous.

Ellwood thanked Council and staff for working on the budget this year.

Farnum reported City staff has been working on removing trees in the Sixth Street ditch. There is some cleanup of downed trees to be done. Engineer is working with DNR and Corp of Engineers to get the permits again for the Sixth Street Ditch Project, with plans to bid in May and award bid in June.

Department heads gave updates on projects and activities happening in their departments. Council members gave reports on meetings they attended.

Goedken moved to adjourn at 6:30 P.M.

Jake Ellwood, Mayor

Sally Hinrichsen, City Clerk/Treasurer

Special Council Meeting
April 6, 2026, 5:30 P.M.
Community Media Center

Mayor Jake Ellwood called the meeting to order. Council present were: Josh Brenneman, Ben Duehr, Dave Goedken, Candy Langerman, Mary Phelan and Scott Brighton. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Library Director Faith Brehm, Water/Wastewater Superintendent Jim Tjaden, Park Director Jacob Oswald and Ambulance Director Lori Lynch. 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.

Mayor opened the public hearing on proposed property tax levy. Farnum gave a short presentation on the property tax levy. No public comments were received. Mayor closed the hearing.

Brighton moved to adjourn the meeting at 5:40 P.M., Langerman seconded, roll call was unanimous.

Jake Ellwood, Mayor

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - APRIL 16, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	March 30 - April 12, 2026				
Chris Bell	\$ 532.92	\$ -	0.00	0.00	\$ 408.39
Brian Bronemann	725.57	-	0.00	0.00	624.10
Jamie Coleman	2,361.55	32.75	0.00	0.00	1,887.50
Jordan Fullerton	320.21	-	0.00	0.00	275.43
Quinn Hansen	1,644.44	-	0.00	0.00	1,273.94
Mason Hanson	1,193.51	-	0.00	0.00	917.81
Jayna Koffron	562.20	-	0.00	0.00	483.57
Lori Lynch	3,457.51	-	0.00	0.00	2,348.51
Coletta Matson	2,350.64	21.84	0.00	20.25	1,674.58
Chloe Mogensen	436.65	-	0.00	0.00	285.65
Sky Monty	247.39	-	0.00	0.00	202.79
Mandy Norton	625.45	-	0.00	0.00	504.98
Shirlee Scott	2,590.79	261.99	0.00	0.00	1,947.90
Cora Wheeler	495.80	-	0.00	0.00	426.46
TOTAL AMBULANCE	\$ 17,544.63	\$ 316.58	0.00	20.25	\$ 13,261.61
CEMETERY	March 30 - April 12, 2026				
Dan McDonald	\$ 2,209.60	\$ -	0.00	0.00	\$ 1,667.93
TOTAL CEMETERY	\$ 2,209.60	\$ -	0.00	0.00	\$ 1,667.93
CITY HALL	March 30 - April 12, 2026				
Cheryl Clark	\$ 2,454.62	\$ 56.22	0.00	61.50	\$ 1,737.37
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
TOTAL CITY HALL	\$ 12,024.94	\$ 56.22	0.00	61.50	\$ 8,177.51
COUNCIL / MAYOR					
Josh Brenneman	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Scott Brighton	300.00	-	0.00	0.00	276.78
Ben Duehr	300.00	-	0.00	0.00	258.18
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
TOTAL COUNCIL / MAYOR	\$ 2,300.00	\$ -	0.00	0.00	\$ 2,104.37
LIBRARY	March 30 - April 12, 2026				
Faith Brehm	\$ 1,914.40	\$ -	0.00	0.00	\$ 1,466.93
Molli Hunter	1,436.00	-	0.00	0.00	1,162.35
Penny Schmit	1,724.80	-	0.00	0.00	1,167.63
TOTAL LIBRARY	\$ 5,075.20	\$ -	0.00	0.00	\$ 3,796.91
MBC	March 30 - April 12, 2026				
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	2,662.88	-	0.00	0.00	2,018.29
TOTAL MBC	\$ 5,756.88	\$ -	0.00	0.00	\$ 4,524.71

PAYROLL - APRIL 16, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
POLICE	March 30 - April 12, 2026				
Erik Honda	\$ 3,024.45	\$ -	0.00	0.00	\$ 2,268.91
Jordan Koos	3,258.36	-	0.00	38.00	2,245.90
Cole Millard	2,999.50	51.42	0.00	0.00	2,016.86
Johnny Norwood	2,948.08	-	0.00	0.00	1,742.03
Keanan Shannon	3,157.06	-	9.75	68.25	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
TOTAL POLICE	\$ 24,556.13	\$ 51.42	9.75	106.25	\$ 17,197.37
ROAD USE	March 30 - April 12, 2026				
Zeb Bowser	\$ 2,291.64	\$ 122.04	0.00	28.25	\$ 1,675.49
Jacob Gravel	2,169.60	-	0.00	12.00	1,642.07
Nick Kahler	2,687.50	-	0.00	0.00	1,980.67
Jasper Scott	2,291.64	122.04	0.00	0.00	1,735.61
TOTAL ROAD USE	\$ 9,440.38	\$ 244.08	0.00	40.25	\$ 7,033.84
SEWER	March 28 - April 10, 2026				
Jim Tjaden	\$ 3,071.44	\$ -	0.00	0.00	\$ 2,144.82
TOTAL SEWER	\$ 3,071.44	\$ -	0.00	0.00	\$ 2,144.82
WATER	March 28 - April 10, 2026				
Scott Hagen	\$ 2,479.21	\$ 89.61	0.00	106.50	\$ 1,972.23
Josh Willms	2,229.60	-	4.50	119.50	1,526.21
TOTAL WATER	\$ 4,708.81	\$ 89.61	4.50	226.00	\$ 3,498.44
TOTAL - ALL DEPTS.	\$ 86,688.01	\$ 757.91	14.25	454.25	\$ 63,407.51

Report Criteria:
 [Report].Due Date = 04/21/2026

Name	Description	Invoice Amount
JACOB HEINSIUS	PD PEST CONTROL	42.50
ALLIANT ENERGY-IES	201 E SOUTH ST PD	318.44
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	125.59
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	455.00
KIESLER'S POLICE SUPPLY INC.	PD MINOR EQUIPMENT	431.72
Total 001-110: <i>Police</i>		1,373.25
ALLIANT ENERGY-IES	416 E 2ND STREETLIGHTS	134.43
ALLIANT ENERGY-IES	STREETLIGHTS	64.08
ALLIANT ENERGY-IES	202 W 1ST STREETLIGHTS	155.98
ALLIANT ENERGY-IES	304 E 1ST STREETLIGHTS	125.83
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS	135.56
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS	78.60
ALLIANT ENERGY-IES	2203 AMBER RD X44 ELECTRIC	57.56
Total 001-230: <i>Streetlights</i>		752.04
ALLIANT ENERGY-IES	811 S CEDAR ST POOL	237.48
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES	9.83
Total 001-440: <i>Pool</i>		247.31
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	7.98
KROMMINGA MOTORS INC	CEMETERY EQUIP REPAIR/MAINT	425.00
ALLIANT ENERGY-IES	CEMETERY ELECTRIC	41.27
KROMMINGA MOTORS INC	CEMETERY CAPITAL EQUIPMENT	12,950.00
Total 001-450: <i>Cemetery</i>		13,424.25
ALLIANT ENERGY-IES	200 E 1ST ST	649.70
Total 001-498: <i>Soldiers Memorial</i>		649.70
EMPLOYEE & FAMILY RESOURCES	EMPLOYEE ASSISTANCE PROGRAM	2,814.50
MONTICELLO ROTARY CLUB	CH DUES - FARNUM	160.00
NANCI TUEL	ADMIN TRAVEL	15.23
JACOB HEINSIUS	CH PEST CONTROL	70.00
ALLIANT ENERGY-IES	200 E 1ST ST	1,299.41
E.O. JOHNSON CO INC	CH COPIER MAINTENANCE	341.36
ROB SAND AUDITOR OF STATE	ADMIN AUDIT FEES	533.60
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	237.24
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	130.00
Total 001-650: <i>Administration</i>		5,601.34
ALLIANT ENERGY-IES	MBC ELECTRIC	30.42
ALLIANT ENERGY-IES	MBC ELECTRIC	1,056.29
ALLIANT ENERGY-IES	LITTLE LEAGUE	25.41
ALLIANT ENERGY-IES	509 E OAK ST SHELTER	107.97
ALLIANT ENERGY-IES	321 W SOUTH ST SOFTBALL	28.04
ALLIANT ENERGY-IES	615 N GILL ST BALLFIELD	24.20
ALLIANT ENERGY-IES	850 E OAK ST TENNIS COURTS	77.01

Name	Description	Invoice Amount
ALLIANT ENERGY-IES	114 E 1ST ST POCKET PARK	51.64
ALLIANT ENERGY-IES	325 DIAMOND DR ELECTRIC	24.52
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	75.17
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	65.00
Total 005-430: <i>MBC</i>		1,565.67
KEANAN SHANNON	PD CANINE TRAVEL/TRAINING	465.54
KEANAN SHANNON	PD CANINE TRAVEL/TRAINING	532.51
Total 009-110: <i>Police Canine</i>		998.05
KARDES INC	FIRE FUEL	5.42
KARDES INC	FIRE FUEL	14.19
KARDES INC	FIRE FUEL	9.39
KARDES INC	FIRE FUEL	21.77
KARDES INC	FIRE FUEL	62.14
KARDES INC	FIRE FUEL	89.32
KARDES INC	FIRE FUEL	63.81-
ALLIANT ENERGY-IES	200 E SOUTH ST FIRE STATION	378.52
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES	28.73
Total 015-150: <i>Fire</i>		545.67
JOSHUA PRUITT	AMB MEDICAL DIRECTOR	500.00
JACOB HEINSIUS	AMB PEST CONTROL	42.50
JOHN DEERE FINANCIAL	AMB VEHICLE OPERATING	11.97
ALLIANT ENERGY-IES	201 E SOUTH ST AMB	318.43
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	29.28
IOWA DEPT OF HUMAN SERVICES	AMB REFUND	3,900.68
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	508.18
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	52.66
Total 016-160: <i>Ambulance</i>		5,363.70
SCHOLASTIC INC.	LIB IMP SUMMER READING PROGRA	357.87
PLAYAWAY PRODUCTS LLC	LIB IMP BOOKS	300.95
SCHOLASTIC INC.	LIB IMP BOOKS	109.55
Total 030-410: <i>Library Improvement</i>		768.37
JACOB HEINSIUS	LIB BLDG REPAIR/MAINT	70.00
ALLIANT ENERGY-IES	200 E 1ST ST	649.70
Total 041-410: <i>Library</i>		719.70
J & B ELECTRIC LLC	AIRPORT REPLACE LED LIGHTS	3,698.12
BIECHLER ELECTRIC INC.	AIRPORT GROUNDS MAINTENANCE	807.31
J & B ELECTRIC LLC	AIRPORT GROUNDS MAINTENANCE	197.23
MCALEER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	35.00
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT	50.53
INSURANCE ASSOCIATES INC.	AIRPORT LIABILITY INSURANCE	3,633.00
Total 046-280: <i>Airport</i>		8,421.19
ZACHARY D LONG	RU BLDG REPAIR/MAINT	545.00
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	58.28

Name	Description	Invoice Amount
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	53.99-
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	96.98
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	69.20
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	82.43
TRUCK CENTER HOLDINGS INC	RU EQUIP REPAIR/MAINT	105.62
TRUCK CENTER HOLDINGS INC	RU EQUIP REPAIR/MAINT	105.62
W.W. GRAINGER INC	RU EQUIP REPAIR/MAINT	32.30
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	47.33
ALLIANT ENERGY-IES	20500 HWY 38/151 OVERPASS	71.11
ALLIANT ENERGY-IES	HWY 38/151 STOP LIGHT	48.45
INFRASTRUCTURE TECHNOLOGY	RU UTILITIES	12.33
Total 110-210: Road Use		1,220.66
ALLIANT ENERGY-IES	W 1ST ST WATER PUMP	783.77
ALLIANT ENERGY-IES	WATER PUMP #4	1,603.23
ALLIANT ENERGY-IES	SOUTH WATER PUMP	996.93
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	21.78
JOHN DEERE FINANCIAL	WATER SUPPLIES	32.98
JOHN DEERE FINANCIAL	WATER SUPPLIES	17.48
STATE HYGIENIC LABORATORY	WATER LAB TESTS	62.00
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	923.00
HAWKINS WATER TREATMENT	WATER SYSTEM	865.77
IOWA ONE CALL	WATER SYSTEM	12.70
MUNICIPAL SUPPLY INC	WATER SYSTEM	442.00
Total 600-810: Water		5,761.64
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	80.60
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	5,198.10
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	335.61
TRI COUNTY PROPANE LLC	SEWER UTILITIES	898.52
TRI COUNTY PROPANE LLC	SEWER UTILITIES	276.41
TRI COUNTY PROPANE LLC	SEWER UTILITIES	393.58
TRI COUNTY PROPANE LLC	SEWER UTILITIES	690.14
TRI COUNTY PROPANE LLC	SEWER UTILITIES	483.41
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING	9.83
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING	65.00
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	30.24
IOWA ONE CALL	SEWER SYSTEM	12.70
J&R SUPPLY INC	SEWER SYSTEM	350.00
Total 610-815: Sewer		8,824.14
REPUBLIC SERVICES #897	DUMPSTER COLLECTIONS	18,327.55
REPUBLIC SERVICES #897	DUMPSTER COLLECTIONS	1,775.73
Total 670-840: Sanitation		20,103.28
Total :		76,339.96
Grand Totals:		76,339.96

Report Criteria:

[Report].Due Date = 04/21/2026

City Council Meeting
Prep. Date: 04/14/2026
Preparer: Russell Farnum



Agenda Item: # 1 & 2
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: FY26 Budget Public Hearing and Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2026 through June 30, 2027

Type of Action Requested: Resolution											
Attachments & Enclosures: Resolution	<table border="1"> <tr> <td>Fiscal Impact:</td> <td></td> </tr> <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>	Fiscal Impact:		Budget Line Item:		Budget Summary:		Expenditure:		Revenue:	
Fiscal Impact:											
Budget Line Item:											
Budget Summary:											
Expenditure:											
Revenue:											

Synopsis: The required public hearing on the budget is scheduled for April 20, 2026. The public hearing is followed by a resolution approving the budget.

The FY27 budget includes a tax levy amount to be collected of \$ 1,271,971, which is \$ 100,579 more (8.5%) than FY26. However, the resulting tax rate will be 14.48534 (which includes the debt levy) and is about 74 cents (4.8%) lower than FY26.

The combined general fund levy rate (“CGFL”) was 8.10 in FY26, and due to the increase in taxable value, was capped at 7.86 for FY27. This is a .24 reduction in the rate mandated by the State.

The other reductions in the overall tax rate are the employee benefit levy (reduction of 77 cents) and the debt levy (27 cents) as a 10-year bond has been paid off. The general insurance levy increased 54 cents.

The difference in receiving more money from a lower tax rate is due to increased property values from:

- A. New development;
- B. Reassessments and sales;
- C. TIF projects expiring and returning to the tax rolls (including Kardes/Caseys, which added almost \$2M on its own).

The assessed value (without gas and electric) grew from 142 million to 159 million, and increase of about 17 million dollars.

The lower levy rate is also a combination of factors resulting from:

- A. A State-mandated cap in the “8.10” levy due to increased assessed values;

- B. Implementation of the 35 cent Essential Services levy, which is taking some pressure off of Monticello’s general fund support for the Ambulance;
- C. Shift to paying for some expenses out of reserves that exceed levels set out by general accounting standards;
- D. Payoff of the 2016 General Obligation 10-year bond;
- E. Ongoing shift to attribute actual costs of operations to our utilities and other departments that have offsetting revenues (other than property tax).

A brief summary of the FY26/27 budget includes the following revenues and expenses, by category (note this is a summary, not a complete detail, which follows in the packet):

Category	Revenues	Expenses
General Fund		
Property Tax	\$ 1,392,123.00	
Other Taxes	\$ 574,142.00	
Licenses and Permits	\$ 263,575.00	
Use of Money and Property	\$ 405,070.00	
Intergovernmental	\$ 650,900.00	
Miscellaneous	\$ 235,059.00	
Departments		
<i>Public Safety</i>		\$ 2,610,532.00
<i>Public Works</i>		\$ 1,044,629.00
<i>Library and Parks/Rec</i>		\$ 1,201,487.00
<i>Economic Development</i>		\$ 499,648.00
<i>General Govt</i>		\$ 871,621.00
<i>Debt Service</i>		\$ 1,078,844.00
<i>Capital Projects</i>		\$ 1,316,832.00
Enterprise/Utility		
<i>Water Utility</i>	\$ 484,165.00	\$ 412,771.00
<i>Sewer Utility</i>	\$ 1,306,457.00	\$ 746,480.00
<i>Sanitation/Trash</i>	\$ 741,900.00	\$ 859,092.00
<i>Storm Water</i>	\$ 81,000.00	\$ 30,500.00

The total FY26/27 budget includes \$45,151,236 in revenues and \$47,629,660 in expenses, which is not balanced because the City is intentionally drawing down its \$7,569,142 cash reserve to an anticipated \$5,090,718.

Recommendation: The City Council, Mayor and Staff have spent the past 4 months working through the preparation of this budget. The budget is balanced, despite spending down cash reserves the City maintains a strong cash position, and this budget results in a noticeable overall reduction to the City’s property tax levy rate.

The budget must be approved in time to file the required paperwork with the County Auditor and the State no later than April 30th. In order to meet this timeline, it is preferred that Council approves this resolution on April 20.

Approval of the resolution is recommended.

City of Monticello, Iowa

RESOLUTION

Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2026 through June 30, 2027

- WHEREAS,*** The City of Monticello, Iowa is an incorporated City within Jones County, Iowa; and
- WHEREAS,*** City Council published notice of and held a public hearing on the proposed budget; and
- WHEREAS,*** The City Staff has prepared the FY 2027 annual budget, as set forth in the budget summary certificate, requirement schedules, resource detail, showing estimates and appropriations for said fiscal year; and
- WHEREAS,*** The City Council directs the overall budget be approved as was discussed by the City Council; and

NOW THEREFORE, BE IT RESOLVED that the City of Monticello, Iowa does hereby adopt the annual budget for FY 2027 and direct the City Clerk to make the filing required by law and set up the books in accordance with the adopted budget summary.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
The City of: MONTICELLO County Name: JONES COUNTY

Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	161,739,345	2b	159,195,754	City Number: 53-495 Last Official Census: 4,040
DEBT SERVICE	3a	188,235,960	3b	185,692,369	
Ag Land	4a	2,108,503			

Consolidated General Fund Levy Calculation

	CGFL Rate	CGFL Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2026 Budget Data	8.10000	1,171,352	144,611,307	11.84
	Limitation Percentage			
	3			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2027	7.86408	1,271,931	8.59	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	7.86408	Consolidated General Fund		5	1,271,931	1,251,928	43	7.86408
		Non-Voted Other Permissible Levies						
384.12(1)	0.95000	Opr & Maint publicly owned Transit		7		0	45	0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)		11		0	49	0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs		14	136,000	133,861	52	0.84086
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.		462		0	465	0.00000
		Voted Other Permissible Levies						
28E.22	1.50000	Unified Law Enforcement		24		0	62	0.00000
		Total General Fund Regular Levies (5 thru 24)		25	1,407,931	1,385,789		
384.1	3.00375	Ag Land		26	6,334	6,334	63	3.00375
		Total General Fund Tax Levies (25 + 26)		27	1,414,265	1,392,123		Do Not Add
		Special Revenue Levies						
384.6	Amt Nec	Police & Fire Retirement		29		0		0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)		30	302,021	297,271		1.86733
Rules	Amt Nec	Other Employee Benefits		31	302,359	297,604		1.86942
		Subtotal Employee Benefit Levy (29,30,31)		32	604,380	594,875	65	3.73675
		Valuation						
386	As Req	With Gas & Elec						
	SSMID 1 (A)	0 (B)		0	34	0	66	0.00000
	SSMID 2 (A)	0 (B)		0	35	0	67	0.00000
	SSMID 3 (A)	0 (B)		0	36	0	68	0.00000
	SSMID 4 (A)	0 (B)		0	37	0	69	0.00000
	SSMID 5 (A)	0 (B)		0	555	0	565	0.00000
	SSMID 6 (A)	0 (B)		0	556	0	566	0.00000
	SSMID 7 (A)	0 (B)		0	1177	0	1179	0.00000
	SSMID 8 (A)	0 (B)		0	1185	0	1187	0.00000
		Total Special Revenue Levies		39	604,380	594,875		
384.4	Amt Nec	Debt Service Levy 76.10(6)		40	384,689	379,490	70	2.04365
384.7	0.67500	Capital Projects (Capital Improv. Reserve)		41		0	71	0.00000
		Total Property Taxes (27+39+40+41)		42	2,403,334	2,366,488	72	14.48534

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
 Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

(City Representative)

(Date)

(County Auditor)

(Date)

CITY NAME:
MONTICELLO

NOTICE OF PUBLIC HEARING - CITY OF MONTICELLO - PROPOSED PROPERTY TAX LEVY
Fiscal Year July 1, 2026 - June 30, 2027

CITY #: 53-495

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:
Meeting Date: 4/6/2026 Meeting Time: 05:30 PM Meeting Location: 220 East First Street, Monticello, Iowa 52310

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
www.ci.monticello.ia.us

City Telephone Number
(319) 465-3577

Iowa Department of Management	Current Year Certified Property Tax 2025 - 2026	Budget Year Effective Property Tax 2026 - 2027	Budget Year Proposed Property Tax 2026 - 2027
Taxable Valuations for Non-Debt Service	142,017,965	159,195,754	159,195,754
Consolidated General Fund	1,150,346	1,150,346	1,251,928
Operation & Maintenance of Public Transit	0	0	0
Aviation Authority	0	0	0
Liability, Property & Self Insurance	43,047	43,047	133,861
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	0	0	0
FICA & IPERS (If at General Fund Limit)	359,411	359,411	297,271
Other Employee Benefits	280,386	280,386	297,604
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	166,277,231	185,692,369	185,692,369
Debt Service	384,689	384,689	379,490
CITY REGULAR TOTAL PROPERTY TAX	2,217,879	2,217,879	2,360,154
CITY REGULAR TAX RATE	15.22169	13.58696	14.48534
Taxable Value for City Ag Land	1,981,478	2,108,503	2,108,503
Ag Land	5,952	5,952	6,334
CITY AG LAND TAX RATE	3.00375	2.82286	3.00375
Tax Rate Comparison-Current VS: Proposed			
Residential property with an Actual/Assessed Valuation of \$100,000/\$110,000	Current Year Certified 2025/2026	Budget Year Proposed 2026/2027	Percent Change
City Regular Residential	722	710	-1.66
Commercial property with an Actual/Assessed Valuation of \$300,000/\$330,000	Current Year Certified 2025/2026	Budget Year Proposed 2026/2027	Percent Change
City Regular Commercial	3,138	3,314	5.61

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and commercial properties have the same rollback percentage through \$150,000 of actual/assessed valuation.

Reasons for tax increase if proposed exceeds the current:

Increase due to property/liability insurance and employee benefit costs

FUND BALANCE

City Name: MONTICELLO
 Fiscal Year July 1, 2026 - June 30, 2027

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2025									
Beginning Fund Balance July 1	1 2,164,986	716,142	279,181	188,837	1,747,659	310,526	5,407,331	3,593,588	9,000,919
Actual Revenues Except Beg Balance	2 4,708,533	1,534,603	693,450	864,050	752,494	14,157	8,587,307	13,520,898	22,108,205
Actual Expenditures Except End Balance	3 4,798,297	1,499,707	653,711	845,336	1,181,769	4,896	8,983,716	12,699,275	21,682,991
Ending Fund Balance June 30	4 2,075,242	771,038	318,920	207,551	1,318,384	319,787	5,010,922	4,415,211	9,426,133
Re-Estimated FY 2026									
Beginning Fund Balance	5 2,075,242	771,038	318,920	207,551	1,318,384	319,787	5,010,922	4,415,211	9,426,133
Re-Est Revenues	6 4,666,599	1,332,604	805,000	961,010	198,800	13,500	7,977,513	40,137,778	48,115,291
Re-Est Expenditures	7 4,934,897	1,396,789	722,258	954,234	1,601,250	5,100	9,614,528	40,357,754	49,972,282
Ending Fund Balance	8 1,806,944	706,853	401,662	214,327	-84,066	328,187	3,373,907	4,195,235	7,569,142
Budget FY 2027									
Beginning Fund Balance	9 1,806,944	706,853	401,662	214,327	-84,066	328,187	3,373,907	4,195,235	7,569,142
Revenues	10 4,990,756	1,273,656	870,000	1,013,888	653,289	11,500	8,813,089	36,338,147	45,151,236
Expenditures	11 5,544,817	1,374,612	872,868	1,078,844	1,316,832	5,100	10,193,073	37,436,587	47,629,660
Ending Fund Balance	12 1,252,883	605,897	398,794	149,371	-747,609	334,587	1,993,923	3,096,795	5,090,718

LOCAL EMC SUPPORT

City Name: MONTICELLO
 Fiscal Year July 1, 2026 - June 30, 2027

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 6 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer. Input the amount of General Fund Levy request to be used for support of an Emergency Management Commission. The total below will reflect the total amount of Emergency Management Commission support provided by the City.

	Request with Utility Replacement	Property Taxes Levied
Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	0	0
Support of a Local Emerg. Mgmt. Comm.	0	0
TOTAL FOR FY 2027	0	0

GOVERNMENT ACTIVITIES CONT.	GENERAL	SPECIAL REVENUE	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
PUBLIC SAFETY									
Police Department/Crime Prevention	1	796,335	206,301					1,002,636	899,076
Jail	2							0	0
Emergency Management	3							0	0
Flood Control	4							0	0
Fire Department	5	123,500						123,500	426,823
Ambulance	6	797,378	160,766					958,144	911,813
Building Inspections	7							0	0
Miscellaneous Protective Services	8							0	0
Animal Control	9	500						500	105
Other Public Safety	10	2,700						2,700	1,789
TOTAL (lines 1 - 10)	11	1,720,413	367,067			0		2,087,480	2,239,606
PUBLIC WORKS									
Roads, Bridges, & Sidewalks	12	23,000	659,739					682,739	955,333
Parking - Meter and Off-Street	13							0	0
Street Lighting	14	100,000						100,000	79,843
Traffic Control and Safety	15							0	0
Snow Removal	16		35,000					35,000	34,243
Highway Engineering	17							0	0
Street Cleaning	18							0	0
Airport (if not Enterprise)	19	153,100						153,100	127,251
Garbage (if not Enterprise)	20							0	0
Other Public Works	21	5,000						5,000	0
TOTAL (lines 12 - 21)	22	281,100	694,739			0		975,839	1,196,670
HEALTH & SOCIAL SERVICES									
Welfare Assistance	23							0	0
City Hospital	24							0	0
Payments to Private Hospitals	25							0	0
Health Regulation and Inspection	26							0	0
Water, Air, and Mosquito Control	27							0	0
Community Mental Health	28							0	0
Other Health and Social Services	29							0	0
TOTAL (lines 23 - 29)	30	0	0			0		0	0
CULTURE & RECREATION									
Library Services	31	213,024	56,817			5,100		274,941	250,408
Museum, Band and Theater	32							0	0
Parks	33	388,787	55,224					444,011	376,315
Recreation	34	210,135	10,227					220,362	217,042
Cemetery	35	95,464	17,332					112,796	79,981
Community Center, Zoo, & Marina	36							0	0
Other Culture and Recreation	37	61,838	9,108					70,946	80,674
TOTAL (lines 31 - 37)	38	969,248	148,708			5,100		1,123,056	1,004,420

GOVERNMENT ACTIVITIES CONT.	GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
COMMUNITY & ECONOMIC DEVELOPMENT								
39 Community Beautification							0	0
40 Economic Development							0	0
41 Housing and Urban Renewal							0	0
42 Planning & Zoning							0	0
43 Other Com & Econ Development							0	0
44 TIF Rebates			343,680				343,680	350,171
45 TOTAL (lines 39 - 44)	0	0	343,680		0		343,680	350,171
GENERAL GOVERNMENT								
46 Mayor, Council, & City Manager	28,825	4,843					33,668	30,165
47 Clerk, Treasurer, & Finance Adm.	242,143	79,636					321,779	291,302
48 Elections							0	0
49 Legal Services & City Attorney	50,000						50,000	37,145
50 City Hall & General Buildings	394,950						394,950	239,931
51 Tort Liability							0	0
52 Other General Government	45,300						45,300	45,300
53 TOTAL (lines 46 - 52)	761,218	84,479	0	954,234		0	845,697	643,843
DEBT SERVICE								
54 Gov Capital Projects				954,234			954,234	845,336
55 TIF Capital Projects					786,250		786,250	393,851
56 TOTAL CAPITAL PROJECTS					815,000		815,000	746,359
57 TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	0	0	0	0	1,601,250	0	1,601,250	1,140,210
58 TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	3,731,979	1,294,993	343,680	954,234	1,601,250	5,100	7,931,236	7,420,256
BUSINESS TYPE ACTIVITIES								
Proprietary: Enterprise & Budgeted ISF								
59 Water Utility							421,050	310,040
60 Sewer Utility							840,169	475,484
61 Electric Utility							0	0
62 Gas Utility							0	0
63 Airport							811,070	629,924
64 Landfill/Garbage							0	0
65 Transit							0	0
66 Cable TV, Internet & Telephone							0	0
67 Housing Authority							0	0
68 Storm Water Utility							31,200	6,989
69 Other Business Type (city hosp., ISF, parking, etc.)							11,000	10,920
70 Enterprise DEBT SERVICE							24,026,000	324,429
71 Enterprise CAPITAL PROJECTS							13,100,000	10,125,468
72 Enterprise TIF CAPITAL PROJECTS							0	0
73 TOTAL BUSINESS TYPE EXPENDITURES (lines 59+72)	3,731,979	1,294,993	343,680	954,234	1,601,250	5,100	39,240,489	11,883,254
74 TOTAL ALL EXPENDITURES (lines 58+73)	1,202,918	101,796	378,578	0	0	0	47,171,725	19,303,510
75 Regular Transfers Out							2,421,979	2,034,382
76 Internal TIF Loan Transfers Out							378,578	345,099
77 Total ALL Transfers Out							2,800,557	2,379,481
78 Total Expenditures and Other Fin Uses (lines 74+77)	4,934,897	1,396,789	722,258	954,234	1,601,250	5,100	49,972,282	21,682,991
79 Ending Fund Balance June 30	1,806,944	706,853	401,662	214,327	-84,066	328,187	7,569,142	9,426,133

RE-ESTIMATED REVENUES DETAIL

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

REVENUES & OTHER FINANCING SOURCES	GENERAL	SPECIAL REVENUE	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT PROPRIETARY	RE-ESTIMATED 2026	ACTUAL 2025
1 Taxes Levied on Property	1,199,345	639,797		384,689			2,223,831	2,192,674
2 Less: Uncollected Property Taxes - Levy Year							0	0
3 Net Current Property Taxes (line 1 minus line 2)	1,199,345	639,797		384,689	0		2,223,831	2,192,674
4 Delinquent Property Taxes							0	0
5 TIF Revenues			785,000				785,000	670,913
6 Other City Taxes:								
Utility Tax Replacement Excise Taxes	21,792	11,682		6,000			39,474	39,600
7 Utility franchise tax (Iowa Code Chapter 364.2)							0	0
8 Parimutuel wager tax							0	0
9 Gaming wager tax							0	0
10 Mobile Home Taxes							0	3,275
11 Hotel/Motel Taxes	48,000						48,000	36,968
12 Other Local Option Taxes	565,730						565,730	507,513
13 Subtotal - Other City Taxes (lines 6 thru 12)	635,522	11,682		6,000	0		633,204	587,356
14 Licenses & Permits	276,665						276,665	259,006
15 Use of Money & Property	366,390	14,000	20,000	5,000	19,900	90,400	526,190	718,011
Intergovernmental:								
16 Federal Grants & Reimbursements							0	82,423
17 Road Use Taxes		575,700					575,700	575,369
18 Other State Grants & Reimbursements	92,119	40,925		21,775		6,725	161,544	275,090
19 Local Grants & Reimbursements	248,330				10,000		258,330	283,015
20 Subtotal - Intergovernmental (lines 16 thru 19)	340,449	616,625	0	21,775	10,000	6,725	995,574	1,215,897
Charges for Fees & Services:								
21 Water Utility							522,215	494,875
22 Sewer Utility							1,282,945	1,222,532
23 Electric Utility							0	0
24 Gas Utility							0	0
25 Parking							0	0
26 Airport							0	0
27 Landfill/Garbage							891,900	694,858
28 Hospital							0	0
29 Transit							0	0
30 Cable TV, Internet & Telephone							0	0
31 Housing Authority							0	0
32 Storm Water Utility							82,000	81,320
33 Other Fees & Charges for Service	580,000						580,000	606,928
34 Subtotal - Charges for Service (lines 21 thru 33)	580,000	0		0	0	2,779,060	3,359,060	3,100,513
35 Special Assessments					12,000		12,000	33,239
36 Miscellaneous	201,610	500			20,600	3,000	257,210	322,611
37 Other Financing Sources:								
Regular Operating Transfers In	1,066,618	50,000		164,968	136,300	1,004,093	2,421,979	2,034,382
38 Internal TIF Loan Transfers In				378,578			378,578	345,099
39 Subtotal ALL Operating Transfers In	1,066,618	50,000	0	543,546	136,300	1,004,093	2,800,557	2,379,481
40 Proceeds of Debt (Excluding TIF Internal Borrowing)							36,226,000	10,628,504
41 Proceeds of Capital Asset Sales							0	0
42 Subtotal-Other Financing Sources (lines 36 thru 38)	1,066,618	50,000	0	543,546	136,300	37,230,093	39,026,557	13,007,985
43 Total Revenues except for beginning fund balance (lines 3,4,5,12,13,14,19,33,34,35, & 39)	4,666,599	1,332,604	805,000	961,010	198,800	40,137,778	48,115,291	22,108,205
44 Beginning Fund Balance July 1	2,075,242	771,038	318,920	207,551	1,318,384	4,415,211	9,426,133	9,000,919
45 TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	6,741,841	2,103,642	1,123,920	1,168,561	1,517,184	44,552,989	57,541,424	31,109,124

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
PUBLIC SAFETY										
Police Department/Crime Prevention	1 870,717	224,891						1,095,608	1,002,636	899,076
Jail	2							0	0	0
Emergency Management	3							0	0	0
Flood Control	4							0	0	0
Fire Department	5 569,328							569,328	123,500	426,823
Ambulance	6 783,398	149,048						932,446	958,144	911,813
Building Inspections	7							0	0	0
Miscellaneous Protective Services	8							0	0	0
Animal Control	9							0	500	105
Other Public Safety	10 13,150							13,150	2,700	1,789
TOTAL (lines 1 - 10)	11 2,236,593	373,939				0		2,610,532	2,087,480	2,239,606
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12 55,000	696,579						751,579	682,739	955,333
Parking - Meter and Off-Street	13							0	0	0
Street Lighting	14 95,000							95,000	100,000	79,843
Traffic Control and Safety	15							0	0	0
Snow Removal	16	40,000						40,000	35,000	34,243
Highway Engineering	17							0	0	0
Street Cleaning	18							0	0	0
Airport	19 153,050							153,050	153,100	127,251
Garbage (if not Enterprise)	20							0	0	0
Other Public Works	21 5,000							5,000	5,000	0
TOTAL (lines 12 - 21)	22 308,050	736,579				0		1,044,629	975,839	1,196,670
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23							0	0	0
City Hospital	24							0	0	0
Payments to Private Hospitals	25							0	0	0
Health Regulation and Inspection	26							0	0	0
Water, Air, and Mosquito Control	27							0	0	0
Community Mental Health	28							0	0	0
Other Health and Social Services	29							0	0	0
TOTAL (lines 23 - 29)	30 0	0				0		0	0	0
CULTURE & RECREATION										
Library Services	31 220,205	59,594				5,100		284,899	274,941	250,408
Museum, Band and Theater	32							0	0	0
Parks	33 444,300	50,887						495,187	444,011	376,315
Recreation	34 232,893	9,787						242,680	220,362	217,042
Cemetery	35 87,144	18,471						105,615	112,796	79,981
Community Center, Zoo, & Marina	36							0	0	0
Other Culture and Recreation	37 64,028	9,078						73,106	70,946	80,674
TOTAL (lines 31 - 37)	38 1,048,570	147,817				5,100		1,201,487	1,123,056	1,004,420

GOVERNMENT ACTIVITIES	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39							0	0	0
Economic Development	40							0	0	0
Housing and Urban Renewal	41							0	0	0
Planning & Zoning	42							0	0	0
Other Com & Econ Development	43							0	0	0
TIF Rebates	44		499,648					499,648	343,680	350,171
TOTAL (lines 39 - 44)	45	0	499,648			0		499,648	343,680	350,171
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	31,178	4,204					35,382	33,668	30,165
Clerk, Treasurer, & Finance Adm.	47	247,975	78,664					326,639	321,779	291,302
Elections	48							0	0	0
Legal Services & City Attorney	49	50,000						50,000	50,000	37,145
City Hall & General Buildings	50	414,300						414,300	394,950	239,931
Tort Liability	51							0	0	0
Other General Government	52	45,300						45,300	45,300	45,300
TOTAL (lines 46 - 52)	53	788,753	82,868	0		0		871,621	845,697	643,843
DEBT SERVICE										
Gov Capital Projects	54			1,078,844	1,316,832			1,078,844	954,234	845,336
TIF Capital Projects	55							1,316,832	786,250	393,851
TOTAL CAPITAL PROJECTS	56							0	815,000	746,359
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	57	0	0	0	1,316,832	0		1,316,832	1,601,250	1,140,210
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							412,771	421,050	310,040
Sewer Utility	60							746,480	840,169	475,484
Electric Utility	61							0	0	0
Gas Utility	62							0	0	0
Airport	63							0	0	0
Landfill/Garbage	64							859,092	811,070	629,924
Transit	65							0	0	0
Cable TV, Internet & Telephone	66							0	0	0
Housing Authority	67							0	0	0
Storm Water Utility	68							30,500	31,200	6,989
Other Business Type (city hosp., ISF, parking, etc.)	69							12,000	11,000	10,920
Enterprise DEBT SERVICE	70							25,129,956	24,026,000	324,429
Enterprise CAPITAL PROJECTS	71							8,240,000	13,100,000	10,125,468
Enterprise TIF CAPITAL PROJECTS	72							0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73							35,430,799	39,240,489	11,883,254
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	4,381,966	1,341,203	1,078,844	1,316,832	5,100		44,054,392	47,171,725	19,303,510
Regalar Transfers Out	75	1,162,851	33,409					2,005,788	3,202,048	2,034,382
Internal TIF Loan / Repayment Transfers Out	76							373,220	378,578	345,099
Total ALL Transfers Out	77	1,162,851	33,409	0	0	0		3,379,008	2,800,557	2,379,481
Total Expenditures & Fund Transfers Out (lines 74+77)	78	5,544,817	1,374,612	1,078,844	1,316,832	5,100		47,629,660	49,972,282	21,682,991
Ending Fund Balance June 30	79	1,252,883	605,897	398,794	-747,609	334,587		5,090,718	7,569,142	9,426,133

REVENUES DETAIL

City Name: MONTICELLO
 Fiscal Year July 1, 2026 - June 30, 2027

	GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
REVENUES & OTHER FINANCING SOURCES										
1	1,392,123	594,875		379,490	0			2,366,488	2,223,831	2,192,674
2								0	0	0
3	1,392,123	594,875		379,490	0			2,366,488	2,223,831	2,192,674
4								0	0	0
5		850,000						850,000	785,000	670,913
6	22,142	9,505		5,199	0			36,846	39,474	39,600
7								0	0	0
8								0	0	0
9								0	0	0
10								0	0	3,275
11	37,000							37,000	48,000	36,968
12	515,000							515,000	565,730	507,513
13	574,142	9,505		5,199	0			588,846	653,204	587,356
14	263,575	6,000		7,500	42,600	8,500	105,400	263,575	276,665	259,006
15	405,070							595,070	526,190	718,011
16					195,000		4,253,000	4,448,000	575,700	82,423
17		575,700						575,700	575,369	575,369
18	103,969	37,076		26,096	2,500			167,141	161,544	275,090
19	289,067							291,567	258,330	283,015
20	393,036	612,776		26,096	197,500		4,253,000	5,482,408	995,574	1,215,897
Charges for Fees & Service:										
21								484,165	522,215	494,875
22								1,306,457	1,282,945	1,222,532
23								0	0	0
24								0	0	0
25								0	0	0
26								0	0	0
27							741,900	741,900	891,900	694,858
28								0	0	0
29								0	0	0
30								0	0	0
31								0	0	0
32							81,000	81,000	82,000	81,320
33	650,900							650,900	580,000	606,928
34	650,900	0		0	0	0	2,613,522	3,264,422	3,359,060	3,100,513
35								0	12,000	33,239
36	235,059	500			13,100	3,000	31,500	283,159	257,210	322,611
37	1,016,851	50,000		222,383	399,089		1,513,725	3,202,048	2,421,979	2,034,382
38				373,220				373,220	378,578	345,099
39	1,016,851	50,000		595,603	399,089	0	1,513,725	3,575,268	2,800,557	2,379,481
40							27,821,000	27,821,000	36,226,000	10,628,504
41	60,000				1,000			61,000	0	0
42	1,076,851	50,000		595,603	400,089	0	29,334,725	31,457,268	39,026,557	13,007,985
43	4,990,756	1,273,656	870,000	1,013,888	653,289	11,500	36,338,147	45,151,236	48,115,291	22,108,205
44	1,806,944	706,853	401,662	214,327	-84,066	328,187	4,195,235	7,569,142	9,426,133	9,000,919
45	6,797,700	1,980,509	1,271,662	1,228,215	569,223	339,687	40,533,382	52,720,378	57,541,424	31,109,124

ADOPTED BUDGET SUMMARY

City Name: MONTICELLO
Fiscal Year July 1, 2026 - June 30, 2027

	GENERAL	SPECIAL REVENUES	TIF/SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2027	RE-ESTIMATED 2026	ACTUAL 2025
Revenues & Other Financing Sources										
Taxes Levied on Property	1,392,123	594,875		379,490	0			2,366,488	2,223,831	2,192,674
Less: Uncollected Property Taxes-Levy Year	0	0		0	0			0	0	0
Net Current Property Taxes	1,392,123	594,875		379,490	0			2,366,488	2,223,831	2,192,674
Delinquent Property Taxes	0	0		0	0			0	0	0
TIF Revenues			850,000					850,000	785,000	670,913
Other City Taxes	574,142	9,505		5,199	0			588,846	653,204	587,556
Licenses & Permits	263,575	0					0	263,575	276,665	259,006
Use of Money and Property	405,070	6,000	20,000	7,500	42,600	8,500	105,400	595,070	526,190	718,011
Intergovernmental	393,036	612,776	0	26,096	197,500		4,253,000	5,482,408	995,574	1,215,897
Charges for Fees & Service	650,900	0		0	0	0	2,613,522	3,264,422	3,359,060	3,100,513
Special Assessments	0	0		0	0	0	0	0	12,000	33,239
Miscellaneous	235,059	500		0	13,100	3,000	31,500	283,159	257,210	322,611
Sub-Total Revenues	3,913,905	1,223,656	870,000	418,285	253,200	11,500	7,003,422	13,693,968	9,088,734	9,100,220
Other Financing Sources:										
Total Transfers In	1,016,851	50,000	0	595,603	399,089	0	1,513,725	3,575,268	2,800,557	2,379,481
Proceeds of Debt	0	0	0	0	0	0	27,821,000	27,821,000	36,226,000	10,628,504
Proceeds of Capital Asset Sales	60,000	0	0	0	1,000	0	0	61,000	0	0
Total Revenues and Other Sources	4,990,756	1,273,656	870,000	1,013,888	653,289	11,500	36,338,147	45,151,236	48,115,291	22,108,205
Expenditures & Other Financing Uses										
Public Safety	2,236,593	373,939	0	0	0	0	0	2,610,532	2,087,480	2,239,606
Public Works	308,050	736,579	0	0	0	0	0	1,044,629	975,839	1,196,670
Health and Social Services	0	0	0	0	0	0	0	0	0	0
Culture and Recreation	1,048,570	147,817	0	0	5,100	5,100	1,201,487	1,123,056	1,123,056	1,004,420
Community and Economic Development	0	0	499,648	0	0	0	499,648	499,648	343,680	350,171
General Government	788,753	82,868	0	1,078,844	0	0	871,621	845,697	845,697	643,843
Debt Service	0	0	0	1,078,844	0	0	1,078,844	954,234	954,234	845,336
Capital Projects	0	0	0	0	1,316,832	0	1,316,832	1,601,250	1,601,250	1,140,210
Total Government Activities Expenditures	4,381,966	1,341,203	499,648	1,078,844	1,316,832	5,100	8,623,593	7,931,236	7,931,236	7,420,256
Business Type Proprietary- Enterprise & ISF							35,430,799	35,430,799	39,240,489	11,883,254
Total Gov & Bus Type Expenditures	4,381,966	1,341,203	499,648	1,078,844	1,316,832	5,100	35,430,799	44,054,392	47,171,725	19,303,510
Total Transfers Out	1,162,851	33,409	373,220	0	0	0	2,005,788	3,575,268	2,800,557	2,379,481
Total ALL Expenditures/Fund Transfers Out	5,544,817	1,374,612	872,868	1,078,844	1,316,832	5,100	37,436,587	47,629,660	49,972,282	21,682,991
Excess Revenues & Other Sources Over										
(Under) Expenditures/Transfers Out	-554,061	-100,956	-2,868	-64,956	-663,543	6,400	-1,098,440	-2,478,424	-1,856,991	425,214
Beginning Fund Balance July 1	1,806,944	706,853	401,662	214,327	-84,066	328,187	4,195,235	7,569,142	9,426,133	9,000,919
Ending Fund Balance June 30	1,252,883	605,897	398,794	149,371	-747,609	334,587	3,096,795	5,090,718	7,569,142	9,426,133

LONG TERM DEBT SCHEDULE - GRAND TOTALS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

	Principal Due FY 2027	Interest Due FY 2027	Total Obligation Due FY 2027	Bond Reg./ Paying Agent Fees Due FY 2027	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Sources OTHER THAN Budget Year Debt Service Levy	Amount Paid Budget Year Debt Service Levy
GO - TOTAL	842,200	234,844	1,077,044	1,800	0	694,155	384,689
NON GO - TOTAL	9,296	0	9,296	0	0	9,296	0
GRAND - TOTAL	851,496	234,844	1,086,340	1,800	0	703,451	384,689

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET
Fiscal Year July 1, 2026 - June 30, 2027

City of: **MONTICELLO**

The City Council will conduct a public hearing on the proposed Budget at: **220 East First Street, Monticello, IA 52310 Meeting Date: 4/20/2026 Meeting Time: 06:00 PM**

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor:

City budgets 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-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property	14.48534
The estimated tax levy rate per \$1000 valuation on Agricultural property is	3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
(319) 465-3577

City Clerk/Finance Officer's NAME
Sally Hinrichsen

		Budget FY 2027	Re-estimated FY 2026	Actual FY 2025
Revenues & Other Financing Sources				
Taxes Levied on Property	1	2,366,488	2,223,831	2,192,674
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	2,366,488	2,223,831	2,192,674
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	850,000	785,000	670,913
Other City Taxes	6	588,846	653,204	587,356
Licenses & Permits	7	263,575	276,665	259,006
Use of Money and Property	8	595,070	526,190	718,011
Intergovernmental	9	5,482,408	995,574	1,215,897
Charges for Fees & Service	10	3,264,422	3,359,060	3,100,513
Special Assessments	11	0	12,000	33,239
Miscellaneous	12	283,159	257,210	322,611
Other Financing Sources	13	27,882,000	36,226,000	10,628,504
Transfers In	14	3,575,268	2,800,557	2,379,481
Total Revenues and Other Sources	15	45,151,236	48,115,291	22,108,205
Expenditures & Other Financing Uses				
Public Safety	16	2,610,532	2,087,480	2,239,606
Public Works	17	1,044,629	975,839	1,196,670
Health and Social Services	18	0	0	0
Culture and Recreation	19	1,201,487	1,123,056	1,004,420
Community and Economic Development	20	499,648	343,680	350,171
General Government	21	871,621	845,697	643,843
Debt Service	22	1,078,844	954,234	845,336
Capital Projects	23	1,316,832	1,601,250	1,140,210
Total Government Activities Expenditures	24	8,623,593	7,931,236	7,420,256
Business Type / Enterprises	25	35,430,799	39,240,489	11,883,254
Total ALL Expenditures	26	44,054,392	47,171,725	19,303,510
Transfers Out	27	3,575,268	2,800,557	2,379,481
Total ALL Expenditures/Transfers Out	28	47,629,660	49,972,282	21,682,991
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-2,478,424	-1,856,991	425,214
Beginning Fund Balance July 1	30	7,569,142	9,426,133	9,000,919
Ending Fund Balance June 30	31	5,090,718	7,569,142	9,426,133

City Council Meeting
Prep. Date: 3/10/2026
Preparer: Jacob Oswald



Agenda Item: # 3 & 4
Agenda Date: 3/16/2026

Communication Page

Agenda Items Description: Discontinuation of Chapter 27- City Tree Board

Type of Action Requested: Resolution

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis:

Discontinuing Chapter 27 – City Tree Board and rescinding from Monticello Code of Ordinances.

Background Information:

The Tree Board and Parks and Recreation Board have mutually agreed that consolidating the Tree Board into the Parks and Recreation Board would be beneficial for both city staff and board members. With the recent revamping of the Parks and Recreation Board, including the creation of pillars, this was seen as an opportune time to make the change.

Under this consolidation, the responsibilities previously held by the Tree Board - including the care, preservation, planting, replanting, pruning, and removal of trees and shrubs in parks, along streets, and other public areas - will now fall under the oversight of the Parks and Recreation Board. Specific amendments reflecting these responsibilities are included in a subsequent agenda item for Council consideration.

Both boards have expressed support for this proposed consolidation, highlighting the potential for streamlined efforts, reduced duplication, and an expanded focus on environmental stewardship.

Staff Recommendation:

To approve the discontinuation of Chapter 27 – City Tree Board.

ORDINANCE NO.

**Rescinding Chapter 27 “City Tree Board” of the
Monticello Code of Ordinances in its’ entirety**

After passage of Resolution #2026-30, scheduling Public Hearing on the City Council’s proposed discontinuation of the City Tree Board, holding of the Public Hearing on April 20, 2026 at 6:00 p.m., at the regularly scheduled meeting of the Monticello City Council, and discussion by the Council on the merits of the proposed action, the Council does hereby act as follows:

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

A. Ordinance

Chapter 27 “City Tree Board” is hereby rescinded and removed in total from the Monticello Code of Ordinances.

B. Repealer:

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

C. Severability:

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.

D. Effective Date

This Ordinance shall be in effect from and after its final passage, approval and publication on _____, 2026 in the Monticello Express as provided by law.

1st reading passed by the Council on this _____ day of _____, 2026

2nd reading passed by the Council on this _____ day of _____, 2026.

3rd reading passed by the Council on this _____ day of _____, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

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 _____, 2026.

Signed and dated this _____ day of _____, 2026.

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 4/7/2026
Preparer: Sally Hinrichsen



Agenda Item: # 5
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: **Resolution** Approving Order Acknowledging Affirmative Defense related to tobacco sale violation at Hy-Vee Dollar Fresh

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

Attachments & Enclosures:

Resolution
Order Acknowledgement

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Hy-Vee Dollar Fresh employee sold cigarettes to a minor and City pursuing mandatory civil penalty

Background Information: When City is notified of a tobacco enforcement violation, we can pursue the penalty or leave it to the Iowa Attorney General's Office. City has pursued these in the past. The owners of **Hy-Vee Dollar Fresh** submitted the letter of Assertion of Affirmative Defense and required documentation.

Staff Recommendation: It is recommended that the proposed resolution be approved.

City of Monticello, Iowa

RESOLUTION #

Approving Order Acknowledging Affirmative Defense related to tobacco sale violation at Hy-Vee Dollar Fresh

WHEREAS, The City of Monticello Police Department issued a citation to an employee of the Hy-Vee Dollar Fresh, a Cigarette Permittee in the City of Monticello, after said employee sold cigarettes to a minor, and

WHEREAS, The sale of cigarettes to a minor is a violation of Iowa Code Section 453A.2(1), and

WHEREAS, Pursuant to Iowa Code Section 453A.2(1), the City is required to impose a penalty against the permittee in the amount of \$300.00 for a first violation within 2 years, and

WHEREAS, Pursuant to Iowa Code Section 453A.22(3), if an employee of a retailer violates section 453A.2, subsection 1, the retailer shall not be assessed a penalty under subsection 2, and the violation shall be deemed not to be a violation of section 453A.2, subsection 1, for the purpose of determining the number of violations for which a penalty may be assessed pursuant to subsection 2, if the employee holds a valid certificate of completion of the tobacco compliance employee training program pursuant to section 453A.5 at the time of the violation. A retailer may assert only once in a four-year period the bar under this subsection against assessment of a penalty pursuant to subsection 2, for a violation of section 453A.2, that takes place at the same place of business location, and

WHEREAS, The City of Monticello finds that the Permittee herein violated Iowa Code Section 453A.2(1) and based thereon does hereby acknowledge Hy-Vee Dollar Fresh's Assertion of Affirmative Defense related to the aforementioned violation, and

WHEREAS, Hy-Vee Dollar Fresh has submitted a letter declaring their Assertion of Affirmative Defense related to the aforementioned violation and proof of completion of the Iowa Pledge Retailer Training Program on September 18, 2025, and

NOW THEREFORE, BE IT RESOLVED that the City of Monticello Mayor is authorized to sign the attached Order Acknowledging the Affirmation Defense

IN TESTIMONY WHEREOF, I have hereunto
subscribed my name and caused the Great Seal of the City

of Monticello, Iowa to be affixed hereto. Done this 20th
day of April 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

ORDER ACKNOWLEDGING AFFIRMATIVE DEFENSE

BEFORE THE MONTICELLO CITY COUNCIL

IN RE:	:	ORDER ACKNOWLEDGING
Hy-Vee Dollar Fresh	:	AFFIRMATIVE DEFENSE
122 N. Main St	:	
Monticello, IA 52310	:	

On this 20th day of April, 2026, in lieu of a public hearing on the matter, the Monticello City Council approves the affirmation defense of Hy-Vee Dollar Fresh, 122 N. Main St., Monticello, IA 52310, the above captioned permittee's retail permit pursuant to Iowa Code section 453A.2(1) that occurred on February 19, 2026.

THEREFORE, the Monticello City Council, FINDS that the above-captioned permittee was granted the affirmative defense, and no further action by the above-captioned permittee regarding this violation is required.

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Jake Ellwood, Mayor

City Council Meeting
Prep. Date: 4/7/2026
Preparer: Sally Hinrichsen



Agenda Item: # 6 & 7
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: **Resolution** Approving Settlement Agreement related to tobacco sale violation

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

Attachments & Enclosures:

Resolutions
Settlement Agreements

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Casey’s #1889 and Casey’s #5079 employees sold cigarettes to a minor and City pursuing mandatory civil penalty

Background Information: When City is notified of a tobacco enforcement violation, we can pursue the penalty or leave it to the Iowa Attorney General’s Office. City has pursued these in the past. The owners of Casey’s submitted the Order Accepting Acknowledge/settlement Agreement – 1st Violation and submitted payment of \$300.00 for each offense.

Staff Recommendation: It is recommended that the proposed resolutions be approved.

City of Monticello, Iowa

RESOLUTION

Approving Settlement Agreement related to tobacco sale violation at Casey's 1889

WHEREAS, The City of Monticello Police Department issued a citation to an employee of the Casey's 1889, a Cigarette Permittee in the City of Monticello, after said employee sold cigarettes to a minor, and

WHEREAS, The sale of cigarettes to a minor is a violation of Iowa Code Section 453A.2(1), and

WHEREAS, Pursuant to Iowa Code Section 453A.22(b) the City is required to impose a penalty against the permittee in the amount of \$300.00 for a first violation within 2 years, and

WHEREAS, The City of Monticello finds that the Permittee herein violated Iowa Code Section 453A.2(1) and based thereon does hereby assess the mandatory civil penalty in the amount of \$300.00 against the Casey's 1889, and

WHEREAS, Casey's 1889 has executed an Acknowledgement/Settlement Agreement and has paid the \$300.00 civil penalty.

WHEREAS, The City of Monticello Mayor is authorized to sign the attached Order Accepting Acknowledgment/Settlement Agreement - 1st Violation

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of April 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT
AGREEMENT
1ST VIOLATION**

BEFORE THE MONTICELLO CITY COUNCIL

IN RE:	:	ORDER ACCEPTING
Casey's #1889	:	ACKNOWLEDGMENT/SETTLEMENT
627 S. Main St	:	AGREEMENT
Monticello, IA 52310	:	FIRST VIOLATION

On this 20th day of April, 2026, in lieu of a public hearing on the matter, the Monticello City Council approves the attached Acknowledgment/Settlement Agreement between the above-captioned permittee and the CITY.

THEREFORE, the Monticello City Council, FINDS that the above-captioned permittee has remitted to the "CITY " a civil penalty in the amount of three hundred dollars (\$300.00) for a violation that occurred on February 19, 2026. Be advised that this sanction will count as a first violation of Iowa Code section 453A.2(1), pursuant to Iowa Code section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Jake Ellwood, Mayor

City of Monticello, Iowa

RESOLUTION

Approving Settlement Agreement related to tobacco sale violation at Casey's 5079

WHEREAS, The City of Monticello Police Department issued a citation to an employee of the Casey's 5079, a Cigarette Permittee in the City of Monticello, after said employee sold cigarettes to a minor, and

WHEREAS, The sale of cigarettes to a minor is a violation of Iowa Code Section 453A.2(1), and

WHEREAS, Pursuant to Iowa Code Section 453A.22(b) the City is required to impose a penalty against the permittee in the amount of \$300.00 for a first violation within 2 years, and

WHEREAS, The City of Monticello finds that the Permittee herein violated Iowa Code Section 453A.2(1) and based thereon does hereby assess the mandatory civil penalty in the amount of \$300.00 against the Casey's 5079, and

WHEREAS, Casey's 5079 has executed an Acknowledgement/Settlement Agreement and has paid the \$300.00 civil penalty.

WHEREAS, The City of Monticello Mayor is authorized to sign the attached Order Accepting Acknowledgment/Settlement Agreement - 1st Violation

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 20th day of April 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT
AGREEMENT
1ST VIOLATION**

BEFORE THE MONTICELLO CITY COUNCIL

IN RE:	:	ORDER ACCEPTING
Casey's #5079	:	ACKNOWLEDGMENT/SETTLEMENT
2100 S. Main St	:	AGREEMENT
Monticello, IA 52310	:	FIRST VIOLATION

On this 20th day of April, 2026, in lieu of a public hearing on the matter, the Monticello City Council approves the attached Acknowledgment/Settlement Agreement between the above-captioned permittee and the CITY.

THEREFORE, the Monticello City Council, FINDS that the above-captioned permittee has remitted to the "CITY " a civil penalty in the amount of three hundred dollars (\$300.00) for a violation that occurred on February 19, 2026. Be advised that this sanction will count as a first violation of Iowa Code section 453A.2(1), pursuant to Iowa Code section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Jake Ellwood, Mayor

City Council Meeting
Prep. Date: 4/9/2026
Preparer: Britt Smith



Agenda Item: # 8
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: Resolution to approve the 28E Agreement with the Monticello Community School District for the School Resource Officer Position.

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

Attachments & Enclosures:

Proposed 28E Agreement

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Approval of the updated 28E Agreement with the Monticello Community School District for the School Resource Officer for the period of August 2026 through June 2027.

Background Information: In October of 2018 the Monticello Police Department collaborated with the Monticello Community School District to create and implement a School Resource Officer Position. This position involved dedicating a Full-Time Police Officer to the School District during the 172-day school year at 40 hours per week. The entire cost of the position, including the hourly rate and all benefits, were totaled and split 60/40 with the school, with the school paying for 60% of the employee costs. The remainder of the time the Officer would be assigned to the Police Department (During the Summer Months and No-School Days) to provide an addition to the workforce to the department to cover vacation requests, special events, code enforcement and to supplement the schedule during periods of high call volumes. Additionally, within the agreement we have the ability to recall the School Resource Officer during the school year and utilize them for significant events or investigations that occur within the community that need supplemental staffing.

We are just wrapping up our 8th year with the program and have presented an extension to the current agreement. Previously we had worked from 2-3 year agreements, however with insurance rate changes and employment agreements, it has become easier to do one-year agreements using the most accurate contract rates over estimating a longer-term agreement. This agreement will serve as Officer Erik Honda's 2nd year of the School Resource Officer position. This agreement was drafted consistent with the conditions of the previous agreements that reflect the cost share of the position.

FY 2026 August, 2026-May 2027
District \$60,407.00

These cost share figures are based upon the SRO Wage/Benefit Calculations that I prepared to obtain true cost figures for the position, which account for cost sharing of IPERS, Medicare, Social Security, Unemployment, Dental, Vision, Life, and Disability insurance.

This agreement has been unanimously approved by the Monticello School Board at the April 6th Board Meeting.

Staff Recommendation: I recommend that the Council approve the 28E agreement as presented with the Monticello Community School District.

THE CITY OF MONTICELLO, IOWA

RESOLUTION #2026-

To approve 28E Agreement between the School
and the City for a School Resource Officer

WHEREAS, The City of Monticello approved a 28E Agreement with the Monticello School Board with Resolution #18-117 on October 1, 2018, creating School Resource Officer (SRO) position, and

WHEREAS, The Monticello School Board has recently approved the proposed 28E agreement setting forth the terms associated with the SRO and setting forth the responsibilities of the City and the School in regard thereto, and

WHEREAS, The City finds the agreement to be acceptable and in the best interests of the City.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council in session this 20th day of April, 2026, that the proposed 28E Agreement between the City of Monticello and the Monticello Community School District for School Resource Officer Program is hereby approved and the Mayor is hereby directed to execute the 28E Agreement on behalf of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

28E AGREEMENT BETWEEN THE
CITY OF MONTICELLO, IOWA
and
THE MONTICELLO COMMUNITY SCHOOL DISTRICT
FOR SCHOOL RESOURCE OFFICER PROGRAM

This agreement made and entered into this 8th day of April, 2026 , by and between the MONTICELLO COMMUNITY SCHOOL DISTRICT (hereinafter referred to as "District") and the CITY OF MONTICELLO, IOWA POLICE DEPARTMENT (hereinafter referred to as "City")

This agreement is entered into pursuant to the provisions of Chapter 28E, Code of Iowa.

After execution of this agreement by the District and the City, it shall be filed in the office of the Secretary of State.

It is understood that this agreement is between two public agencies and that a separate legal or administrative entity will not be created under this agreement. The Chief of Police shall be the administrator of this agreement.

ARTICLE I
General

The parties share a mutual concern to maintain an atmosphere in the Monticello Community School District where school staff and students feel free from intimidation. A School Resource Officer program (hereinafter referred to as "SRO") would present a cooperative approach towards addressing this concern.

SRO programs are recognized nationally as programs that effectively establish positive working relationships between the schools and the police department. The SRO will assist school administrators by taking immediate action when police intervention is warranted. Additionally, the SRO will provide guidance and support in assisting school staff, students and parents with a variety of non-emergency police related matters.

ARTICLE II
SELECTION

1. The SRO will be a certified police officer.
2. The Chief of Police or his designee shall select the police officer for assignment as SRO in consultation with the District Superintendent.

SUPERVISION

1. The Chief of Police or his designee shall supervise the SRO.
2. The Chief of Police, in consultation with the District Principals, will complete performance evaluations for the SRO at the completion of each school year.

REGULAR DUTY HOURS

1. Generally, the SRO shall be on District property from 7:30 am until 3:30 pm working with administrators and students on a flexible and as-needed basis during the 172-day school calendar year.
2. A request for the SRO attendance at District Board Meetings, District Planning Sessions, or Extracurricular School related events both during the District Calendar year and during the School "offseason" shall be made sufficiently in advance.

3. If at the direction of the Chief of Police the SRO will be reassigned for an extended period of time, the monthly invoicing rate may be adjusted as agreed upon by the District Superintendent and the Chief of Police.
4. The SRO may be temporarily reassigned by the police department during school holidays and vacations and/or during times of police emergency.
5. In the event school is suspended for more than 10 consecutive in-person school days, the school district shall be relieved of obligation of compensation for the duration of the period of suspension by a rate of \$351.21 per day.

EQUIPMENT OF SCHOOL RESOURCE OFFICER

1. All equipment purchased by the City for the SRO to perform his/her duty shall be property of the City.
2. All equipment purchased by the District for the SRO to perform his/her duty shall be property of the District.

ARTICLE III

DUTIES AN RESPONSIBILITIES OF SRO

1. Immediately reports to the Chief of Police, through the chain of command, all serious or unusual occurrences.
2. Take law enforcement action to protect against unwanted intruders. Identify and prevent delinquent behavior, including substance abuse. Make arrests only when necessary to protect students, staff and school property.
3. Patrol district property for suspicious activity, or unauthorized persons.
4. Conduct building security assessments for all district schools, guard, check and secure doors, rooms, buildings and equipment.
5. Work closely with district administrators and staff on safety protocols and regulations.
6. Maintain all State and Departmental required certifications as a Police Officer and the required educational certificates to provide the directed instruction within the district.
7. Coordinate security for crowd and vehicle control at extra-curricular activities and special events.
8. Enforce State and Local Laws as well as district rules and regulations.
9. Respond to calls as requested by other law enforcement officers.
10. Provide in-service training to help administrators be better prepared to deal with security-related matters.
11. Provide classroom presentations on crime prevention, concepts and structure of the law, de-escalation techniques, and substance abuse education.
12. Provide instructions and directions to others as it pertains to law enforcement matters and emergency situations.
13. Perform other duties as assigned by appropriate supervisory personnel and school administrators.
14. Support the supervision of students with appropriate referrals to District personnel.
15. Provide informal consultation with students and staff
16. Perform all duties at the designated district locations in uniform and armed.
17. The SRO WILL NOT act as a district disciplinarian on acts or incidents that are not deemed to be criminal in nature.

ARTICLE IV
DUTIES AND RESPONSIBILITIES OF THE DISTRICT

The District shall provide the SRO the following materials and facilities which are deemed necessary to the performance of the SRO's duties:

1. Access to an appropriate office setup, which includes file storage and a workspace for use when documentation, interviews, student/parent meetings occur.
2. Access to District Internet service
3. Training on school specific protocols.

ARTICLE V
EMPLOYMENT STATUS

The School Resource Officer shall remain an employee of the City of Monticello and shall not be an employee of the District. The District and the City acknowledge that the School Resource Officer shall remain responsive to the chain of command of the Monticello Police Department.

ARTICLE VI
FINANCING

The District shall pay 60% of the complete cost of one Certified Full-Time Police Officer for the City of Monticello. The City shall pay the remainder of the complete cost of one certified Full-Time Police Officer.

FY 2027	August, 2026-July, 2027
District	\$60,407.91

The City and the District shall share in any funds received by either of them from sources other than the City and District, including without limitation state and federal grants, which are designed for the SRO program. These funds will be used to lower the annual complete cost of the SRO.

The City will invoice the District 1/12th of the District's share of the wages each month, in the amount of \$5,033.99.

ARTICLE VII
TERMINATION AGREEMENT

The terms of this agreement shall begin on August 1st, 2026. This agreement may be renewed by mutual agreement and may be ended by mutual agreement at any time. In the event of termination by either party, written notification shall be made by March 1st, 2027 for the intent to terminate the following year's agreement.

ARTICLE VIII
MODIFICATION

This agreement may only be modified by written mutual agreement to amend.

ARTICLE IX
INDEMNIFICATION

The District agrees to indemnify, defend, and hold harmless the City, its officers, agents, and employees, against any and all claims, suits, actions, debts, damages, costs, charges and expenses, against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees, and against all liability for property damage and personal injury, including death resulting directly or indirectly therefrom, arising from any acts or omissions of the District, either active or passive, or those of its agents, employees, assigns, or any other person acting on its behalf in the performance of its obligations, duties, and responsibilities imposed under this agreement.


The City agrees to indemnify, defend, and hold harmless the District, its officers, agents, and employees, against any and all claims, suits, actions, debts, damages, costs, charges and expenses, against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees, and against all liability for property damage and personal injury, including death resulting directly or indirectly therefrom, arising from any acts or omissions of the City, either active or passive, or those of its agents, employees, assigns, or any other person acting on its behalf in the performance of its obligations, duties, and responsibilities imposed under this agreement.

ARTICLE X
TERM

The term of this agreement shall begin on August 1st, 2026 and expire on July 31st, 2027.

ARTICLE XI
SIGNATURES

Representatives of the Monticello Community School District and the City of Monticello sign this Agreement by the authority of a resolution adopted by the Monticello School Board and the Monticello City Council.



School District Representative

Board President

Title

4-8-26

Date

City Representative

Title

Date



April 16, 2026

Mayor and City Council
City of Monticello
200 East 1st Street
Monticello, IA 52310

RE: CONTRACTOR'S APPLICATION FOR PAYMENT #23 - WASTEWATER
TREATMENT PLANT IMPROVEMENTS – BILL BRUCE BUILDERS, INC

Dear Mayor and City Council:

Enclosed for your review and approval is the Contractor's Application for Payment #23 for work completed on the Wastewater Treatment Plant Improvement Project.

Application for Payment includes costs associated with the general conditions, cast-in-place concrete in the controls building and Aero-Mod Tank, block work in the controls building, and installation of air piping for the aeration blowers.

I have reviewed the application for payment and find it in agreement with the work completed to date. I, therefore, recommend approval of the Application for Payment #23 in the amount of **\$254,012.66** to Bill Bruce Builders, Inc.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Nick Eisenbacher', with a long horizontal flourish extending to the right.

Nick Eisenbacher, P.E.
Project Engineer

Enclosure: Bill Bruce Builders, Inc Contractor's Application for Payment #23

cc: Julie Ford, USDA Rural Development; Russ Farnum and Jim Tjaden City of Monticello

Contractor's Application for Payment

Owner: <u>City of Monticello</u>	Owner's Project No.: <u>120.1109.08</u>
Engineer: <u>Snyder & Associates, Inc.</u>	Engineer's Project No.: <u>120.1109.08</u>
Contractor: <u>Bill Bruce Builders, Inc.</u>	Contractor's Project No.: <u>20231024</u>
Project: <u>Wastewater Treatment Plant (WWTP) Improvements</u>	
Contract: <u>Wastewater Treatment Plant Improvements</u>	
Application No.: <u>23</u>	Application Date: <u>3/31/2026</u>
Application Period: From <u>3/1/2026</u>	to <u>3/31/2026</u>

1. Original Contract Price	\$ 23,448,000.00 -
2. Net change by Change Orders	\$ 990,991.07 -
3. Current Contract Price (Line 1 + Line 2)	\$ 24,438,991.07 -
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 18,403,465.66 -
5. Retainage	
a. <u>5%</u> X <u>\$14,730,518.66</u> Work Completed	\$ 736,525.93 -
b. <u>5%</u> X <u>\$3,672,947.00-</u> Stored Materials	\$ 183,647.35 -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 920,173.28 -
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 17,483,292.38 -
7. Less previous payments (Line 6 from prior application)	17,229,279.72
8. Amount due this application	\$ 254,012.66 -
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 6,955,698.69 -

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:


(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Bill Bruce Builders, Inc.

Signature:  **Date:** 3/31/2026

Recommended by Engineer	Approved by Owner
By: <u></u>	By: _____
Title: <u>Civil Engineer</u>	Title: _____
Date: <u>4/16/2026</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: City of Monticello
 Engineer: Snyder & Associates, Inc.
 Contractor: Bill Bruce Builders, Inc.
 Project: Wastewater Treatment Plant (WWTP) Improvements
 Contract: Wastewater Treatment Plant Improvements

Owner's Project No: 120.1109.08
 Engineer's Project No: 120.1109.08
 Contractor's Project No: 20231024

Application No.: 23 From 3/1/2026 to 3/31/2026 Application Date: 03/31/26

A ITEM #	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED & STORED TO DATE (D + E + F)	H % (G / C)	I BALANCE TO FINISH (C - G)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
Original Contract								
1	Insurance - Bond	175,724.00	175,724.00			175,724.00	100%	0.00
2	Insurance - Builders Risk	36,000.00	36,000.00			36,000.00	100%	0.00
3	Insurance - General Liability	135,000.00	135,000.00			135,000.00	100%	0.00
4	Preconstruction	12,000.00	12,000.00			12,000.00	100%	0.00
5	General Conditions - 36 Months	2,002,468.00	1,223,730.44	55,624.11		1,279,354.55	64%	723,113.45
6	Submittals	50,000.00	50,000.00			50,000.00	100%	0.00
7	Concrete Reinforcing	1,207,086.00	1,207,086.00			1,207,086.00	100%	0.00
8	Cast-In-Place Concrete	950,000.00	567,613.46	2,557.97		570,171.43	60%	379,828.57
9	Rebar Labor	1,000,000.00	660,000.00			660,000.00	66%	340,000.00
10	Concrete - Aeromod	1,610,500.00	571,000.00	50,000.00		621,000.00	39%	989,500.00
11	Concrete - BioSolids	927,500.00	927,500.00			927,500.00	100%	0.00
12	Concrete - Generator	12,800.00	12,800.00			12,800.00	100%	0.00
13	Concrete - Controls & UV Building	260,000.00	230,000.00	20,000.00		250,000.00	96%	10,000.00
14	Concrete - Truck Dump Oil Sand Interceptor	30,000.00				0.00	0%	30,000.00
15	Concrete Paving	130,000.00				0.00	0%	130,000.00
16	Mobilization	300,000.00	233,000.00	12,000.00		245,000.00	82%	55,000.00
17	Placement on Project	179,200.00	108,000.00	7,000.00		115,000.00	64%	64,200.00
18	Digging for Electrical/Concrete around pipes	100,000.00	90,000.00			90,000.00	90%	10,000.00
19	Sluice Gates/Slides Gates Install	50,000.00				0.00	0%	50,000.00
20	Liquid Process Pipe Install	50,000.00				0.00	0%	50,000.00
21	Shaftless Screw Conveyor - Labor	20,000.00	20,000.00			20,000.00	100%	0.00
22	Secondary Containment Scale - Labor	10,000.00				0.00	0%	10,000.00
23	Polymer Blending and Feed Equipment - Labor	10,000.00	10,000.00			10,000.00	100%	0.00
24	Rotary Press System - Labor	20,000.00	20,000.00			20,000.00	100%	0.00
25	Precast Structural Concrete - Engineering	24,000.00	24,000.00			24,000.00	100%	0.00
26	Precast Structural Concrete - Wall Panels	368,127.00	368,127.00			368,127.00	100%	0.00
27	Precast Structural Concrete - 10" Hollow core	96,927.00	96,927.00			96,927.00	100%	0.00
28	Precast Structural Concrete - 8" Hollow core	28,760.00	28,760.00			28,760.00	100%	0.00
29	Precast Structural Concrete - Trucking	16,320.00	16,320.00			16,320.00	100%	0.00
30	Precast Structural Concrete - Wash	14,100.00				0.00	0%	14,100.00
31	Precast Structural Concrete - Caulking & Grouting	45,500.00	40,950.00			40,950.00	90%	4,550.00
32	Precast & Steel Erection	199,400.00	151,240.00			151,240.00	76%	48,160.00
33	Masonry	150,000.00	33,000.00	117,000.00		150,000.00	100%	0.00
34	Structural Steel Fabrication	199,750.00	165,345.00			165,345.00	83%	34,405.00
35	Rough Carpentry - Labor	66,000.00	43,000.00			43,000.00	65%	23,000.00
36	Demolition of Metal Panels	12,800.00				0.00	0%	12,800.00
37	Metal Panel Install	45,980.00				0.00	0%	45,980.00
38	EPDM Roofing	192,400.00	176,675.00			176,675.00	92%	15,725.00
39	Sectional Doors	76,462.00	25,487.34			25,487.34	33%	50,974.66
40	FRP Aluminum Hybrid Doors	77,155.00			77,155.00	77,155.00	100%	0.00
41	Aluminum Framed Entrances and Storefronts	30,090.00	26,924.45			26,924.45	89%	3,165.55
42	Painting	124,931.00	59,000.00			59,000.00	47%	65,931.00
43	Specialties	8,030.00				0.00	0%	8,030.00
44	Lab Equipment - End Loader	179,000.00	179,000.00			179,000.00	100%	0.00
45	Lab Equipment - Hotsy Pressure Washer	7,800.00				0.00	0%	7,800.00
46	Refrigerated Composite Sampler	27,500.00				0.00	0%	27,500.00
47	Plumbing / HVAC	499,980.00	448,266.89			448,266.89	90%	51,713.11
48	Electrical - General Conditions (temp power, submittals & Mob)	144,025.00	144,025.00			144,025.00	100%	0.00
49	Electrical - Service Equipment	675,000.00	618,517.69			618,517.69	92%	56,482.31
50	Electrical - Site Work	310,613.00	232,959.68			232,959.68	75%	77,653.32
51	Electrical - Building Power and Equipment	310,612.00	262,959.00			262,959.00	85%	47,653.00
52	Lagoon Sludge Removal	93,900.00	93,900.00			93,900.00	100%	0.00
53	SWPPP Installation	43,795.00	4,164.70			4,164.70	10%	39,630.30
54	SWPPP Inspections	14,600.00	10,050.00	700.00		10,750.00	74%	3,850.00
55	Retaining Walls	43,207.00				0.00	0%	43,207.00

56	MOBILIZATION	219,649.00	164,736.91			164,736.91	75%	54,912.09
57	TOPSOIL STRIP SALVAGE SPREAD	58,971.00	29,485.61			29,485.61	50%	29,485.39
58	SITE GRADING	148,842.00	71,349.00			71,349.00	48%	77,493.00
59	ROCK SURFACING AND SUBBASE	62,214.00	6,224.60			6,224.60	10%	55,989.40
60	WATER MAIN AND SERVICES	322,021.00	179,571.98			179,571.98	56%	142,449.02
61	PRV VALVE VAULT	61,312.00	32,562.25			32,562.25	53%	28,749.75
62	4" SANITARY FORCE MAIN	34,589.00	26,294.19			26,294.19	76%	8,294.81
63	8" SANITARY GRAVITY MAIN	72,519.00	46,535.04			46,535.04	64%	25,983.96
64	10" SANITARY FORCE MAIN	19,920.00				0.00	0%	19,920.00
65	16" SANITARY GRAVITY MAIN	21,984.00	16,744.26			16,744.26	76%	5,239.74
66	18" SANITARY GRAVITY MAIN	128,356.00	37,270.00			37,270.00	29%	91,086.00
67	SANITARY MANHOLES	254,293.00	136,163.49			136,163.49	54%	118,129.51
68	MH-11 DIGESTED SLUDGE PS & VV	94,292.00	79,962.09			79,962.09	85%	14,329.91
69	EFFLUENT PS & VV	424,757.00				0.00	0%	424,757.00
70	BYPASS PUMPING	145,830.00				0.00	0%	145,830.00
71	STORM SEWER AND DRAIN TILE	59,390.00				0.00	0%	59,390.00
72	TRUCK DUMP TANK & SANITARY	52,864.00	12,928.37			12,928.37	24%	39,935.63
73	STRUCTURE EXCAVATION	334,347.00	334,347.00			334,347.00	100%	0.00
74	STRUCTURE BACKFILL	283,748.00	198,623.86			198,623.86	70%	85,124.14
75	STRUCTURE SUBBASE	204,903.00	204,903.00			204,903.00	100%	0.00
76	DEMO	304,279.00	121,711.67			121,711.67	40%	182,567.33
77	DEWATERING	164,411.00	164,411.00			164,411.00	100%	0.00
78	Wall Mounted Walkways - Install	34,000.00				0.00	0%	34,000.00
79	Stop Logs / Stainless Steel Sluices Gates & Slide Gates	94,800.00	52,960.00			52,960.00	56%	41,840.00
80	Split-Clarator Secondary Clarifier	688,417.00		688,417.00		688,417.00	100%	0.00
81	Wall Mounted Aerators	371,879.00		371,879.00		371,879.00	100%	0.00
82	Sludge Management	10,959.00		10,959.00		10,959.00	100%	0.00
83	Plant Process Controls	123,612.00		123,612.00		123,612.00	100%	0.00
84	Wall mounted Walkways	308,612.00		308,612.00		308,612.00	100%	0.00
85	Actuated Valves	93,971.00		93,971.00		93,971.00	100%	0.00
86	Sluice Gates & Hand Lift Stop Plates	21,206.00		21,206.00		21,206.00	100%	0.00
87	Aeration Blower and Controls	649,681.00	444,681.00	205,000.00		649,681.00	100%	0.00
88	Probe Module & Sensor Probes	19,213.00		19,213.00		19,213.00	100%	0.00
89	Clarifier Algae Control	20,857.00		20,857.00		20,857.00	100%	0.00
90	Bio-P Selector Tank Mixing	65,643.00		65,643.00		65,643.00	100%	0.00
91	Installation Materials and Spare Parts	91,750.00		91,750.00		91,750.00	100%	0.00
92	Manufacturer's Services	14,500.00				0.00	0%	14,500.00
93	Freight	14,400.00	2,200.00			2,200.00	15%	12,200.00
94	Variable Frequency Motor Controllers / Controls / Submersible Pumps	1,514,000.00	62,749.00		1,432,251.00	1,495,000.00	99%	19,000.00
95	Fabricated Stainless Steel - Labor	100,750.00	25,469.00	2,500.00		40,319.00	40%	60,431.00
96	Fabricated Stainless Steel - Materials	170,000.00	9,706.08	63,500.00		157,381.08	93%	12,618.92
97	Ultraviolet Disinfection Equipment - Placement for Fabrication	45,897.00				0.00	0%	45,897.00
98	Ultraviolet Disinfection Equipment - Submittals	45,897.00	45,897.00			45,897.00	100%	0.00
99	Ultraviolet Disinfection Equipment - Equipment	45,897.00		45,897.00		45,897.00	100%	0.00
100	Ultraviolet Disinfection Equipment - Start-Up	15,299.00				0.00	0%	15,299.00
101	Girt Classifying & Washer	104,099.00	93,689.10			93,689.10	90%	10,409.90
102	Chemical Containments & Scales / Polymer Blending & Feed Equipment Chemical Feed / Shaftless Screw Conveyor	280,527.00	280,527.00			280,527.00	100%	0.00
103	Liquid Process Piping - Man Holes, Valves, and Piping	190,648.00	190,648.00			190,648.00	100%	0.00
104	Fournier - Rotary Press Submittals	75,220.95	75,220.95			75,220.95	100%	0.00
104.1	Fournier - Rotary Press	426,252.05	344,762.69			344,762.69	81%	81,489.36
105	Utility Materials - Piping, valves, vaults	931,480.00	382,893.18			382,893.18	41%	548,586.82
Original Contract Totals		\$ 23,448,000.00	\$ 13,414,279.97	\$ 330,882.08	\$ 3,672,947.00	\$ 17,418,109.05	74%	\$ 6,029,890.95

Stored Materials Summary

Contractor's Application for Payment

Owner: City of Monticello
 Engineer: Snyder & Associates, Inc.
 Contractor: Bill Bruce Builders, Inc.
 Project: Wastewater Treatment Plant (WWTP) Improvements
 Contract: Wastewater Treatment Plant Improvements

Owner's Project No: 120.1109.08
 Engineer's Project No: 120.1109.08
 Contractor's Project No: 20231024

Application No.: 2 1 Application Period: From 3/1/2026 to 3/31/2026

Application Date: 03/31/26

A ITEM NO. LUMP SUM TAB	B SUPPLIER INVOICE NO.	C SUBMITTAL NO. (WITH SPECIFICATION SECTION NO)	D DESCRIPTION OF MATERIALS OR EQUIPMENT STORED	E STORAGE LOCATION	F APPLICATION NO NO. WHEN MATERIALS PLACED IN STORAGE	G MATERIALS STORED		I AMOUNT STORED TO DATE (G+H) (\$)	J INCORPORATED IN WORK		L TOTAL AMOUNT INCORPORATED IN THE WORK (J+K) (\$)	M MATERIALS REMAINING IN STORAGE (I-L) (\$)							
						PREVIOUS AMOUNT STORED (\$)	AMOUNT STORED THIS PERIOD (\$)		AMOUNT PREVIOUSLY INCORPORATED IN THE WORK (\$)	AMOUNT INCORPORATED IN THE WORK THIS PERIOD (\$)									
26	Pay App #1		Wall Panels	Advanced Precast	1	130,359.00		130,359.00	\$	130,359.00		0.00							
28	Pay App #2		8" Hollowcore	Advanced Precast	1	28,760.00		28,760.00	\$	28,760.00		0.00							
49	Pay App #1		Service Equipment - Electrical Distribution Storage	Westphal & Company	2	40,500.00		40,500.00	\$	40,500.00		0.00							
49	Pay App #2		Service Equipment - Electrical Distribution Storage	Westphal & Company	2	25,878.74		25,878.74	\$	25,878.74		0.00							
96	Pay App #1		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	3	92,818.94		92,818.94			63,500.00	29,318.94							
40	Pay App #1		FRP Aluminum Hybrid Doors	Opening Specialists, Inc.	3	17,226.22		17,226.22				17,226.22							
49	Pay App #2		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	4	15,097.90		15,097.90				15,097.90							
40	Pay App #2		FRP Aluminum Hybrid Doors	Opening Specialists, Inc.	4	52,780.00		52,780.00				52,780.00							
49	Pay App #3		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	5	13,349.98		13,349.98				13,349.98							
99	Pay App #6		Ultraviolet Disinfection Equipment	Enaqua	6	45,897.00		45,897.00				45,897.00							
80	Pay App #1		Split-Clarator Secondary Clarifier	Aero-Mod	7	688,417.00		688,417.00				688,417.00							
84	Pay App #1		Wall mounted Walkways	Aero-Mod	7	308,612.00		308,612.00				308,612.00							
40	Pay App #3		FRP Aluminum Hybrid Doors	Opening Specialists, Inc.	7	7,148.78		7,148.78				7,148.78							
83	Pay App #2		Wall Mounted Aerators	Aero-Mod	8	371,879.00		371,879.00				371,879.00							
91	Pay App #2		Installation Materials and Spare Parts	Aero-Mod	8	91,750.00		91,750.00				91,750.00							
94	28374		Variable Frequency Motor Controllers / Controls / Subm	Electric Pump	8	926,601.00		926,601.00				926,601.00							
94	30385		Variable Frequency Motor Controllers / Controls / Subm	Electric Pump	11	505,650.00		505,650.00				505,650.00							
96	Pay App #5		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	19	26,408.18		26,408.18				26,408.18							
95	Pay App #5		Fabricated Stainless Steel - Labor	Dubuque Plumbing & Heating	19	12,350.00		12,350.00				12,350.00							
82	Pay App #4		Sludge Management	Aero-Mod	22	10,959.00		10,959.00				10,959.00							
83	Pay App #4		Plant Process Controls	Aero-Mod	22	123,612.00		123,612.00				123,612.00							
85	Pay App #4		Actuated Valves	Aero-Mod	22	93,971.00		93,971.00				93,971.00							
86	Pay App #4		Sluice Gates & Hand Lift Stop Plates	Aero-Mod	22	21,206.00		21,206.00				21,206.00							
87	Pay App #4		Aeration Blower and Controls	Aero-Mod	22	205,000.00		205,000.00				205,000.00							
88	Pay App #4		Probe Module & Sensor Probes	Aero-Mod	22	19,213.00		19,213.00				19,213.00							
89	Pay App #4		Clarifier Algae Control	Aero-Mod	22	20,857.00		20,857.00				20,857.00							
90	Pay App #4		Bio-P Selector Tank Mixing	Aero-Mod	22	65,643.00		65,643.00				65,643.00							
Totals						\$	3,961,944.74	\$	-	\$	3,961,944.74	\$	225,497.74	\$	63,500.00	\$	288,997.74	\$	3,672,947.00

City of Monticello, Iowa

RESOLUTION #2026-

Approving Pay Request #23 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$254,012.66

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

WHEREAS, Bill Bruce Builders, Inc. contracted with the City for the construction of public improvements described in general, as construction of the Wastewater Treatment Facility Improvements Project, and

WHEREAS, Bill Bruce Builders, Inc. has submitted their 23rd pay request in the amount of \$254,012.66, which has been reduced by the contractually agreed upon 5% retainer, and

WHEREAS, The Council finds that the pay request is supported by the work completed and that the City Engineer has recommended approval of said pay request.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the 23rd pay request from Bill Bruce Builders, Inc., in the amount of \$254,012.66, same reflecting the maintenance of a 5% retainer in the cumulative total amount of \$267,381.75 for work completed and stored materials.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

April 14, 2026

Mayor and City Council
City of Monticello
200 East 1st Street
Monticello, IA 52310

RE: CONTRACTOR'S CHANGE REQUEST #5

Dear Mayor and City Council:

Below is a description of five proposed change requests provided by Bruce Builders. We have reviewed the proposed change request and recommend approving the change request in the amount of \$36,967.76.

CR #22 & 26: The existing soils were found to be structurally unsuitable for use under the building foundation and floor slab. These were replaced with structurally suitable soils. CR #22 is for replacing soils under the building foundation, while CR #26 is for soils underneath the control building floor. CR#22 Add: \$6,916.09; CR#26 Add: \$40,145.09

CR #25: The original contract documents specified explosion-proof overhead door openers for all overhead doors. These were only needed in the biosolids building and not the rest of the buildings. This deduction is to replace the explosion-proof doors with standard openers. CR#25 Deduct: \$19,903.40

CR #28: Removal of a double door between the UV and Controls Rooms inside the controls building that is not needed per electrical code. This change request deduction is for the installation labor and hardware, as the door and frame have already been ordered. Both will still be delivered to the City. CR#28 Deduct: \$2,461.00

CR#30: Additional work inside the existing shop to update and move the light fixtures along the ceiling, update the electrical infrastructure inside the building, and remove existing ductwork for installation of new garage doors. CR#30 Add: \$12,270.98

Respectfully,

SNYDER & ASSOCIATES, INC.



Nick Eisenbacher, P.E.
Project Engineer

Enclosure: Bill Bruce Builders Change Requests #22, 25, 26, 28, and 30

cc: Bill Bruce – Bill Bruce Builders, Julie Ford – USDA Rural Development,

CHANGE ORDER NO.: 5

Owner: City of Monticello

Owner's Project No.:

Engineer: Snyder & Associates

Engineer's Project No.:

Contractor: Bill Bruce Builders

120.1109

Project: Wastewater Treatment Plant Improvements

Contractor's Project No.:

Contract Name: Wastewater Treatment Plant Improvements

Date Issued: 4/14/2026


Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description: **CR #22 & 26: The existing soils were found to be structurally unsuitable for use under the building foundation and floor slab. These were replaced with structurally suitable soils. CR #22 is replacing soils under the building foundation, while CR #26 is for soils underneath the control building floor. CR #25: The original contract documents specified explosion-proof overhead door openers for all overhead doors. These were only needed in the biosolids building and not the rest of the buildings. This deduct is to switch out the explosion proof doors with the standard openers. CR #28: Removal of a double door between the UV and Controls Rooms inside the controls building that is not needed per electrical code. This change request deduct is for the installation labor and hardware, as the door and frame have already been ordered. Both will still be delivered to the City. CR#30: Additional work inside the existing shop to update and move the light fixtures along the ceiling, update the electrical infrastructure inside the building, and remove existing ductwork for installation of new garage doors.**

Attachments: **Bill Bruce Builders change requests 22, 25, 26, 28 & 30**

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 23,448,000.00	Original Contract Times: Substantial Completion: September 26, 2026 Ready for final payment: November 25, 2026
Increase from previously approved Change Orders No. 1 to No. 4 \$ 990,991.07	Increase from previously approved Change Orders No.1 to No. 4: Substantial Completion: January 8, 2027 Ready for final payment: February 12, 2027
Contract Price prior to this Change Order: \$ 24,438,991.07	Contract Times prior to this Change Order: Substantial Completion: January 8, 2027 Ready for final payment: February 12, 2027
Increase due to this Change Order: \$ 36,967.76	Increase this Change Order: Substantial Completion: January 17, 2027 Ready for final payment: February 12, 2027
Contract Price incorporating this Change Order: \$ 24,475,958.83	Contract Times with all approved Change Orders: Substantial Completion: January 17, 2027 Ready for final payment: February 12, 2027

	Recommended by Engineer	Accepted by Contractor
By:	 _____	_____
Title:	Project Manager _____	_____
Date:	4/14/2026 _____	_____
	Authorized by Owner	Approved by Funding Agency
By:	_____	_____
Title:	_____	_____
Date:	_____	_____



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Change Request

Date: 11/10/2025

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 22

RFI # _____

Date Submitted 11/10/2025

Due Date 11/17/2025

This Change Order Increases the amount of days to complete the job by 0 working days.

Description:

Due to unsuitable soils, Central Excavating provided lime screen fill on the north side of the control building. This was completed time and materials.

Subcontractor Cost:

Central Excavating	\$	6,391.02
Total Subcontractor Cost:		\$ 6,391.02
Subcontractor Mark-up		\$ 319.55

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses		\$ -
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Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$	84.00
Total Contractor Cost:		\$ 84.00
Contractor Mark-up		\$ 12.60
Subtotal Amount		\$ 6,807.17
P&P Bond		\$ 51.05
GL Insurance		\$ 40.84
Builder's Risk Insurance		\$ 17.02
Grand Total		\$ 6,916.09

Approved By

Engineer: 

Owner: _____

Name: _____

Name: _____

4/14/2026

Date: _____

Date: _____

CENTRAL EXCAVATING ^I/_{C.}

Invoice

Invoice Number

3336

Invoice Date

9/29/2025

1805 State Street
 Bettendorf, IA 52722
 Phone: (563) 900-5230
 accounting@centralexc.com

Bill To: Bill Bruce Builders
 900 E Franklin St.
 Eldridge, IA 52748

Re: Monticello WWTP
 Monticello, IA 52310

Job No	Customer Job No	Customer PO	Payment Terms	Due Date
2404	20231024			9/29/2025

Date	Description	Quantity	U/M	Unit Price	Extended Price
9/11/2025	Added lime fill in South Building of Control Building.				
	Fill Lime	585.17	TN	6.00	3,511.02
	Trucking	24.00	HR	120.00	2,880.00

Subtotal	\$	6,391.02
Sales Tax (if applicable)	\$	0.00
Total Due	\$	6,391.02

Thank you for your business!

T&M Work Order

Job No: Monticello W WTP

Date: 9-11-25

Company Name: Bruce Builders

Foreman: Jake

Description of Work Performed:

Put lime fill in South Building of Control Building

Labor			Equipment		
Date	Trade	Hours	Date	Type	Hours

Materials/Equipment Rental			Subcontractors		
Date	Description	Qty	Date	Trade	Hours
9-11-25	lime fill	585.17 TONS		3-Dumptrk	24hr

NOTES:

Hauled in Fill lime for fill on South of Building for Control Building

Foreman Signature

Paul Krogan / Bruce Builders

Receiving Party Signature



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Date: 1/9/2026

Change Request

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 25

RFI # _____

Date Submitted 1/9/2026

Due Date 1/16/2026

This Change Order Increases the amount of days to complete the job by 0 working days.

Description:

Bruce Builders and trade contractors propose to provide a credit to delete explosion proof operators on doors #301B & C and doors #201B & 204B. They will be replaced with #RXS 1/2hp, 120V operator. Also doors 301B & C will have 2" track as there is not enough headroom for 3" track.

Subcontractor Cost:

Dubuque Overhead Doors	\$ (20,000.00)
Total Subcontractor Cost: \$ (20,000.00)	
Subcontractor Mark-up \$ -	

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses \$ -	
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Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$ 84.00
Total Contractor Cost: \$ 84.00	
Contractor Mark-up \$ 12.60	
Subtotal Amount	\$ (19,903.40)
P&P Bond	\$ -
GL Insurance	\$ -
Builder's Risk Insurance	\$ -
Grand Total	\$ (19,903.40)

Approved By

Engineer:


Owner:

Name: _____

Name: _____

4/14/2026

Date: _____

Date: _____

Overhead Door Company Of Dubuque

Division of Cedar Cross Door
 1040 Cedar Cross Road
 Dubuque, IA 52003
 Phone: 563-582-3020 / 800-395-3839
 Fax: 563-588-9069

The Genuine. The Original.



Proposal #: 1-36711

PROPOSAL SUBMITTED TO: Bruce Builders			Date 11/26/2025	Attention
STREET			Job Name Monticello WWTP	
City	State	ZipCode	Job Location	
Phone Number 563-249-6964	Fax Number		Job Phone 563-249-6964	

PROPOSAL TO INCLUDE THE FOLLOWING:

Option to delete Explosion proof operators on doors #301B & C and doors #201B & 204B.
 They will be replaced with #RSX 1/2 hp, 120V operatr
 Also doors 301B & C will have 2" track. There is not enough headroom for 3" track

Total deduction -----\$20,000.00

We hereby propose to complete in accordance with above specification, for the sum of:

Twenty Thousand Dollars and No Cents

Deduct \$20,000.00

Signature _____ Direct Dial: _____

<p><u>TERMS AND CONDITIONS</u></p> <p>Payment to be made as follows: Prices subject to change if not accepted in 30 days. BY OTHERS: Jambs, spring pads, all wiring to motors and control stations, unless otherwise stated above, are not included. Purchaser agrees that doors shall remain in Seller's possession until paid in full. In the event Purchaser breaches or defaults under the terms and provisions of this Agreement, the Purchaser shall be responsible for the costs of collection, including reasonable attorneys' fees. The Seller shall be entitled to full and final payment on the Purchase Order. There shall be a 1 1/2% service charge per month for all payments due and owing after 30 days. (Agreements are contingent upon strikes, accidents, or delays beyond our control.)</p>

ACCEPTANCE: Terms, Price, and specifications on all pages of this proposal are hereby accepted and the work authorized.		
Purchaser: _____		
Signature _____	Title _____	Date of Acceptance _____



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Change Request

Date: 3/31/2026

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 26

RFI #

Date Submitted: 3/31/2026

Due Date: 4/8/2026

This Change Order Increases the amount of days to complete the job by 5 working days.

Description:

Per conversation between Paul Krogman and Nick Eisenbacher with Snyder, it was discussed to do the additional unsuitable soil at time and materials. This cost is for the unsuitable soils placed.

Subcontractor Cost:

Central Excavating	\$	37,539.32
Total Subcontractor Cost:		\$ 37,539.32
Subcontractor Mark-up		\$ 1,876.97

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses		\$ -
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Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$	84.00
Total Contractor Cost:		\$ 84.00
Contractor Mark-up		\$ 12.60
Subtotal Amount		\$ 39,512.89
P&P Bond		\$ 296.35
GL Insurance		\$ 237.08
Builder's Risk Insurance		\$ 98.78
Grand Total		\$ 40,145.09

Approved By

Engineer:


Owner:

Name:
 4/14/2026

Name:
 Date:

Date:

Date:

CENTRAL EXCAVATING ^I_N_C

Bettendorf, Iowa

1805 State Street
Bettendorf, IA 52722

Request No:5

Request for Change Order

Quoted to: Bill Bruce Builders
900 E Franklin St.
Eldridge, IA 52748

Regarding Job: Monticello WWTP

Monticello, IA 52310

Request Date:	3/5/2026	Comments
Customer Job No.:	20231024	Infill for unsuitable soils.

Description	Qty	U/M	Unit Price	Amount
11/12/25 - Southside of Control Building	681.19	TN	6.00	4,087.14
Trucking	38.75	HR	125.00	4,843.75
Hershberger Enterprises Telebelt	1.00	LS	3,000.00	3,000.00
11/13/25 - Control Building	664.10	TN	6.00	3,984.60
Trucking	36.00	HR	125.00	4,500.00
Hershberger Enterprises Telebelt	1.00	LS	3,420.00	3,420.00
11/17/25 - North bay of Control Building	721.54	TN	6.00	4,329.24
Trucking	30.75	HR	125.00	3,843.75
Hershberger Enterprises Telebelt	1.00	LS	3,075.00	3,075.00
Markup & Overhead	0.07	LS	35,083.48	2,455.84

Current Change Order \$ 37,539.32

Authorized by: _____ Date: _____
Bill Bruce Builders

Representative: _____ Date: _____
Central Excavating Inc

Jerry's Hauling
4047 MAIER AVENUE SW
IOWA CITY, IA 52240 US
3193305454
jerryshauling@yahoo.com

INVOICE

BILL TO
Central Excavating
Central Excavating

INVOICE # 157777
DATE 11/12/2025
DUE DATE 12/12/2025
TERMS Net 30

P.O. NUMBER
Monticello

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT	TICKET #
11/12/2025	Trucking	Truck 24 hauled 12 loads ballast in	10.50	125.00	1,312.50	
11/12/2025	Trucking	Truck 31 hauled 7 loads ballast in	9	125.00	1,125.00	
11/12/2025	Trucking	Truck 2 hauled 8 loads ballast in	8.25	125.00	1,031.25	
11/12/2025	Trucking	Truck 19 hauled 12 loads ballast in	10.50	125.00	1,312.50	
11/13/2025	Trucking	Truck 24 hauled 16 loads ballast in	11.50	125.00	1,437.50	
11/13/2025	Trucking	Truck 31 hauled 16 loads ballast in	11.50	125.00	1,437.50	
11/13/2025	Trucking	Truck 19 hauled 16 loads ballast in	11.50	125.00	1,437.50	
11/14/2025	Trucking	Truck 24 hauled 18 loads dirt on site	8.75	125.00	1,093.75	
11/14/2025	Trucking	Truck 31 hauled 20 loads dirt on site	8.75	125.00	1,093.75	

Please send a check to Jerry's Hauling

BALANCE DUE

\$11,281.25

Pay invoice

Jerry's Hauling
4047 MAIER AVENUE SW
IOWA CITY, IA 52240 US
3193305454
jerryshauling@yahoo.com

INVOICE

BILL TO
Central Excavating
Central Excavating

INVOICE # 157798
DATE 11/17/2025
DUE DATE 12/17/2025
TERMS Net 30

P.O. NUMBER
Monticello Water Treatment

TICKET #
13698

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT	TICKET #
11/17/2025	Trucking	Truck 24 hailed 13 loads ballast in	9.75	125.00	1,218.75	
11/17/2025	Trucking	Truck 19 hailed 14 loads ballast in	9.75	125.00	1,218.75	
11/17/2025	Trucking	Truck 2 hailed 8 loads ballast in and 15 dirt on site	9.75	125.00	1,218.75	
11/17/2025	Trucking	Truck 31 hailed 10 loads ballast in	6.75	125.00	843.75	
11/18/2025	Trucking	Truck 24 hailed 4 loads 1" ballast in	3.25	125.00	406.25	
11/18/2025	Trucking	Truck 19 hailed 4 loads 1" ballast in	3.25	125.00	406.25	
11/18/2025	Trucking	Truck 31 hailed 4 loads 1" ballast in	3.25	125.00	406.25	

Please send a check to Jerry's Hauling

BALANCE DUE

\$5,718.75

Pay invoice

T&M Work Order

Job No: _____

Date: 11-12-25

Company Name: Monticello WWTP

Foreman: Jake

Description of Work Performed: Hauled in 1" Clean
Tons = 681.19

Labor			Equipment		
Date	Trade	Hours	Date	Type	Hours

Materials/Equipment Rental			Subcontractors		
Date	Description	Qty	Date	Trade	Hours
<u>11-12-25</u>	<u>1" Clean</u>	<u>681.19</u>		<u>Jerry's Truck's</u>	<u>38.75 hr</u>

NOTES:
Telebelt 10hr Southside of Control Building "per Nicky"

Foreman Signature
Paul Krogman
Receiving Party Signature

infill for unsuitable soils

Blake Hershberger Enterprises, LLC

2194 128th LN
Kalona, IA 52247
P: 319.656.2454

Invoice

DATE: 11/12/2025
NUMBER: 41359

TO: Central Excavating
1805 State Street
Bettendorf, IA 52722

Job Name:
Job Number:
Building/Lot #:
P.O. :
Job Date: 11/12/2025
Size Requested: TB 110
Unit Sent: 316-TB110
Volume: -
Job Type: Rock
Term: Net 60

Jobsite: Sewer Plant Rd, Monticello, IA

ITEM DESCRIPTION	QUANTITY	RATE	ITEM TOTAL
Equipment: Hourly Charge	9.00	\$220.00	\$1,980.00
Equipment: Travel Charge	1.00	\$220.00	\$220.00
AGGREGATE	80.00	\$10.00	\$800.00

Subtotal: \$3,000.00

GRAND TOTAL: **\$3,000.00**

No Disclaimer

T&M Work Order

Monticello wwTP

Job No: ~~Mont~~

Date: 11-13-25

Company Name: Bruse Builders

Foreman: Jake

Description of Work Performed:
 Hauled 1" Clean to Control Building used Telebelt

Labor			Equipment		
Date	Trade	Hours	Date	Type	Hours

Materials/Equipment Rental			Subcontractors		
Date	Description	Qty	Date	Trade	Hours
	1" Clean	664.10 tons		Jerrys Trucks	36 hr

NOTES: 1" Clean = 664.10 tons Telebelt = 10hrs "per Ricky"

Foreman Signature
 Paul Krugma
 Receiving Party Signature

chipfill for mounted
 soils-

Blake Hershberger Enterprises, LLC

2194 128th LN
 Kalona, IA 52247
 P: 319.656.2454

Invoice

DATE: 11/13/2025
NUMBER: 41389

TO: Central Excavating
1805 State Street
Bettendorf, IA 52722

Job Name:
Job Number:
Building/Lot #:
P.O. :
Job Date: 11/13/2025
Size Requested: TB 110
Unit Sent: 316-TB110
Volume: -
Job Type: Rock
Term: Net 60

Jobsite: Sewer Plant Rd, Monticello, IA

ITEM DESCRIPTION	QUANTITY	RATE	ITEM TOTAL
Equipment: Hourly Charge	10.25	\$220.00	\$2,255.00
Equipment: Travel Charge	1.00	\$220.00	\$220.00
AGGREGATE	45.00	\$21.00	\$945.00

Subtotal: \$3,420.00

GRAND TOTAL: \$3,420.00

No Disclaimer

T&M Work Order

Job No: Monticello WWTP

Date: 11-17-25

Company Name: Bruse Builders

Foreman: Jake

Description of Work Performed:
Filled in North Bay of Control Building 1" Clean

Labor			Equipment		
Date	Trade	Hours	Date	Type	Hours

Materials/Equipment Rental			Subcontractors		
Date	Description	Qty	Date	Trade	Hours
11-17-25	1" Clean	721.54 tons	3	Jerry's	30.5

NOTES:
Started To Fill North Bay in Control Building
1" Clean = 721.54 Tons Tele Belt = 10hr
per Michel

Foreman Signature _____

Receiving Party Signature _____

Blake Hershberger Enterprises, LLC

2194 128th LN
Kalona, IA 52247
P: 319.656.2454

Invoice

DATE: 11/17/2025
NUMBER: 41440

TO: Central Excavating
1805 State Street
Bettendorf, IA 52722

Job Name:
Job Number:
Building/Lot #:
P.O. :
Job Date: 11/17/2025
Size Requested: TB 110
Unit Sent: 316-TB110
Volume: -
Job Type: Rock
Term: Net 60

Jobsite: Sewer Plant Rd, Monticello, IA

ITEM DESCRIPTION	QUANTITY	RATE	ITEM TOTAL
Equipment: Hourly Charge	9.50	\$220.00	\$2,090.00
Equipment: Travel Charge	1.00	\$125.00	\$125.00
AGGREGATE	43.00	\$20.00	\$860.00

Subtotal: \$3,075.00

GRAND TOTAL: \$3,075.00

No Disclaimer



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Change Request

Date: 2/4/2026

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 28

RFI #

Date Submitted: 2/4/2026

Due Date: 2/11/2026

This Change Order Increases the amount of days to complete the job by 0 working days.

Description:

BBB and subcontractors propose to remove frame/door per ITC #012. Note, no material credit will be provided as it is ordered and will be turned over to the owner.

Subcontractor Cost:

Opening Specialists	\$	(1,901.00)
Total Subcontractor Cost:		
	\$	(1,901.00)
Subcontractor Mark-up		
	\$	-

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses		
	\$	-

Contractor Cost:

4MH at \$70/HR - Set Doors Frames	\$	(280.00)
1MH at \$70/HR - Install Doors	\$	(70.00)
3MH at \$70/HR - Install Hardware	\$	(210.00)
Total Contractor Cost:		
	\$	(560.00)

Contractor Mark-up

Subtotal Amount		\$	(2,461.00)
P&P Bond		\$	-
GL Insurance		\$	-
Builder's Risk Insurance		\$	-
Grand Total		\$	(2,461.00)

Approved By

Engineer: 

Owner: _____

Name: _____

Name: _____

4/14/2026

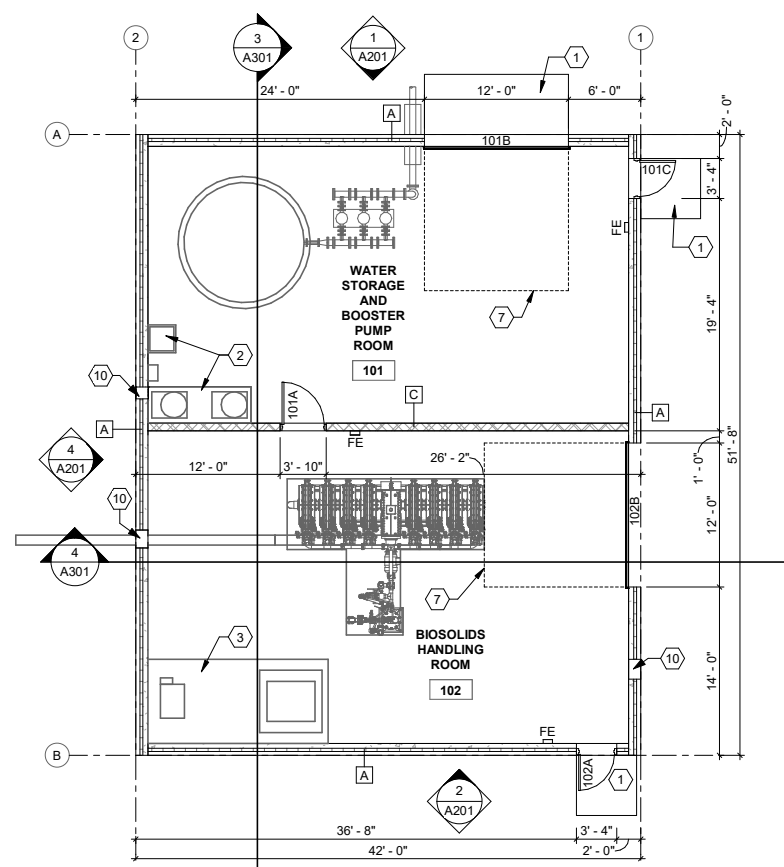
Date: _____

Date: _____

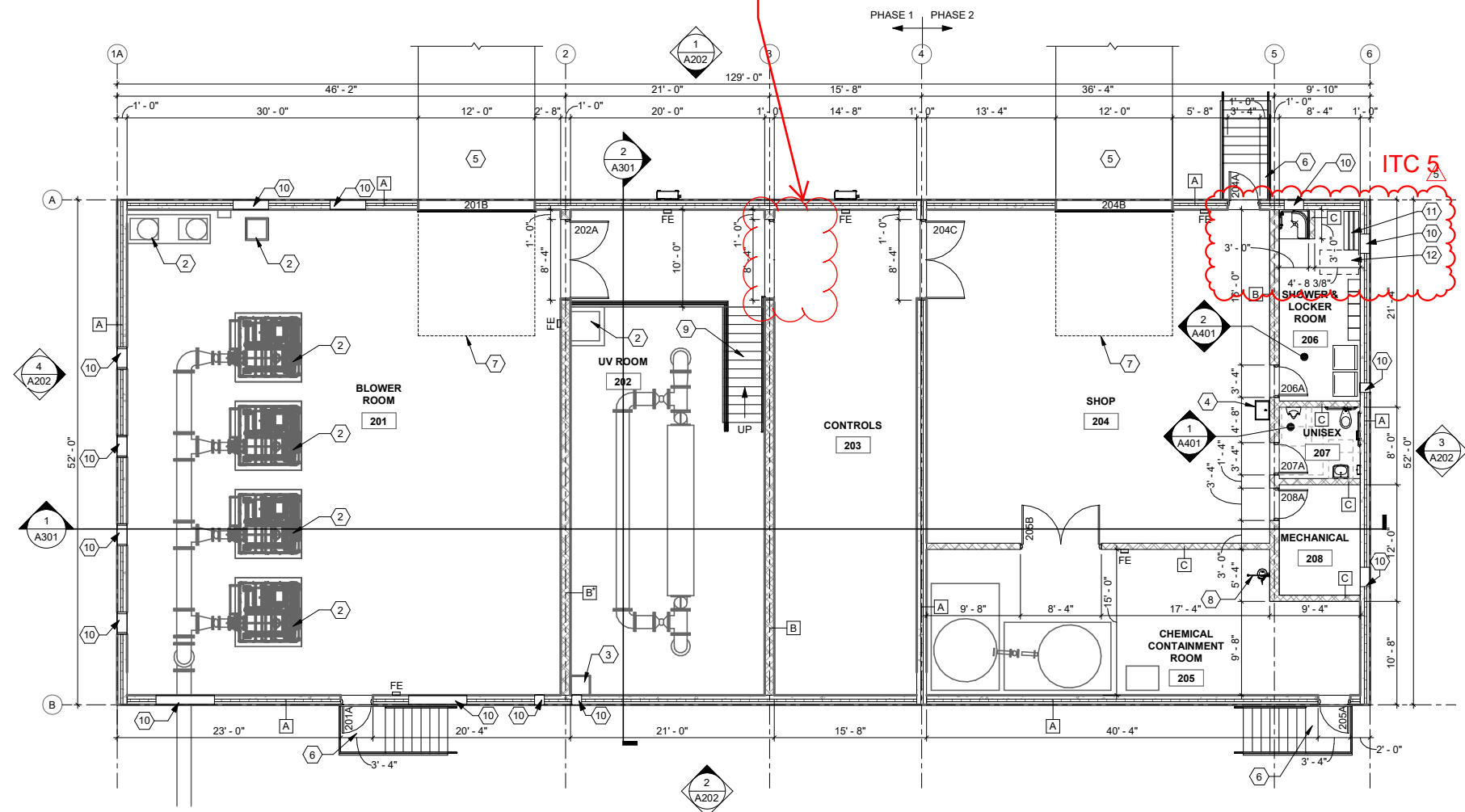


1101 Old Marion Rd. NE
CEDAR RAPIDS, IA 52402
319-862-0384
www.solumlangarchitects.com

MARK	REVISION	BY
ITC #12	Remove door 203A. CMU shall have finished ends within the door opening.	(AS NOTED)
ITC #5	42" ADA ACCESSIBLE BENCH	(AS NOTED)
ITC #12	30" X 48" CLEAR FLOOR SPACE	(AS NOTED)
Checked By:	Checker:	Scale:
Architect: ACB	Date:	Field Bk:
Architect: DKL	09/13/2023	
Project No:	1201109	Sheet A111



1 FLOOR PLAN - BIOSOLIDS BUILDING D
A111 1/16" = 1'-0"



2 FLOOR PLAN - CONTROLS/UV BUILDING C
A111 1/16" = 1'-0"

GENERAL NOTES

- ALL DIMENSIONS ARE TAKEN FROM THE FINISH FACE UNLESS NOTED OTHERWISE
- COORDINATE SIZE & LOCATION OF WALL/FLOOR PENETRATION AND EQUIPMENT PADS WITH ALL DICIPLINES/TRADES PRIOR TO INSTALLATION

LEGEND

- FE SURFACE MOUNT FIRE EXTINGUISHER
- NEW DOOR
- NEW WALL

KEYED NOTES

- FROST STOOP - SEE STRUCTURAL
- CONCRETE EQUIPMENT PAD - SEE EQUIPMENT LAYOUTS & STRUCTURAL FOR FINAL SIZING & LOCATIONS
- RECESSED EQUIPMENT PIT - SEE EQUIPMENT LAYOUTS & STRUCTURAL FOR FINAL SIZING & LOCATIONS
- UTILITY SINK - SEE MECHANICAL
- CONCRETE RAMP - SEE STRUCTURAL
- REINFORCED CONCRETE STOOP, STEPS & GALVANIZED STEEL PIPE RAILING - SEE STRUCTURAL
- OVERHEAD DOOR CLEARANCE
- EMERGENCY SHOWER / EYE WASH - SEE MECHANICAL
- GALVANIZED GRATING TREADS & STEEL PIPE RAILING - SEE STRUCTURAL
- THRU-WALL PENETRATION REFER TO OTHER DICIPLINE SHEETS FOR SIZE, SHAPE & ELEVATIONS
- 42" ADA ACCESSIBLE BENCH
- 30" X 48" CLEAR FLOOR SPACE

WALL TYPES

- A EXTERIOR WALL - INSULATED PRECAST CONCRETE PANELS: 4" CONCRETE EXTERIOR FACE ON 3" EXTRUDED POLYSTYRENE INSULATION ON 5" CONCRETE INTERIOR FACE
- B INTERIOR WALL: 12" NOMINAL REINFORCED CONCRETE MASONRY UNITS SEE STRUCTURAL
- C INTERIOR WALL: 8" NOMINAL REINFORCED CONCRETE MASONRY UNITS SEE STRUCTURAL

ITC 5

WASTEWATER TREATMENT IMPROVEMENTS

FLOOR PLANS - BUILDINGS 'C' & 'D'

SNYDER & ASSOCIATES, INC.



ROOM FINISH SCHEDULE

NO.	NAME	FLOOR MATL.	BASE MATL.	NORTH WALL	EAST WALL	SOUTH WALL	WEST WALL	CEILING	REMARKS									
101	WATER STORAGE AND BOOSTER PUMP ROOM	SC	--	PC	EPT	PC	EPT	CMU	EPT	PC	EPT	CMU	EPT	PC	EPT	OTS	EPT	
102	BIOSOLIDS HANDLING ROOM	SC	--	CMU	EPT	PC	EPT	PC	EPT	PC	EPT	PC	EPT	PC	EPT	OTS	EPT	
201	BLOWER ROOM	SC	--	PC	EPT	CMU	EPT	PC	EPT	PC	EPT	PC	EPT	PC	EPT	OTS	EPT	
202	UV ROOM	SC	--	PC	EPT	CMU	EPT	PC	EPT	PC	EPT	CMU	EPT	PC	EPT	OTS	EPT	
203	CONTROLS	SC	--	PC	EPT	PC	EPT	PC	EPT	PC	EPT	CMU	EPT	PC	EPT	OTS	EPT	
204	SHOP	SC	--	PC	EPT	CMU	EPT	CMU	EPT	PC	EPT	PC	EPT	PC	EPT	OTS	EPT	
205	CHEMICAL CONTAINMENT ROOM	SC	--	CMU	EPT	PC	EPT	PC	EPT	PC	EPT	PC	EPT	PC	EPT	OTS	EPT	
206	SHOWER & LOCKER ROOM	SC	--	PC	EPT	PC	EPT	CMU	EPT	CMU	EPT	CMU	EPT	CMU	EPT	OTS	EPT	
207	UNISEX	SC	--	CMU	EPT	PC	EPT	CMU	EPT	CMU	EPT	CMU	EPT	CMU	EPT	OTS	EPT	
208	MECHANICAL	SC	--	CMU	EPT	PC	EPT	CMU	EPT	CMU	EPT	CMU	EPT	CMU	EPT	OTS	EPT	

ABBREVIATIONS
 EPT EPOXY PAINT
 OTS OPEN TO STRUCTURE
 PC PRECAST CONCRETE
 SC SEALED CONCRETE
 CMU CONCRETE MASONRY UNITS

MONTICELLO WASTEWATER TREATMENT IMPROVEMENTS - MONTICELLO, IOWA
 CODE ANALYSIS - BIOSOLIDS, CONTROLS AND EXISTING SHOP BUILDINGS

2015 INTERNATIONAL BUILDING CODE (IBC)
 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC)
 2015 INTERNATIONAL EXISTING BUILDING CODE (IEBC)

This review is for three buildings on the same lot of a Wastewater Treatment Plant in Monticello, Iowa - A Biosolids building, a Controls/UV Building, and an existing Shop Building primarily used for storage.

The Biosolids Building (Building 'D') is 2,170 SF. The walls will be constructed with insulated precast concrete panels. The roof will be constructed with precast concrete hollow core units, polyisocyanurate insulation, and a single ply roof membrane. The Biosolids building will house sludge press equipment and a pump room, along with an outdoor storage yard. This building will not normally be occupied.

The Controls/UV Building (Building 'C') is 6,708 SF. The walls will be constructed with insulated precast concrete panels. The roof will be constructed with precast concrete hollow core units, polyisocyanurate insulation, and a single ply roof membrane. The Controls/UV building will house UV disinfection equipment, electrical equipment, blower units, chemicals, and an employee shop area with restrooms & a shower facility.

The existing Shop Building (Building 'L') is 1,400 SF. This is an existing pre-engineered metal building with wood stud interior partitions. The building shall be re-clad with new metal roof and wall panels over the existing metal roof and wall panels. This building will not normally be occupied.

2015 INTERNATIONAL BUILDING CODE REVIEW

CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION

306.2 Group F-1 Moderate-hazard factory industrial - Biosolids Building 'D' & Controls/UV Building 'C'
 311.3 Group S-2 Low-hazard storage - existing Shop Building 'L'

CHAPTER 5 - GENERAL BUILDING HEIGHTS & AREAS

Table 504.3 Allowable Height.
 Type II-B NS for F-1 Occupancies = 55' > 23' (okay)
 Type V-B NS for S Occupancies = 40' > 15' (okay)

Table 504.4 Allowable Stories
 F-1 NS, Type II-B Construction = 2 stories > 1 story (okay)
 S-2 NS, Type V-B Construction = 2 stories > 1 story (okay)

Table 506.2 Allowable Area
 Occupancy F-1 NS, Type II-B is 15,500 > Biosolids Building 'D' 2,170 SF (okay), Controls/UV Building 'C' 6,708 SF (okay)
 Occupancy S-2 NS, Type V-B is 13,500 > 200 (okay)

CHAPTER 6 - TYPES OF CONSTRUCTION

Type II-B for Biosolids Building 'D' and Controls/UV Building 'C', and V-B for existing Shop Building 'L'

Table 601 Fire Resistance Rating Requirements for Building Elements	
Primary Structural Frame	0 hours
Bearing Walls, Interior & Exterior	0 hours
Nonbearing walls and partitions, Interior & Exterior	0 hours
Floor Construction	0 hours
Roof Construction	0 hours

Section 603 Combustible Material in Type I and Type II Construction.

603.1 Allowable Materials. Combustible Materials shall be permitted in buildings of Type I and Type II construction in the following application and in accordance with 603.1.1 through 603.1.3.
 1. Fire-retardant treated wood shall be permitted in non bearing partitions

CHAPTER 7 - FIRE AND SMOKE PROTECTION FEATURES

Table 705.8. Allowable Area of Openings
 Fire Separation Distance 30' or greater = No limit (okay)

CHAPTER 8 - INTERIOR FINISHES

Table 803.11 Interior Wall and Ceiling Finish Requirements by Occupancy
 Group F, NS - Rooms & Enclosed Spaces - C
 Group S, NS - Room & Enclosed Spaces - C

CHAPTER 9 - FIRE PROTECTION PROTECTION SYSTEMS

Section 903 Automatic Sprinkler Systems

903.2. Where Required
 903.2.4 Group F-1 - No conditions are met, sprinkler not required (okay)
 903.2.10 Group S-2 - No conditions are met, sprinkler not required (okay)

Section 906 Portable Fire Extinguishers

906.1 Where Required - F & S occupancy requires portable fire extinguishers, see drawings for locations. (okay)

CHAPTER 10 - MEANS OF EGRESS

Table 1004.1.2
 Accessory Storage Areas, Mechanical Equipment Rooms 300 SF / occupant
 Biosolids Building 'D' - 2,170 SF / 300 = 8 occupants
 Controls/UV Building 'C' - 6,708 SF / 300 = 23 occupants
 Existing Shop Building 'L' - 1,400 SF / 300 = 5 occupants

Table 1006.3.2 Spaces with One Exit or Access Doorway
 S Occupancy - Maximum Occupant Load of 29 > 5 (okay)

Section 1008 Means of Egress Illumination

1008.2 The means of egress illumination level shall be not less than 1 footcandle at the walking surface.
 1008.3 The power supply for means of egress illumination shall normally be provided by the premises' electrical supply.

Section 1009 Accessible Means of Egress

1009.1 Building is not required to be accessible, therefore no accessible means of egress required.

Section 1010 Doors, Gates and Turnstiles

1010.1.10 Panic and Fire Exit Hardware. Electrical rooms with equipment rated 1,200 amperes or more and over 6 feet wide that contain overcurrent devices, switching devices or control devices with exit or exit access doors, shall be equipped with panic hardware or fire exit hardware. The doors shall swing in the direction of egress travel.

Section 1017 Exit Access Travel Distance

Per Table 1017.2
 S Occupancy NS is 300' > 40' in existing Shop Building 'L' (okay)
 F-1 Occupancy NS is 200' > 22' in Biosolids Building 'D', 60' in Controls Building 'C' (okay)

Section 1028.5 Access to a public way

The exit discharge shall provide a direct and unobstructed access to a public way.
 Exception: Where access to a public way cannot be provided, a safe dispersal area shall be provided.

CHAPTER 11 - ACCESSIBILITY

1103.2 General Exceptions
 1103.2.9 Spaces frequented only by service personnel for maintenance, repair or occasional monitoring of equipment are not required to comply with this chapter.

2015 INTERNATIONAL EXISTING BUILDING CODE REVIEW

707.2 EX. 3 - Addition of second layer of roof covering shall not exceed over 3 PSF over existing single layer roofing (okay, second layer approx. 1.5 PSF)

DOOR SCHEDULE

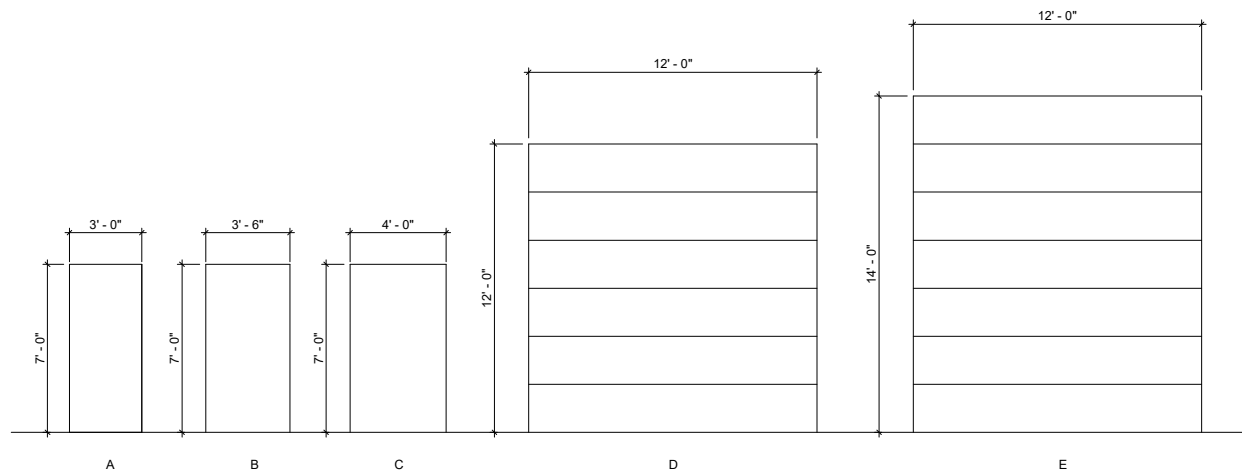
DOOR NO.	DOOR			MATL.	FINISH	FRAME						
	WIDTH	HEIGHT	THICK			TYPE	WIDTH	HEIGHT	THICK	MATL.	FINISH	TYPE
101A	3'-6"	7'-0"	1 3/4"	FRP	--	B	3'-10"	7'-4"	4 1/2"	ALUM	ANOD	BB
101B	12'-0"	12'-0"	2"	SOD	--	D	0'-0"	0'-0"				
101C	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
102A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
102B	12'-0"	12'-0"	2"	SOD	--	D	0'-0"	0'-0"				
201A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
201B	12'-0"	14'-0"	2"	SOD	--	E	0'-0"	0'-0"				
202A	8'-0"	7'-0"	1 3/4"	FRP	--	C	8'-4"	7'-4"	4 1/2"	ALUM	ANOD	CC
204A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
204B	12'-0"	14'-0"	2"	SOD	--	E	0'-0"	0'-0"				
204C	8'-0"	7'-0"	1 3/4"	FRP	--	C	8'-4"	7'-4"	4 1/2"	ALUM	ANOD	CC
205A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
205B	8'-0"	7'-0"	1 3/4"	FRP	--	C	8'-4"	7'-4"	4 1/2"	ALUM	ANOD	CC
206A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
207A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
208A	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
K101	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
K103	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA
J101	3'-0"	7'-0"	1 3/4"	FRP	--	A	3'-4"	7'-4"	4 1/2"	ALUM	ANOD	AA

ABBREVIATIONS
 FRP FIBER REINFORCED PLASTIC
 GHM GALVANIZED HOLLOW METAL
 PT PAINT
 SOD SECTIONAL OVERHEAD DOOR
 ALUM ALUMINUM

GENERAL NOTES

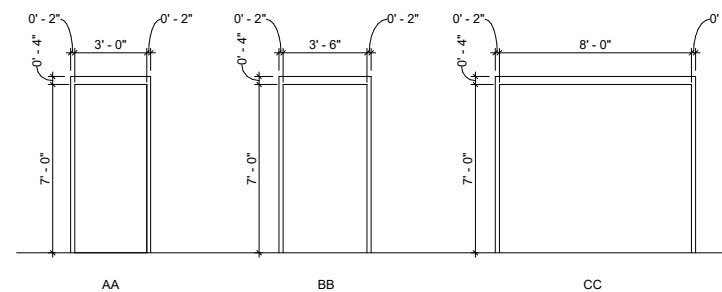
- VERIFY WALL THICKNESS AND COORDINATE FRAME THROAT PRIOR TO FABRICATION
- VERIFY ALL OPENINGS PRIOR TO FABRICATION.

ITC 12
 Door 203A to be deleted. CMU walls to have finished ends in the door opening.



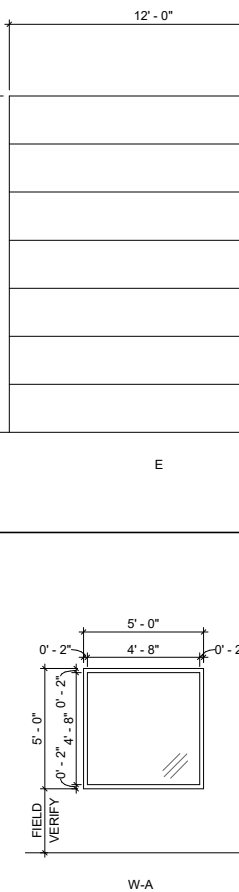
DOOR ELEVATIONS

1/8" = 1'-0"



FRAME ELEVATIONS

1/8" = 1'-0"



WINDOW ELEVATION

1/8" = 1'-0"



1101 Old Marion Rd. NE
 CEDAR RAPIDS, IA 52402
 319-862-0384
 www.solumlangarchitects.com

WASTEWATER TREATMENT IMPROVEMENTS

ROOM / DOOR SCHEDULES, ELEVATIONS & CODE REVIEW

SNYDER & ASSOCIATES, INC.



Project No: 1201109

Sheet A601

10/13/23	ADDENDUM #1	REVISION	BY
ITC #12	Checked By: ITC #12	Scale: (AS NOTED)	
Architect: ACB	Checked By: ITC #12	Field Bk:	
Architect: DKL	Date: 09/13/2023	Project No: 1201109	Sheet A601

10/13/2023 10:53:01 C:\Users\mccormack\Documents\Monticello WWTP\Arch23_Schedule\RV_23.rvt

Nick Eisenbacher

From: Dustin Stichter <dustin.stichter@eastmolineglass.com>
Sent: Wednesday, January 7, 2026 2:52 PM
To: Bill Bruce
Cc: Paul Krogman
Subject: RE: Monticello - ITC #12

Hey Bill,

Unfortunately this frame is already built.

Thank you,



Dustin Stichter | Project Manager

T: (309) 278-1025 M: (563) 579-2182

E: dustin.stichter@eastmolineglass.com

www.eastmolineglass.com

From: Bill Bruce <bbruce@brucebuilders.com>
Sent: Wednesday, January 7, 2026 2:46 PM
To: Dustin Stichter <dustin.stichter@eastmolineglass.com>
Cc: Paul Krogman <pkrogman@brucebuilders.com>
Subject: Monticello - ITC #12

Caution: This is an external email. Please take care when clicking links or opening attachments.
When in doubt, contact your IT Department.

Dustin,

Can you send me the credit for not providing this door and frame?

Thanks,

Bill Bruce



900 E Franklin Street
Eldridge, IA 52748
(O):563-285-9341

(C):515-975-7731
(E):bbuce@brucebuilders.com

Nick Eisenbacher

From: Bill Bruce <bbruce@brucebuilders.com>
Sent: Friday, February 27, 2026 8:35 AM
To: Nick Eisenbacher
Subject: FW: Monticello - ITC #12

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender email address and know the content is safe.

Nick,

Looks like the door is ordered, but do you want the credit for the hardware? See below or would you rather it come with so if they use in the future?

Bill Bruce



900 E Franklin Street
Eldridge, IA 52748
(O):563-285-9341
(C):515-975-7731
(E):bbruce@brucebuilders.com

From: Ron Kane <rkane@openspec.us>
Sent: Friday, February 27, 2026 8:16 AM
To: Bill Bruce <bbruce@brucebuilders.com>; Jo Osborne <josborne@openspec.us>
Subject: RE: Monticello - ITC #12

Bill,
All material is here for this project, the Alum Frame is by others, the Special-Lite doors are a special order, the only thing we could do is give you credit on the hardware, looking at deduct of around - \$ 1,901.00

Ron Kane, Project Manager
Opening Specialists, Inc.
Phone: (563) 583-8082
Fax: (563) 583-8262
E-mail: rkane@openspec.us



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Date: 3/23/2026

Change Request

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 30

RFI # _____

Date Submitted 3/23/2026

Due Date 3/30/2026

This Change Order Increases the amount of days to complete the job by 4 working days.

Description:

Per RFI #069, BBB and subcontractors propose to remove existing ductwork in existing shop, remove bulkhead, and adjust electrical as outlined in Westphal proposal. No new furnace is included apart of this change order.

Subcontractor Cost:

Geisler Brothers Co.	\$	338.10
Westphal & Company Inc.	\$	10,765.84
Total Subcontractor Cost:		\$ 11,103.94
Subcontractor Mark-up		\$ 555.20

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses		\$ -

Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$	84.00
Carpenter - 4.0 MH - \$70/HR	\$	280.00
Total Contractor Cost:		\$ 364.00
Contractor Mark-up		\$ 54.60
	Subtotal Amount	\$ 12,077.74
	P&P Bond	\$ 90.58
	GL Insurance	\$ 72.47
	Builder's Risk Insurance	\$ 30.19
	Grand Total	\$ 12,270.98

Approved By

Engineer: _____

Owner: _____



Name: _____

Name: _____

4/14/2026

Date: _____

Date: _____



GEISLER BROTHERS CO.

Established 1892

1500 Radford Road • Dubuque, Iowa 52002
Phone 563-583-7363 • FAX 563-583-7365



November 17, 2025

Bill Bruce Builders, Inc.
900 E Franklin Street
Eldridge, IA 52748

Attn: Bill Bruce/Paul Krogman
RE: Monticello Waste Water Treatment Plant
Subject: COR 7 - Based on RFI #69

We provide the below breakdown to complete all Div. 23 work described in RFI #69. Including the labor, materials, and equipment necessary to demolish the specified existing ductwork in the existing shop building, per the following/attached RFI #69.

Demolition Labor (3 Hours)

\$294.00

Subtotal:	\$	294.00
Tax: 0%	\$	-
15% OHP	\$	44.10
TOTAL:	\$	338.10

TOTAL ADD: \$ 338.10

If you have any questions regarding this quotation please call.

Respectfully Submitted,
Geisler Brothers Co.

Brett Geisler

Brett Geisler
Project Manager

HEATING ● AIR CONDITIONING ● ROOFING ● SHEET METAL

RFI #69: Conflict with Overhead Door in Shop Building

Revision	0	Status	Closed on 11/10/25
To	Nick Eisenbacher (Snyder & Associates) <i>(Response Required)</i>	From	Bill Bruce (Bill Bruce Builders) 900 E Franklin St Eldridge, Iowa 52748
Date Initiated	Oct 24, 2025	Due Date	Oct 31, 2025
Location		Project Stage	
Cost Impact	Yes (Unknown)	Schedule Impact	
Spec Section		Cost Code	
Drawing Number		Reference	
Linked Drawings			
Received From	Paul Krogman (Bill Bruce Builders)		
Copies To	Paul Krogman (Bill Bruce Builders)		

Activity

Question

Question from Bill Bruce Bill Bruce Builders on Friday, Oct 24, 2025 at 03:41 PM CDT

In the existing shop building, it shows a new overhead door going into the area. There is electrical, duct work, and existing wall that will be in conflict with the new overhead door. See attached for pictures. Please advise on if these are to be removed or relocated.

Attachments
[4072.jpg](#), [4073.jpg](#), [4074.jpg](#)

Official Response

Response from Nick Eisenbacher Snyder & Associates on Tuesday, Nov 4, 2025 at 08:53 AM CST

See attached for additional clarification on the items that are in conflict. In general removal of items should be minimized. Note the City is currently storing items in this side of the building that are sensitive to temperature swings so please coordinate with them on relocating these items prior to any work being completed.

Attachments
[RFI69_2025-11-03_ExistingShop.pdf](#)

All Replies

Response from Nick Eisenbacher Snyder & Associates on Tuesday, Nov 4, 2025 at 08:53 AM CST

See attached for additional clarification on the items that are in conflict. In general removal of items should be minimized. Note the City is currently storing items in this side of the building that are sensitive to temperature swings so please coordinate with them on relocating these items prior to any work being completed.

Attachments
[RFI69_2025-11-03_ExistingShop.pdf](#)

Response from Bill Bruce Bill Bruce Builders on Monday, Oct 27, 2025 at 12:34 PM CDT

A112 only addresses a conduit in keynote 5 that is outside of building. It doesn't appear to address any of the light fixtures and interior electrical. Lights will be in conflict with new overhead door opening.

A112 doesn't show to do anything with the existing duct work that will be in conflict with new overhead door.

A112 doesn't show anything to do with existing wall in center (east of grid 2) of building that will need to be moved/adjusted.

Response from Nick Eisenbacher Snyder & Associates on Monday, Oct 27, 2025 at 10:56 AM CDT

refer to sheet S7.01-L for information on modifications to the exterior wall and to A112 for demolition information. refer to notes on sheet A112 for electrical information.

Water Treatment Plant

Existing ductwork can be removed to this point. There are existing tie supports that can be reused to support ductwork unless partial wall will remain underneath.



City of Monticello
Waste Water
Treatment Plant

Partial wall to be removed to accommodate new overhead door. Wall removal shall stop prior to bathroom at back of shop.





all lights on this side of the building to be replaced. Relocate lights so they are not in conflict with the OHD. Contractor to coordinate with the City on final location.

wall to be removed per plans

There are a few shelves on either side of this wall. Coordinate relocation with the City. They do have items stored here that are temperature sensitive.

all lights on this side of the building to be replaced. Relocate lights so they are not in conflict with the OHD. Contractor to coordinate with the City on final location.

Existing Ductwork to be removed from this side of the building





CHANGE ORDER REQUEST

Change Order #: 13

Date: 12/31/2025

Project: Monticello WWTP

Project #: 2420009.

To: Bruce Builders, Inc.
900 E Franklin Street
Eldridge, IA 52748

From: Jayden Herrig
P.O. Box 7428
Madison, WI 53707

Phone: 563.285.9341

Phone:

Email: bbruce@brucebuilders.com

Email: jherrig@westphalec.com

We hereby propose to make the following changes:

RFI #69: Conflict with Overhead Door in Shop Building

1. Disconnect and refeed (2) OHD
 1. New whip and connection for one OHD
 2. New conduit and wiring for the other OHD.
 3. Furnish and install new pathway for low voltage door sensors and push button.
 4. Furnish and install new disconnects for OHD motors.

2. Remove and replace existing lighting.
 1. Demo (3) 8ft strips and replace with (8) new 4ft LED Strip lights
 2. New conduit and wiring required.
 3. Remove and clean up existing raceways.
 4. New switching included.

3. Not included - any scope pertained to the new furnace replacement.



CHANGE ORDER REQUEST

Change Order #: 13

Date: 12/31/2025

Change Order Price \$10,765.84

This price is good for 30 days. If conditions change, this price is void. We are requesting a time extension of 4 days in conjunction with this change.

Accepted

The above prices and specifications of this change order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Proposed Change Order

Dubuque

750 Cedar Cross Road
Dubuque, Iowa 52003

Client Address:

Contract Name: Monticello WWTF

Contract #: 1731-0169
Project Name: 1731-0169
Project #: Monticello WWTP
Client PCO #:
Our PCO #: 13

Summary

Extension Materials			%	Total		
Database Material				2,126.15		
Total Extension Material Cost				2,126.15		
Total Extension Material				2,126.15		
Labor		Hours	Rate	Sub Total	%	Total
Field Labor						
LU 704 Service rate	70.559	101.75		7,179.38		
Total Field Labor						7,179.38
Total Labor Cost						7,179.38
Total Labor						7,179.38
Equipment				Total		
WCO - Pickup Truck				481.60		
Total Equipment				481.60		
Sub Total 1						9,787.13
Global Markup			10.000			978.71
Total Global Overhead and Markup						978.71
Sub Total 2						10,765.84
Total						10,765.84

Contractor Certification

Name: _____
Date: _____
Signature: _____
I hereby certify that this quotation is complete and accurate based on the information provided

Client Acceptance

PCO #: 13
Final Amount: \$ 10,765.84
Name: _____
Date: _____
Signature: _____
Change Order #: _____
I hereby accept this quotation and authorize the contractor to complete the above described work

Work Description

The City of Monticello, Iowa

RESOLUTION #2026-

Approving Change Order Request #5 in the increased not to exceed amount of \$ 36,967.76 as submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements

WHEREAS, Bill Bruce Builders is contracted with the City to complete the Monticello Wastewater Treatment Plant Improvements, and

WHEREAS, Bill Bruce Builders has submitted Change Order Request #5 tied to correcting soil issues (CR #22 and #26); elimination of explosion-proof door openers where not required (CR #25); removal of a double door (CR # 28); and additional work in the existing shop to accommodate installation of necessary overhead doors (CR #30) with a total net change in contract price to increase in the amount of \$ 36,967.76, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #5 and recommends that it be approved by the City Council.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Change Order #1 submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements in the not to exceed increase amount of \$36,967.76.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
 Prep. Date: 04/15/2026
 Preparer: Russell Farnum



Agenda Item: # 11
 Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: Replacement of Airport Hangar Doors on FBO Building

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	046-280-6750
Budget Summary:	Facilities
Expenditure:	\$26,000
Revenue:	

Synopsis: The main hangar at the Fixed Base Operator (FBO) building had one door replaced last year, and the two remaining doors are marginally functional, and need replacement primarily due to age and wear.

This expenditure was planned in the Facilities budget for FY25/26. The three overhead doors are adjacent and can work independently, or opened together to create a large opening for a substantial wingspan. Due to this configuration, few vendors will touch an installation of this type.

Dubuqueland Door offered a quote at \$27,575, which is for the doors and installation. There is additional structural repair and electrical work that will need to be accomplished by a local contractor to facilitate this installation which will be billed separately.

The Airport Board reviewed this quote at their meeting of April 7, and approved the replacement of the two remaining doors with this quote. Although this single expenditure will be over budget, there is additional money (\$19,545) in Repair/Maintenance on Buildings, so the airport will not be over budget.

Recommendation: Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION #26-

Approving Airport FBO hangar door replacement in the amount of \$27,575.

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

WHEREAS, The Airport Manage solicited quotes for the replacement of two out of three hangar doors at the Fixed Base Operator hangar at the Airport, and

WHEREAS, Dubuqueland Door submitted a quote for \$25,575, and

WHEREAS, The Airport Board recommended approval of the quote at their regular meeting of April 7, 2026, and

WHEREAS, The Council finds that the quotation received from Dubuqueland Door should be accepted.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the quote by Dubuqueland Door for replacement of doors at the FBO Hangar building in the amount of \$27,575 with the recognition of additional costs for structural and electric alterations separate from this quote.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk



14628 W. Ridge Lane
 Dubuque, IA 52003
 (563) 556-5702
 dubuquelanddoor@gmail.com

Estimate

ESTIMATE#	1086434818
DATE	03/31/2026
PO#	

CUSTOMER
Monticello Aviation, Inc. 16153680 Monticello Aviation, Inc. P.O. Box 168 Monticello IA 52310 (319) 465-5488

SERVICE LOCATION
Monticello Aviation, Inc. 16153680 Monticello Aviation, Inc. P.O. Box 168 Monticello IA 52310 (319) 465-5488

DESCRIPTION
<p>Hanger For the Airport Hanger Quote is for (1) 20'2"x16' door with (3) evenly spaced windows and (1) 16'9"x12' white MODEL 3285 standard lift door with (2) windows evenly spaced in the door. (1) 12' Trolley, single phase 115 volt 1/2H.P. operator for the 16'9" door and re-hook the existing operator for the 20'2" door. No remotes included. All track would need to be 3", including the track of the existing new door.. (2) new swing posts on 3" track with (2) new motors would be provided.</p> <p>**All opening work and any additional mounting pads for springs/bering pads needed to be done by others. ***All wiring to be done by others, including the for the swing post motors. ***Because of the removable posts, we would be UNABLE to mount photo eyes on this door. For safety purposes we would LEAVE THE OPERATOR ON CONSTANT PRESSURE. Therefore, a person would have to physically be at the open/close/stop station pushing the button to ensure the door opens/closes safely. ***OUR NOTE: bottom of new horizontal needs to be at 13'3" from the floor to match the existing horizontal track. ***Drawings to be sent of what needs to be provided for structre and wiring.</p>

Estimate

Description	Qty	Rate	Total
(1) 20'2"x16' door with (3) evenly spaced windows and (1) 16'9"x12' white MODEL 3285 standard lift door with (2) windows evenly spaced in the door. All new 3" track for all (3) doors. (2) new swing posts and swing post motors. CHI 3285 series is a double-sided steel, micro grooved, insulated door, 2" thick. Standard color of white. Standard track is 2" galvanized steel, [bracket/angle] mount. Torsion springs. Heavy-duty hardware. Bottom, top, and side weather seal. Standard hea	1.00		
Manaras OTH 12' trolley, single phase, 115 volt. No remotes. 1/2H.P. trolley operator.	1.00		
Remove and haul away old doors. Install new doors. Re-hook one operator and replace the operator on the smaller door to match the other 16'9" door. Garage Door - Install	1.00		
Dubuque Tax		7.00%	0.00
No Tax Government		0.00%	0.00

CUSTOMER MESSAGE

PRE-WORK SIGNATURE

Signed By:

Estimate Total:

\$27,575.00



Scan this
QR code to
start a
financing
application

from **\$254/month**
[Click to start](#)
Checking options will not impact
your credit score

City Council Meeting
Prep. Date: 04/15/2026
Preparer: Russell Farnum



Agenda Item: # 12
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: Resolution Setting May 18 as Public Hearing on Designation of the Expanded Monticello Urban Renewal Area and on Urban Renewal Plan Amendment

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: As part of the sanitary sewer extension for the Stephen property, it has been planned to include the property and some additional nearby area as part of the City’s Urban Renewal Area. In order to do that, the City must schedule a public hearing and amend the Urban Renewal Plan to include this area.

Thereafter, it is also anticipated that this area will be added to the City’s TIF (Tax Increment Finance) District, in order to capture the increased value from development of the land to help pay for the sanitary sewer extension.

The inclusion in our Urban Renewal Area and TIF District also will allow the City to provide incentives for development in this area.

This is not the only tool being used to pay for the sewer extension, as the City also intends to adopt a connection fee district to also help offset those costs. This would be similar to the “special assessment” used to pay for other sewer extensions in the past, but since there are not existing homes to serve, this tool will help assure that the costs get recaptured when housing is constructed.

At this time, the only action is to set the public hearing for May 18. The other details will be shared and discussed as the project proceeds through the review process (Planning and Zoning Board, County Board, School District all have opportunities to comment on the project and plan).

Recommendation: Approval is recommended.

April 15, 2026

VIA EMAIL

Russ Farnum
City Administrator/City Hall
Monticello, IA

Re: Monticello Urban Renewal Area (May, 2026 Addition)
Our File No. 435926-45

Dear Russ:

We have prepared the attached materials which will enable the City Council to act on April 20, 2026 to set May 18, 2026 as the date for a public hearing on the expansion of the Monticello Urban Renewal Area and on an amendment to the existing urban renewal plan for the Area.

The notice which is included in the attached resolution must be published once, not less than four (4) and not more than twenty (20) days prior to the date selected for the hearing. **The last date on which the notice can effectively be published is May 14, 2026.** Please print a separate copy of the notice for delivery to the newspaper, and please email a copy of the published notice to wingfield.nathaniel@dorsey.com.

In addition to publishing the notice of a hearing, a copy of the amendment to the urban renewal plan must be submitted to the Planning and Zoning Commission, and the Commission must provide a written recommendation to the City Council with respect to whether the amendment is in conformance with the City's general or comprehensive plans.

Also, a "consultation session" must be set up with Jones County and the Monticello Community School District. Please refer to my separate letter attached for further details.

Please return one fully executed set of these proceedings, once all the actions have been taken, and contact John Danos or me if you have any questions.

Kind regards,

Amy Bjork

Attachments

cc: Sally Hinrichsen

April 15, 2026

VIA EMAIL

Russ Farnum
City Administrator/City Hall
Monticello, IA

Re: Monticello Urban Renewal Area Amendment/Consultation Session
Our File Number: 435926-45

Dear Russ:

The Iowa Urban Renewal Law requires that the City provide information concerning a proposed urban renewal plan amendment to certain other governmental bodies which might be affected by the use of tax increment financing within the amended urban renewal area. Specifically, the City must send a copy of the urban renewal plan amendment and an invitation to attend a meeting to discuss the urban renewal plan amendment to any county and school district whose jurisdiction covers any property to be included within the amended urban renewal area. This consultation must be held at least two weeks before the public hearing.

It is our understanding that the property within the City's urban renewal area would affect Jones County and the Monticello Community School District.

Attached is a draft letter which you may use in order to provide notification to these governmental entities of the date, time and place of a meeting at which they may discuss the urban renewal plan amendment. The law does not require that this be a meeting of the City Council, and you may use your discretion about who represents the City at the meeting.

The letter should be sent by ordinary US Mail, and we recommend mailing the letter at least seven (7) days before the consultation session. Along with the letter, you should send a copy of the urban renewal plan amendment and a copy of the notice of the public hearing on the urban renewal plan amendment.

Page 3

According to our records, here are the mailing addresses for the individuals who should receive the notification letter and the enclosures:

Board of Supervisors
c/o Jones County Auditor
Jones County Courthouse
500 West Main, P.O. Box 109
Anamosa, IA 52205

Superintendent
Monticello Community School District
850 East Oak Street
Monticello, IA 52310

Please call John Danos or me if you have questions.

Kind regards,

Amy Bjork

Attachment

cc: Sally Hinrichsen

[City letterhead]

DATE: _____
TO: Board of Supervisors, Jones County
Superintendent, Monticello Community School District
FROM: City Council, City of Monticello, Iowa
RE: Monticello Urban Renewal Area Amendment

The City of Monticello is in the process of expanding its Monticello Urban Renewal Area and amending the urban renewal plan and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for _____, 2026, at ____:____ p.m. at the _____ in Monticello. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City Council will also hold a public hearing on this urban renewal plan amendment at __:___ p.m. on May 18, 2026, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator at 319-465-3577 if you have questions.

Enclosure

MEMORANDUM

To: City of Monticello Planning & Zoning Commission
From: Amy Bjork and John P. Danos, Bond Counsel for the City
Date: April 20, 2026
Re: Monticello Urban Renewal Area

A public hearing will be held by the City Council on May 18, 2026 on a proposed amendment to the urban renewal plan for the Monticello Urban Renewal Area to add the property legally described in the proposed amendment and to approve new urban renewal projects. We have prepared this memorandum to assist the Commission in performing its role in this process.

Section 403.5 of the Code of Iowa requires that, before they hold a public hearing, the City Council must submit a copy of the proposed plan amendment to the Commission, “for review and recommendations as to its conformity with the general plan for the development” of the City. The statute does not require that the Commission hold a hearing on the proposed plan amendment, nor does it require that the Commission take any action to either approve or reject the proposed plan amendment. It directs that the Commission review the plan amendment and comment to the City Council as to whether the plan amendment conforms to, or is consistent with, the City’s Comprehensive Plan. Please convene a quorum of the Commission, complete your review and submit any comments to the City Council by Noon on May 18, 2026.

Please call us at (515) 283-1000 if you have questions about the statutory process.

SET DATE FOR HEARING ON
DESIGNATION OF EXPANDED URBAN
RENEWAL AREA AND URBAN
RENEWAL PLAN AMENDMENT

435926-45

Monticello, Iowa

April 20, 2026

The City Council of the City of Monticello, Iowa, met on April 20, 2026, at ___:___ p.m., at the _____, in the City, for the purpose of setting a date for a public hearing on the designation of expanded Urban Renewal Area and on a proposed urban renewal plan amendment.

The Mayor presided and the roll being called, the following members of the Council were present and absent:

Present: _____

Absent: _____.

The Mayor announced that an amendment to the boundaries of the Monticello Urban Renewal Area (the "Urban Renewal Area") had been prepared, along with an amendment to the urban renewal plan for , and that it was now necessary to set a date for a public hearing on the proposed amended areas and proposed amendment to the urban renewal plan. Accordingly, Council Member _____ moved the adoption of the following resolution entitled "Resolution Setting Date for a Public Hearing on Designation of the Expanded Monticello Urban Renewal Area and on Urban Renewal Plan Amendment," and the motion was seconded by Council Member _____. Following due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. _____

Resolution Setting Date for Public Hearing on Designation of the Expanded Monticello Urban Renewal Area and on Urban Renewal Plan Amendment

WHEREAS, this City Council of the City of Monticello, Iowa (the “City”) by resolution previously established the Monticello Urban Renewal Area (the “Urban Renewal Area”) and adopted an urban renewal plan (the “Plan”) for the governance of projects and initiatives therein; and

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the “Property”) lying within the legal description set out in Exhibit A; and

WHEREAS, this City Council is desirous of obtaining as much information as possible from the residents of the City before making this decision; and

WHEREAS, an amendment (the “Amendment”) to the Plan has been prepared which authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) using tax increment financing to pay the costs of constructing municipal sanitary sewer improvements to support commercial development; (ii) providing tax increment financing support to BMR Investments, LLC in connection with the construction of a new veterinarian clinic building; and (iii) providing tax increment financing support to Robert & Janice Hinz in connection with the construction of new office and storage buildings; and

WHEREAS, it is now necessary that a date be set for a public hearing on the designation of the expansion of the Urban Renewal Area and on the Amendment;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Monticello, Iowa, as follows:

Section 1. This City Council will meet at the _____, Monticello, Iowa, on May 18, 2026, at ____:____ p.m., at which time and place it will hold a public hearing on the designation of the expanded Urban Renewal Area described in the preamble hereof and on the Amendment.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the applicable form attached hereto, which publication shall be made in a legal newspaper of general circulation in Monticello, which publication shall be not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the City Administrator, or his designee, is hereby designated as the City’s representative in connection with the consultation process which is required under that section of the urban renewal law. It is hereby directed that representatives of Jones County and the Monticello Community School District be invited to participate in the consultation.

Section 4. The proposed Amendment is hereby submitted to the City's Planning and Zoning Commission for review and recommendations, as required by Section 403.5, Code of Iowa.

Passed and approved April 20, 2026.

Mayor

Attest:

City Clerk

•••••

On motion and vote the meeting adjourned.

Mayor

Attest:

City Clerk

NOTICE OF PUBLIC HEARING ON DESIGNATION OF EXPANDED
MONTICELLO URBAN RENEWAL AREA AND ON PROPOSED URBAN
RENEWAL PLAN AMENDMENT

Notice Is Hereby Given: That at ____ : ____ p.m., at the _____, Monticello, Iowa, on May 18, 2026, the City Council of the City of Monticello, Iowa (the "City") will hold a public hearing on the question of amending the urban renewal plan (the "Plan") for the Monticello Urban Renewal Area and designating an expanded Monticello Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403, Code of Iowa, by adding and including certain real property situated in the City and more particularly described as follows:

Commencing at the North Quarter Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence S01°57'16"E, along the East Line of the Northwest Quarter of said Section 34, a distance of 936.72 feet, to the POINT OF BEGINNING; Thence continuing S01°57'16"E, along said East Line, 248.74 feet; Thence S88°02'44"W, 366.50 feet; Thence S52°33'45"W, 338.80 feet; Thence S40°52'23"W, 252.94 feet; Thence S78°44'13"W, 323.04 feet; Thence Southwesterly, 139.13 feet, along a 180.00 foot radius curve, concave Northwesterly, whose 135.69 foot chord bears S36°33'57"W; Thence S01°27'03"E, 542.69 feet, to a Point on the North Line of the South 401 feet of the Northwest Quarter of said Section 34; Thence S88°34'37"W, along said North Line, 568.76 feet, to the Southeast Corner of Brad Stephen's Fourth Addition, in accordance with the Recorded Plat thereof; Thence N04°45'44"W, along the East Line of said Brad Stephen's Fourth Addition, 262.98 feet, to the Northeast Corner thereof; Thence S88°34'37"W, along the North Line of said Brad Stephen's Fourth Addition, 436.46 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 319.01 feet, to the Northwest Corner of Parcel 2013-34, in accordance with the Recorded Plat thereof; Thence N88°37'23"E, along the North Line of said Parcel 2013-34, a distance of 436.59 feet, to the Northeast Corner thereof; Thence N04°43'01"W, 300.41 feet, to the Northeast Corner of Parcel 2013-33, in accordance with the Recorded Plat thereof; Thence S88°27'36"W, along the North Line of said Parcel 2013-33, a distance of 437.07 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 60.10 feet, to the Southwest Corner of Parcel 2005-173, in accordance with the Recorded Plat thereof; Thence N88°27'36"E, along the South Line of said Parcel 2005-173, a distance of 435.60 feet, to the Southeast Corner thereof; Thence N04°49'20"W, along the East Line of said Parcel 2005-173, and the East Line of Brad Stephen's Third Addition, in accordance with the Recorded Plat thereof, 300.54 feet, to the Northeast Corner of said Brad Stephen's Third Addition; Thence S88°27'36"W, along the North Line of said Brad Stephen's Third Addition, 435.60 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 354.78 feet; Thence S85°10'40"W, 97.78 feet, to a Point on the Westerly Right-of-Way Line of South Main Street (US Business 151); Thence N05°28'17"W, along said Westerly Right-of-Way Line, 756.51 feet; Thence N84°31'43"E, 103.36 feet, to the intersection of the Easterly Right-of-Way Line of South Main Street (US Business 151), and the Southerly Right-of-Way Line of Bradley Drive; Thence Northeasterly, 68.03 feet, along said Southerly Right-of-Way Line on a 183.00 foot radius curve, concave Northwesterly, whose 67.64 foot chord bears N65°27'10"E; Thence N54°48'12"E, along said Southerly Right-of-Way Line, 146.76 feet; Thence Northeasterly, 68.60 feet, along said Southerly Right-of-Way Line, on a 117.00 foot radius curve, concave Southeasterly, whose 67.62 foot chord bears N71°35'58"E; Thence N88°23'44"E, along said Southerly Right-of-Way Line, 315.55 feet; Thence Northeasterly, 132.78 feet, along said Southerly Right-of-Way Line, on a 183.00 foot radius curve, concave Northwesterly, whose 129.88 foot chord bears N67°36'36"E; Thence S04°49'20"E, 1481.96 feet; Thence N85°10'40"E, 360.00 feet; Thence N05°04'05"W, 21.24 feet; Thence N87°17'59"E, 195.18 feet; Thence N45°28'26"E, 291.13 feet; Thence N53°30'47"E, 209.16 feet; Thence N24°19'54"E, 75.63 feet; Thence S78°47'16"E, 626.35 feet, to the

POINT OF BEGINNING. Said Annexation Area contains 52.74 Acres, and is subject to easements and restrictions of record;

AND

Commencing at the Northwest Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence S00°03'12"E, along the West Line of the Northwest Quarter of said Section 34, a distance of 1234.22 feet; Thence S89°24'55"E, 376.11 feet, to the Northwest Corner of Parcel 2005-173, in accordance with the Plat thereof Recorded in Plat Book Q, at Page 121 of the Records of the Jones County Recorder's Office, a Point on the Easterly Right-of-Way Line of South Main Street, and the POINT OF BEGINNING; Thence N02°51'45"W, along said Easterly Right-of-Way Line, 200.36 feet; Thence S89°24'55"E, 435.60 feet; Thence S02°51 '45"E, 200.36 feet, to the Northeast Corner of said Parcel 2005-173; Thence N89°24'55"W, along the North Line of said Parcel 2005-173, a distance of 435.60 feet, to the POINT OF BEGINNING. Said Brad Stephen's Third Addition contains 2.00 Acres, and is subject to easements and restrictions of record;

AND

Lot One of Brad Stephen's Fourth Addition, Parcel ID Number 0234152009, together with that adjacent portion of US Business 151 – Main Street right of way east of the centerline, said Annexation Area containing 2.63 Acres, not including the adjacent right-of-way, and is subject to easements and restrictions of record;

AND

All of the public right-of-way of S. Main Street situated in the corporate limits of the City of Monticello, Jones County, State Iowa.

The proposed amendment to the Plan brings the property described above under the Plan and makes it subject to the provisions of the Plan. The amendment also authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) using tax increment financing to pay the costs of constructing municipal sanitary sewer improvements to support commercial development; (ii) providing tax increment financing support to BMR Investments, LLC in connection with the construction of a new veterinarian clinic building; and (iii) providing tax increment financing support to Robert & Janice Hinz in connection with the construction of new office and storage buildings. A copy of the amendment is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Sally Hinrichsen
City Clerk

EXHIBIT A
Legal Description
Expanded Monticello Urban Renewal Area
May, 2026 Addition

Commencing at the North Quarter Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence S01°57'16"E, along the East Line of the Northwest Quarter of said Section 34, a distance of 936.72 feet, to the POINT OF BEGINNING; Thence continuing S01°57'16"E, along said East Line, 248.74 feet; Thence S88°02'44"W, 366.50 feet; Thence S52°33'45"W, 338.80 feet; Thence S40°52'23"W, 252.94 feet; Thence S78°44'13"W, 323.04 feet; Thence Southwesterly, 139.13 feet, along a 180.00 foot radius curve, concave Northwesterly, whose 135.69 foot chord bears S36°33'57"W; Thence S01°27'03"E, 542.69 feet, to a Point on the North Line of the South 401 feet of the Northwest Quarter of said Section 34; Thence S88°34'37"W, along said North Line, 568.76 feet, to the Southeast Corner of Brad Stephen's Fourth Addition, in accordance with the Recorded Plat thereof; Thence N04°45'44"W, along the East Line of said Brad Stephen's Fourth Addition, 262.98 feet, to the Northeast Corner thereof; Thence S88°34'37"W, along the North Line of said Brad Stephen's Fourth Addition, 436.46 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 319.01 feet, to the Northwest Corner of Parcel 2013-34, in accordance with the Recorded Plat thereof; Thence N88°37'23"E, along the North Line of said Parcel 2013-34, a distance of 436.59 feet, to the Northeast Corner thereof; Thence N04°43'01"W, 300.41 feet, to the Northeast Corner of Parcel 2013-33, in accordance with the Recorded Plat thereof; Thence S88°27'36"W, along the North Line of said Parcel 2013-33, a distance of 437.07 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 60.10 feet, to the Southwest Corner of Parcel 2005-173, in accordance with the Recorded Plat thereof; Thence N88°27'36"E, along the South Line of said Parcel 2005-173, a distance of 435.60 feet, to the Southeast Corner thereof; Thence N04°49'20"W, along the East Line of said Parcel 2005-173, and the East Line of Brad Stephen's Third Addition, in accordance with the Recorded Plat thereof, 300.54 feet, to the Northeast Corner of said Brad Stephen's Third Addition; Thence S88°27'36"W, along the North Line of said Brad Stephen's Third Addition, 435.60 feet, to the Northwest Corner thereof, and a Point on the Easterly Right-of-Way Line of South Main Street (US Business 151); Thence N04°49'20"W, along said Easterly Right-of-Way Line, 354.78 feet; Thence S85°10'40"W, 97.78 feet, to a Point on the Westerly Right-of-Way Line of South Main Street (US Business 151); Thence N05°28'17"W, along said Westerly Right-of-Way Line, 756.51 feet; Thence N84°31'43"E, 103.36 feet, to the intersection of the Easterly Right-of-Way Line of South Main Street (US Business 151), and the Southerly Right-of-Way Line of Bradley Drive; Thence Northeasterly, 68.03 feet, along said Southerly Right-of-Way Line on a 183.00 foot radius curve, concave Northwesterly, whose 67.64 foot chord bears N65°27'10"E; Thence N54°48'12"E, along said Southerly Right-of-Way Line, 146.76 feet; Thence Northeasterly, 68.60 feet, along said Southerly Right-of-Way Line, on a 117.00 foot radius curve, concave Southeasterly, whose 67.62 foot chord bears N71°35'58"E; Thence N88°23'44"E, along said Southerly Right-of-Way Line, 315.55 feet; Thence Northeasterly, 132.78 feet, along said Southerly Right-of-Way Line, on a 183.00 foot radius curve, concave Northwesterly, whose 129.88 foot chord bears N67°36'36"E; Thence S04°49'20"E, 1481.96 feet; Thence N85°10'40"E, 360.00 feet; Thence N05°04'05"W, 21.24 feet; Thence N87°17'59"E, 195.18 feet; Thence N45°28'26"E, 291.13 feet; Thence N53°30'47"E, 209.16 feet; Thence N24°19'54"E, 75.63 feet; Thence S78°47'16"E, 626.35 feet, to the POINT OF BEGINNING. Said Annexation Area contains 52.74 Acres, and is subject to easements and restrictions of record;

AND

Commencing at the Northwest Corner of Section 34, Township 86 North, Range 3 West, of the Fifth Principal Meridian, Jones County, Iowa; Thence S00°03'12"E, along the West Line of the Northwest Quarter of said Section 34, a distance of 1234.22 feet; Thence S89°24'55"E, 376.11 feet, to the Northwest Corner of Parcel 2005-173, in accordance with the Plat thereof Recorded in Plat Book Q, at Page 121 of the Records of the Jones County Recorder's Office, a Point on the Easterly Right-of-Way Line of South Main Street, and the POINT OF BEGINNING; Thence N02°51'45"W, along said Easterly Right-of-Way Line, 200.36 feet; Thence S89°24'55"E, 435.60 feet; Thence S02°51'45"E, 200.36 feet, to the Northeast Corner of said Parcel 2005-173; Thence N89°24'55"W, along the North Line of said Parcel 2005-173, a distance of 435.60 feet, to the POINT OF BEGINNING. Said Brad Stephen's Third Addition contains 2.00 Acres, and is subject to easements and restrictions of record;

AND

Lot One of Brad Stephen's Fourth Addition, Parcel ID Number 0234152009, together with that adjacent portion of US Business 151 – Main Street right of way east of the centerline, said Annexation Area containing 2.63 Acres, not including the adjacent right-of-way, and is subject to easements and restrictions of record;

AND

All of the public right-of-way of S. Main Street situated in the corporate limits of the City of Monticello, Jones County, State Iowa.

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello do hereby certify that pursuant to the resolution of its City Council fixing a date of public hearing on the question of designating the expanded Monticello Urban Renewal Area for the City and on a proposed urban renewal plan amendment, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City, and copies were sent to the county and school district.

WITNESS my hand this _____ day of _____, 2026.

City Clerk

(Attach here publisher's affidavit of publication of notice.)

(PLEASE NOTE: This certificate must not be dated until the publication has been made and you have reviewed it to be sure that the notice was published on the date indicated in the attached affidavit.)

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS:

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with those records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with setting a date for public hearing on the question of designating the expanded Monticello Urban Renewal Area for the City and on an urban renewal plan amendment.

WITNESS my hand this _____ day of _____, 2026.

City Clerk

City Council Meeting
Prep. Date: 04/15/2026
Preparer: Russell Farnum



Agenda Item: # 13
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: Resolution Authorizing Offer and Purchase of DOT Surplus Land at a price not to exceed \$22,000

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

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	Park / Trail Improvement
Budget Summary:	\$242,735
Expenditure:	\$22,000
Revenue:	

Synopsis: Iowa DOT is selling a surplus parcel of land, just under 2 acres in size, adjacent to the trail on 190th Street (see locator map). The notice of sale and additional information is attached. The parcel is appraised at \$22,000, which is per-acre equivalent to what the City paid for the recently acquired airport land.

I spoke directly with Matt Gogerty with the DOT about the City’s interest in this parcel. The DOT has a multi-step process in disposing of surplus property:

1. It is offered to the original land holder first, at the appraised price. If the original owners opt out of purchasing it back at that price, then
2. It is offered to the County or City agencies next, at the appraised price. If the agencies opt out of purchasing it at the appraised price, then
3. It is offered to adjacent land owners at the appraised price. If the adjacent owners opt out of purchasing the land, then
4. The property goes to auction. At auction, anyone may bid any amount for the land, and the highest bidder wins.

The City has an opportunity to submit an offer at this time, in order to obtain a priority in the purchase of this property. However, if the City offers to purchase the land at this time, *the City’s offer must meet or exceed the appraisal at \$22,000*. Short story, if the City offers to purchase at \$22,000 at this time, DOT will sell us the property. This is the best route to assure the City “gets” the property.

If the City wishes to offer less than that amount for the property, the City will have to wait until the property goes to auction. At that point, the risk is that the City could end up paying more for the property, depending upon other potential buyers and the bids placed at the auction. There is also the

possibility that the property would get sold to a different government agency or adjacent property owner in the meantime.

Long story short, if Council wishes to obtain this property, there are two options:

1. Offer “full price” now and get priority, assuring the purchase of the property;
2. Wait until auction, for the chance of getting a better price but the risk of not being able to purchase the property, or paying more, depending upon bids.

Recommendation: Council direction is requested. The Resolution is drafted in such a way that either approach can be approved in one motion, just specify “Option 1” or “Option 2”.

The City of Monticello, Iowa

RESOLUTION #2026-

Approving offer and purchase of DOT surplus property Parcel 2006-10 and authorizing City Administrator to Close Real Estate Transaction in an amount not to exceed \$22,000

WHEREAS, The City Council previously authorized the City Administrator to pursue the purchase of the property known as Parcel 2006-10, and

(Option 1) WHEREAS, The City Administrator has been authorized to make an offer to DOT to purchase said property in the amount of \$22,000, and

(Option 2) WHEREAS, The City Administrator has been authorized to attend the property auction and bid an amount up to but not exceeding \$22,000, and

WHEREAS, The City Council finds that the terms of the offer and all other provisions agreeable.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the City Administrator to accept a deed, expend not more than \$22,000 plus other necessary closing costs, execute appropriate documents and take all other action necessary to close on the property.

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 20st day of April, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

2006 2841

FILED
RECORDERS OFFICE
JONES COUNTY IOWA
PL BK 0 PG 235
05 JUL 26 PM 2:17

MARIE KRUTZFIELD
RECORDER 17.00 PD

PETER H DALLMAN, IOWA DEPARTMENT OF TRANSPORTATION, P.O. BOX 3150 CEDAR RAPIDS, IOWA, 52406-3150, PH (319) 364-0235

Page 1 of 2

PLAT OF SURVEY
PARCEL 2006-10

A parcel of land located in the SW1/4 SE1/4 of Section 34, Township 86 North, Range 3 West of the 5th P.M., City of Monticello, Jones County, Iowa, being a part of land conveyed to the State Of Iowa by Condemnation recorded in Document No. 2001-2311 in the records of Jones County, Iowa, as shown on Plat Of Survey attached hereto and by reference made a part hereof, and is more particularly described as follows:

LEGAL DESCRIPTION:

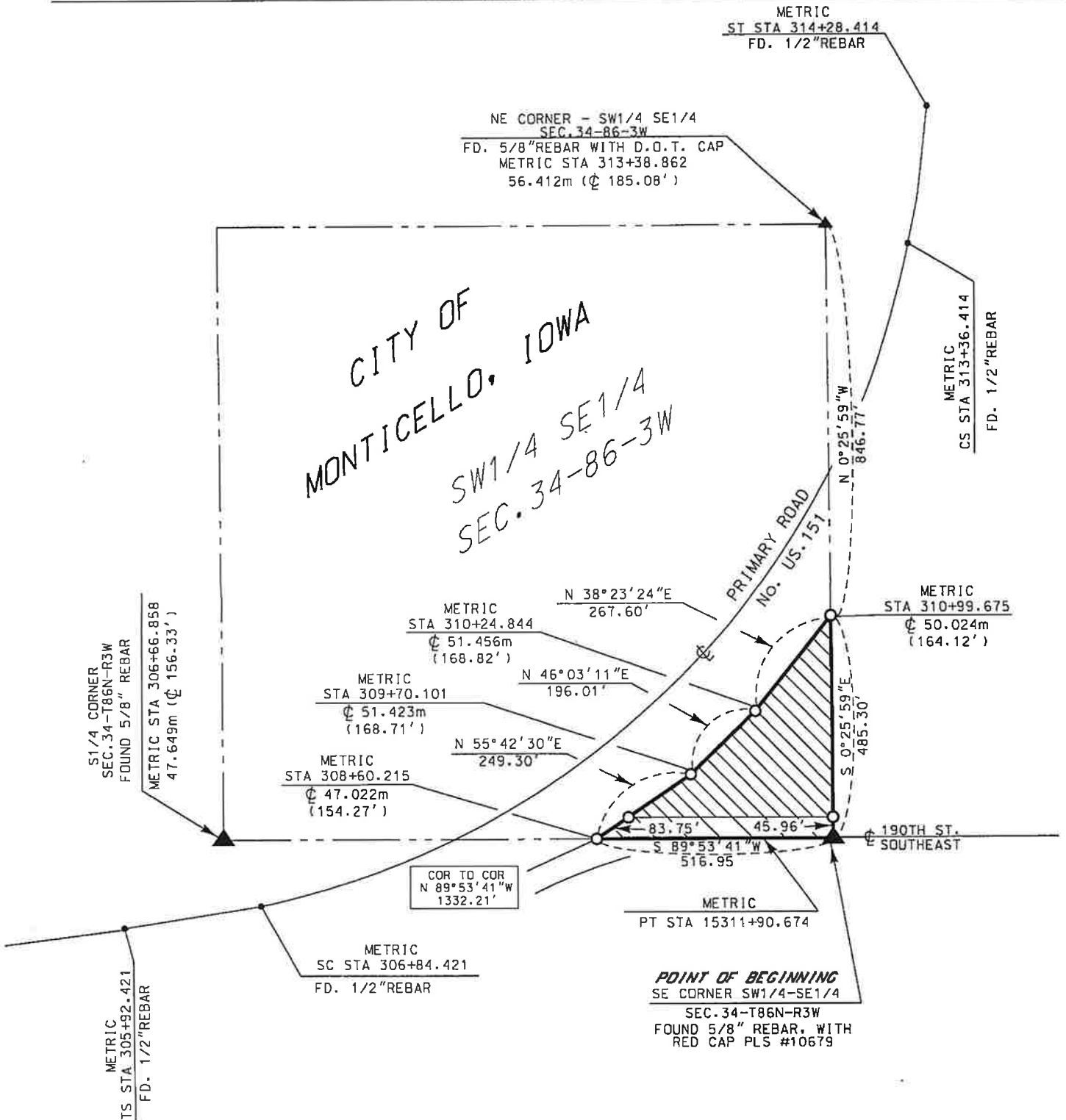
Beginning at the SE Corner of the SW1/4 SE1/4 said Section 34; thence S 89°53'41"W, 516.95 feet on the south line of said SW1/4 SE1/4; thence N 55°42'30"E, 249.30 feet; thence N 46°03'11"E, 196.01 feet; thence N 38°23'24"E, 267.60 feet, to a point on the east line of said SW1/4 SE1/4; thence S 0°25'59"E, 485.30 feet, on said east line, to the Point of Beginning; containing 2.48 acres, including 0.51 acre for County Road Easement (190th St. Southeast).

Note: The south line of the SW1/4 SE1/4 of said Section 34 is assumed to bear S 89°53'41"W for the purpose of this description.

IOWA DEPARTMENT OF TRANSPORTATION
 PLAT OF SURVEY
 PARCEL No. 2006-10

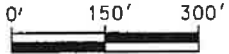


COUNTY JONES STATE CONTROL NO. _____
 PROJECT NO. NHSN-151-4(55)--2R-53 PARCEL NO. 272
 SECTION 34 TOWNSHIP 86 NORTH RANGE 3 WEST
 AREA 2.48 ACRES *
 ACQUIRED FROM WELTER ENTERPRISES GENERAL PARTNERSHIP
 * INCLUDING 0.51 ACRE IN ESTABLISHED ROAD.



LEGEND

- ▲ - SECTION CORNER
- - SET 5/8"x40" REBAR WITH YELLOW PLASTIC CAP D.O.T. PLS 13802
- - FOUND 5/8" REBAR WITH ALUMINUM D.O.T. CAP
- (M) - MEASURED INFORMATION
- (R) - RECORD INFORMATION
- *-X-* FENCE LINE



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED 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.

SIGNATURE: Peter H. Dallman 7-25-2006
 NAME: PETER H. DALLMAN DATE: _____

License number 13802 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2006

Pages or sheets covered by this seal:
Page 1 of 2 and 2 of 2



DATE DRAWN MAY 31, 2006

SCALE 1" = 300'

The City of Monticello, Iowa

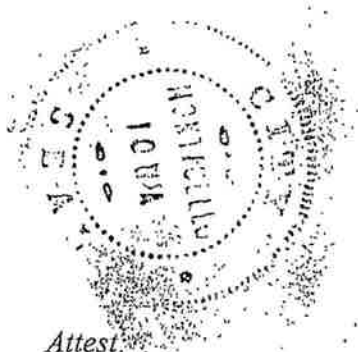
IN THE NAME AND BY THE AUTHORITY OF THE CITY OF MONTICELLO, IOWA

RESOLUTION # 06-35

**Waiving the City's Right to Review the Plat of Survey for Parcel 2006-10
Owned by Iowa Department of Transportation and located within 2 mile
Jurisdiction of the City of Monticello, Jones County, Iowa**

- WHEREAS,** The City of Monticello, Iowa is an incorporated city within Jones County, Iowa; and
- WHEREAS,** Iowa Department of Transportation Land Surveyor, Peter H. Dallman submitted the Plat of Survey, which is located in the SW ¼ SE ¼ of Section 34 Township 86 North, Range 3 West of the 5th Principal Meridian, Jones County, Iowa; for the City to review since it was within the City's 2-mile jurisdiction; and
- WHEREAS,** The Planning and Zoning Commission reviewed the Plat at their February 28, 2006 meeting and recommended waiving the City's right to review the Plat of Survey for Parcel as described above.
- WHEREAS,** Monticello City Council agrees to waive its right to review the Plat of Survey for Parcel as described above to Jones County, Iowa pursuant to Chapter 354 of the Code of Iowa.

NOW THEREFORE BE IT RESOLVED that the City Council of Monticello, Iowa does hereby waive its right to review the Plat of Survey Parcel 2006-10, which is located in the SW ¼ SE ¼ of Section 34 Township 86 North, Range 3 West of the 5th Principal Meridian, Jones County, Iowa pursuant to Chapter 354 of 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 6th day of March in the year of our Lord Two Thousand Six.

Gerald Wilbricht
Gerald Wilbricht, Mayor

Attest:

Sally Hinrichsen
Sally Hinrichsen, City Clerk

April 9, 2026

When corresponding, refer to:

Jones County
Project: NHSN-151-4(55)--2R-53
Parcel: 272

Jones County Conservation Board
12515 Central Park Rd.
Center Junction, IA. 52212

To whom it may concern:

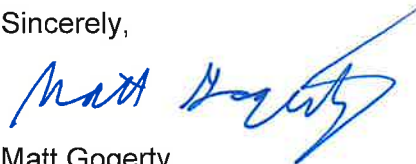
On behalf of the State of Iowa, the Iowa Department of Transportation intends to offer for sale the below described real estate.

Parcel 2006-10 located in the SW ¼ SE ¼ of Section 34, Township 86 North, Range 3 West of the 5th P.M., City of Monticello, Jones County, Iowa, as shown on the Plat of Survey recorded in Book 2006, Page 2841 (Plat Book Q, Page 235) in the records of the Jones County Recorder on July 26, 2006.
(Legal description)

After notice is given to the person from whom it was purchased or condemned for highway purposes, and to the present owner of the adjacent land from which the parcel was originally purchased or condemned for highway purposes, (if applicable), and before it is offered for sale to the general public, it is the practice of the Iowa Department of Transportation to allow the local school district, the county, and, if located within the limits of a city, the city, the opportunity to be heard and make offers on the property for a period of thirty (30) days. Fair market value for this tract has been established at **\$22,000.00**. An offer which equals **or exceeds** fair market values and any other offer received will be given preference. If no offers are received within thirty (30) days from the date of this letter which equal or exceed the fair market value of the land, the property will be disposed of by the Iowa Department of Transportation by other means.

Please contact Matt Gogerty by phone at (515)-239-1731 or email at mathew.gogerty@iowadot.us if you have any questions or concerns.

Sincerely,



Matt Gogerty
Property Manager

MLG
Enclosure

Jones County
Project #: NHSN-151-4(55)--2R-53
Parcel No.: 272

OFFER TO BUY

I herewith submit an unconditional offer of \$ _____ (minimum acceptable offer is the approved fair market appraised value of **\$22,000.00**) to the Iowa Department of Transportation (hereinafter known as Department) for the purchase of the following land:

Parcel 2006-10 located in the SW ¼ SE ¼ of Section 34, Township 86 North, Range 3 West of the 5th P.M., City of Monticello, Jones County, Iowa, as shown on the Plat of Survey recorded in Book 2006, Page 2841 (Plat Book Q, Page 235) in the records of the Jones County Recorder on July 26, 2006.

I herewith enclose a CHECK or MONEY ORDER (the Department will NOT accept CASH) for the full amount of the offer made payable to the Iowa Department of Transportation. Should the Department not accept the bid or offer; the amount will be returned by mail.

I accept title by State Patent. I agree to accept the State Patent without an Abstract of Title, and am aware that the land is being sold in accord with the provisions of and subject to the limitations of Section 306.22 through and including 306.25 of the Code of Iowa. "Any sale of land as authorized therein shall be upon the conditions that the tract, parcel or piece of land so sold shall not be used in any manner so as to interfere with the use of the highway, or to the material damage of the adjacent owner, and shall be subject to the right of all utility associations, companies, or corporations to continue in possession of a right of way in use at the time of such sale."

I accept the following covenants and agree that they shall run with the land and be binding upon me and my heirs and assigns:

1. Direct access between the above-described parcel of land and U.S. 151 will be prohibited and any and all rights of access to U.S. 151 from the above-described property shall be reserved to the State.
2. Sale of the above-described parcel is subject to all easements of record
3. The State retains the right of entry thereon for the purpose of constructing and maintaining the right of way fence. The fence shall be maintained for vehicle access control purposes only. The State will be held blameless and without liability for fencing private property or maintaining the same. The buyer may pasture against said fence at their own peril and the State will be held blameless and without liability for fencing private property or maintaining the same to restrain livestock.
4. These provisions run with the land and are binding upon buyers, their heirs, successors, and assigns.

The Iowa Department of Transportation reserves the right to waive any technicalities and to reject any or all bids or offers.

I certify that I have inspected this property to my complete and total satisfaction and that I am fully aware of all conditions of the property and the terms and conditions under which it is being offered for sale. I understand that the property is being sold as is with no warranties of any nature either expressed or implied. I therefore submit a bid, as shown above, for the property.

If my offer is accepted by the Department, please issue the Patent to:

Please print your name, or names, using one of the formats listed below:

- 1) John J. Doe
- 2) John J. Doe and Mary Ann Doe, as tenants in common
- 3) John J. Doe and Mary Ann Doe as joint tenants with full rights of survivorship and not as tenants in common
- 4) Any business name

(PLEASE PRINT OR TYPE)

Please print or type the **EXACT** name or names the bidder wishes to appear on Patent

Address _____

Printed or typed names of signatories _____

City, State Zip Code _____

X Signed: _____

Email Address _____

Date _____

Telephone Number _____



Subject Property

Green lines show * possible* bike trail concept from Airport to Park and Ride, not to scale, conceptual only

City Council Meeting
Prep. Date: April 15, 2026
Preparer: Nick Kahler



Agenda Item: # 14
Agenda Date: April 20, 2026

Communication Page

Agenda Items Description: Approval of hiring and setting wage for summer help

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

Synopsis: Hiring two summer employees

Background Information: In the past we have tried to hire at least two people to work over the summer mainly helping at the cemetery but also helping with yard waste and a variety of other jobs. The two that we have this year are the same two as last year so they receive a small pay increase for returning. Wage for this year will be set at \$15.25hr.

Staff Recommendation: We recommend the approval of hiring two people for summer help and setting the wage at \$15.25hr.

City of Monticello, Iowa

RESOLUTION #2026-

To Acknowledge the hiring of two Public Works
seasonal employees and setting wage

WHEREAS, most City employees' wages are covered by Employment Agreement or Contracts, where wages and planned increases were previously determined, and

WHEREAS, the Public Works seasonal staff are not covered by the Employment Agreement and their wages are set by the City Council, and

WHEREAS, the Public Works Director has recommended hiring two seasonal staff, both of whom are returning from last summer and therefore a \$.25 raise is recommended, so the hiring wage for summer of 2026 shall be \$15.25 per hour,

NOW THEREFORE BE IT RESOLVED that the City Council of Monticello, Iowa does hereby acknowledge the hiring of seasonal wages noted herein.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 20th day of April, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 04/15/2026
Preparer: Russell Farnum



Agenda Item: # 15
Agenda Date: 04/20/2026

Communication Page

Agenda Items Description: Nuisance Abatement Status of 526-530 Chestnut Street, Curt Kass

<u>Type of Action Requested:</u> Motion;	
<u>Attachments & Enclosures:</u> Nuisance Notices, background 	<u>Fiscal Impact:</u> Budget Line Item: Budget Summary: Expenditure: Revenue:

Synopsis: In April, 2025, Chief Smith notified Curt Kass of a list of nuisance violations on this property at 526-530 Chestnut Street, and worked with Kass on an approach for abatement.

Kass accomplished nearly nothing until December, at which point he slowly began making some minor improvements. At his deadline, Kass petitioned for an appeal to the Council and was granted a hearing by the Council on February 2.

At the hearing, Kass assured the Council that he could be completed by April 20, 2026.

On February 2, the City Council granted an extension to Curt Kass to complete the mandated repairs by April 20, 2026, at which point the Council would consider the progress and decide if Kass was compliant, or if the City should proceed with further enforcement action.

Kass has made minimal progress and essentially has NOT complied.

Council consideration is requested. Council options may include, but are not limited to:

- Granting another extension;
- Proceeding with Court action;
- Abatement of the nuisance at City cost;
- Dropping the matter;
- Other action as may be determined to be in the best interest of the City.

Council discussion and motion is requested. Proceeding with a court action is recommended.

Regular Council Meeting
February 2, 2026

EMERGENCY AMBULANCE SERVICE, First reading in title only. Phelan seconded. Roll call was unanimous. Goedken moved that the statutory rule requiring said ordinance be considered and voted on for passage at two prior Council meetings prior to the meeting at which it is to be finally passed be suspended with respect to Ordinance amending Section 37.10, subsection 1 pertaining to EMERGENCY AMBULANCE SERVICE, be regarded as having been considered and voted on at two prior council meetings. Brenneman seconded, roll call unanimous. Goedken moved Ordinance #787 the Code of Ordinances of the City of Monticello, Iowa, by amending Section 37.10, subsection 1 pertaining to EMERGENCY AMBULANCE SERVICE, third and final reading in title only. Phelan seconded, roll call unanimous.

Ellwood opened the appeal hearing requested by Curt Kass in reference to a Notice of Violation and Order to Abate for his property located at 526 and 530 North Chestnut Street. Smith reviewed the history of the property related to the nuisance abatement notice issued on April 25, 2025 and what progress has been made to the property. Kass asked the Council to grant him an extension to April 20, 2026 to complete work in the nuisance abatement notice. Kass has been doing the work himself, but due to time and financing he has been struggling to get the work completed. His brothers have offered to help him complete the work. Council questioned where the issue would be if they granted him the extension to April 20th, and had concerns that the work would not be completed by April 20th. Smith advised the Council could issue the citation, set a court date and then ask for a continuance to April 20th. If the work is completed, City would then dismiss the case at the City's expense. Smith stated his concern on Kass' property located at 215 East 4th Street that has also been issued a nuisance abatement notice. When asked, Kass said he would talk to a realtor to possibly sell the property located at 215 East 4th Street. Farnum reported that Council member Scott Brighton asked him to share that he had no desire to grant an extension on the property. After a lengthy discussion, Goedken moved to direct the Police Chief and City Attorney to continue with the enforcement action including the court filing, but postpone any trial dates until after the April 20th Council meeting, at which time the Council will review progress and authorize appropriate further action. Brenneman seconded. Roll call was unanimous.

KASS

Schwickerath updated the council on the Stephen sewer project, which is near completion.

Farnum reported working on budget and attending the Legislator's Roundtable that was put on by Jones County Economic Development. Farnum wanted to thank Nick Kahler and family for clearing the area of the Riverside wetland pond for hockey and a skating loop. It was noted that there is only about a foot of water under the ice, as the pond has silted in with the floodwaters over the last several years.

Department heads gave updates on their department.

Nate Kass and Patrick Schwickerath reported the Monticello School District completed a Traffic Impact Study (TIS) with Hall & Hall Engineers, Inc., which recommended dedicated turn lanes on Highway 38/Oak St. The dedicated turn lanes on Highway 38/Oak St included a right turn lane (RTL) for eastbound (EB) traffic at the high school entrance, a dedicated RTL for EB traffic at Spring Farm Lane, and a dedicated left turn

City Council Meeting
Prep. Date: 1/22/2026
Preparer: Britt Smith



Agenda Item: # 1 & 2
Agenda Date: 02/2/2026

Communication Page

Agenda Items Description: Appeal Hearing and Motion with direction.

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

Attachments & Enclosures:

Initial Notice of Nuisance April 2025
Notice of Violation and Order to Abate 2026

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Consider Appeal from Curt Kass in reference to a Notice of Violation and Order to Abate.

Background Information: As part of the Code of Ordinances for the City of Monticello, an appeal process is afforded to people found to be in violation of the nuisance chapter before court proceedings are initiated. Curt Kass is requesting an appeal to a Notice of Violation and Order to Abate he received on January 16th, 2026.

On April 25th, Curt Kass was sent a nuisance abatement notice which identified several deficiencies of the structure located at his property at 526 and 530 North Chestnut Street in Monticello. This letter is attached and identified as exhibit 1. Upon receiving this notice, Mr. Kass and I participated in discussion on his plans to make the repairs, however no formal timeline was established. From early May through December 2025, communication was maintained with Mr. Kass in an effort to continue the repairs to the property. Progress slowed and a Formal Notice of Violation and Order to Abate was sent and received by Mr. Kass requiring completion of the project and the identified issues within 30 days from the date of the notice. This notice is also attached and identified as exhibit 2. As indicated, this notice requires an appeal process which Mr. Kass is choosing to exercise at this time.

This hearing will be Mr. Kass's opportunity to challenge the claim that a nuisance condition exists on the property. If Mr. Kass does not dispute that the violations exists but would instead offer an explanation of the repairs that he will make and the timeline that he would request be allowed for those repairs, the Council may accept that timeline and grant Mr. Kass the ability to continue to make the repairs. If the Council is not satisfied with Mr. Kass' challenge to the claim, or he does not offer a satisfactory explanation for a timeline, it would become the City's right to issue a civil citation to Mr. Kass and seek remedy within the court system. I have attached Mr. Kass's appeal request and his identified plan for the council to consider.

Staff Recommendation: I recommend that the Council hear Mr. Kass' explanation and potential request and provide staff directions to move forward.



201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

From the Office of:

Chief of Police

Britt D. Smith

April 15th, 2025

Curt Kass
10359 Richland Road
PO Box 282
Monticello, IA 52310

RE: Nuisance Property 526/530 North Chestnut Street

Dear Mr. Kass;

This letter shall serve as notice of multiple code violations at the property located 526/530 North Chestnut Street in Monticello. It is my intent to establish communication with you and determine the appropriate steps moving forward for the completion of the repairs. I understand the complexity and severity of the repairs being addressed and hope to work with you to determine an acceptable time frame for completion.

I have attached excerpts from the City of Monticello Code of Ordinances along with pictures of the structure to reference the needed repairs.

153.01 PURPOSE.

The purpose of this chapter is to designate the responsibilities of persons for maintenance of structures, equipment and exterior property within the City, to define nuisances as a result of the failure to perform such maintenance and to provide for the abatement of such nuisances in order to provide for the safety and preserve the health and welfare of the citizens of the City.

153.05 NUISANCES.

A failure to satisfy any of the following provisions shall constitute a nuisance:

1. General. All structures, equipment and exterior property, whether occupied or vacant, shall be maintained in good repair, structurally sound and sanitary condition as provided herein so as not to cause or contribute to the creation of a blighted area or adversely affect the public health or safety.

4. Protective Treatment. All exterior surfaces, including (but not limited to) doors, door and window frames, cornices, porches and trim, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and watertight.



The window located along the North end of the structure has been boarded up. This window frame will need to be removed, framed, and sided or a replacement window will need installed.

6. Exterior Walls. All exterior walls shall be maintained plumb; free from cracks, holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.



The wall section of 530 has no weatherproof covering. The plywood sheathing has become badly damaged and is separating at the seams which has allowed intrusion of water into the wall cavity.



Wall Section at 526 is missing a section of weatherproof covering from a window replacement. Additionally, the weatherproofing or paint applied to the siding is deteriorating.



Wall Section at 526 is missing a section of weatherproof covering from a window replacement. Additionally, the weatherproofing or paint applied to the siding is deteriorating.

7. Roofs and Drainage. All roofs and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair, with proper anchorage and free from obstructions.



Most sections of gutter along the West facing (street side) are missing or badly damaged which has caused extensive damage to the roof sheeting, soffit, and exterior walls.



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Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

Once you have received and evaluated this notice, please contact our office to discuss options moving forward. Contact must be received within 30 days from the date of this notice.

Sincerely,

Britt Smith
Chief of Police



201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

From the Office of:

Chief of Police

Britt D. Smith

January 5th, 2026

Curt and/or Karen Kass
P.O. Box 282
10359 Richland Road
Monticello, IA 52310

NOTICE OF VIOLATION AND ORDER TO ABATE

RE: 526/530 North Chestnut Street, Monticello, Iowa

Dear Curt and/or Karen;

As per our previous communications beginning on April 15th, 2025, your residential structure(s) located at 526 and 530 North Chestnut Street in Monticello have been determined to be out of compliance with various sections of the City of Monticello Code of Ordinances. Our previous letter and follow-up verbal communications have not resulted in a suitable amount of progress given the significant number of deficiencies previously identified. This Notice of Violation and Order to Abate will be the final notice you will receive in regard to the condition of your property. This Notice will spell out the relevant City Code sections, the violations said to be found, the required abatement actions, appeal rights, and steps the City may take should you fail to bring and maintain your property in full compliance with the City Code.

The condition of your property(s) located at 526 and 530 North Chestnut Street in Monticello, Iowa with said property being further described as:

Parcel ID 0221433010 R.R. ADD LOT 115 & N 10' LOT 116 AND
Parcel ID 0221433009 R.R. ADD LOT 114

violates Chapter 153 and Chapter 50 under the City of Monticello Code of Ordinances within the following sections:

CHAPTER 153 PROPERTY MAINTENANCE

153.05 NUISANCES.

A failure to satisfy any of the following provisions shall constitute a nuisance:

1. General. All structures, equipment and exterior property, whether occupied or vacant, shall be maintained in good repair, structurally sound and sanitary condition as provided herein so as not to cause or contribute to the creation of a blighted area or adversely affect the public health or safety.

4. Protective Treatment. All exterior surfaces, including (but not limited to) doors, door and window frames, cornices, porches and trim, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and watertight.

6. Exterior Walls. All exterior walls shall be maintained plumb; free from cracks, holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

7. Roofs and Drainage. All roofs and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair, with proper anchorage and free from obstructions.

50.02 NUISANCES ENUMERATED.

The following subsections include, but do not limit, the conditions that are deemed to be nuisances in the City:

17. Lumber; Occupational Materials. The outside storage of pipes, lumber, forms, machinery or other occupational materials upon property in the front yard or side yard corner lot or visible from a public street in a residential district.

24. Outdoor Storage of Other Items. The outdoor storage for a continuous period in excess of 72 hours of the following items when not normally required in the otherwise lawful day-to-day use of the premises where located:
 - B. Abandoned or inoperable vehicles.
 - C. Vehicles without current registration.

151.05 DISEASE CONTROL.

Any dead, diseased, or damaged tree or shrub that may harbor serious insect or disease pests or disease injurious to other trees is hereby declared to be a nuisance.

To bring the property into compliance with the City Code you must abate the nuisance(s) by taking the following steps:

Remove and/or Discontinue as follows:

1. Ensure all exterior surfaces are covered with a protective treatment. There are several different exterior surfaces, from bare unprotected plywood, flaking and chipping painted surfaces, decaying siding, to Tyvek house wrap, none of which are serving as a effective protective treatment.
2. Multiple windows and window frames are in poor condition and in need of repair/replacement.
3. The roof shall be weather tight and all flashing and gutters reinstalled to prevent further water damage.
4. Dead ash trees located in the front yard shall be removed.
5. Inoperable and unregistered vehicle parked on the property shall be removed.

You are hereby given Thirty (30) days from the date of this Notice of Violation to abate the nuisance conditions and to otherwise bring your property into full compliance with all City Code Sections referenced above.

If you believe that you have brought the property into compliance with the above-referenced City Code provisions you may request a re-inspection. You may request a reinspection by calling the City Clerk's Office at 319-465-3577 and request a meeting with City staff.

If the violations identified herein are not abated as directed, and no request for a hearing is made within the time prescribed below, the City has the legal authority to abate said nuisance conditions and to assess the costs of said abatement against you personally and/or to place a lien on your property in an amount commensurate with the costs of abatement. Relevant City Code provisions include the following:

50.06 (5). Abatement by City. If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the City may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk, who shall pay such expenses on behalf of the City.

50.06 (6). Collection of Costs. The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month,

201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

the Clerk shall certify the costs to the County Treasurer and such costs shall then be collected with, and in the same manner as, general property taxes.

The City may also pursue Civil Penalties under Chapter 4, Municipal Infractions to wit:

4.01 MUNICIPAL INFRACTION.

A violation of this Code of Ordinances or any ordinance or code herein adopted by reference or the omission or failure to perform any act or duty required by the same, with the exception of those provisions specifically provided under State law as a felony, an aggravated misdemeanor, or a serious misdemeanor, or a simple misdemeanor under Chapters 687 through 747 of the Code of Iowa, is a municipal infraction punishable by civil penalty as provided herein.

4.03 PENALTIES

A municipal infraction is punishable by the following civil penalties:

1. Standard Civil Penalties.
 - a. First offense – not to exceed \$750.00
 - b. Each repeat offense – not to exceed \$1,000.00Each day that a violation occurs or is permitted to exist constitutes a repeat offense.

4.05 ALTERNATIVE RELIEF

Seeking a civil penalty as authorized in this chapter does not preclude the City from seeking alternative relief from the court in the same action. Such alternative relief may include, but is not limited to, an order for abatement or injunctive relief.

This Notice of Violation and Order to Abate shall be the only notice you will receive regarding all Code violations set out herein.

NOTICE OF APPEAL RIGHTS

You may appeal this Notice of Violation and Order to Abate, challenging the claim that a nuisance or other prohibited condition exists, by requesting a hearing before the Monticello City Council.

YOUR REQUEST FOR A HEARING BEFORE THE MONTICELLO CITY COUNCIL MUST BE IN WRITING AND DELIVERED TO THE CLERK, LOCATED AT 200 EAST FIRST STREET, WITHIN SEVEN (7) WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR YOUR RIGHT TO A HEARING WILL BE WAIVED

201 E. South Street
Monticello, IA 52310
(319) 465-3526
Fax (319) 465-4681

IF YOU FAIL TO FILE AN APPEAL IT WILL BE CONCLUSIVELY PRESUMED THAT A
NUISANCE OR PROHIBITED CONDITION EXISTS AND IT MUST BE ABATED AS ORDERED.

Sincerely,

Britt D. Smith
Chief of Police

Attachments:
April 15th, 2025 Letter

RE: Request for Prop. Improvement Ext. **APPEAL**

Dear City of Monticello,
Attn: Britt Smith

Violation
&
Abate
Contest
Request
1/20/26

I'm very secure in saying that
I Curt Kess owner of 530 N. Chestnut St
Monticello, IA 52310, can finish all infractions
and or violations no later than April 20, 2026
However, I will be repairing 526 N Chestnut St
Monticello, IA 52310 as well bringing it up
to code in a timely fashion, as well.

Weather permitting I do wish to paint as
well, needless to say the temp must
raise Tree Service & a lift have ~~and~~ already
procured. The ^{Trees} will (dead) be removed. A SMP

Our roof is up to code and and we will be
doing the (our) best to install gutters where
needed & or required. I am so sorry

Britt Smith Chief of Police & Monticello Board
that I have been taking so long due to heavy
overtime work load. I'm willing to meet
with you Britt anytime to get everything done
the way you would like

319-350-9669 @ + 1 ANSERN

Curt Kess Thank

City Council Meeting
Prep. Date: 3/10/2026
Preparer: Jacob Oswald



Agenda Item: # 16
Agenda Date: 4/20/2026

Communication Page

Agenda Items Description: Amending Parks and Recreation Code of Ordinances

<u>Type of Action Requested:</u> Ordinance												
<u>Attachments & Enclosures:</u> <table border="1" style="width: 100%; height: 60px;"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>				<u>Fiscal Impact:</u> <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:	
Budget Line Item:												
Budget Summary:												
Expenditure:												
Revenue:												

Synopsis:

Amending the Parks and Recreation Code of Ordinances as it relates to the discontinuation of the City Tree Board.

Background Information:

At the Tree Board meeting on February 17, 2026, members discussed the proposal to realign the Parks and Recreation Board to absorb the Tree Board. Members in attendance expressed support for the proposed consolidation, noting the potential for streamlined efforts, reduced duplication, and expanded environmental focus. Following subsequent discussions with the Parks and Recreation Board on March 9, 2026, the consolidation was approved as a beneficial step for the City.

As part of this process:

- Chapter 27 – City Tree Board would be rescinded and removed from the Monticello Code of Ordinances.
- Tree Board responsibilities and related sections on interference would be integrated into the revised Parks and Recreation Board Code of Ordinance.
- The Parks and Recreation Board also expresses interest in expanding its membership from 7 to 11, including one seat reserved for a high school student.
- Interested Tree Board members have been invited to join the Park Board, which plans to meet every other month and requires a more active role than previously expected on the Tree Board.

Proposed changes to Chapter 23 – Parks and Recreation Board are highlighted in yellow. Language in red and crossed out is proposed to be removed from Chapter 23 – Parks and Recreation Board.

Staff Recommendation:

To approve the amendments pertaining to the Parks and Recreation Board Code of Ordinances.

Ordinance #

Amending the Code of Ordinances of the City of Monticello, Iowa,
by amending Provisions Pertaining to Chapter 23 “Parks and Recreation Board”

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

SECTION 1. CHAPTER MODIFIED. Chapter 23 of the Code of Ordinances of the City of Monticello, Iowa, is repealed in its’ entirety and the following adopted in lieu thereof:

23.01 PARKS AND RECREATION BOARD CREATED. A Parks and Recreation Board is hereby created to advise the Council on the needed facilities to provide open space, such as parks, playgrounds and community facilities for other forms of recreation, and to direct and regulate the Monticello Berndes Center. The Board shall also plan and oversee City programs and encourage other programs to enhance the leisure activities of the City's residents, including the swimming pool. The Board will also be responsible for the development of long-range planning and programming for recreational activities within the City.

23.02 BOARD ORGANIZATION. The Board shall consist of ~~seven~~ eleven members appointed by the Council. Of this membership, no more than ~~two~~ four members may be nonresidents of the City, and will include one student from the Monticello High School. In addition, the Mayor, the Parks and Recreation Director and one Council member appointed by the Mayor shall serve as ex officio members of the Board. The Council may, for good cause shown, appoint such other ex officio members as the Council feels would be beneficial to the parks and recreation program of the City. Ex officio members shall not be entitled to vote on any matter before the Board.

23.03 QUALIFICATIONS OF BOARD MEMBERS. All members of the Board shall be residents of Jones County and shall be over the age of 18. Resident members of the Board must physically reside within the corporate City limits of the City.

23.04 TERM OF OFFICE. The term of office of the members of the Board shall be three years, except for the first appointed Board. The first Board shall be appointed to staggered terms so that thereafter no more than two terms shall expire in any given year. Terms commence on January 1 of the year, except the first Board, which shall commence terms upon final adoption of the ordinance codified by this chapter and appointment of members by Council vote.

23.05 VACANCIES. If any vacancy occurs on the Board caused by death, resignation or otherwise, the successor for the term position shall be appointed in the same manner as the original appointed for the remainder of the original term.

23.06 COMPENSATION. All members of the Board shall serve without compensation, except that actual expenses may be reimbursed, subject to the approval of the Council.

23.07 DUTIES OF THE BOARD. ~~In addition to its duty to make a plan for recreation and for the facilities for recreation, and to update and revise these plans as required, the Board has authority over the properties and personnel devoted to parks and recreation, subject to the limitation of expenditures for salaries and supplies, contracts and capital outlays set forth in the annual budget provided by the Council for parks and recreation operations. The Board may make recommendations to the City Administrator in the allotment of time of City employees for parks and recreation purposes.~~

The Parks and Recreation Board shall advise the Council on all matters concerning the operation, maintenance and improvement of the properties, personnel, and programs devoted to parks, recreation, and trees in the City, subject to budgetary limitations set forth in the annual budget approved by the Council. The Board shall make plans for recreational programs, facilities, and park management, including the care and preservation of trees and shrubs in parks, along streets, and in other public areas, and shall update and revise these plans as required.

It is the responsibility of the Board to study, develop, and update as needed, a written plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs in parks, along streets, and in other public areas. This plan shall be presented to the Council and, upon their acceptance and approval, shall constitute the official comprehensive City Tree Plan. The Board, when requested by the Council, shall investigate, make findings, and report upon any special matter or question within the scope of its work related to trees, parks, or recreation.

(23.08) INTERFERENCE WITH PARKS AND RECREATION BOARD. It is unlawful for any person to prevent, delay, or interfere with the Parks and Recreation Board, its agents, or employees while engaging in the planting, cultivating, mulching, pruning, spraying, or removal of any street trees, park trees, or trees on private grounds, or while performing any official duties related to parks, recreation, or tree management.

23.08 (23.09) ACCOUNTING. The accounting records of the park and recreation checking account shall consist of not less than the following:

1. Books of Original Entry. There shall be established and maintained books of original entry to provide a chronological record of cash received and disbursed.
2. Checks. Checks shall be prenumbered and signed by the Director of Park and Recreation or, in the Director of Park and Recreation's absence or inability to act, by the Park & Recreation Superintendent, following Council approval, except as provided by Subsection 4 hereof.
3. Budget Accounts. There shall be established such individual accounts to record receipts by source and expenditures by program and activity as will provide adequate information and control for budgeting purposes as planned and approved by the Council. Each individual account shall be maintained within its proper fund and so kept that receipts can be immediately and directly compared with revenue estimates and expenditures can be related

to the authorizing appropriation. No expenditure shall be posted except to the appropriation for the function and purpose for which the expense was incurred.

- 4. Immediate Payment Authorized. The Council may by resolution authorize the Park and Recreation Director to issue checks for immediate payment of amounts due, which if not paid promptly would result in loss of discount, penalty for late payment or additional interest cost. Any such payments made shall be reported to the Council for review and approval with and in the same manner as other claims at the next meeting following such payment. The resolution authorizing immediate payment shall specify the type of payment so authorized and may include (but is not limited to) payment of umpire, referee and other officials.

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.

1st reading _____, 2026
2nd reading _____, 2026
3rd reading _____, 2026

Passed and approved by the City Council in session this _____ day of _____ 2026.

Passed by the Council the _____ day of _____, 2026 and approved this _____ day of _____, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

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 _____ 2026.

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 4/13/2026
Preparer: Sally Hinrichsen



Agenda Item: # 17-27
Agenda Date: 4/20/2026

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:

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