

City of Monticello, Iowa

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Monticello City Council Meeting June 15, 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:	Ben Duehr	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Dave Goedken	Police Chief:	Britt Smith
At Large:	Candy Langerman	Library Director:	Faith Brehm
At Large:	Mary Phelan	Public Works Dir.:	Nick Kahler
At Large:	Josh Brenneman	Water/Wastewater Sup.:	Jim Tjaden
At Large:	Scott Brighton	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	June	1, 2026
Approval of Payroll	June	11, 2026
Approval of Claims List		
Approval of Top of Iowa Lucky Wife LLC dba Lucky Wife Wine Slushies alcohol license		

Public Hearings:

1. **Public Hearing** on proposed plans, specifications, form of contract, and estimate of cost for the Monticello 6th Street Ditch Restoration Project
2. **Resolution** Approving the proposed plans, specifications, form of contract, and estimate of cost for the Monticello 6th Street Ditch Restoration Project

Resolutions:

3. **Resolution** Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2027 for the City of Monticello
4. **Resolution** Approving Change Order Request #6 in the increased not to exceed amount of \$11,004.95 as submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements
5. **Resolution** Approving Pay Request #25 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$471,271.91
6. **Resolution** Approving Change Order #2 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the decreased amount of \$27,659.25
7. **Resolution** Approving Pay Request #8 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the amount of \$37,662.51
8. **Resolution** Approving BR5 Development LLC Tax Abatement Application for Tax Abatement on Mult-residential Real Estate located at 605 East First Street, Monticello, Iowa
9. **Resolution** Adopting the Official City Flag for the City of Monticello

Ordinances:

10. **Ordinance** #790 Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa” – 3rd reading

Reports / Potential Actions:

11. Mayor
12. City Engineer
13. City Administrator
14. Ambulance Director
15. City Clerk
16. Public Works Director
17. Police Chief
18. Water/Wastewater Superintendent
19. Park and Recreation Director
20. Library Director
21. 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: June 15, 2026 Council Meeting

Time: Jun 15, 2026 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81952776571>

Meeting ID: 819 5277 6571

One tap mobile

+16469313860,,81952776571# US

+13017158592,,81952776571# US (Washington DC)

Join by SIP

• 81952776571@zoomcrc.com

Join instructions

<https://us02web.zoom.us/join/81952776571/invitations?signature=vK3kywLDz3M>

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“This employer is an equal opportunity provider & employer”

Regular Council Meeting
June 1, 2026, 6:00 P.M.
Community Media Center

Mayor Pro Tem Scott Brighton called the meeting to order. Council present were: Candy Langerman, Mary Phelan, and Josh Brenneman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, and Water /Wastewater Superintendent Jim Tjaden. Mayor Jake Ellwod and Council members Dave Goedken and Ben Duehr were absent. 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.

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

Jones County Community Foundation Executive Director Sheila Tjaden presented the Foundation’s annual report and discussed the organization’s regional structure, local board representation, and several initiatives including Every Child Read, Hike Fund, Vision to Learn, and Small-Town Dreams. She described how donors can access a 25% Iowa endow tax credit for endowment gifts. She explained the Jones County grant funding source from gambling revenue, typical funding and grant rules (including \$35,000 maximum awards and no consecutive-year funding), the fall grant cycle dates (Sept 2–Oct 15), the disaster fund and rapid-disbursement platform, and the Monticello Give to Grow endowment.

Langerman moved to approve Resolution #2026-92 Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2026 for the City of Monticello. Phelan seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-93 Approving Agreement with the Animal Welfare Friends for Boarding of Stray Animals located within the City of Monticello. Langerman seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-94 Approving quote for updating the security cameras at City Hall, Renaissance Center and Library from Infrastructure Technology Solutions, LLC, Monticello Iowa in the amount of \$24,093.76, which includes options 1 thru 4. Langerman seconded. Roll call was unanimous.

Langerman moved to approve Resolution #2026-95 Approving Sale Lease Agreement for the DOT surplus property Parcel 2006-10, located on 190th, Brenneman seconded. Roll call was unanimous.

Phelan moved to approve Resolution #2026-96 Approving Revolving Loan Agreement between City of Monticello and La Hacienda Mexican Restaurant LLC for Building Improvements to property located at 103 South Main Street, not to exceed \$10,000.00. Langerman seconded. Roll call was unanimous.

Regular Council Meeting
June 1, 2026

Langerman moved to approve the ordinance entitled “An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa,” now be put upon its second reading. Roll call was unanimous.

Brenneman moved that the statutory rule requiring said ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended. Phelan seconded. Roll call was unanimous. However, the motion did not pass as they did not have the statutory required five members present.

Farnum and the Department heads gave updates on projects and activities happening in their departments.

Brenneman moved to adjourn at 6:42 P.M.

Scott Brighton, Mayor Pro Tem

Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - JUNE 11, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	May 23 - June 5, 2026				
Chris Bell	\$ 677.49	\$ -	0.00	0.00	\$ 532.75
Jamie Coleman	2,481.63	152.83	0.00	0.00	1,973.01
Jordan Fullerton	705.92	-	0.00	0.00	607.19
Quinn Hansen	1,630.38	-	0.00	0.00	1,263.94
Mason Hanson	698.64	-	0.00	0.00	556.54
Jayna Koffron	505.98	-	0.00	0.00	435.22
Lori Lynch	3,457.51	-	0.00	0.00	2,348.51
Coletta Matson	2,794.57	698.64	0.00	0.00	1,990.72
Chloe Mogensen	778.69	-	0.00	0.00	535.47
Sky Monty	1,124.50	404.82	0.00	0.00	892.81
Mandy Norton	534.04	-	0.00	0.00	438.17
Shirlee Scott	2,328.80	-	0.00	0.00	1,761.31
Cora Wheeler	1,983.20	-	0.00	0.00	1,515.19
TOTAL AMBULANCE	\$ 19,701.35	\$ 1,256.29	0.00	0.00	\$ 14,850.83
CEMETERY	May 23 - June 5, 2026				
Griffin Brokaw	\$ 1,098.00	\$ -	0.00	0.00	\$ 943.37
Chesney Capron	610.00	-	0.00	0.00	559.15
Dan McDonald	2,375.32	165.72	0.00	0.00	1,487.40
TOTAL CEMETERY	\$ 4,083.32	\$ 165.72	0.00	0.00	\$ 2,989.92
CITY HALL	May 23 - June 5, 2026				
Cheryl Clark	\$ 3,331.54	\$ 11.25	0.00	0.00	\$ 2,394.24
Russ Farnum	3,711.54	-	0.00	0.00	2,549.40
Sally Hinrichsen	3,326.38	-	0.00	0.00	2,254.17
Nanci Tuel	2,282.40	-	0.00	0.00	1,490.51
TOTAL CITY HALL	\$ 12,651.86	\$ 11.25	0.00	0.00	\$ 8,688.32
FIRE					
Drew Haag	\$ 125.00	\$ -	0.00	0.00	\$ 115.44
Nick Kahler	166.67	-	0.00	0.00	143.36
Billy Norton	208.33	-	0.00	0.00	179.19
Tiler Streets	125.00	-	0.00	0.00	115.44
TOTAL FIRE	\$ 625.00	\$ -	0.00	0.00	\$ 553.43
LIBRARY	May 23 - June 5, 2026				
Faith Brehm	\$ 1,914.41	\$ -	0.00	0.00	\$ 1,466.94
Molli Hunter	1,436.00	-	0.00	0.00	1,162.35
Penny Schmit	1,724.80	-	0.00	0.00	1,145.31
Ben Williams	480.00	-	0.00	0.00	443.28
TOTAL LIBRARY	\$ 5,555.21	\$ -	0.00	0.00	\$ 4,217.88
MBC	May 23 - June 5, 2026				
Blaine Benter	\$ 472.50	\$ -	0.00	0.00	\$ 436.35
Milo Breitbach	1,750.00	-	0.00	0.00	1,349.78
Kara Burrack	1,344.00	-	0.00	0.00	1,156.64
Mason McAttee	727.50	-	0.00	0.00	652.36
Jacob Oswald	2,662.88	-	0.00	0.00	1,964.14
Conley Schauf	663.75	-	0.00	0.00	602.31

PAYROLL - JUNE 11, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Ben Welter	598.56	-	0.00	0.00	552.77
TOTAL MBC	\$ 8,219.19	\$ -	0.00	0.00	\$ 6,714.35
POLICE	May 23 - June 5, 2026				
Erik Honda	\$ 3,147.60	\$ -	0.00	0.00	\$ 2,356.60
Jordan Koos	3,335.94	-	0.00	38.00	2,293.90
Cole Millard	3,290.88	-	0.00	0.00	2,186.49
Johnny Norwood	2,879.52	-	0.00	0.00	1,704.29
Keanan Shannon	3,157.06	-	0.00	28.25	2,296.09
Britt Smith	3,732.72	-	0.00	0.00	2,825.83
Madonna Staner	1,925.60	-	0.00	0.00	1,442.25
Brian Tate	4,011.84	-	0.00	0.00	2,607.36
TOTAL POLICE	\$ 25,481.16	\$ -	0.00	66.25	\$ 17,712.81
ROAD USE	May 23 - June 5, 2026				
Zeb Bowser	\$ 2,169.60	\$ -	0.00	23.75	\$ 1,572.18
Jacob Gravel	2,169.60	-	0.00	9.00	1,642.07
Nick Kahler	2,687.50	-	0.00	0.00	1,980.67
Jasper Scott	2,169.60	-	0.00	0.00	1,616.02
TOTAL ROAD USE	\$ 9,196.30	\$ -	0.00	32.75	\$ 6,810.94
SEWER	May 23 - June 5, 2026				
Jim Tjaden	\$ 3,221.44	\$ -	0.00	0.00	\$ 2,264.25
TOTAL SEWER	\$ 3,221.44	\$ -	0.00	0.00	\$ 2,264.25
SWIMMING POOL	May 22 - June 4, 2026				
Laila Atkinson	\$ 339.94	\$ -	0.00	0.00	\$ 313.93
Bailey Brehheman	290.94	-	0.00	0.00	268.68
Emma Bruggemann	71.75	-	0.00	0.00	66.26
Macey Burlage	214.38	-	0.00	0.00	197.98
Marlee Chapman	273.69	-	0.00	0.00	252.75
Paxtyn Chapman	172.50	-	0.00	0.00	159.30
Vannessa Clapp	261.00	-	0.00	0.00	241.04
Harper Donovan	127.50	-	0.00	0.00	117.74
Hayden Donovan	62.50	-	0.00	0.00	57.71
Jill Flynn	1,253.11	-	0.00	0.00	1,147.63
Stella Flynn	459.51	-	0.00	0.00	424.36
Izabella Gaul	65.00	-	0.00	0.00	60.03
Jensen Glawatz	290.94	-	0.00	0.00	268.68
Zoe Lagunes-Reynolds	81.25	-	0.00	0.00	75.03
Kaylee Lawrence	211.31	-	0.00	0.00	195.15
Alexis Lugin	159.38	-	0.00	0.00	147.19
Samantha Ruchti	154.69	-	0.00	0.00	142.86
Cole Schmid-McCormick	170.00	-	0.00	0.00	156.99
Brynn Schmit	256.25	-	0.00	0.00	236.64
Keanan Sherwood	153.00	-	0.00	0.00	141.29
Katherine Stadtmueller	331.88	-	0.00	0.00	306.49
TOTAL SWIMMING POOL	\$ 5,400.52	\$ -	0.00	0.00	\$ 4,977.73
WATER	May 23 - June 5, 2026				

PAYROLL - JUNE 11, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Scott Hagen	\$ 2,808.43	\$ 268.83	0.00	96.50	\$ 2,119.04
Josh Willms	3,173.90	125.42	0.00	23.50	2,300.04
TOTAL WATER	\$ 5,982.33	\$ 394.25	0.00	120.00	\$ 4,419.08
TOTAL - ALL DEPTS.	\$ 100,117.68	\$ 1,827.51	0.00	219.00	\$ 74,199.54

Report Criteria:
[Report].Due Date = 06/16/2026

Name	Description	Invoice Amount
JOHN DEERE FINANCIAL	PD BLDG REPAIR/MAINT	2.99
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	124.68
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	391.58
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	261.68
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	165.00
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	1,626.60
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	125.59
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	130.00
IOWA DEPT OF PUBLIC SAFETY	PD IOWA SYSTEM	300.00
ALEX GROTE	PD OVERPAYMENT REFUND	45.00
LANCE HANDEL	PD OVERPAYMENT REFUND	45.00
SUNSET LAW ENFORCEMENT LLC	PD WEAPONS & AMMUNITION	694.98
Total 001-110: <i>Police</i>		3,913.10
ALLIANT ENERGY-IES	335 N SYCAMORE STREETLIGHTS	43.55
ALLIANT ENERGY-IES	416 E END STREETLIGHTS	103.77
ALLIANT ENERGY-IES	STREETLIGHTS	49.78
ALLIANT ENERGY-IES	2203 AMBER RD X44 ELECTRIC	52.90
Total 001-230: <i>Streetlights</i>		250.00
FAREWAY STORES #840-1	POOL BUILDING SUPPLIES	31.94
LASER TECH USA INC.	POOL BUILDING SUPPLIES	318.80
DAVID B MCNEILL	POOL EQUIP REPAIR/MAINT	43.31
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT	19.99
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT	81.97
NEXT GENERATION PLBG & HTG LLC	POOL SPRING TURN ON	2,168.95
ALYSSA DUVAL	POOL PASS REFUND	130.00
FAREWAY STORES #840-1	POOL CONCESSIONS	48.00
FAREWAY STORES #840-1	POOL CONCESSIONS	138.92
FAREWAY STORES #840-1	POOL CONCESSIONS	107.55
FAREWAY STORES #840-1	POOL CONCESSIONS	183.00
MYERS-COX CO.	POOL CONCESSIONS	500.92
MYERS-COX CO.	POOL CONCESSIONS	1,839.89
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES	9.83
DAVID B MCNEILL	POOL POSTAGE	25.26
Total 001-440: <i>Pool</i>		5,648.13
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	399.95
JOHN DEERE FINANCIAL	CEMETERY EQUIP REPAIR/MAINT	325.33
SYCAMORE MEDIA CORP	CEMETERY ADVERTISING	72.50
MORRIS FUNERAL HOME INC	CREMATION WALL PLAQUE - WOOD/	945.00
Total 001-450: <i>Cemetery</i>		1,742.78
MOLLI JENN HUNTER	JANITORIAL SERVICES	192.50
Total 001-620: <i>Administration</i>		192.50
PFM FINANCIAL ADVISORS LLC	ADMIN PRO FEES	7,500.00

Name	Description	Invoice Amount
Total 001-640: Engineer		7,500.00
SYCAMORE MEDIA CORP	ADMIN PUBLICATIONS	381.80
STEVE MONK CONSTRUCTION	CH NUISANCES - 138 HIGHVIEW AVE	67.60
GENE WALL	ADMIN COMM BLDG DEPOSIT REFU	500.00
MARKIE CAMP	ADMIN AUDITORIUM DEPOSIT REFU	500.00
FP MAILING SOLUTIONS	ADMIN POSTAGE MACHINE RENTAL	104.85
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	237.24
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	65.00
LASER TECH USA INC.	CH OFFICE SUPPLIES	66.18
CASELLE LLC	ADMIN SOFTWARE SUPPORT FEES	9,580.00
Total 001-650: Administration		11,502.67
MOLLI JENN HUNTER	JANITORIAL SERVICES	175.00
KELLI CERRUTO	MBC ADULT PROGRAMMING	64.00
ALL AMERICAN LAWN & LANDSCAPE	MBC GROUNDS SUPPLIES	18.90
CENTRAL IOWA DISTRIBUTING INC	MBC BUILDING SUPPLIES	33.00
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES	43.90
LASER TECH USA INC.	MBC BUILDING SUPPLIES	318.80
ZACHARY D LONG	MBC BUILDING SUPPLIES	27.00
MONTICELLO COMM SCHOOL DISTRCT	MBC FUEL	409.10
CENTRAL IOWA DISTRIBUTING INC	MBC EQUIP REPAIR/MAINT	880.00
ALLIANT ENERGY-IES	MBC ELECTRIC	27.05
ALLIANT ENERGY-IES	MBC ELECTRIC	1,207.57
ALLIANT ENERGY-IES	LITTLE LEAGUE	82.02
ALLIANT ENERGY-IES	509 E OAK ST SHELTER	90.67
ALLIANT ENERGY-IES	325 DIAMOND DR ELECTRIC	23.88
KENDRA OSWALD	MBC TBALL, BASEBALL, SOFTBALL	1,935.00
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	6,453.33
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	180.27
ANDREA HALL	MBC KAYAKING TRIP REGISTRATION	30.00
KAREN PAYNE	MBC KAYAKING TRIP REGISTRATION	30.00
MADONNA HOUGH	MBC KAYAKING TRIP REGISTRATION	30.00
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	75.17
Total 005-430: MBC		12,096.86
FAREWAY STORES #840-1	MBC TOURNAMENT CONCESSIONS	1,073.03
FAREWAY STORES #840-1	MBC TOURNAMENT CONCESSIONS	222.95
FAREWAY STORES #840-1	MBC TOURNAMENT CONCESSIONS	43.74
FAREWAY STORES #840-1	MBC TOURNAMENT CONCESSIONS	40.00
PEPSI COLA BOTTLING CO	MBC TOURNAMENT CONCESSIONS	638.34
TRI COUNTY PROPANE LLC	MBC TOURNAMENT CONCESSIONS	57.00
Total 012-430: Tournament Fund		2,075.06
HUGHES GARAGE & AUTO SALES LLC	FIRE VEHICLE REPAIR/MAINT	1,404.45
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL	348.53
MACQUEEN EQUIPMENT LLC	FIRE SCBA TESTING	4,118.99
MONTICELLO FIREFIGHTERS OF IOWA	FIRE FEES	14,895.00
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES	28.73
MES SERVICE COMPANY LLC	FIRE MINOR EQUIPMENT	15.88
BUSINESS RADIO SALES & SERVICE	FIRE RADIO SUPPLIES	85.00

Name	Description	Invoice Amount
Total 015-150: Fire		20,896.58
INFRASTRUCTURE TECHNOLOGY	AMB BLDG REPAIR/MAINT	1,348.56
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING	197.22
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING	939.48
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING	929.94
AARON'S AUTOMOTIVE LLC	AMB VEHICLE OPERATING	975.80
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	1,226.37
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	29.28
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	4,239.69
PUBLIC CONSULTING GROUP LLC	AMB BILLING FEES	4,078.00
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	332.08
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	202.20
FAREWAY STORES #840-1	AMB MEDICAL SUPPLIES	10.13
ZOLL MEDICAL CORPORATION	AMB MEDICAL SUPPLIES	136.99
Total 016-160: Ambulance		14,645.74
FRIENDS OF THE GRIMES	LIB IMP PROGRAMS/PROMOTIONS	250.00
GROUT MUSEUM DISTRICT	LIB IMP PROGRAMS/PROMOTIONS	462.38
GROUT MUSEUM DISTRICT	LIB IMP PROGRAMS/PROMOTIONS	462.38
NTL MISSISSIPPI RIVER MUSEUM	LIB IMP PROGRAMS/PROMOTIONS	551.84
RICK EUGENE BRAMMER	LIB IMP SUMMER READING	375.00
THE CONE SHOPPE	LIB IMP SUMMER READING	150.00
Total 030-410: Library Improvement		2,251.60
MOLLI JENN HUNTER	JANITORIAL SERVICES	192.50
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	19.98
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	19.98
E.O. JOHNSON CO INC	LIB OFFICE SUPPLIES	195.27
Total 041-410: Library		427.73
MCALDER WATER CONDITIONING INC	AIRPORT BUILDING SUPPLIES	54.80
MONTICELLO COMM SCHOOL DISTRCT	AIRPORT FUEL	248.37
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT	32.25
Total 046-280: Airport		335.42
UNITY POINT CLINIC -	RU OSHA - GRAVEL	21.00
MONTICELLO COMM SCHOOL DISTRCT	RU FUEL	1,028.97
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	16.99
K&S MACHINING AND METAL	RU EQUIP REPAIR/MAINT	43.76
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	144.32
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	463.49
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT	79.15
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	42.53
INFRASTRUCTURE TECHNOLOGY	RU UTILITIES	12.33
ALL AMERICAN LAWN & LANDSCAPE	RU STREET MAINTENANCE SUPPLIE	247.49
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIE	1,156.95
THE SHERWIN-WILLIAMS CO.	RU STREET MAINTENANCE SUPPLIE	1,025.43
Total 110-210: Road Use		4,282.41
SYCAMORE MEDIA CORP	SIXTH STREET DITCH PROJECT	38.69

Name	Description	Invoice Amount
Total 332-865: <i>Sixth Street Ditch</i>		38.69
STEVE MONK CONSTRUCTION	BATY DG MOWING	815.36
D&S PORTABLES INC.	BATY DG PORT-A-POT RENTAL	500.00
Total 338-430: <i>Baty Disc Golf</i>		1,315.36
MICRO MARKETING LLC	LIB BIDWELL BOOKS	37.19
MICRO MARKETING LLC	LIB BIDWELL BOOKS	24.00
Total 502-410: <i>Library Bidwell Trust</i>		61.19
UNITY POINT CLINIC -	WATER OSHA - GRAVEL	10.50
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	342.69
CNH INDUSTRIAL ACCOUNTS	WATER EQUIP REPAIR/MAINT	3.75
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	21.78
STATE HYGIENIC LABORATORY	WATER LAB TESTS	62.00
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	900.50
STEVE MONK CONSTRUCTION	WATER SYSTEM	117.86
Total 600-810: <i>Water</i>		1,459.08
CITY OF MONTICELLO	WATER DEPOSIT REFUND - LECLER	50.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - JACKSO	150.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - DIRKS	25.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - TOBIN	150.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - HUBBS	150.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - MAY	50.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - STONEK	50.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - MEYER	150.00
CITY OF MONTICELLO	WATER DEPOSIT REFUND - SCHIND	81.15
CITY OF MONTICELLO	WATER DEPOSIT REFUND - NULL	65.79
CITY OF MONTICELLO	WATER DEPOSIT REFUND - DIRKS	101.59
CITY OF MONTICELLO	WATER DEPOSIT REFUND - GAUL/W	127.20
GINA & RICHARD SCHINDEL	WATER DEPOSIT REFUND	68.85
QUINTON GAUL	WATER DEPOSIT REFUND	22.80
SCOTT D. DIRKS	WATER DEPOSIT REFUND	48.41
TESSA NULL	WATER DEPOSIT REFUND	84.21
Total 602-810: <i>Water Deposits</i>		1,375.00
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	342.69
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	3,907.60
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	259.86
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING	9.83
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	28.74
GPM ENVIRONMENTAL SOLUTIONS LLC	SEWER LAB SUPPLIES	487.00
HD SUPPLY INC	SEWER LAB SUPPLIES	257.18
HD SUPPLY INC	SEWER LAB SUPPLIES	68.04
Total 610-815: <i>Sewer</i>		5,360.94
IOWA DEPARTMENT OF NATURAL RESOURCES	WWTF DNR PERMIT	862.50
Total 613-815: <i>Sewer</i>		862.50

Name	Description	Invoice Amount
UNITY POINT CLINIC -	SANITATION OSHA - GRAVEL	10.50
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL	209.88
REPUBLIC SERVICES #897	DUMPSTER COLLECTIONS	19,934.26
REPUBLIC SERVICES #897	RESIDENTIAL GARBAGE	22,690.16
REPUBLIC SERVICES #897	RESIDENTIAL RECYCLING	9,603.88
Total 670-840: Sanitation		52,448.68
STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE	305.07
Total 740-865: Storm water		305.07
Total :		150,987.09
Grand Totals:		150,987.09

Report Criteria:

[Report] Due Date = 06/16/2026

City Council Meeting
Prep. Date: 06/10/2026
Preparer: Russell Farnum



Agenda Item: # 1 & 2
Agenda Date: 06/15/2026

Communication Page

Agenda Items Description: Adopt Plans, Specifications, and Form of Contract, for the 6th Street Ditch Restoration Project

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution and Documents

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: The 6th Street Ditch restoration project plans have been revised to reflect the easements granted and refined scope of work. Permitting has been approved through the Corps of Engineers and the Iowa DNR.

The plans, specs and details are ready for approval by Council and, based upon May 18 Council authorization, the project is out to bid. After the Public Hearing on June 15, Council must approve the Plans, Specifications and Form of Contract, pending any substantive input from the public hearing.

The schedule moving forward will be:

1. June 15: Council holds hearing and approves the plans and related documents;
2. June 24: Project bids are due online and City Engineer holds bid opening at 11:00 am;
3. July 6: Council approves the bid.

The project is scoped such that work is completed by November 20, 2026, except any final seeding that may have missed the acceptable weather window.

Recommendation: Holding the public hearing, and subsequent approval of the Resolution is recommended.

City of Monticello, Iowa

RESOLUTION #2026-

Approving the proposed plans, specifications, form of contract and estimate of cost for the Monticello 6th Street Ditch Restoration Project

WHEREAS, the City Council (the “Council”) of the City of Monticello, Iowa (the “City”), has determined that it is necessary and desirable that a public improvement be constructed as described in the proposed plans and specifications and form of contract prepared by Snyder & Associates, Inc., the Project Engineers for such public improvement, which may be hereafter referred to as the Monticello 6th Street Ditch Restoration Project, which proposed plans, specifications and form of contract and estimate of cost were previously placed on file with the City Clerk; and

WHEREAS, public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project was scheduled for tonight, and

WHEREAS, the Mayor opened the Public Hearing and after the receipt of public comment, if any, closed the Public Hearing, and

WHEREAS, at the close of the Public Hearing the Council considered the plans and specifications, form of contract and cost estimate previously prepared by the City Engineer and placed on file with the City Clerk and finds by the passage of this Resolution that same should be approved.

NOW, THEREFORE, Be It Resolved by the City Council of the City of Monticello, Iowa that the detailed plans and specifications, form of contract and estimate of cost referred to in the preamble hereof are hereby approved and sealed bids must be filed electronically, before June 24, 2026, at 11:00 A.M. local time.

PASSED AND APPROVED this 15th day of June, 2026.

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 15th day of June, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 5/28/2026
Preparer: Sally Hinrichsen



Agenda Item: # 3
Agenda Date: 06/15/2026

Communication Page

Agenda Items Description: **Resolution** authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the same in the Appropriate Manner for FY 2027 for the City of Monticello

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Council approved the transfers in the budget. State Auditor requested Council approve transfer by resolution

Background Information: Proposed Resolution is a formal approval of all transfers from one fund to another in the approved City budget for FY 2027

Staff Recommendation: Staff recommends that the Council approve the proposed resolution

CITY OF MONTICELLO, IOWA

RESOLUTION

Authorizing the City Clerk to make the Appropriate Transfers of Sums and Record the Same in the Appropriate Manner for FY 2027 for the City of Monticello

WHEREAS, the City Council has held budget workshop and given direction for budget decisions; and,

WHEREAS, the City Clerk has prepared the FY2026-2027 budget according to City Council direction as required by the State of Iowa; and,

WHEREAS, it is recommended by the State of Iowa that the City Council approve the Budget and specify approved transfers. Transfers amounts included in approved budget are as follows:

1. Transfer from General Fund to Park Improvements – Not to exceed \$60,000 for future park improvement projects.
2. Transfer from General Fund to Trees Forever – Not to exceed \$5,000 for future tree planting and maintenance.
3. Transfer from General Fund to Park & Rec Department – Not to exceed \$270,300.00 to support operation of the Park & Rec Department.
4. Transfer from General Fund to Fire Department - Not to exceed \$165,062.00 to support the operation of the Fire Department.
5. Transfer from General Fund to Ambulance Fund - Not to exceed \$ 90,000.00 to support the operation of the Ambulance Department.
6. Transfer from General Fund to Super MAC Fund - Not to exceed \$25,000.00 to support the operation of the Super MAC Department.
7. Transfer from General Fund to Pool Set-a-Side - Not to exceed \$40,000.00 for Future Pool Improvement Projects
8. Transfer from General Fund to Insurance Fund - Not to exceed \$20,000.00 to pay for self-funded insurance payments.
9. Transfer from General Fund to Police Car Set-a-Side – Not to exceed \$25,000.00 to purchase squad car.
10. Transfer from General Fund to Library Fund - Not to exceed \$117,558.00 to support the operation of the Library Department.
11. Transfer from General Fund to Road Use Set-a-Side Fund – Not to exceed \$50,000.00 for future truck and equipment purchases.
12. Transfer from Berndes Center to Recreation Set-a-Side Fund - Not to exceed \$5,000.00 for future recreation projects or equipment.
13. Transfer Youth/Adult Tournament Fund to Park Improvement Fund – Not to exceed \$16,000.00 for future recreation projects or equipment.

14. Transfer Youth/Adult Tournament Fund to Tournament Fund – Not to exceed \$26,500.00 to support the operation of the Tournament Fund.
15. Transfer Police Canine Unit Fund to General Fund – Not to exceed \$1,862.00 to reimburse K-9 Handler compensation.
16. Transfer from Fire Department to Fire Improvement Truck Set-a-Side - Not to exceed \$65,000.00 to purchase future Fire Trucks.
17. Transfer from Fire Department to Fire Improvement Truck Set-a-Side - Not to exceed \$22,569.00 to pay back set-a-side for expenses in prior budget.
18. Transfer from Fire Department to Fire Improvement Equipment Set-a-Side - Not to exceed \$75,000.00 to purchase future Equipment purchases.
19. Transfer Ambulance to Ambulance Improvement Set-a-Side – Not to exceed \$10,000.00 to purchase future Ambulance or equipment.
20. Transfer Equipment Set-a-Side to General Fund - Not to exceed \$63,000.00 for purchase of Police vehicle.
21. Transfer from Airport to Capital Improvement - Not to exceed \$10,000.00 for Airport grant matches.
22. Transfer Road Use Set-a-Side Fund to Debt Service Fund – Not to exceed \$33,409.00 to pay for FY 2027 principal and interest payments on Street Sweeper loan
23. Transfer TIF Collections to TIF Debt - Not to exceed \$373,220.00 to pay for FY 2027 principal, interest and registration fee payments.
24. Transfer Water Operating to Debt Service - Not to exceed \$68,918.00 to pay for FY 2027 principal, interest and registration fee payments.
25. Transfer Water Capital Improvements to Capital Improvement – Not to exceed \$303,089.00 transfer excess bond proceeds from Water Tower Project
26. Transfer Water Capital Improvement to Debt Service - Not to exceed \$36,017.00 for a portion of the FY 2027 sewer jet principal and interest payments.
27. Transfer Sewer Operating to Sewer Debt Service - Not to exceed \$1,308,956.00 to pay principal, interest, and fees related to the Financing for the Wastewater Treatment Plant Improvements
28. Transfer Sewer Operating to Sewer Debt Service Reserve – Not to exceed \$80,904.00 for future Debt Service payment for Wastewater Treatment facility, as required by the USDA
29. Transfer Sewer Operating to Sewer Short-Lived Asset Reserve – Not to exceed \$123,865.00 for future Short-Lived Assets/Equipment for Wastewater Treatment facility, as required by the USDA
30. Transfer Sewer Capital Improvement to Debt Service - Not to exceed \$72,033.00 for a portion of the FY 2027 sewer jet principal and interest payments.
31. Transfer Storm Water Fund to Debt Service - Not to exceed \$12,006.00 to pay a portion of the FY 2027 sewer jet principal and interest payments.

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 15th day of June 2026, that the City Council does hereby approve to make the appropriate transfer of not to exceed sums listed above for FY 2027.

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 15th day of
June 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
 Prep. Date: 06/08/2026
 Preparer: Russell Farnum



Agenda Item: # 4
 Agenda Date: 06/15/2026

Communication Page

Agenda Items Description: Approving Change Order Request #6 in the increased not to exceed amount of \$11,004.95 as submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements

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

Synopsis: This requested change order approves two changes to the electrical installation in the Control Building.

First is a change in the breaker size necessary to service the blower units that drive the airflow in the Aeromod facility. These blowers require 250 Amp breakers, and 200 Amp were specified in the engineering plans. One of the four 250 Amp breakers was provided with the electrical panel; this change order reflects the cost of procuring three additional 250-Amp breakers and the labor to move other breakers to that the 250 Amp breakers will fit in the panel. This change is \$ 9,491.49.

Second is the addition of a 50 Amp breaker and a 50 Amp outlet for a welder in the “shop” area of the building. Having an inexpensive welding machine readily available will allow staff the ability to repair equipment quickly and easily. This change order is \$ 1,513.46.

The first change order is necessary for the operation of the plant, and the second is highly desirable from an efficiency and effectiveness standpoint. Both of these changes are relatively modest in overall cost with a net increase of just over \$11,000. Individual costs are broken down in the accompanying materials.

Recommendation: Approval is recommended.

City of Monticello, Iowa

RESOLUTION

Approving Change Order Request #6 in the increased not to exceed amount of \$11,004.95 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 #6 tied to a change in the breaker size necessary to service the blower units that drive the airflow in the Aeromod facility (CR#32) and adding a 50 Amp breaker and a 50 Amp outlet for a welder in the “shop” area of the building CR#34). with a total net change in contract price to increase in the amount of \$11,004.95, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #6 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 #6 submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements in the not to exceed increase amount of \$11,004.95.

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 15th day of June, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

CHANGE ORDER NO.: 6

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: 6/2/2026

Effective Date of Change Order:

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

Description: CR #32: The electrical drawings indicated the electrical drives for the aeration blowers is to be fed from a 200A breaker. The aeration blower shop drawings indicate that each blower VFD panel requires a 250A breaker. There is already a spare 250A breaker that can be used. This change order is to add (3) new 250A breakers and rearrange existing breakers to accommodate the larger breakers.

CR#34: The Operators requested to add a 50A, 2-pole breaker and 50A welder receptacle in the controls building. This change order will utilize an existing conduit run but will add new wiring for the welder, additional rigid metal conduit with box, furnish new 50A, 2pole breaker, furnish and install new 50A welder receptacle.

Attachments: **Bill Bruce Builders change requests 32, 34**

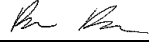
Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 23,448,000.00	Original Contract Times: Substantial Completion: <u>September 26, 2026</u> Ready for final payment: <u>November 25, 2026</u>
Increase from previously approved Change Orders No. 1 to No. 5 \$ 1,027,958.83	Increase from previously approved Change Orders No.1 to No. 5: Substantial Completion: <u>January 17, 2027</u> Ready for final payment: <u>February 12, 2027</u>
Contract Price prior to this Change Order: \$ 24,475,958.83	Contract Times prior to this Change Order: Substantial Completion: <u>January 8, 2027</u> Ready for final payment: <u>February 12, 2027</u>
Increase due to this Change Order: \$ 11,004.95	Increase this Change Order: Substantial Completion: <u>January 17, 2027</u> Ready for final payment: <u>February 12, 2027</u>
Contract Price incorporating this Change Order: \$ 24,486,963.78	Contract Times with all approved Change Orders: Substantial Completion: <u>January 17, 2027</u> Ready for final payment: <u>February 12, 2027</u>

Recommended by Engineer

Accepted by Contractor

By:





Title:

Civil Engineer

President

Date:

6/2/2026

6/3/26

Authorized by Owner

Approved by Funding Agency

By:

Title:

Date:



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Date: 5/11/2026

Change Request

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 32

RFI # _____

Date Submitted 5/11/2026

Due Date 5/18/2026

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

Description:

The Electrical drawings provided for construction indicate that the blower drive is to be fed from a 200A breaker. Aeromod blower drive wiring diagram indicates that each blower VFD panel requires customer-supplied 250A breaker.

This represents a discrepancy between the manufacturer's requirements and the contract electrical drawings.

The revisions are as follows:

- Add (3) new 250amp breakers in PNL H2
- Use (1) Spare 250amp breaker
- Rearrange existing breakers in PNL H2 to accommodate the larger frame sizes.
- Handover spare 200amp breaker to the City.

Current lead times for the breakers are 4-6 weeks from approval.

Subcontractor Cost:

Westphal & Company	\$	8,805.16
Total Subcontractor Cost:		\$ 8,805.16
Subcontractor Mark-up		\$ 440.26

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses		\$ -

Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$	84.00
Total Contractor Cost:		\$ 84.00
Contractor Mark-up		\$ 12.60
	Subtotal Amount	\$ 9,342.02
	P&P Bond	\$ 70.07
	GL Insurance	\$ 56.05
	Builder's Risk Insurance	\$ 23.36
	Grand Total	\$ 9,491.49

Approved By

Engineer:	Owner:
_____	_____
Name:	Name:
_____	_____
Date:	Date:
_____	_____



CHANGE ORDER REQUEST

Change Order #: 14

Date: 05/11/2026

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:

Blower Breakers Revisions

The Electrical drawings provided for construction indicate that the blower drive is to be fed from a 200A breaker. Aeromod blower drive wiring diagram indicates that each blower VFD panel requires customer-supplied 250A breaker.

This represents a discrepancy between the manufacturer's requirements and the contract electrical drawings.

The revisions are as follows:

- Add (3) new 250amp breakers in PNL H2
- Use (1) Spare 250amp breaker
- Rearrange existing breakers in PNL H2 to accommodate the larger frame sizes.
- Handover spare 200amp breaker to the City.

Change Order Price \$8,805.16

This price is good for 30 days. If conditions change, this price is void. We are requesting a time extension of 1 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.



CHANGE ORDER REQUEST

Change Order #: 14

Date: 05/11/2026

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

Summary

Quotes	Cost	Tax %	OH %	MU %	Total		
Distribution	6,821.00	0.000			6,821.00		
Total Quotes					6,821.00		
Labor	Hours	Rate	Sub Total	%	Total		
Field Labor	8.500	101.75	864.88				
Total Labor					864.88		
General Expenses	Qty	Duration	Cost/Unit	Tax %	OH %	MU %	Total
Total General Expenses							130.95
Equipment	Qty	Duration	Cost/Unit	Tax %	OH %	MU %	Total
Total Equipment							120.00
Sub Total 1							7,936.83
Global Markup					10.000		793.68
Total Global Overhead and Markup							793.68
Sub Total 2							8,730.51
Bonding					0.855		74.65
Total Adjustments							74.65
Total							8,805.16

Contractor Certification

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



Bill Bruce Builders
 900 E Franklin Street
 Eldridge, IA 52748

Date: 5/13/2026

Change Request

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #: 34

RFI # _____

Date Submitted 5/13/2026

Due Date 5/21/2026

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

Description:

Per owner request, BBB and subcontractors propose to provide an added welder receptacle in the controls building per attached quote from Westphal.

Subcontractor Cost:

Westphal	\$ 1,326.69
Total Subcontractor Cost:	\$ 1,326.69
Subcontractor Mark-up	\$ 66.33

Special Consultants/Other Expenses

Total Special Consultants/Other Expenses	\$ -

Contractor Cost:

Project Manager - 1.0 MH - Time for Coordination	\$ 84.00
Total Contractor Cost:	\$ 84.00
Contractor Mark-up	\$ 12.60
Subtotal Amount	\$ 1,489.62
P&P Bond	\$ 11.17
GL Insurance	\$ 8.94
Builder's Risk Insurance	\$ 3.72
Grand Total	\$ 1,513.46

Approved By

Engineer:

 Name:

 Date:

Owner:

 Name:

 Date:



CHANGE ORDER REQUEST

Change Order #: 15

Date: 05/12/2026

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:

Added Welder Receptacle in the Controls Building:

- Utilize existing main conduit run and add new wiring for welder.
- 10ft of Rigid metal conduit with box.
- Furnish and install new 50amp, 2pole breaker
- Furnish and install new 50amp welder receptacle.
- Work with City for exact location.

Change Order Price \$1,326.69

This price is good for 30 days. If conditions change, this price is void. We are requesting a time extension of 0 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

Contract Name: Monticello WWTF
Contract #: 1731-0169
Project Name: 1731-0169
Project #: Monticello WWTP

Client Address:

Summary

Extension Materials				%	Total			
Database Material					348.74			
Total Extension Material Cost					348.74			
Total Extension Material					348.74			
Labor		Hours	Rate	Sub Total	%	Total		
Field Labor								
Field Labor Rate		5.936	101.75	603.99				
Total Labor						603.99		
General Expenses		Qty	Duration	Cost/Unit	Tax %	OH %	MU %	Total
Total General Expenses								123.12
Equipment		Qty	Duration	Cost/Unit	Tax %	OH %	MU %	Total
Total Equipment								120.00
Sub Total 1								1,195.85
Global Markup						10.000		119.59
Total Global Overhead and Markup								119.59
Sub Total 2								1,315.44
Bonding						0.855		11.25
Total Adjustments								11.25
Total								1,326.69

Contractor Certification

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



June 8, 2026

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

RE: CONTRACTOR'S APPLICATION FOR PAYMENT #25 - 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 #25 for work completed on the Wastewater Treatment Plant Improvement Project.

Application for Payment includes costs associated with the general conditions, cast-in-place concrete for the Aero-Mod Tank, painting inside of the controls building, electrical site work, electrical work inside of the controls building, and utility piping.

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 #25 in the amount of **\$471,271.91** to Bill Bruce Builders, Inc.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Nick Eisenbacher'.

Nick Eisenbacher, P.E.
Project Engineer

Enclosure: Bill Bruce Builders, Inc Contractor's Application for Payment #25

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>25</u>	Application Date: <u>6/8/2026</u>
Application Period: From <u>5/1/2026</u>	to <u>5/31/2026</u>

1. Original Contract Price	\$ 23,448,000.00 -
2. Net change by Change Orders	\$ 1,027,958.83 -
3. Current Contract Price (Line 1 + Line 2)	\$ 24,475,958.83 -
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 19,255,338.34 -
5. Retainage	
a. <u>5%</u> X <u>\$ 15,582,391.34</u> Work Completed	\$ 779,119.57 -
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)	\$ 962,766.92 -
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 18,292,571.42 -
7. Less previous payments (Line 6 from prior application)	17,821,299.51
8. Amount due this application	\$ 471,271.91 -
9. Balance to finish, including retainage (Line 3 - Line 6)	\$ 6,183,387.41 -

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:** 6/8/2026

Recommended by Engineer	Approved by Owner
By: <u></u>	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>6/8/2026</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.: 25 From 5/1/2026 to 5/31/2026 Application Date: 06/04/26

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	1,334,978.66	55,624.11		1,390,602.77	69%	611,865.23
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	593,444.17	27,461.00		620,905.17	65%	329,094.83
9	Rebar Labor	1,000,000.00	690,000.00	50,000.00		740,000.00	74%	260,000.00
10	Concrete - Aeromod	1,610,500.00	733,725.00	81,525.00		815,250.00	51%	795,250.00
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	250,000.00			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	245,000.00	31,000.00		276,000.00	92%	24,000.00
17	Placement on Project	179,200.00	122,000.00	10,000.00		132,000.00	74%	47,200.00
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	150,000.00			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	23,000.00		66,000.00	100%	0.00
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	100%	0.00
41	Aluminum Framed Entrances and Storefronts	30,090.00	26,924.45	3,165.55	77,155.00	30,090.00	100%	0.00
42	Painting	124,931.00	79,465.50	18,279.30		97,744.80	78%	27,186.20
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	21,938.00		470,204.89	94%	29,775.11
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	56,482.31		675,000.00	100%	0.00
50	Electrical - Site Work	310,613.00	232,959.68	15,530.64		248,490.32	80%	62,122.68
51	Electrical - Building Power and Equipment	310,612.00	278,489.60	15,530.60		294,020.20	95%	16,591.80
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	11,450.00	350.00		11,800.00	81%	2,800.00
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	12,200.00		14,400.00	100%	0.00
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	27,969.00		12,350.00	40,319.00	40%	60,431.00
96	Fabricated Stainless Steel - Materials	170,000.00	73,206.08		84,175.00	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	473,372.21	40,383.72		513,755.93	55%	417,724.07
Original Contract Totals		\$ 23,448,000.00	\$ 14,100,959.03	\$ 462,470.23	\$ 3,672,947.00	\$ 18,236,376.26	78%	\$ 5,211,623.74

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 5/1/2026 to 5/31/2026

Application Date: 06/04/26

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. WHEN MATERIALS PLACED IN STORAGE	G MATERIALS STORED			H INCORPORATED IN WORK		L TOTAL AMOUNT INCORPORATED IN THE WORK (J-K) (S)	M MATERIALS REMAINING IN STORAGE (I-L) (S)							
						PREVIOUS AMOUNT STORED (S)	AMOUNT STORED THIS PERIOD (S)	AMOUNT STORED TO DATE (G+H) (S)	AMOUNT PREVIOUSLY INCORPORATED IN THE WORK (S)	AMOUNT INCORPORATED IN THE WORK THIS PERIOD (S)									
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							
81	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 / Sub	Electric Pump	8	926,601.00		926,601.00				926,601.00							
94	30385		Variable Frequency Motor Controllers / Controls / Sub	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	\$	288,997.74	\$	-	\$	288,997.74	\$	3,672,947.00

City of Monticello, Iowa

RESOLUTION

Approving Pay Request #25 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$471,271.91

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 25th pay request in the amount of \$471,271.91, 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 25th pay request from Bill Bruce Builders, Inc., in the amount of \$471,271.91, same reflecting the maintenance of a 5% retainer in the cumulative total amount of \$962,766.92 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 15th day of June, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer



June 10th, 2026

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

RE: STEPHEN SEWER
CHANGE ORDER #2 AND PAY REQUEST #8

Dear Mayor and City Council,

Enclosed for your review and approval are Change Order #2 and Pay Request #8, for work completed and final payment for the Stephen Sewer project. We have reviewed the final pay estimate and change order and find them to be in agreement with the work completed to date. Pay Request #8 includes payment for seeding and the release of retainage, as well as the addition of Change Order #2. Change Order #2 is a reconciliation of final construction quantities.

Further, we have reviewed the final improvements and find the improvements to be acceptable and in general conformance with the contract documents. We, therefore, recommend final acceptance of the project along with approval of Change Order #2 and Pay Request #8 (release of 3% retainage) in the amount of **\$37,662.51** to Roger Stephen. Payment shall be withheld for a minimum of 30 days and after receipt of all lien waivers, in accordance with State law. Please note that upon acceptance of the project, the date of the resolution associated with acceptance will be the start date of the four (4) year guaranteed maintenance period.

Feel free to contact me to discuss this further if needed. Thank you.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink that reads 'Colton Ingels'.

Colton Ingels, P.E.
Project Engineer

Enclosure: Change Order #2 and Pay Request #8

Cc: Russ Farnum, City of Monticello
Roger Stephen

APPLICATION FOR PARTIAL PAYMENT NO. 8

PROJECT: STEPHEN SEWER

S&A PROJECT NO.:

124.0022.08

OWNER: CITY OF MONTICELLO
DEVELOPER: ROGER STEPHEN
ADDRESS: 355 BRADLEY DRIVE
MONTICELLO, IA 52310

DATE: June 10, 2026

PAYMENT PERIOD: March 7, 2026
to May 20, 2026

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 1,316,569.50
Maximum City Reimbursement Amount: \$ 1,270,000.00
Net Change by Change Order: \$ (83,785.81)
Contract Amount to Date: \$ 1,232,783.69

CONTRACT PERIOD: TOTAL CALENDAR DAYS

Original Contract Date:

Original Contract Completion Date:
Late Start Date

Added by Change Order: _____

Current Contract Completion Date

2. WORK SUMMARY:

Total Work Performed to Date: \$ 1,232,783.69
Retainage 0% \$0.00
Total Earned Less Retainage: \$ 1,232,783.69
Less Previous Applications for Payment: \$ 1,195,121.18
AMOUNT DUE THIS APPLICATION: \$ 37,662.51

3. DEVELOPER'S CERTIFICATION:

The undersigned DEVELOPER certifies that:

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

Roger Stephen
DEVELOPER

By Roger Stephen DATE: _____

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By Colton Ingels DATE: 6-10-2026
Colton Ingels, P.E.

5. OWNER'S APPROVAL

City of Monticello
OWNER

By _____ DATE: _____
Jake Ellwood, Mayor

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK THIS PERIOD			COMPLETED WORK TO DATE		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
	Strip, stockpile, and respread topsoil	5867	CY	\$ 6.00	\$ 35,202.00	-		\$ -	5867		\$ 35,202.00
	Trench stabilizing material	530	TON	\$ 32.50	\$ 17,225.00	-		\$ -	-		\$ -
	Dewatering	1	LS	\$ 375,000.00	\$ 375,000.00	-		\$ -	1		\$ 375,000.00
	Sanitary sewer, trenched, 10", backfill with 90% compaction	423	LF	\$ 110.00	\$ 46,530.00	-		\$ -	423		\$ 46,530.00
	Sanitary sewer, trenched, 15", backfill with 90% compaction	183	LF	\$ 140.00	\$ 25,620.00	-		\$ -	183		\$ 25,620.00
	Sanitary sewer, trenched, 8", backfill with 95-98% compaction	1186	LF	\$ 95.00	\$ 112,670.00	-		\$ -	1186		\$ 112,670.00
	Sanitary sewer, trenched, 10", backfill with 95-98% compaction	45	LF	\$ 110.00	\$ 4,950.00	-		\$ -	45		\$ 4,950.00
	Sanitary sewer, trenched, 12", backfill with 95-98% compaction	968	LF	\$ 110.00	\$ 106,480.00	-		\$ -	968		\$ 106,480.00
	Sanitary sewer, trenched, 15", backfill with 95-98% compaction	1117	LF	\$ 142.50	\$ 159,172.50	-		\$ -	1126		\$ 160,455.00
	Sanitary sewer, trenched PVC DR-18, 8", backfill with 95-98% compaction	183	LF	\$ 125.00	\$ 22,875.00	-		\$ -	183		\$ 22,875.00
	Sanitary sewer with casing pipe, trenchless, 10"	94	LF	\$ 850.00	\$ 79,900.00	-		\$ -	100		\$ 85,000.00
	Sanitary sewer service stub, 4-inch, PVC SDR-23.5	1646	LF	\$ 60.00	\$ 98,760.00	-		\$ -	1646		\$ 98,760.00
	Sanitary sewer service stub, 6-inch, PVC SDR-23.5	300	LF	\$ 70.00	\$ 21,000.00	-		\$ -	300		\$ 21,000.00
	Testing and televised inspection of sanitary sewers	1	LS	\$ 10,000.00	\$ 10,000.00	-		\$ -	1		\$ 10,000.00
	Remove and replace 2 inch water service and electric service	1	LS	\$ 2,000.00	\$ 2,000.00	-		\$ -	1		\$ 2,000.00
	Manhole, Sanitary Sewer SW-301, 48" dia.	17	EA	\$ 8,000.00	\$ 136,000.00	-		\$ -	17		\$ 136,000.00
	Internal drop connection, 8-inch	1	EA	\$ 2,000.00	\$ 2,000.00	-		\$ -	1		\$ 2,000.00
	Core drill and connect to existing manhole	1	EA	\$ 5,000.00	\$ 5,000.00	-		\$ -	1		\$ 5,000.00
	Remove and replace gravel drive	105	TON	\$ 23.50	\$ 2,467.50	-		\$ -	105		\$ 2,467.50
	SUDAS Type 2 Stabilization Seeding	2.4	AC	\$ 1,400.00	\$ 3,360.00	0.5		\$ 700.00	0.5		\$ 700.00
	SUDAS Type 5 Stabilization Seeding	11.5	AC	\$ 1,000.00	\$ 11,500.00	-		\$ -	-		\$ -
	SWPPP Management	1	LS	\$ 2,000.00	\$ 2,000.00	-		\$ -	1		\$ 2,000.00
	Silt fence, installation, maintenance, and removal	2050	LF	\$ 1.75	\$ 3,587.50	-		\$ -	589		\$ 1,030.75
	Maintain and restore existing granular entrance drive	1	LS	\$ 3,500.00	\$ 3,500.00	-		\$ -	1		\$ 3,500.00
	Solid waste dumpster and collection	1	LS	\$ 500.00	\$ 500.00	-		\$ -	1		\$ 500.00
	Furnish and maintenance of portable restroom for duration of construction	1	LS	\$ 750.00	\$ 750.00	-		\$ -	1		\$ 750.00
	Concrete Washout	1	LS	\$ 100.00	\$ 100.00	-		\$ -	-		\$ -
	Install, maintain and remove temporary rock parking and storage area	1	LS	\$ 2,500.00	\$ 2,500.00	-		\$ -	1		\$ 2,500.00
	Trench backfill compacted to 95% standard proctor using 3/8" minus limestone	2592	CY	\$ 10.00	\$ 25,920.00	-		\$ -	0		\$ -
					TOTAL ORIGINAL CONTRACT =	\$ 1,316,569.50	TOTAL	\$ 700.00	TOTAL	\$ 1,262,990.25	
MISCELLANEOUS EXTRAS, CREDITS, OR STOCKPILED MATERIAL:											
	8" SDR-26	1	LS	\$ 13,436.80	\$ 13,436.80	-		\$ -	0.00		\$ -
	10" SDR-26	1	LS	\$ 8,283.94	\$ 8,283.94	-		\$ -	0.00		\$ -
	12" SDR-26	1	LS	\$ 23,803.22	\$ 23,803.22	-		\$ -	0.00		\$ -
	15" SDR-26	1	LS	\$ 33,416.29	\$ 33,416.29	-		\$ -	0.00		\$ -
	10" DR-18 C900	1	LS	\$ 8,602.80	\$ 8,602.80	-		\$ -	0.00		\$ -
	Services	1	LS	\$ 28,752.18	\$ 28,752.18	-		\$ -	0.00		\$ -
	Manholes	1	LS	\$ 40,712.15	\$ 40,712.15	-		\$ -	0.00		\$ -
	Interior Drop	1	LS	\$ 2,763.81	\$ 2,763.81	-		\$ -	0.00		\$ -
	1" Clean	1	LS	\$ 14,879.23	\$ 14,879.23	-		\$ -	0.00		\$ -
					TOTAL STOCKPILED =	\$ 174,650.42	TOTAL	\$ -	TOTAL	\$ -	
CHANGE ORDER SUMMARY:											
CO1.1	Sanitary sewer, trenched, 8", backfill with 95-98% compaction	-1,186	LF	\$ 95.00	\$ (112,670.00)	-		\$ -	-1,186		\$ (112,670.00)
CO1.2	Sanitary sewer, trenched, 8", backfill with 95-98% compaction	1,126	LF	\$ 80.00	\$ 90,080.00	-		\$ -	1,126		\$ 90,080.00
CO1.3	Sanitary sewer, trenched PVC DR-18, 8", backfill with 95-98% compaction	-183	LF	\$ 125.00	\$ (22,875.00)	-		\$ -	-183		\$ (22,875.00)
CO1.4	Sanitary sewer, trenched PVC DR-18, 8", backfill with 95-98% compaction	183	LF	\$ 105.00	\$ 19,215.00	-		\$ -	183		\$ 19,215.00
CO1.5	Manhole, Sanitary Sewer SW-301, 48" dia.	5	EA	\$ (750.00)	\$ (3,750.00)	-		\$ -	5		\$ (3,750.00)
CO1.6	Internal drop connection, 8-inch	1	EA	\$ 2,000.00	\$ 2,000.00	-		\$ -	1		\$ 2,000.00
CO1.7	Manhole, Sanitary Sewer SW-301, 48" dia., Deduct	-24	VF	\$ 231.04	\$ (5,544.96)	-		\$ -	-24		\$ (5,544.96)
CO1.8	Manhole, Sanitary Sewer SW-301, 48" dia., With Bolt Down Lid & Frame	12	EA	\$ 278.20	\$ 3,338.40	-		\$ -	12		\$ 3,338.40
CO1.9	Trench backfill compacted to 95% standard proctor using 3/8" minus limestone	-2,592	CY	\$ 10.00	\$ (25,920.00)	-		\$ -	-		\$ -
CO2.1	Trench stabilizing material	-530	TON	\$ 32.50	\$ (17,225.00)	-		\$ -	-		\$ -
CO2.2	Sanitary sewer, trenched, 15", backfill with 95-98% compaction	9	LF	\$ 142.50	\$ 1,282.50	-		\$ -	-		\$ -
CO2.3	Sanitary sewer, trenched PVC DR-18, 8", backfill with 95-98% compaction	6	LF	\$ 850.00	\$ 5,100.00	-		\$ -	-		\$ -
CO2.4	SUDAS type 2 seed mixture	-1.9	AC	\$ 1,400.00	\$ (2,660.00)	-		\$ -	-		\$ -
CO2.5	SUDAS type 5 seed mixture	-11.5	AC	\$ 1,000.00	\$ (11,500.00)	-		\$ -	-		\$ -
CO2.6	Silt fence, installation, maintenance, and removal	-1,461	LF	\$ 1.75	\$ (2,556.75)	-		\$ -	-		\$ -
CO2.7	Concrete washout	-1	LS	\$ 100.00	\$ (100.00)	-		\$ -	-		\$ -
					TOTAL CHANGE ORDERS =	\$ (83,785.81)		\$ -		\$ (30,206.56)	
					TOTAL CONTRACT & CHANGE ORDERS	\$ 1,232,783.69		\$ 700.00		\$ 1,232,783.69	

City of Monticello, Iowa

RESOLUTION

Approving Change Order #2 to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the decreased amount of \$27,659.25

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

WHEREAS, the Council entered into an agreement (the “Development Agreement”) with Roger Strehpen (the “Developer”) with respect to the construction of a regional sanitary sewer improvement, from Kitty Creek extending westerly to South Main Street, in the City of Monticello, County of Jones, State of Iowa, with Resolution #2025-99 dated July 21, 2025 and

WHEREAS, The City Engineer has reviewed the proposed Change Order #2 in the decreased amount of \$27,659.25 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 #2 submitted by Roger Stephen related to the Stephen Addition Trunk Sewer Project in the decreased amount of \$27,659.25.

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 15th day of June 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City of Monticello, Iowa

RESOLUTION

Approving Pay Request #8 and retainage to Roger Stephen, Re: Stephen Addition Trunk Sewer Project in the amount of \$37,662.51

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

WHEREAS, the Council entered into an agreement (the “Development Agreement”) with Roger Stephen (the “Developer”) with respect to the construction of a regional sanitary sewer improvement, from Kitty Creek extending westerly to South Main Street, in the City of Monticello, County of Jones, State of Iowa, with Resolution #2025-99 dated July 21, 2025 and

WHEREAS, the Development Agreement would provide financial incentives to the Developer in the form of payments for a portion of the public infrastructure necessary to construct the subdivision, and

WHEREAS, Roger Stephen has submitted the 8th pay request in the amount of \$37,662.51, which includes final retainage payment, 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 8th pay request from Roger Stephen in the amount of \$37,662.51, same includes the final retainage amount.

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 15th day of June, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting
Prep. Date: 06/05/2026
Preparer: Russell Farnum



Agenda Item: # 8
Agenda Date: 06/15/2026

Communication Page

Agenda Items Description: Approving BR5 Development LLC Tax Abatement (605 E 1st St)

Type of Action Requested: Resolution

<u>Attachments & Enclosures:</u>
Resolution

<u>Fiscal Impact:</u>	
Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: In August, 2023, the City approved a 10-year tax abatement for the 12-unit multi-residential apartment building at 605 East 1st Street. In order to do this, Council adopted an Urban Revitalization Area, by Resolution 2023-114 and Ordinance 769.

The construction went longer than anticipated, and the after the building was completed, the developer did not file the attached Application with the City, which must be approved in order to start the abatement.

This application is for Council action to approve the tax abatement, which has now been filed by the Developer and commences the 10-year abatement.

Recommendation: The Council has already approved the 10-year abatement, this merely “triggers the clock” on the 10-year period. Approval is recommended.

The City of Monticello, Iowa

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

RESOLUTION #2026-

**Approving BR5 Development LLC Application
for Tax Abatement on Multiresidential Real Estate
located at 605 East 1st Street, Monticello, Iowa.**

WHEREAS, Monticello has adopted an Urban Revitalization Tax Abatement Area for Lot 2 of BR3 Subdivision, and

WHEREAS, The owner of the property located at 605 East 1st Street has completed construction of a 12-unit Multiresidential building, and have requested the standard 10-year tax abatement on said improvements as allowed in that Multiresidential Urban Revitalization Area, and

WHEREAS, The City Council has reviewed said Application, and finds that the information submitted therein is consistent with that required by the Monticello Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by BR5 Development LLC, owner of property located at 605 East 1st Street, Monticello, Iowa, consistent with Ordinance Number 769, 2023 Monticello Multiresidential Urban Revitalization Area, and further directs the Monticello City Clerk to file the Application and this Resolution with the Jones County Assessor as prescribed by law.

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 15th day of June, 2026.

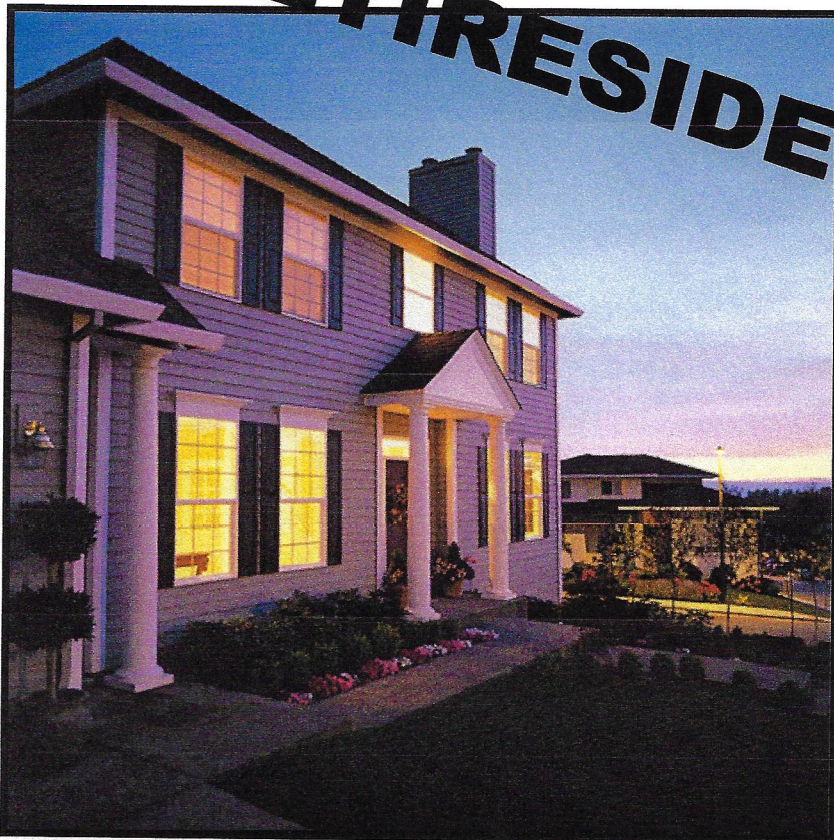
Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk

**URBAN
REVITALIZATION
APPLICATION
CITY OF MONTICELLO,
IOWA**

MULTIRESIDENTIAL



2023 MONTICELLO MULTIRESIDENTIAL
URBAN REVITALIZATION AREA

Date 6-4-2026

Prior Approval for
 Intended Improvements

Approval of Improvements
 Completed

Address of Property: 605 E. 1st Street, Monticello

Legal Description: Lot 2 of BR3 Subdivision

Title Holder or Contract Buyer: BR5 Development LLC

Address of Owner (if different than above): 740 Kacena Rd, Hiawatha IA 52233

Phone Number (to be reached during the day): 319-777-2284

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

Nature of Improvements: New Construction Addition General Improvements

Specify: 12-Unit Multi-Family Building

Estimated or Actual Date of Completion: 8-15-2024 1st lease 9-1-2024

Estimated or Actual Cost of Improvements: \$1,950,000

Tax Exemption Schedule is attached.

Signed: 

FOR CITY USE:

APPLICATION MUST BE RECEIVED BY JANUARY 30th TO QUALIFY FOR PROGRAM

CITY COUNCIL	Application Approved/Disapproved Located in a TIF District YES/NO Reason (if disapproved) _____ Date _____ Attested by City Clerk _____
ASSESSOR	Date Received by Assessors Office _____ Present Assessed Value _____ Assessed Value with Improvements _____ Eligible or Non-eligible for Tax Abatement _____ Assessor _____ Date _____

EXEMPTIONS

Exemption – Residential Improvements (Multifamily)

All qualified real estate assessed as residential property under Section 441.21, subsection 14, paragraph “a”, subparagraph (6) of the Code of Iowa is eligible to receive an exemption from taxation on 100% of the actual value added for a period of ten years.

MINUTES OF MEETING TO ADOPT
PROPOSED REVITALIZATION PLAN
AND TO ADOPT ORDINANCE
DESIGNATING REVITALIZATION
AREA

DRA (436751-36)

Monticello, Iowa

August 21, 2023

A meeting of the Council of the City of Monticello, Iowa, was held at 6:00 p.m., on August 21, 2023, at the Mary Lovell LeVan Monticello Renaissance Center, 220 E. 1st Street, in the City, pursuant to the rules of the Council.

The Mayor presided and the roll was called, showing members present and absent as follows:

Present: Wayne Peach, Brenda Hanken, Scott Brighton, Candy Langerman, Tom Yeoman and electronically Chris Lux

Absent: None.

The Mayor announced that this was the time and place set for hearing upon the designation of the 2023 Monticello Multiresidential Urban Revitalization Area and the Proposed Plan for the 2023 Monticello Multiresidential Urban Revitalization Area. All written objections, statements, and evidence heretofore filed were reported to the City Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence; filed written objections or statements; or presented other exhibits:

(List all persons presenting written or oral statements or evidence.)

Brenda Hanken questioned how the ten-year payback schedule was determined.

Wayne Peach questioned if they would be able to get insurance on the building, as they are in the flood plain.

There being no further objections, comments, or evidence offered, the Mayor announced the hearing closed. After further considering all objections, comments, and evidence regarding the designation of the 2023 Monticello Multiresidential Urban Revitalization Area and the Proposed Plan therefor, it was moved by Council Member Langerman and seconded by Council Member Peach that Resolution No. 2023-114, the same being a resolution of intention regarding said Plan and Area, be adopted.

Whereupon, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

Ayes: Langerman, Peach, Brighton, Lux, Yeoman and Hanken

Nays: None.

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

RESOLUTION NO. 2023-114

A Resolution Adopting the Proposed Plan for the 2023 Monticello Multiresidential Urban Revitalization Area

WHEREAS, pursuant to the provisions of Chapter 404 of the Code of Iowa (the “Act”) the City of Monticello, Iowa (the “City”), may designate an area of the City as an urban revitalization area, if that area meets the criteria of Section 1 of the Act; and

WHEREAS, the City Council of the City did find and determine that an area within the City identified by previous resolution as the 2023 Monticello Multiresidential Urban Revitalization Area meets the criteria of Section 1 of the Act; and

WHEREAS, pursuant to the provisions of the Act, before designating any area to be an urban revitalization area, the City must prepare a proposed Plan (the “Plan”) for such revitalization area and hold certain public hearings thereon; and

WHEREAS, after published notice thereof was given, as required by the Act, the City Council of the City did, on August 21, 2023, hold a public hearing on the designation of the 2023 Monticello Multiresidential Urban Revitalization Area and the Plan therefor and considered all objections, comments, and evidence there presented; and

WHEREAS, the City has received a valid waiver of the right to receive mailed notice of the public hearing and of the right to petition for a second public hearing regarding the establishment of the 2023 Monticello Multiresidential Urban Revitalization Area from the private property owner of real property lying within the 2023 Monticello Multiresidential Urban Revitalization Area;

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

Section 1. The Plan for the 2023 Monticello Multiresidential Urban Revitalization Area is hereby adopted.

Section 2. The City Clerk is hereby directed to file a copy of this resolution and of the Plan with the Jones County Assessor.

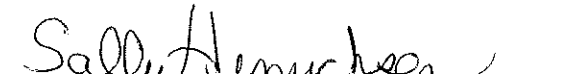
Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved August 21, 2023.



David Goedken, Mayor

Attest:



Sally Hinrichsen, City Clerk

URBAN REVITALIZATION
PLAN

CITY OF MONTICELLO, IOWA
2023 MONTICELLO MULTIRESIDENTIAL URBAN REVITALIZATION AREA

ADOPTED AUGUST 21, 2023

INTRODUCTION

The Urban Revitalization Act, Chapter 404 of the Code of Iowa, is intended to encourage development, redevelopment and revitalization within designated areas of a city by authorizing property tax development incentives to the private sector. Qualified real estate within a designated area may be eligible to receive a total or partial exemption from property taxes on improvements for a specified number of years, with the goal of providing communities with a long-term increase or stabilization in the local tax base by encouraging new construction which might not otherwise occur.

Section 404.1 of the Code of Iowa provides that a City Council may designate an area of the City as a revitalization area, if that area meets the following definitions:

“An area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime and which is detrimental to the public health, safety, or welfare.”

“An area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, predominance of defective or inadequate street layout, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, or welfare in its present condition and use.;

“An area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use.”

“An area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.”

“An area designated as appropriate for public improvements related to housing and residential development, or construction of housing and residential development including single or multifamily housing”; and

Section 404.2 of the Code of Iowa requires that a city prepare a plan to govern activities within the proposed revitalization area, and the balance of this document is intended to set out the elements of a plan that are mandated by state law.

A. DESCRIPTION OF THE AREA AND MAP

The revitalization area shall be known as the 2023 Monticello Multiresidential Urban Revitalization Area (the “Revitalization Area”), and the legal description of real property to be included within the Revitalization Area is as follows:

Lot 2 of BR3 Subdivision, a subdivision consisting of Lots 41, 43, 45, 47, 48, 49, 50, 51, Part of Vacated Second Street, Part of Vacated Locust Street, Vacated Alley between Lots 43 & 45 in the Original Town of Monticello, Lot 150 and part of Lot 149 of Irregular Plat of Monticello, Lot 1 of Energy Company Place, and Part of First Street in Sections 22 & 27, T86N, R3W of the Fifth P.M., in the City of Monticello, County of Jones, State of Iowa.

Having Parcel Index Number 0223379011.

A map showing the real property to be included within the Revitalization Area is attached as Exhibit A.

B. DESIGNATION CRITERIA

In accordance with Section 404.1 of the Act, the City Council has made the following determinations with respect to the Revitalization Area:

1. The Revitalization Area is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.
2. The Revitalization Area is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development.
3. The economic development and promotion of housing and residential development in the Revitalization Area is necessary in the interest of the public welfare of the residents of the City and the Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Act.

C. OBJECTIVES

This plan is prepared in conformance with Section 404.2 of the Code of Iowa for the purpose of providing incentives and outlining procedures to enhance the potential for multifamily housing in the Revitalization Area. Planning goals include revitalizing the area through the promotion of new construction of multifamily housing, stabilizing and increasing the tax base and providing overall aesthetic improvement.

D. PRESENT ZONING AND PROPOSED LAND USE

The property within the Revitalization Area is zoned for residential purposes and specifically designated for multifamily housing. The construction of new multifamily housing is proposed in the Revitalization Area.

E. PROPOSALS FOR EXPANDING CITY SERVICES

The City proposes that, as it becomes financially feasible, the provision of municipal services to the Revitalization Area will be expanded and improved to meet the demands of new residential development.

F. ELIGIBLE IMPROVEMENTS AND EXEMPTIONS

Residential Improvements (Multifamily). The construction of new residential facilities if such residential facilities contain three or more separate dwelling units.

Exemption: All qualified real estate assessed as residential property under Section 441.21, subsection 14, paragraph "a", subparagraph (6) of the Code of Iowa is eligible to receive an exemption from taxation on 100% of the actual value added for a period of ten years.

G. ACTUAL VALUE ADDED

Actual value added by improvements, as used in this plan, means the actual value added as of the first year for which the exemption was received. In order to be eligible for tax abatement for residential improvements, the increase in actual value of the property must be at least 10%. All improvements, in order to be considered eligible, must be completed in conformance with all applicable regulations of the City of Monticello, Iowa and must be completed during the time the Revitalization Area is designated by ordinance as a revitalization area.

H. TIME FRAME

Eligibility for tax abatement under this plan will exist after the date of the adoption of the ordinance designating the Revitalization Area, until, in the opinion of the City Council, the desired level of revitalization has been attained or economic conditions are such that the continuation of the exemption granted would cease to be of benefit to the City, in which case the City Council may repeal the ordinance, pursuant to Section 404.7 of the Code of Iowa. In the event the ordinance is repealed, all exemptions granted prior to such repeal shall continue until their expiration.

I. APPLICATION PROCEDURES

An application shall be filed for each new exemption claimed. The property owner must apply to the City for an exemption by February 1st of the assessment year for which the exemption is first claimed. The application shall contain, but not be limited to, the following information: The nature of the improvement, its cost, and the estimated or actual date of completion of the improvement.

J. APPROVAL OF APPLICATIONS

The City Council shall approve all applications submitted for completed projects if:

1. The project, as determined by the City Council, is in conformance with this plan;

2. The project is located within the Revitalization Area; and,
3. The improvements were made during the time the Revitalization Area was designated by ordinance as a revitalization area.

All approved applications shall be forwarded to the County Assessor for review, pursuant to Section 404.5 of the Code of Iowa. The County Assessor shall make a physical review of all properties with approved applications. The County Assessor shall determine the increase in actual value for tax purposes due to the improvements and notify the applicant of the determination, which may be appealed to the local board of review pursuant to Section 441.37 of the Code of Iowa. After the initial tax exemption is granted, the County Assessor shall continue to grant the tax exemption for the time period specified on the approved application. The tax exemptions for the succeeding years shall be granted without the owner(s) having to file an application for succeeding years.

K. OTHER SOURCES OF REVITALIZATION FUNDS

The City anticipates no federal or state grants or loans for improvements in the Revitalization Area at this time other than those of conventional lending institutions at normal market rates. However, it is not the intention of the City to prohibit the use of other appropriate federal or state revitalization or incentive programs within the area.

L. RELOCATION PROVISIONS

The City does not anticipate the displacement or relocation of any persons, families, or businesses as a result of the improvements to be made in the Revitalization Area.

M. OWNERS OF PROPERTY AND ASSESSED VALUATION

The names and addresses of the owners of the property located within the Revitalization Area and the assessed valuation of such property is set forth on Exhibit B attached hereto.

EXHIBIT A
MAP OF PROPERTY IN 2023 MONTICELLO MULTIRESIDENTIAL URBAN
REVITALIZATION AREA

SUBJECT PROPERTY
URBAN REVITALIZATION PLAN
LOT 2 OF BR3 SUBDIVISION

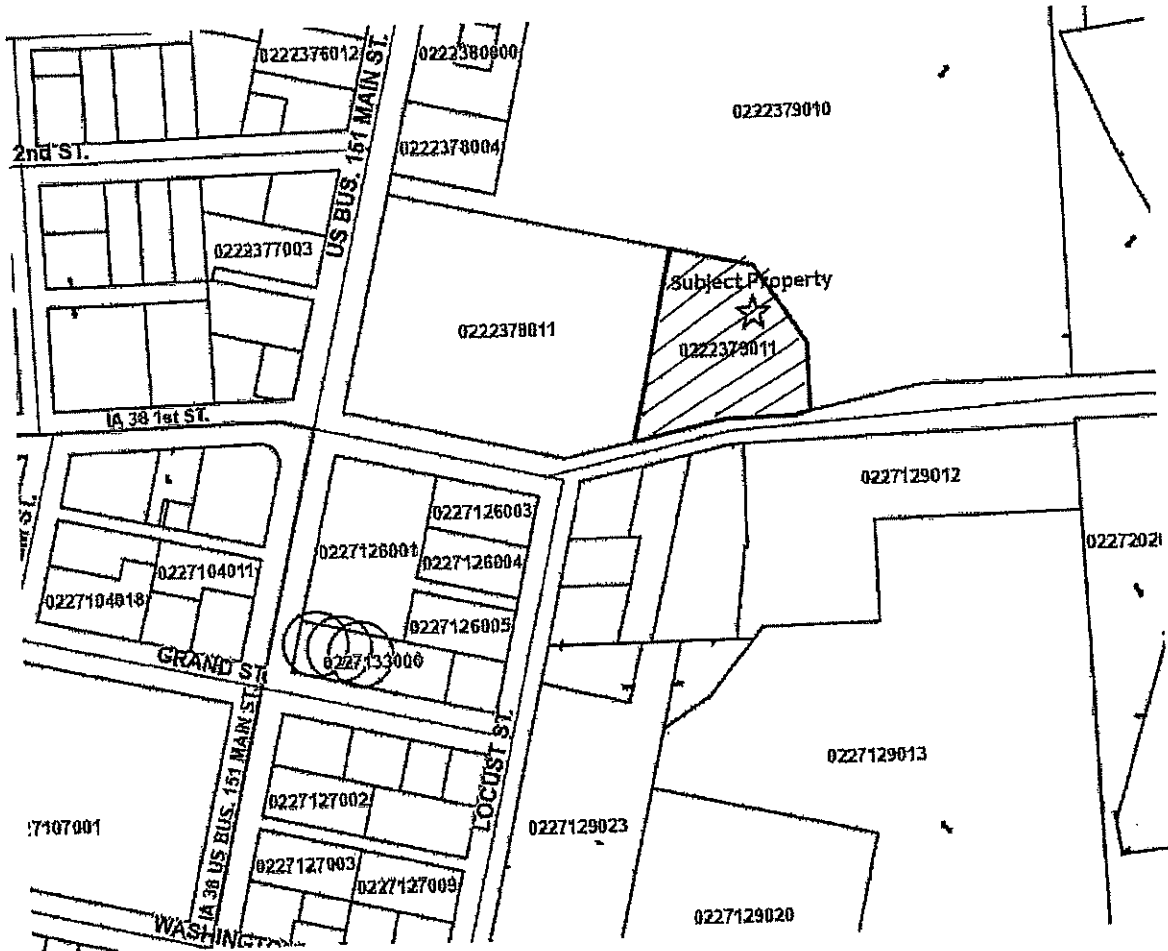


EXHIBIT B

NAME AND ADDRESSES OF THE OWNERS OF PROPERTY LOCATED WITHIN THE
REVITALIZATION AREA AND ASSESSED VALUATION

Br5 Development LLC
740 Kacena Rd
Hiawatha IA 52233

Council Member Langerman introduced an ordinance entitled: "Ordinance No. 769. An Ordinance Designating an Area of Monticello, Iowa, as the 2023 Monticello Multiresidential Urban Revitalization Area."

It was moved by Council Member Langerman and seconded by Council Member Yeoman that the aforementioned ordinance be given its first consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Langerman, Yeoman, Lux, Peach, Hanken and Brighton

Nays: None.

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.

It was moved by Council Member Langerman and seconded by Council Member Brighton that the statutory rule requiring said ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended and that said ordinance be regarded as having been considered and voted on for passage at two prior Council meetings. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Langerman, Brighton, Lux, Yeoman, Peach and Hanken

Nays: None.

Whereupon, the Mayor declared the motion duly carried.

It was moved by Council Member Yeoman and seconded by Council Member Peach that the ordinance entitled: "Ordinance No. 769. An Ordinance Designating an Area of Monticello, Iowa, as the 2023 Monticello Multiresidential Urban Revitalization Area," be now put upon its final passage and adoption.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Yeoman, Peach, Hanken, Brighton, Langerman and Lux

Nays: None.

Whereupon, the Mayor declared said ordinance duly adopted and signed approval to said ordinance as follows:

ORDINANCE NO. 769 _____

An Ordinance Designating an Area of Monticello, Iowa, as the 2023 Monticello Multiresidential Urban Revitalization Area

WHEREAS, pursuant to the provisions of Chapter 404, Code of Iowa (the “Act”), the governing body of a city may, by ordinance, designate an area of the city as a revitalization area upon the completion of procedures specified in the Act; and

WHEREAS, pursuant to the provisions of the Act, the City Council of the City of Monticello, Iowa, has by resolution determined, with respect to an area within the City, hereinafter described in Section 1 and known as the 2023 Monticello Multiresidential Urban Revitalization Area that:

(a) The 2023 Monticello Multiresidential Urban Revitalization Area is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.

(b) The 2023 Monticello Multiresidential Urban Revitalization Area is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development.

(c) The economic development and promotion of housing and residential development in the 2023 Monticello Multiresidential Urban Revitalization Area is necessary in the interest of the public welfare of the residents of the City and the 2023 Monticello Multiresidential Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Act.

WHEREAS, pursuant to the provisions of the Act, the City prepared a proposed urban revitalization plan (the “Plan”) for the 2023 Monticello Multiresidential Urban Revitalization Area and held a public hearing on the Plan for the 2023 Monticello Multiresidential Urban Revitalization Area; and

WHEREAS, pursuant to the provisions of the Act, the City has adopted the Plan for the 2023 Monticello Multiresidential Urban Revitalization Area;

NOW, THEREFORE, Be It Ordained by the City Council of the City of Monticello, in Jones County, Iowa, as follows:

Section 1. In accordance with the Act and in consideration of the recitations set out in the preamble hereof, the area being described as follows:

Lot 2 of BR3 Subdivision, a subdivision consisting of Lots 41, 43, 45, 47, 48, 49, 50, 51, Part of Vacated Second Street, Part of Vacated Locust Street, Vacated Alley between Lots 43 & 45 in the Original Town of Monticello, Lot 150 and part of Lot 149 of Irregular Plat of Monticello, Lot 1 of Energy Company Place, and Part of First Street in Sections 22 & 27, T86N, R3W of the Fifth P.M., in the City of Monticello, County of Jones, State of Iowa.

Having Parcel Index Number 0223379011.

is hereby designated as the 2023 Monticello Multiresidential Urban Revitalization Area.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

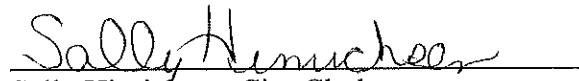
Section 4. This ordinance shall be in effect after its final passage, approval and publication, as provided by law.

Passed and approved on August 21, 2023.



David Goedken, Mayor

Attest:



Sally Hinrichsen, City Clerk

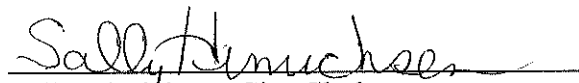
....

Upon motion and vote, the meeting adjourned.



David Goedken, Mayor

Attest:



Sally Hinrichsen, City Clerk

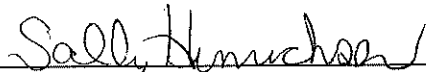
STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS

I, the undersigned, do hereby certify that I am the duly appointed City Clerk of the City of Monticello, Iowa, and that the above and foregoing is a true, correct and complete copy of the minutes of the meeting of the City Council, held as therein shown insofar as such minutes pertain to the adoption of the proposed plan for the 2023 Monticello Multiresidential Urban Revitalization Area and the passage of an Ordinance designating the 2023 Monticello Multiresidential Urban Revitalization Area, including a true, correct and complete copy of the ordinance referred to in said minutes.

I certify further that I filed a copy of the plan and the resolution approving the plan with the Jones County Assessor.

WITNESS MY HAND this 23rd day of August, 2023.



Sally Hinrichsen, City Clerk

STATE OF IOWA
JONES COUNTY
CITY OF MONTICELLO

SS

I, the undersigned, do hereby certify that I am the duly appointed City Clerk of the City of Monticello, Iowa, and do hereby certify that "Ordinance No. 769. An Ordinance Designating an Area of Monticello, Iowa, as the 2023 Monticello Multiresidential Urban Revitalization Area," of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in said City.

WITNESS MY HAND this 5th day of September, 2023.

Sally Hinrichsen
Sally Hinrichsen, City Clerk

(Attach hereto publisher's affidavit of publication with clipping of ordinance as published.)

(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published notice and have verified that it was published on the date indicated in the publisher's affidavit.)

ORDINANCE NO. 789

An Ordinance Designating an Area of Monticello, Iowa, as the 2023 Monticello Multiresidential Urban Revitalization Area

WHEREAS, pursuant to the provisions of Chapter 404, Code of Iowa (the "Act"), the governing body of a city may, by ordinance, designate an area of the city as a revitalization area upon the completion of procedures specified in the Act; and

WHEREAS, pursuant to the provisions of the Act, the City Council of the City of Monticello, Iowa, has by resolution determined, with respect to an area within the City, hereinafter described in Section 1 and known as the 2023 Monticello Multiresidential Urban Revitalization Area that:

(a) The 2023 Monticello Multiresidential Urban Revitalization Area is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.

(b) The 2023 Monticello Multiresidential Urban Revitalization Area is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development.

(c) The economic development and promotion of housing and residential development in the 2023 Monticello Multiresidential Urban Revitalization Area is necessary in the interest of the public welfare of the residents of the City and the 2023 Monticello Multiresidential Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Act.

WHEREAS, pursuant to the provisions of the Act, the City prepared a proposed urban revitalization plan (the "Plan") for the 2023 Monticello Multiresidential Urban Revitalization Area and held a public hearing on the Plan for the 2023 Monticello Multiresidential Urban Revitalization Area; and

WHEREAS, pursuant to the provisions of the Act, the City has adopted the Plan for the 2023 Monticello Multiresidential Urban Revitalization Area;

NOW, THEREFORE, Be It Ordained by the City Council of the City of Monticello, in Jones County, Iowa, as follows:

Section 1. In accordance with the Act and in consideration of the recitations set out in the preamble hereof, the area being described as follows:

Lot 2 of BR3 Subdivision, a subdivision consisting of Lots 41, 43, 45, 47, 48, 49, 50, 51, Part of Vacated Second Street, Part of Vacated Locust Street, Vacated Alley between Lots 43 & 45 in the Original Town of Monticello, Lot 150 and part of Lot 149 of Irregular Plat of Monticello, Lot 1 of Energy Company Place, and Part of First Street in Sections 22 & 27, T86N, R3W of the Fifth P.M., in the City of Monticello, County of Jones, State of Iowa.

Having Parcel Index Number 0223379011.

is hereby designated as the 2023 Monticello Multiresidential Urban Revitalization Area.

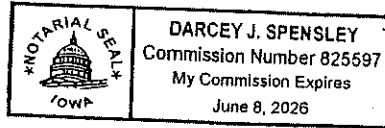
Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent

State of Iowa, Jones County, ss.

I, Mark Spensley, being duly sworn, state that I am the publisher of THE MONTICELLO EXPRESS, a newspaper published at Monticello, Jones County, Iowa, and that the attached notice was published in said newspaper for 1 consecutive weeks beginning Aug 30 2023 and ending 20. Printer's fees, \$59.68.

Mark Spensley

Subscribed in my presence and sworn to before me by Mark Spensley, on this 30 day of Aug., 2023.



Darcey J. Spensley
Notary Public

City Council Meeting
Prep. Date: 06/08/2026
Preparer: Russell Farnum



Agenda Item: # 9
Agenda Date: 06/15/2026

Communication Page

Agenda Items Description: Adoption of an Official City Flag

Type of Action Requested: Resolution

Attachments & Enclosures:

Resolution

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: This past December, Mayor Ellwood asked me if we had a City Flag. The answer is, Monticello does not have an “official” City Flag.

After some discussion we thought it may be beneficial to see if there were Council interest in adopting an official flag. The discussion was held, and a selection made, at the May 4 Council meeting.

The idea selected by Council is attached. After that meeting, Mayor Ellwood inquired if Staff members had any ideas to add. The one proposed, from Chief Smith, is also attached.

Council discussion and direction is requested.

The accompanying Resolution is written to adopt the flag that Council previously selected. If you choose to adopt the other selection, an appropriate motion would be required to replace Section 1 (as follows):

That the Official City Flag of the City of Monticello, shall consist of the City logo with “Founded, 1836” centered on a white field, with a red wave top stripe and a black wave bottom stripe

with a new Section 1:

That the Official City Flag of the City of Monticello shall consist of a depiction of City Hall with a tractor, fields, trees and farm buildings in the background, and City of Monticello Iowa 1836, in a off-white circle surrounded a golden wheat laurel and green outline, on an off-white and green background bisected by a wavy blue line.

Recommendation: There is no formal recommendation.

RESOLUTION NO. 2026-

**Adopting the Official City Flag for
the City of Monticello**

WHEREAS, the City has never designated an official flag for the City of Monticello, County of Jones, State of Iowa, and

WHEREAS, adoption of an official flag would signify the importance and stability of the municipality and generate pride among the citizens of Monticello;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Monticello, Iowa, on this 15th day of June, 2026, by the approval of this Resolution, as follows:

1. That the Official City Flag of the City of Monticello, shall consist of the City logo with “Founded, 1836” centered on a white field, with a red wave top stripe and a black wave bottom stripe
2. That all City officials and employees shall have the right to use the official Flag for official City matters, and within the scope of their responsibilities as officials and employees. The City flag shall be used only in conjunction with City buildings, functions, and events, except citizens may fly the flag if it is purchased from the city or from a manufacturer officially licensed by the city. All officials, staff and citizens shall observe the rules of flag etiquette observed when flying the United States or Iowa flags.

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 15th day of June, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk/Treasurer



— THE CITY OF —
MONTICELLO
Founded 1836



CITY OF
MONTICELLO

1836

★
I O W A

June 11, 2026

VIA EMAIL

Russ Farnum
City Administrator/City Hall
Monticello, IA

Re: Monticello Urban Renewal Area – TIF Ordinance
Our File No. 435926-45

Dear Russ:

Attached please find proceedings covering the City Council's action of adopting the tax increment ordinance for the Monticello Urban Renewal Area. Once the ordinance has been finally adopted, it must be published, and a copy must be filed with the County Auditor of Jones County. Please print extra copies of the ordinance for publishing and filing. Certificates are included in the proceedings to attest to each of those acts.

We will appreciate receiving executed copies of these proceedings as soon as they are available. Please contact John Danos or me if you have any questions.

Kind Regards,

Amy Bjork

Attachments

cc: Sally Hinrichsen

MINUTES PROVIDING FOR FIRST
CONSIDERATION OF AN ORDINANCE
ESTABLISHING A TAX INCREMENT
FINANCING DISTRICT FOR THE MAY,
2026 ADDITION TO THE MONTICELLO
URBAN RENEWAL AREA

435926-45

Monticello, Iowa

May 15, 2026

The City Council of the City of Monticello, Iowa, met on May 15, 2026, at 6:00 p.m., at the City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa.

The Mayor presided and the roll was called showing members present and absent, as follows:

Present: Candy Langerman, Mary Phelan, Ben Duehr, Scott Brighton, Josh Brenneman and Dave Goedken

Absent: None.

Council Member Phelan introduced an ordinance entitled “Ordinance No. 790. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa.”

It was moved by Council Member Phelan and seconded by Council Member Brenneman that the ordinance be given its first consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Phelan, Brenneman, Goedken, Brighton, Langerman and Duehr

Nays: None.

Whereupon, the Mayor declared the motion duly carried and declared that the ordinance had been given its initial consideration.

• • • •

There being no further business to come before the meeting, it was upon motion adjourned.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk

ORDINANCE NO. 790

An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

WHEREAS, the City Council of the City of Monticello, Iowa (the “City”) previously enacted certain ordinances providing for the division of taxes levied on taxable property in the Monticello Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, pursuant to such ordinances, certain taxable property within the Monticello Urban Renewal Area in the City was designated a “tax increment district”; and

WHEREAS, the City Council now desires to increase the size of the “tax increment district” by adding additional property;

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

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the May, 2026 Addition to the Monticello Urban Renewal Area of the City, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Monticello, Iowa.

“County” shall mean Jones County, Iowa.

“2026 Urban Renewal Area Addition” shall mean certain real property situated in the Monticello Urban Renewal Area, 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.

“Urban Renewal Area” shall mean the entirety of the Monticello Urban Renewal Area as amended from time to time.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the 2026 Urban Renewal Area Addition. After the effective date of this ordinance, the taxes levied on the taxable property in the 2026 Urban Renewal Area Addition each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the 2026 Urban Renewal Area Addition is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the 2026 Urban Renewal Area Addition, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor of the County, the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the 2026 Urban Renewal Area Addition on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the 2026 Urban Renewal Area Addition to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area , and to provide low and moderate-income family housing, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support program levy of a school district imposed pursuant to Section 257.19 of the Code of Iowa and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the 2026 Urban Renewal Area Addition exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the 2026 Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the 2026 Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word “taxes” includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving 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 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed by the City Council of the City of Monticello, Iowa, on June 15, 2026.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk

First Consideration: May 18, 2026
Second Consideration: June 1, 2026
Final Consideration: June 15, 2026

MINUTES PROVIDING FOR SECOND
CONSIDERATION OF AN ORDINANCE
ESTABLISHING A TAX INCREMENT
FINANCING DISTRICT FOR THE MAY,
2026 ADDITION TO THE MONTICELLO
URBAN RENEWAL AREA

435926-45

(Second Consideration)

Monticello, Iowa

June 1, 2026

The City Council of the City of Monticello, Iowa, met on June 1, 2026, 6:00 p.m., at the City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa.

The Mayor Pro Tem Scott Brighton presided and the roll was called showing members present and absent, as follows:

Present: Candy Langerman, Mary Phelan, Josh Brenneman

Absent: Ben Duehr and Dave Goedken.

The Mayor announced that, on May 18, 2026, the Council had given its initial consideration and had adopted an ordinance entitled "Ordinance No.790. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa."

It was moved by Council Member Brenneman and seconded by Council Member Phelan that the aforementioned ordinance be given its second consideration and that it be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Brenneman, Phelan, Langerman and Brighton

Nays: None.

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its second consideration.

• • • •

There being no further business to come before the meeting, it was upon motion adjourned.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk

MINUTES PROVIDING FOR FINAL
CONSIDERATION AND ADOPTION OF
AN ORDINANCE ESTABLISHING A
TAX INCREMENT FINANCING
DISTRICT FOR THE MAY, 2026
ADDITION THE MONTICELLO URBAN
RENEWAL AREA

435926-45

(Final Consideration and Adoption)

Monticello, Iowa

June 15, 2026

The City Council of the City of Monticello, Iowa, met on June 15, 2026, 6:00 p.m., at the City Council Chambers at the Mary Lovell LeVan Renaissance Center, Monticello, Iowa.

The Mayor presided and the roll was called showing members present and absent, as follows:

Present: _____

Absent: _____.

The Mayor announced that, on May 18, 2026, and on June 1, 2026, the Council had given initial and second consideration and had adopted an ordinance entitled “Ordinance No.790. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa.”

It was moved by Council Member _____ and seconded by Council Member _____ that the aforementioned ordinance be given its final consideration and that it be adopted. 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 motion duly carried and declared that said ordinance had been given its final consideration and has been adopted.

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There being no further business to come before the meeting, it was upon motion adjourned.

Jake Ellwood, Mayor

Attest:

Sally Hinrichsen, City Clerk

STATE OF IOWA

SS:

JONES COUNTY

I, the undersigned, County Auditor of Jones County, in the State of Iowa, do hereby certify that on the ____ day of _____, 2026, the City Clerk of the City of Monticello, Iowa, filed in my office a copy of an ordinance of such City shown to have been adopted by the Council and approved by the Mayor thereof on _____, 2026, entitled: "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa," and that I have duly placed a copy of the ordinance on file in my records.

WITNESS MY HAND this ____ day of _____, 2026.

County Auditor

STATE OF IOWA
JONES COUNTY SS:
CITY OF MONTICELLO

I, the undersigned, City Clerk of the City of Monticello, State of Iowa, do hereby certify that I caused to be published “Ordinance No._____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa,” of which the printed slip attached to the publisher’s original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in said City.

WITNESS MY HAND this _____ day of _____, 2026.

Sally Hinrichsen, City Clerk

(Attach hereto publisher’s affidavit of publication with clipping of ordinance as published.)

(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published ordinance and have verified that it was published on the date indicated in the publisher’s affidavit.)

STATE OF IOWA
JONES COUNTY SS:
CITY OF MONTICELLO

I, the undersigned, City Clerk of the City of Monticello, State of Iowa, do hereby certify that the attached is a true, correct and complete copy of all the records of the Council of such City relating to the adoption of an ordinance entitled “An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May, 2026 Addition to the Monticello Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, Pursuant to Section 403.19 of the Code of Iowa.”

WITNESS MY HAND this _____ day of _____, 2026.

Sally Hinrichsen, City Clerk

City Council Meeting
Prep. Date: 6/11/2026
Preparer: Sally Hinrichsen



Agenda Item: # 11-21
Agenda Date: 6/15/2026

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:

- 11. Mayor
- 12. City Engineer
- 13. City Administrator
- 14. Ambulance Director
- 15. City Clerk
- 16. Public Works Director
- 17. Police Chief
- 18. Water/Wastewater Superintendent
- 19. Park and Recreation Director
- 20. Library Director
- 21. Information sharing by Council Members