City of Monticello, Iowa

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Monticello City Council Meeting September 21, 2026 at 6:00 p.m.

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

Mayor Pro Tem: Scott Brighton
City Council:

At Large:	Candy Langerman
At Large:	Mary Phelan
At Large:	Josh Brenneman
At Large:	Dave Goedken
At Large:	Ben Duehr

Staff:

City Administrator:	Russell Farnum
City Clerk/Treas.:	Sally Hinrichsen
Police Chief:	Britt Smith
Library Director:	Faith Brehm
Public Works Dir.:	Nick Kahler
Water/Wastewater Sup.:	Jim Tjaden
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.

Mayor Candidate Statements: Each Mayor candidate may have up to 5 minutes to address the Council with their background and experience, and address the questions provided by Council. Council may ask follow up questions of each candidate within that 5 minute period. Candidates may not ask questions of the Council.

Tom Yeoman
Shannon Poe
Cory Reynor
Brian Wolken

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	September 8, 2026
Approval of Payroll	September 3, 2026
Approval of Claims List	
Approval of Casey owner change alcohol and tobacco licenses	

Approval of Happy Daze LLC tobacco license and Device Retailer license
Approval of Happy Daze LLC alcohol license
Approval of Twin Rivers Pheasants Forever alcohol license

Resolutions:

1. **Resolution** Approving FY 2025-2026 Annual Financial Report

2. **Resolution** Approving Change Order Request #1 and #2 in the increased not to exceed amount of $3,383.00 and $8,046.00, respectively, as submitted by Ground Line Company, LLC related to 6th Street Ditch Restoration Project

3. **Resolution** Approving Pay Request #1 to Ground Line Company, LLC. RE: 6th Street Ditch Restoration Project in the amount of $93,301.55

4. **Resolution** Approving Change Order Request #8 in the increased not to exceed amount of $28,709.33 as submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements

5. **Resolution** Approving Pay Request #28 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of $279,989.70

6. **Resolution** to fix a date for a public hearing on proposal to enter into a General Fund Equipment Financing Agreement with payments thereunder in an amount not exceed $30,000

7. **Resolution** promoting a Monticello Ambulance Paramedic to Lead Paramedic and setting wage

8. **Resolution** Authorizing the Mayor, Mayor Pro Tem, City Administrator or City Clerk to sign all documents related to the USDA Rural Development bond, grant, and interim private funding to move forward with the Waste Water Treatment Facility Project

Ordinances:

9. **Ordinance** amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to Chapter 99, Section 01, Related to "Sewer Service Charges Required" – 2nd reading

Reports / Potential Actions:

10. Mayor Pro Tem
11. City Engineer
12. City Administrator
13. Library Director

14. Ambulance Director
15. City Clerk
16. Public Works Director
17. Police Chief
18. Water/Wastewater Superintendent
19. Park and Recreation Director
20. Information sharing by Council Members

Discussion:

21. Discussion related to the Family Vet Clinic

Work Sessions:

22. Work Session regarding possible regulations on Electric bikes and scooters

23. Work Session on Mayor selection

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: September 21, 2026 Council meeting
Time: Sep 21, 2026 06:00 PM Central Time (US and Canada)
Join Zoom Meeting
https://us02web.zoom.us/j/83866394279

Meeting chat link
https://us02web.zoom.us/launch/jc/83866394279

Meeting ID: 838 6639 4279

One tap mobile
+13052241968,,83866394279# US
+13092053325,,83866394279# US

Join by SIP
• 83866394279@zoomcrc.com

Join instructions
https://us02web.zoom.us/meetings/83866394279/invitations?signature=VCAdnjtOt-g6kI17pbI0l5otra_iYY-8ClRdjU_cu00

“This employer is an equal opportunity provider & employer”

Regular Council Meeting
September 8, 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, Ben Duehr, Dave Goedken and Josh Brenneman. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Police Chief Britt Smith, Public Works Director Nick Kahler, Ambulance Director Lori Lynch and Water/ Wastewater Superintendent Jim Tjaden. 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.

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

Brenneman moved to approve Resolution #2026-124 Approving FY 2025-2026 Street Finance Report. Langerman seconded. Roll call was unanimous.

Langerman moved to approve Resolution #2026-125 Approving contracting with Kluesner Construction Inc., to Complete Asphalt paving at the intersection of 1st Street and Chestnut Street. Duehr seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2026-126 Approving quote for updating the security cameras at Yard Waste Site from Infrastructure Technology Solutions, LLC, Monticello Iowa in the amount of $6,513.12. Brenneman seconded. Roll call was unanimous.

Farnum and Kahler reported the truck they were looking to purchase was sold over the weekend. Farnum suggested Council approve the purchase of a truck that meets the following specifications: 4-wheel drive, regular cab, with a long box, not to exceed $25,000. Langerman moved to approve Resolution #2026-127 Authorizing the purchase of a 4-wheel drive, regular cab, with a long box pickup, not to exceed $25,000. Duehr seconded. Roll call was unanimous.

Brenneman moved to approve Resolution #2026-128 Preliminarily approving proposed Development Agreement between the City of Monticello and BMR Investment LLC and scheduling a Public Hearing on the proposed agreement. Langerman seconded. Goedken requested staff look into how they plan to handle the manure and to ensure the manure is not going into the City sewer. If it is going into the City sewer testing should be required. He would like documentation in the agreement related to how they plan to handle the manure to ensure it is not going into the City sewer, unless tested. Langerman seconded. Roll call was unanimous. Public hearing will be held on October 5, 2026 at 6:00 p.m.

Goedken moved to approve Resolution #2026-129 Scheduling Public Hearing on the annexation and proposed Re-Zoning of Lot 1 of Brad Stephen’s 3rd Addition to M-1 Industrial, for October 5, 2026 at 6:00 p.m. Langerman seconded. Roll call was unanimous.

Brenneman moved to set Trick or Treat Night and hours for Saturday October 31, 2026 from 6:00 to 8:00 p.m., Goedken seconded. Roll call was unanimous.

Phelan moved to waive the Community Center rental fee for the Family Game Day event on November 14, 2026, with the games beginning at 2:00 p.m. Langerman seconded. Roll call was unanimous

Goedken moved Ordinance #791 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 23 "Parks and Recreation Board", second reading in title only. Brenneman seconded, roll call unanimous. Phelan moved that the statutory rule requiring said ordinance be considered and voted on for passage at two prior Council meetings prior to the meeting at which it is to be finally passed be suspended with respect to Ordinance amending Provisions Pertaining to Chapter 23 "Parks and Recreation Board", be regarded as having been considered and voted on at two prior council meetings. Brenneman seconded, roll call unanimous. Goedken moved Ordinance #791 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 23 "Parks and Recreation Board", third and final reading in title only. Brenneman seconded, roll call unanimous.

Langerman introduced and moved Ordinance #792 amending the Code of Ordinances of the City of Monticello, Iowa, by amending Provisions Pertaining to Chapter 99, Section 01, Related to "Sewer Service Charges Required, first reading in title only. Phelan seconded, roll call unanimous.

Council, City Administrator and Department heads gave updates on projects and activities happening in their departments.

Council held a work session on South Sycamore Street parking limits and signage. Consensus of the Council was not to change the code, however to have a custom sign made that states "2 hour parking from here to corner". No action was taken.

Council held a work session on Mayor appointment. They came up with four questions each candidate will be asked to address the Council with at the September 21st Council meeting. Staff is to send out the questions to interested candidates. They also extended the deadline to submit interest in the position to Friday, September 18th at noon. No action was taken.

Phelan moved to adjourn at 7:03 P.M.

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Scott Brighton, Mayor Pro Tem

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Sally Hinrichsen, City Clerk/Treasurer

PAYROLL - SEPTEMBER 17, 2026

DEPARTMENT		GROSS PAY		OT PAY	COMP HRS. ACCRUED	COMP TOTAL		NET PAY
AMBULANCE	**August 29 - September 11, 2026**							
Devin Arduser	$	64.00	$	-	0.00	0.00	$	55.07
Christian Bell		871.82		-	0.00	0.00		686.39
Erlin Bell		406.00		-	0.00	0.00		349.40
Brian Bronemann		230.30		-	0.00	0.00		194.52
Jamie Coleman		2,584.68		369.24	12.00	12.00		2,012.67
Jordan Fullerton		362.40		362.40	0.00	0.00		306.10
Quinn Hansen		1,484.00		-	0.00	0.00		1,140.32
Mason Hanson		1,005.17		-	0.00	0.00		767.17
Sonya Johnson		80.00		-	0.00	0.00		67.57
Jayna Koffron		222.60		-	0.00	0.00		188.02
Lori Lynch		3,581.99		-	0.00	0.00		2,390.41
Coletta Matson		2,624.73		117.53	0.00	0.00		1,835.51
Chloe Mogensen		383.92		258.56	0.00	0.00		239.88
Sky Monty		182.48		-	0.00	0.00		144.13
Mandy Norton		156.60		-	0.00	0.00		132.27
Cory Reyner		612.35		-	0.00	0.00		517.22
Shirlee Scott		2,665.15		249.15	0.00	0.00		1,966.08
Reggie Welter		352.95		-	0.00	0.00		298.12
Cora Wheeler		2,099.20		-	0.00	6.75		1,570.41
TOTAL AMBULANCE	$	19,970.34	$	1,356.88	12.00	18.75	$	14,861.26
CEMETERY	**August 29 - September 11, 2026**							
Griffin Brokaw	$	91.50	$	-	0.00	0.00	$	84.50
Dan McDonald		2,291.20		-	0.00	0.00		1,425.86
TOTAL CEMETERY	$	2,382.70	$	-	0.00	0.00	$	1,510.36
CITY HALL	**August 29 - September 11, 2026**							
Cheryl Clark	$	2,485.60	$	-	2.25	30.75	$	1,759.45
Russ Farnum		4,007.69		-	0.00	0.00		2,701.33
Sally Hinrichsen		3,447.97		-	0.00	0.00		2,310.88
Nanci Tuel		2,365.60		-	0.00	0.00		1,495.39
TOTAL CITY HALL	$	12,306.86	$	-	2.25	30.75	$	8,267.05
COUNCIL / MAYOR								
Josh Brenneman	$	300.00	$	-	0.00	0.00	$	276.78
Scott Brighton		300.00		-	0.00	0.00		276.78
Ben Duehr		300.00		-	0.00	0.00		258.18
Dave Goedken		300.00		-	0.00	0.00		276.78
Candy Langerman		300.00		-	0.00	0.00		277.05
Mary Phelan		300.00		-	0.00	0.00		277.05
TOTAL COUNCIL / MAYOR	$	1,800.00	$	-	0.00	0.00	$	1,642.62
LIBRARY	**August 29 - September 11, 2026**							
Faith Brehm	$	2,048.41	$	-	0.00	0.00	$	1,562.43
Molli Hunter		1,536.80		-	0.00	0.00		1,236.07
Penny Schmit		1,844.01		-	0.00	0.00		1,292.90
TOTAL LIBRARY	$	5,429.22	$	-	0.00	0.00	$	4,091.40
MBC	**August 29 - September 11, 2026**							

PAYROLL - SEPTEMBER 17, 2026

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
Milo Breitbach	$ 1,836.54	$ -	0.00	0.00	$ 1,411.44
Kara Burrack	1,468.80	-	0.00	0.00	1,264.04
Jacob Oswald	2,760.42	-	0.00	0.00	2,033.64
TOTAL MBC	$ 6,065.76	$ -	0.00	0.00	$ 4,709.12
POLICE	**August 29 - September 11, 2026**				
Erik Honda	$ 3,194.52	$ -	0.00	0.00	$ 2,348.33
Jordan Koos	3,380.16	-	0.00	12.00	2,333.55
Cole Millard	3,565.44	-	0.00	0.00	2,335.48
Johnny Norwood	2,987.04	-	0.00	0.00	1,748.39
Keanan Shannon	3,450.42	-	0.00	10.00	2,239.15
Britt Smith	3,871.46	-	0.00	0.00	2,844.71
Madonna Staner	2,020.80	-	0.00	0.00	1,510.08
Brian Tate	4,181.35	-	0.00	0.00	2,770.66
TOTAL POLICE	$ 26,651.19	$ -	0.00	22.00	$ 18,130.35
ROAD USE	**August 29 - September 11, 2026**				
Zeb Bowser	$ 2,251.20	$ -	0.00	3.75	$ 1,630.33
Jacob Gravel	2,251.20	-	0.00	0.75	1,700.23
Nick Kahler	2,784.96	-	0.00	0.00	2,040.99
Jasper Scott	2,251.21	-	0.00	0.00	1,683.36
TOTAL ROAD USE	$ 9,538.57	$ -	0.00	4.50	$ 7,054.91
SEWER	**August 29 - September 11, 2026**				
Jim Tjaden	$ 3,180.41	$ -	0.00	0.00	$ 2,203.36
TOTAL SEWER	$ 3,180.41	$ -	0.00	0.00	$ 2,203.36
SWIMMING POOL	**August 28 - September 10, 2026**				
Laila Atkinson	$ 214.38	$ -	0.00	0.00	$ 197.98
Bailey Brenneman	156.19	-	0.00	0.00	144.25
Macey Burlage	79.63	-	0.00	0.00	73.54
Paxtyn Chapman	67.50	-	0.00	0.00	62.33
Harper Donovan	65.00	-	0.00	0.00	60.03
Hayden Donovan	55.00	-	0.00	0.00	50.79
Cooper Ehrisman	60.00	-	0.00	0.00	55.41
Jill Flynn	1,253.12	-	0.00	0.00	1,147.64
Stella Flynn	54.19	-	0.00	0.00	50.04
Jensen Glawatz	174.56	-	0.00	0.00	161.21
Seth Hubbard	15.00	-	0.00	0.00	13.85
Peyton Hynick	12.50	-	0.00	0.00	11.54
Chloe Kienzle	45.00	-	0.00	0.00	41.56
Karle Kramer	162.56	-	0.00	0.00	150.12
Zoe Lagunes-Reynolds	71.88	-	0.00	0.00	66.38
Kaylee Lawrence	205.19	-	0.00	0.00	189.49
Alexis Lugrain	31.25	-	0.00	0.00	28.86
Mary Grace Lyons	111.00	-	0.00	0.00	102.51
Lindsay Ruchti	27.00	-	0.00	0.00	24.94
Cole Schmid-McCormick	42.50	-	0.00	0.00	39.24
Brayden Schmit	42.50	-	0.00	0.00	39.24
Brynn Schmit	215.00	-	0.00	0.00	198.55

PAYROLL - SEPTEMBER 17, 2026

DEPARTMENT	GROSS PAY		OT PAY		COMP HRS. ACCRUED	COMP TOTAL	NET PAY	
Emma Schwendinger		244.13		-	0.00	0.00		225.45
Keanan Sherwood		141.00		-	0.00	0.00		130.22
Bodin Smith		85.00		-	0.00	0.00		78.50
Katherine Stadtmueller		90.63		-	0.00	0.00		83.70
TOTAL SWIMMING POOL	$	3,721.71	$	-	0.00	0.00	$	3,427.37
WATER	**August 29 - September 11, 2026**							
Scott Hagen	$	2,472.80	$	-	0.00	14.25	$	1,847.65
Josh Willms		2,312.80		-	10.50	30.00		1,551.01
TOTAL WATER	$	4,785.60	$	-	10.50	44.25	$	3,398.66
TOTAL - ALL DEPTS.	**$**	**95,832.36**	**$**	**1,356.88**	**24.75**	**120.25**	**$**	**69,296.46**

Report Criteria:
[Report].Due Date = 09/22/2026

Name	Description	Invoice Amount
AARON'S AUTOMOTIVE LLC	PD VEHICLE OPERATING	84.29
JOHN DEERE FINANCIAL	PD VEHICLE OPERATING	17.98
MONTICELLO COMM SCHOOL DISTRCT	PD FUEL	1,894.17
LYNCH DALLAS P.C.	PD ATTORNEY FEES	200.00
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES	133.01
UNITED RENTALS (NORTH AMERICA)	PD FAIR OPERATING	1,830.00
Total 001-110: Police		4,159.45
THEODORE KRAUS	RU STREETLIGHT REPAIRS	313.51
ALLIANT ENERGY-IES	416 E 2ND STREETLIGHTS	135.99
ALLIANT ENERGY-IES	STREETLIGHTS	21.93
ALLIANT ENERGY-IES	2203 AMBER RD X44 ELECTRIC	55.07
Total 001-230: Road Use		526.50
JOHN DEERE FINANCIAL	POOL OSHA SUPPLIES	14.39
ZACHARY D LONG	POOL BLDG REPAIR/MAINT	52.00
FAREWAY STORES #840-1	POOL BUILDING SUPPLIES	16.92
FAREWAY STORES #840-1	POOL BUILDING SUPPLIES	6.98
JOHN DEERE FINANCIAL	POOL GROUNDS SUPPLIES	31.99
STEVE MONK CONSTRUCTION	POOL GROUNDS MAINTENANCE	383.00
NEXT GENERATION PLBG & HTG LLC	POOL SLIDE PUMP REPAIRAIR	120.00
BLACK HILLS ENERGY	6214 3735 03	527.69
FAREWAY STORES #840-1	POOL CONCESSIONS	21.16
FAREWAY STORES #840-1	POOL CONCESSIONS	199.52
FAREWAY STORES #840-1	POOL CONCESSIONS	190.02
FAREWAY STORES #840-1	POOL CONCESSIONS	41.73
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES	10.48
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS	1,842.05
STATE HYGIENIC LABORATORY	POOL LAB TEST	16.50
Total 001-440: Pool		3,474.43
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	82.60
MONTICELLO COMM SCHOOL DISTRCT	CEMETERY FUEL	363.53
LAPORTE MOTOR SUPPLY	CEMETERY EQUIP REPAIR/MAINT	28.11
TRI COUNTY PROPANE LLC	CEMETERY UTILITIES	317.40
Total 001-450: Cemetery		791.64
MOLLI JENN HUNTER	JANITORIAL SERVICES	350.00
Total 001-620: Administration		350.00
LASER TECH USA INC.	ADMIN BUILDING SUPPLIES	34.47
STEVE MONK CONSTRUCTION	ADMIN NUISANCES - SIDEWALKS	852.70
INFRASTRUCTURE TECHNOLOGY	ADMIN MISC CONTRACT WORK	248.72
LASER TECH USA INC.	ADMIN OFFICE SUPPLIES	3.25
LASER TECH USA INC.	ADMIN OFFICE SUPPLIES	7.99
Total 001-650: Administration		1,147.13

Name	Description	Invoice Amount
MOLLI JENN HUNTER	JANITORIAL SERVICES	332.50
KELLI CERRUTO	MBC ADULT PROGRAMMING	32.00
JOHN DEERE FINANCIAL	MBC WATER GEAR	71.98
DUBUQUE GLASS COMPANY	MBC BLDG REPAIR/MAINT	303.09
MONTICELLO COMM SCHOOL DISTRCT	MBC FUEL	306.96
ALLIANT ENERGY-IES	MBC ELECTRIC	30.21
ALLIANT ENERGY-IES	MBC ELECTRIC	2,793.26
ALLIANT ENERGY-IES	LITTLE LEAGUE	81.15
ALLIANT ENERGY-IES	509 E OAK ST SHELTER	104.22
ALLIANT ENERGY-IES	325 DIAMOND DR ELECTRIC	26.52
BLACK HILLS ENERGY	3293 7656 61	52.91
MONTICELLO SPORTS	MBC LEAGUE SUPPLIES	156.00
STEVE MONK CONSTRUCTION	MBC MOWING CONTRACT	6,453.33
STEVE MONK CONSTRUCTION	MBC MOWING	188.33
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES	79.36
Total 005-430: Parks & Rec		11,011.82
ALL AMERICAN LAWN & LANDSCAPE	TREES	781.25
Total 014-299: Trees		781.25
MONTICELLO COMM SCHOOL DISTRCT	FIRE FUEL	332.58
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES	30.44
Total 015-150: Fire		363.02
JOSHUA PRUITT	AMB MEDICAL DIRECTOR	500.00
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	1,101.05
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	27.96
IOWA DEPT OF HUMAN SERVICES	AMB REFUND	5,493.78
AIRGAS USA LLC	AMB MEDICAL SUPPLIES	134.39
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	153.45
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	521.35
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	94.17
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	783.67
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	348.88
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	40.98
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	83.99
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	45.99
BOUND TREE MEDICAL LLC	AMB MEDICAL SUPPLIES	70.54
Total 016-160: Ambulance		9,400.20
FAREWAY STORES #840-1	LIB IMP PROGRAMS/PROMOTIONS	48.24
FAREWAY STORES #840-1	LIB IMP SUMMER READING PROGRA	17.97
Total 030-410: Library Improvement		66.21
MOLLI JENN HUNTER	JANITORIAL SERVICES	332.50
CULLIGAN TOTAL WATER -	LIB BUILDING SUPPLIES	19.98
E.O. JOHNSON CO INC	LIB OFFICE SUPPLIES	207.91
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	45.49
Total 041-410: Library		605.88
BIECHLER ELECTRIC INC.	AIRPORT GROUNDS MAINTENANCE	1,405.88

Name	Description	Invoice Amount
MONTICELLO COMM SCHOOL DISTRCT	AIRPORT FUEL	267.10
ALLIANT ENERGY-IES	20373 HWY 38 AIRPORT	36.58
TRI COUNTY PROPANE LLC	AIRPORT UTILITIES	724.64
Total 046-280: Airport		2,434.20
SPAHN & ROSE LUMBER CO INC	RU BLDG REPAIR/MAINT	97.87
MONTICELLO COMM SCHOOL DISTRCT	RU FUEL	1,204.75
JOHN DEERE FINANCIAL	RU EQUIP REPAIR/MAINT	46.97
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	89.88
LAPORTE MOTOR SUPPLY	RU EQUIP REPAIR/MAINT	142.33
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	49.43
BLACK HILLS ENERGY	5682 1986 07	13.35
INFRASTRUCTURE TECHNOLOGY	RU UTILITIES	12.98
STEVE MONK CONSTRUCTION	RU STREET MAINTENANCE CONTRA	4,980.20
HENNICK TREE SERVICE LLC	RU TREE REMOVAL	5,200.00
KIMBALL MIDWEST	RU SUPPLIES	138.21
EXPRESS SIGN & LOGO LLC	RU STREET MAINTENANCE SUPPLIE	93.30
IOWA STATE PRISON INDUSTRIES	RU STREET MAINTENANCE SUPPLIE	56.60
SPAHN & ROSE LUMBER CO INC	RU STREET MAINTENANCE SUPPLIE	33.82
Total 110-210: Road Use		12,159.69
STEVE MONK CONSTRUCTION	BATY DG MOWING	784.00
Total 338-430: Baty Disc Golf		784.00
CENTER POINT PUBLISHING	LIB BAKER BOOKS	51.54
CENTER POINT PUBLISHING	LIB BAKER BOOKS	32.21
Total 503-410: Ioma Mary Baker Trust		83.75
LINDA KAHLER	WATER CLOTHING	285.00
MONTICELLO COMM SCHOOL DISTRCT	WATER FUEL	359.62
BLACK HILLS ENERGY	5682 1986 07	13.35
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	22.96
JOHN DEERE FINANCIAL	WATER SUPPLIES	44.90
JOHN DEERE FINANCIAL	WATER SUPPLIES	23.48
STATE HYGIENIC LABORATORY	WATER LAB TESTS	240.00
CORE & MAIN LP	WATER SYSTEM	1,035.00
HAWKINS WATER TREATMENT	WATER SYSTEM	356.39
STEVE MONK CONSTRUCTION	WATER SYSTEM	113.33
Total 600-810: Water		2,494.03
LINDA KAHLER	SEWER CLOTHING	285.00
MONTICELLO COMM SCHOOL DISTRCT	SEWER FUEL	359.62
LAPORTE MOTOR SUPPLY	SEWER EQUIP REPAIR/MAINT	13.97
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	5,277.40
ALLIANT ENERGY-IES	1105 E 1ST STREET - SEWER	299.78
BLACK HILLS ENERGY	1548 1146 02	45.05
BLACK HILLS ENERGY	5682 1986 07	13.35
TRI COUNTY PROPANE LLC	SEWER UTILITIES	786.60
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING	10.48
STATE HYGIENIC LABORATORY	SEWER LAB TESTS	1,063.00
ALTORFER INC.	SEWER SYSTEM	2,736.00
CITY OF DUBUQUE	SEWER SYSTEM	460.00

Name	Description	Invoice Amount
CITY OF DUBUQUE	SEWER SYSTEM	200.00
RANDY JOSEPH HARTER	SEWER SYSTEM	400.00
Total 610-815: Sewer		11,950.25
MONTICELLO COMM SCHOOL DISTRCT	SANITATION FUEL	57.04
BLACK HILLS ENERGY	5682 1986 07	13.36
REPUBLIC SERVICES #897	DUMPSTER COLLECTIONS	20,213.45
Total 670-840: Sanitation		20,283.85
STEVE MONK CONSTRUCTION	STORMWATER MAINTENANCE	293.34
Total 740-865: Stormwater		293.34
Total :		83,160.64
Grand Totals:		83,160.64

Report Criteria:
[Report].Due Date = 09/22/2026

City Council Meeting **Prep. Date** 9/15/2026 **Preparer:** Sally Hinrichsen	The City of MONTICELLO	**Agenda Item:** # 1 **Agenda Date:** 9/21/2026

Communication Page

Agenda Items Description: **Resolution** approving FY 2025-2026 Annual Financial Report

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

Attachments & Enclosures:

Proposed Resolution
Annual Financial Report

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Resolution approves State mandated Annual Financial Report

Background Information: The attached report is s summary for FY 2025-2026 fund balances, revenues, expenses, debt and other related financial information. Report was prepared by Sally and she can answer any questions you have between now and the meeting or at the meeting.

Here are a couple of notes:

(From Last Year's Report)	July 1, 2024	July 1, 2025
Ending Fund Balance (All funds combined)	$ 9,000,919	$ 9,426,133
6/30/2025 General Obligation Debt:	$ 3,726,000	
6/30/2025 Other Long Term Debt:	$ 0	
6/30/2025 Short Term Debt:	$12,116,363	

(From This Year's Report)	July 1, 2025	July 1, 2026
Ending Fund Balance (All funds combined)	$ 9, 426,133	$9,429,962
6/30/2026 General Obligation Debt:	$ 5,421,800	
6/30/2026 Other Long Term Debt:	$ 37,188	
6/30/2026 Short Term Debt:	$16,873,362	

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

Staff Recommendation: It is recommended Council approves the proposed resolution approving the FY 2025-2026 Annual Financial Report

CITY OF MONTICELLO, IOWA

RESOLUTION #

Approving FY 2025-2026 Annual Financial Report

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

WHEREAS, The City Clerk has prepared the report for FY 2025-2026, and will be publish notice in the Monticello Express, as required. Same having been reviewed by the City Administrator and presented to the City Council for review and approval, and

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

NOW THEREFORE BE IT RESOLVED by the City of Monticello, through its' City Council, in session this 21st day of September 2026, does hereby approve the FY 2025-2026 Annual Financial Report and directs the City Clerk to submit same to the State as required by the Code of Iowa.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of September, 2026

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

STATE OF IOWA 2026 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2026 CITY OF MONTICELLO, IOWA DUE: December 1, 2026	16205300400000 CITY OF MONTICELLO 200 E 1st St MONTICELLO IA 52310 POPULATION: 4040

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

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	2,210,835		2,210,835	2,223,831
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	2,210,835		2,210,835	2,223,831
Delinquent Property Taxes	0		0	0
TIF Revenues	781,226		781,226	785,000
Other City Taxes	636,406	0	636,406	653,204
Licenses and Permits	278,827	0	278,827	281,447
Use of Money and Property	560,324	166,379	726,703	619,390
Intergovernmental	936,369	0	936,369	1,612,067
Charges for Fees and Service	689,719	2,601,043	3,290,762	3,366,860
Special Assessments	23,189	0	23,189	25,155
Miscellaneous	243,787	37,905	281,692	397,086
Other Financing Sources	2,023,903	8,166,364	10,190,267	15,558,466
Transfers In	1,796,382	168,940	1,965,322	3,056,520
Total Revenues and Other Sources	10,180,967	11,140,631	21,321,598	28,579,026
Expenditures and Other Financing Uses				
Public Safety	1,995,227		1,995,227	2,174,413
Public Works	887,435		887,435	1,021,558
Health and Social Services	0		0	0
Culture and Recreation	1,038,545		1,038,545	1,128,181
Community and Economic Development	312,480		312,480	312,137
General Government	764,924		764,924	938,409
Debt Service	1,010,304		1,010,304	1,001,853
Capital Projects	2,235,603		2,235,603	2,815,508
Total Governmental Activities Expenditures	8,244,518	0	8,244,518	9,392,059
BUSINESS TYPE ACTIVITIES		11,107,929	11,107,929	17,000,857
Total All Expenditures	8,244,518	11,107,929	19,352,447	26,392,916
Other Financing Uses	0	0	0	
Transfers Out	1,683,210	282,112	1,965,322	3,056,520
Total All Expenditures/and Other Financing Uses	9,927,728	11,390,041	21,317,769	29,449,436
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	253,239	-249,410	3,829	-870,410
Beginning Fund Balance July 1, 2025	5,010,922	4,415,211	9,426,133	16,648,313
Ending Fund Balance June 30, 2026	5,264,161	4,165,801	9,429,962	15,777,903

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

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds 534

Indebtedness at June 30, 2026	Amount	Indebtedness at June 30, 2026	Amount
General Obligation Debt	5,421,800	Other Long-Term Debt	37,188
Revenue Debt	0	Short-Term Debt	19,744,164
TIF Revenue Debt	0		
		General Obligation Debt Limit	16,873,362

CERTIFICATION

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

Signature of Preparer	**Publication**
Printed name of Preparer Sally Hinrichsen	Phone Number 319-465-3577
Signature of Mayor or Mayor Pro Tem (Name and Title)	Date Signed

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CITY OF MONTICELLO
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1										1
Taxes levied on property	2	1,191,597	636,135		383,103			2,210,835		2,210,835	2
Less: Uncollected Property Taxes - Levy Year	3							0		0	3
Net Current Property Taxes	4	1,191,597	636,135		383,103	0	0	2,210,835		2,210,835	4
Delinquent Property Taxes	5							0		0	5
Total Property Tax	6	1,191,597	636,135		383,103	0	0	2,210,835		2,210,835	6
TIF Revenues	7			781,226				781,226		781,226	7
Other City Taxes											
Utility Tax Replacement Excise Taxes	8	21,816	11,234		5,769			38,819		38,819	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9							0		0	9
Parimutuel Wager Tax	10							0		0	10
Gaming Wager Tax	11							0		0	11
Mobile Home Tax	12	1,826	1,021		504			3,351		3,351	12
Hotel / Motel Tax	13	47,663						47,663		47,663	13
Other Local Option Taxes	14	546,573						546,573		546,573	14
Total Other City Taxes	15	617,878	12,255		6,273	0	0	636,406	0	636,406	15
Section B - Licenses and Permits	16	278,227				600		278,827		278,827	16
Section C - Use of Money and Property	17										17
Interest	18	149,453	5,887	15,512	10,768	68,651	6,779	257,050	166,379	423,429	18
Rents and Royalties	19	278,074				25,200		303,274		303,274	19
Other Miscellaneous Use of Money and Property	20							0		0	20
	21							0		0	21
Total Use of Money and Property	22	427,527	5,887	15,512	10,768	93,851	6,779	560,324	166,379	726,703	22
Section D - Intergovernmental	24										24
Federal Grants and Reimbursements	26										26
Federal Grants	27	4,500						4,500		4,500	27
Community Development Block Grants	28							0		0	28
Housing and Urban Development	29							0		0	29
Public Assistance Grants	30							0		0	30
Payment in Lieu of Taxes	31							0		0	31
	32							0		0	32
Total Federal Grants and Reimbursements	33	4,500	0		0	0	0	4,500	0	4,500	33

CITY OF MONTICELLO
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41										41
State Shared Revenues	43										43
Road Use Taxes	44		570,786					570,786		570,786	44
Other state grants and reimbursements	48										48
State grants	49	21,659						21,659		21,659	49
Iowa Department of Transportation	50	9,769						9,769		9,769	50
Iowa Department of Natural Resources	51							0		0	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
C&I Replacement and Tier I Business Tax Replacement	54	84,778	45,408		24,076			154,262		154,262	54
	55							0		0	55
	56							0		0	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
Total State	60	116,206	616,194	0	24,076	0	0	756,476	0	756,476	60
Local Grants and Reimbursements											
County Contributions	63	258				10,537		10,795		10,795	63
Library Service	64	23,712						23,712		23,712	64
Township Contributions	65	81,659						81,659		81,659	65
Fire/EMT Service	66	1,768						1,768		1,768	66
School Resource Officer	67	57,459						57,459		57,459	67
	68							0		0	68
	69							0		0	69
Total Local Grants and Reimbursements	70	164,856	0	0	0	10,537	0	175,393	0	175,393	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	285,562	616,194	0	24,076	10,537	0	936,369	0	936,369	71
Section E -Charges for Fees and Service	72										72
Water	73							0	515,423	515,423	73
Sewer	74							0	1,247,683	1,247,683	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0		0	77
Airport	78							0		0	78
Landfill/garbage	79							0	756,369	756,369	79
Hospital	80							0		0	80

CITY OF MONTICELLO
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0	81,568	81,568	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	154						154		154	90
Prisoner Care	91							0		0	91
Fire Service Charges	92							0		0	92
Ambulance Charges	93	472,168						472,168		472,168	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98	32,435						32,435		32,435	98
Library Charges	99	4,203						4,203		4,203	99
Park, Recreation, and Cultural Charges	100	180,759						180,759		180,759	100
Animal Control Charges	101							0		0	101
	102							0		0	102
	103							0		0	103
Total Charges for Service	104	689,719	0	0	0	0	0	689,719	2,601,043	3,290,762	104
Section F - Special Assesments	106					23,189		23,189		23,189	106
Section G - Miscellaneous	107										107
Contributions	108	92,605				23,239		115,844		115,844	108
Deposits and Sales/Fuel Tax Refunds	109	250						250	21,240	21,490	109
Sale of Property and Merchandise	110							0		0	110
Fines	111	11,833						11,833		11,833	111
Internal Service Charges	112							0		0	112
	113							0		0	113
Refunds & Reimbursements	114	44,479	67					44,546		44,546	114
Miscellaneous	115	22,947						22,947	16,665	39,612	115
Cemetery Lot Sales	116	13,630				2,140	3,440	19,210		19,210	116
Sales Tax Collections	117	7						7		7	117
Concessions	118	20,907						20,907		20,907	118
Airport Fuel Sales	119	8,243						8,243		8,243	119
Total Miscellaneous	120	214,901	67	0	0	25,379	3,440	243,787	37,905	281,692	120

CITY OF MONTICELLO
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121	3,705,411	1,270,538	796,738	424,220	153,556	10,219	6,360,682	2,805,327	9,166,009	121
Section H - Other Financing Sources	123										123
Proceeds of capital asset sales	124		5,501					5,501	14,564	20,065	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125					2,018,402		2,018,402	8,151,800	10,170,202	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127	1,019,957	151,411		146,865	99,571		1,417,804	168,940	1,586,744	127
Internal TIF loans and transfers in	128				378,578			378,578		378,578	128
	129							0		0	129
	130							0		0	130
Total Other Financing Sources	131	1,019,957	156,912	0	525,443	2,117,973	0	3,820,285	8,335,304	12,155,589	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132	4,725,368	1,427,450	796,738	949,663	2,271,529	10,219	10,180,967	11,140,631	21,321,598	132
Beginning Fund Balance July 1, 2025	134	2,075,242	771,039	318,920	207,551	1,318,383	319,787	5,010,922	4,415,211	9,426,133	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136	6,800,610	2,198,489	1,115,658	1,157,214	3,589,912	330,006	15,191,889	15,555,842	30,747,731	136

CITY OF MONTICELLO
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026

NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	786,358	198,932					985,290		985,290	2
Jail	3							0		0	3
Emergency Management	4							0		0	4
Flood control	5							0		0	5
Fire Department	6	134,889						134,889		134,889	6
Ambulance	7	732,435	127,636					860,071		860,071	7
Building Inspections	8							0		0	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10							0		0	10
Other Public Safety	11	14,977						14,977		14,977	11
	12							0		0	12
	13							0		0	13
Total Public Safety	14	1,668,659	326,568		0	0	0	1,995,227		1,995,227	14
Section B - Public Works	15										15
Roads, Bridges, Sidewalks	16	24,300	665,370					689,670		689,670	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18	81,682						81,682		81,682	18
Traffic Control Safety	19							0		0	19
Snow Removal	20		28,149					28,149		28,149	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23	87,934						87,934		87,934	23
Garbage (if not an enterprise)	24							0		0	24
Other Public Works	25							0		0	25
	26							0		0	26
	27							0		0	27
Total Public Works	28	193,916	693,519		0	0	0	887,435		887,435	28
Section C - Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36							0		0	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	0	0		0	0	0	0		0	39
Section D - Culture and Recreation	40										40
Library Services	41	195,587	52,155				2,606	250,348		250,348	41
Museum, Band, Theater	42							0		0	42
Parks	43	378,332	47,680					426,012		426,012	43
Recreation	44	187,910	9,882					197,792		197,792	44
Cemetery	45	90,365	16,099					106,464		106,464	45
Community Center, Zoo, Marina, and Auditorium	46							0		0	46
Other Culture and Recreation	47							0		0	47
Soldiers Memorial	48	22,760						22,760		22,760	48
Super MAC	49	26,666	8,503					35,169		35,169	49
Total Culture and Recreation	50	901,620	134,319		0	0	2,606	1,038,545		1,038,545	50

CITY OF MONTICELLO
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53							0		0	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55							0		0	55
Other community and economic development	56							0		0	56
TIF Rebates	57			312,480				312,480		312,480	57
	58							0		0	58
Total Community and Economic Development	59	0	0	312,480	0	0	0	312,480		312,480	59
Section F - General Government	60										60
Mayor, Council and City Manager	61	27,628	2,719					30,347		30,347	61
Clerk, Treasurer, Financial Administration	62	250,948	56,979					307,927		307,927	62
Elections	63							0		0	63
Legal Services and City Attorney	64	34,960						34,960		34,960	64
City Hall and General Buildings	65	300,163						300,163		300,163	65
Tort Liability	66							0		0	66
Other General Government	67							0		0	67
Hotel/Motel Tax	68	45,000						45,000		45,000	68
Revolving Loan Fud	69	46,527						46,527		46,527	69
Total General Government	70	705,226	59,698		0	0	0	764,924		764,924	70
Section G - Debt Service	71							0		0	71
Debt Servise	72				631,726			631,726		631,726	72
TIF - Debt	73				378,578			378,578		378,578	73
Total Debt Service	74	0	0	0	1,010,304	0	0	1,010,304		1,010,304	74
Section H - Regular Capital Projects - Specify	75										75
Stephen Sewer Main Project	76					1,295,620		1,295,620		1,295,620	76
All other Capital Projects	77					831,646		831,646		831,646	77
Subtotal Regular Capital Projects	78	0	0		0	2,127,266	0	2,127,266		2,127,266	78
TIF Capital Projects - Specify	79										79
Northridge Estates Project	80					99,971		99,971		99,971	80
Professional / COnsultatnt Frres	81					8,366		8,366		8,366	81
Subtotal TIF Capital Projects	82	0	0		0	108,337	0	108,337		108,337	82
Total Capital Projects	83	0	0		0	2,235,603	0	2,235,603		2,235,603	83
Total Governmental Activities Expenditures	84	3,469,421	1,214,104	312,480	1,010,304	2,235,603	2,606	8,244,518		8,244,518	84
(Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	85										85

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

CITY OF MONTICELLO
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section I - Business Type Activities	87										87
Water - Current Operation	88								312,635	312,635	88
Capital Outlay	89								209,185	209,185	89
Debt Service	90									0	90
Sewer and Sewage Disposal - Current Operation	91								694,239	694,239	91
Capital Outlay	92								8,206,283	8,206,283	92
Debt Service	93								954,725	954,725	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106								706,462	706,462	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120								14,195	14,195	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123								10,205	10,205	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
	127									0	127
	128									0	128
Total Business Type Activities	129								11,107,929	11,107,929	129

CITY OF MONTICELLO
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	3,469,421	1,214,104	312,480	1,010,304	2,235,603	2,606	8,244,518	11,107,929	19,352,447	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	1,104,924	83,693			116,015		1,304,632	282,112	1,586,744	132
Internal TIF loans/repayments and transfers out	133			378,578				378,578		378,578	133
	134							0		0	134
Total Other Financing Uses	135	1,104,924	83,693	378,578	0	116,015	0	1,683,210	282,112	1,965,322	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	4,574,345	1,297,797	691,058	1,010,304	2,351,618	2,606	9,927,728	11,390,041	21,317,769	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140						327,400	327,400		327,400	140
Restricted	141	149,103	900,692	424,600	146,910	941,003		2,562,308		2,562,308	141
Committed	142							0		0	142
Assigned	143	358,032						358,032		358,032	143
Unassigned	144	1,719,130				297,291		2,016,421		2,016,421	144
Total Governmental	145	2,226,265	900,692	424,600	146,910	1,238,294	327,400	5,264,161		5,264,161	145
Proprietary	146								4,165,801	4,165,801	146
Total Ending Fund Balance June 30,	147	2,226,265	900,692	424,600	146,910	1,238,294	327,400	5,264,161	4,165,801	9,429,962	147
Total Requirements (Sum of lines 136 and 147)	148	6,800,610	2,198,489	1,115,658	1,157,214	3,589,912	330,006	15,191,889	15,555,842	30,747,731	148

OTHER P10

Part III Intergovernmental Expenditures
Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments
Correction	
Health	1,081
Highways	27,359
Transit Subsidies	1,500
Libraries	317
Police protection	
Sewerage	
Sanitation	20,423
All other	94,664

Purpose	Amount paid to State
Highways	22,000
All other	597,313

Part IV
Wages & Salaries
Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID	Amount
Total Salaries and Wages Paid	2,414,843

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year					Debt Outstanding JUNE 30, 2026				
Purpose	**Line**	**Debt Outstanding JULY 1, 2025**	**Issued**	**Retired**	**General Obligation**	**TIF Revenue**	**Revenue**	**Other**	**Interest Paid This Year**
Water Utility	1.	0	0	0	0	0	0	0	0
Sewer Utility	2.	0	0	0	0	0	0	0	0
Electric Utility	3.	0	0	0	0	0	0	0	0
Gas Utility	4.	0	0	0	0	0	0	0	0
Transit-Bus	5.	0	0	0	0	0	0	0	0
Industrial Revenue	6.	0	0	0	0	0	0	0	0
Mortgage Revenue	7.	0	0	0	0	0	0	0	0
TIF Revenue	8.	0	0	0	0	0	0	0	0
Other Purposes / Miscellaneous	9.	0	74,188	37,000	0	0	0	37,188	0
GO	10.	3,726,000	2,485,000	789,200	5,421,800	0	0	0	218,525
Parking	11.	0	0	0	0	0	0	0	0
Airport	12.	0	0	0	0	0	0	0	0
Stormwater	13.	0	0	0	0	0	0	0	0
Section 108	14.	0	0	0	0	0	0	0	0
Total Long-Term		3,726,000	2,559,188	826,200	5,421,800	0	0	37,188	218,525

B. Short-Term Debt Amount

Outstanding as of July 1, 2025	12,116,363.72
Outstanding as of JUNE 30, 2026	19,744,164.02

Part VI DEBT LIMITATION FOR GENERAL OBLIGATIONS

	Amount		
Actual valuation -- January 1, 2024	337,467,259	**x.05 = $**	16,873,362.95

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2026

Type of asset	Amount				
	Bond and interest funds (a)	**Bond construction funds (b)**	**Pension/retirement funds (c)**	**All other Funds (d)**	**Total (e)**
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	146,910	1,357,990		7,925,596	9,430,496

If you budget on a NON-GAAP CASH BASIS, the amount in the
Total above SHOULD EQUAL the above summed amounts on

CITY DEBT DETAIL - LT DEBT1

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, 2025	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
TIF Agreements	1	TIF Agreement	06-30-2026	TIF	0	No Vote - Non-GO	6,786,823	4,977,118	506,290			TIF Revenue	TIF Development Agreements
2016 GO BOND	2	GO	04-18-2016	16-64	4.05 - 4.05	No Vote - Essential GO	2,640,000	160,000	160,000	3,200		General Obligation (GO)	South Street, Main Street, and Water tower
2019 GO BOND	3	GO	05-15-2019	19-68	3.00 - 3.00	No Vote - Essential GO	2,500,000	1,090,000	260,000	32,700		General Obligation (GO)	North Sycamore Street Reconstruction, including street, water, sewer, storm sewer, sidewalks and streetights
2023 GO Bond	4	GO	11-21-2023	2023-165	4.00 - 5.00	No Vote - Essential GO	2,350,000	1,950,000	155,000	91,250		General Obligation (GO)	N Chestnut Street Project, South Water Tower Painting Project and 6th Street Ditch Project
2024 GO Bond	5	GO	11-27-2024	2024-163	3.89 - 3.89	No Vote - Essential GO	375,000	375,000	184,000	14,588		General Obligation (GO)	Northridge Addition
2025 GO Loan Note - Street Sweeper	6	GO	05-01-2025	2025-58	4.25 - 4.25	No Vote - Below Threshold	151,000	151,000	30,200	6,310		General Obligation (GO)	Street Sweeper
2025 General Fund Financing Agreement	7	Other	08-18-2025	2025-111	0.00 - 0.00	No Vote - Below Threshold	74,188	0	37,000	0		Other Purposes/Misc	Police cameras
2025 GO Sewer Imp Bond	8	GO	09-02-2025	2025-114	4.00 - 5.00	No Vote - Essential GO	1,965,000	0	0	64,822		General Obligation (GO)	Stephen Sewer Main Project to extend sewer into new addition
2026A GO Sewer Equipment Bond	9	GO	03-04-2026	2026-21	4.50 - 4.50	No Vote - Below Threshold	520,000	0	0	5,655		General Obligation (GO)	Sewer Jet Truck
	10	-				-						-	-
	11	-				-						-	-
	12	-				-						-	-
	13	-				-						-	-
	14	-				-						-	-
	15	-				-						-	-
	16	-				-						-	-
	17	-				-						-	-
	18	-				-						-	-
	19	-				-						-	-
	20	-				-						-	-

Notes & Remarks

REMARKS

-

September 14th, 2026

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

RE: 6TH STREET DITCH RESTORATION
CHANGE ORDER #1 AND PAY REQUEST #1

Dear Mayor and City Council,

Enclosed for your review and approval are Change Order #1 and Pay Request #1 for work completed on the 6th Street Ditch Restoration project.

Change Order #1 includes removing the tapered end section and a portion of the footing of the southern wing wall of the existing N. Cedar Street culvert to provide a flat, vertical surface for the new wall to abut.

Payment for this period includes costs associated with earthwork, miscellaneous project removals, dewatering, concrete retaining wall installation, and temporary traffic control.

We have reviewed the pay estimates and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #1 in the amount of **$93,301.55** to Ground Line Company, LLC. Additionally, we recommend approval of Change Order #1 with a **$3,383.00** increase to the overall project cost. The total project cost would be increased from $770,077.00 to $773,460.00.

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

Respectfully,

SNYDER & ASSOCIATES, INC.

Colton Ingels

Colton Ingels, P.E.
Project Engineer

Enclosure: Change Order #1, Pay Request #1

Cc: Russ Farnum, City of Monticello
Jacob Connolly, Ground Line Company, LLC

City of Monticello, Iowa

RESOLUTION

Approving Change Order Request #1 and #2 in the increased not to exceed amount of $3,383.00 and $8,046.00, respectively, as submitted by Ground Line Company, LLC related to the 6th Street Ditch Restoration Project

WHEREAS, Ground Line Company, LLC is contracted with the City to complete the 6th Street Ditch Restoration Project, and

WHEREAS, Ground Line Company, LLC has submitted Change Order Request #1 tied to saw-out the existing southeast wing wall and a portion of the footing of the N. Cedar Street culvert to provide a flat, vertical surface for the proposed retaining wall, as noted in CO1.1, with a total net change in contract price to increase in the amount of $3,383.00. Change Order Request #2 tied to sidewalk replacement, with a total net change in contract price to increase in the amount of $8,046.00, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #1 and #2, and recommends that it be approved by the City Council.

NOW THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve Change Order #1 and #2 submitted by Ground Line Company, LLC related to the 6th Street Ditch Restoration Project in the not to exceed increase amount of $3,383.00 and $8,046.00, respectively.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of September, 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

CHANGE ORDER NO. 1

OWNER: City of Monticello

PROJECT: 6th Street Ditch Restoration
S&A PROJECT #: 123.0022.08

To: Ground Line Company, LLC

4782 County Rd E17
Address
Onslow, IA 52321
City, State, Zip

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

1. Description of change to be made:
Item No. CO1.1 - Changes include labor and equipment to saw-cut the existing southeast wing wall and a portion of the footing of the N. Cedar Street culvert.

2. Reason for Change:
Item No. CO1.1 - The change was incurred due to the discovery of a tapered end section on the wing wall. Removing this tapered end section was required to provide a flat, vertical surface for the proposed retaining wall (Wall C) to abut.

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

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
CO1.1		1	LS	$3,383.00	$3,383.00
				TOTAL	**$3,383.00**

4. This change order will result in a net change in the contract completion time of 0 days and a net change in the cost of the project of $3383.00 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	$770,077.00	November 20, 2026
Change due to this C.O. (+ or -)	$3,383.00	0
Totals including this C.O.:	$773,460.00	November 20, 2026

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

Ground Line Company, LLC
CONTRACTOR

By [signature]
Jacob Connolly

DATE: 9-11-2026

Snyder & Associates, Inc.
ENGINEER

By [signature]
Colton Ingels, P.E.

DATE: 9-10-2026

City of Monticello
OWNER

By
Jake Ellwood, Mayor

DATE:

ESTIMATE

Ground Line Company
4782 County Road E17
Onslow, IA 52321-7500

groundlineco@gmail.com
+1 (319) 251-0425

Bill to
CITY OF MONTICELLO
CITY OF MONTICELLO
200 E 1ST ST
MONTICELLO
IA
52310

Ship to
CITY OF MONTICELLO
CITY OF MONTICELLO
200 E 1ST ST
MONTICELLO
IA
52310

Estimate details
Estimate no.: 1082
Estimate date: 09/11/2026

#	Product or service	Description	Qty	Rate	Amount
1.	**SIDEWALK, PCC, 4"**		27	$248.00	$6,696.00
2.	**REMOVAL OF SIDEWALK**		27	$50.00	$1,350.00

Total **$8,046.00**

Accepted date **Accepted by**

City of Monticello, Iowa

RESOLUTION

Approving Pay Request #1 to Ground Line Company, LLC.,
Re: 6th Street Ditch Restoration Project in the amount of $93,301.55

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

WHEREAS, Ground Line Company, LLC. contracted with the City for the construction of public improvements described in general, as 6th Street Ditch Restoration Project, and

WHEREAS, Ground Line Company, LLC. their 1st pay request in the amount of $93,301.55, which has been reduced by the contractually agreed upon 3% 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 1st pay request from Ground Line Company, LLC., in the amount of $93,301.55, same reflecting the maintenance of a 3% retainer 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 21st day of September, 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: 6TH STREET DITCH RESTORATION

S&A PROJECT NO.: 123.0022.08

OWNER: CITY OF MONTICELLO
CONTRACTOR: GROUND LINE COMPANY, LLC
ADDRESS: 4782 COUNTY RD E17
ONSLOW, IA 52321

DATE: September 10, 2026

PAYMENT PERIOD: August 17, 2026 to September 2, 2026

1. CONTRACT SUMMARY:

Original Contract Amount:	$ 770,077.00
Net Change by Change Order:	$ 3,383.00
Contract Amount to Date:	$ 773,460.00

CONTRACT PERIOD: TOTAL CALENDAR DAY\$

Original Contract Date:	July 20, 2026
Original Contract Completion Date:	November 20, 2026
Late Start Date	August 17, 2026
Added by Change Order:	
Current Contract Completion Date	November 20, 2026

2. WORK SUMMARY:

Total Work Performed to Date:		$ 96,187.17
Retainage:	3%	$2,885.62
Total Earned Less Retainage:		$93,301.55
Less Previous Applications for Payment:		$ -
AMOUNT DUE THIS APPLICATION:		$93,301.55

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

Ground Line Company, LLC
CONTRACTOR

By [signature] DATE: 9-11-2026
Jacob Connolly

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By [signature] DATE: 9-10-2026
Colton Ingels, P.E.

5. OWNER'S APPROVAL

City of Monticello
OWNER

By DATE:
Jake Ellwood, Mayor

\\Gemini\Volume\Projects\2023\123.0022.08\Projects\6thStreetDitch\Construction\PayApp_2026-09-21_PR1.xlsx

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
1.	Clearing and Grubbing	1	LS	$ 12,400.00	$ 12,400.00	0.5		$ 6,200.00	0.5		$ 6,200.00
2.	Topsoil, On-site	466	CY	$ 12.00	$ 5,592.00			$ -			$ -
3.	Topsoil, Off-site	311	CY	$ 70.00	$ 21,770.00			$ -			$ -
4.	Excavation, Class 13	1407	CY	$ 27.00	$ 37,989.00	700		$ 18,900.00	700		$ 18,900.00
5.	Subbase, Special Backfill, 4"	262	SY	$ 26.00	$ 6,812.00			$ -			$ -
6.	Subbase, Special Backfill, 12"	45	SY	$ 26.00	$ 1,170.00			$ -			$ -
7.	Removal of Structure, Pedestrian Bridge	2	EA	$ 500.00	$ 1,000.00	2		$ 1,000.00	2		$ 1,000.00
8.	Removals, Retaining Wall	349	LF	$ 66.00	$ 23,034.00	179		$ 11,814.00	179		$ 11,814.00
9.	Foundation Treatment Material	90.4	TON	$ 40.00	$ 3,616.00	95.84		$ 3,833.60	95.84		$ 3,833.60
10.	Excavation, Class 20	283.9	CY	$ 35.00	$ 9,936.50			$ -			$ -
11.	Rock Excavation	27	CY	$ 1,000.00	$ 27,000.00			$ -			$ -
12.	Replacement of Unsuitable Backfill Material	56	CY	$ 120.00	$ 6,720.00			$ -			$ -
13.	Storm Sewer, Trenched, RCP, 36"	10	LF	$ 450.00	$ 4,500.00			$ -			$ -
14.	Removal of Storm Sewer, RCP, 36"	6	LF	$ 420.00	$ 2,520.00			$ -			$ -
15.	Culvert Cleaning	1	LS	$ 2,500.00	$ 2,500.00			$ -			$ -
16.	Curb and Gutter, 2.5', 7"	91	LF	$ 65.00	$ 5,915.00			$ -			$ -
17.	Structural Concrete (Miscellaneous)	337.2	CY	$ 945.00	$ 318,654.00	31.25		$ 29,531.25	31.25		$ 29,531.25
18.	Reinforcing Steel	19277	LB	$ 1.90	$ 36,626.30	4391		$ 8,342.90	4391		$ 8,342.90
19.	Removal of Sidewalk	9	SY	$ 52.00	$ 468.00	9		$ 468.00	9		$ 468.00
20.	Removal of Driveway	224	SY	$ 25.00	$ 5,600.00			$ -			$ -
21.	Sidewalk, PCC, 4"	9	SY	$ 250.00	$ 2,250.00			$ -			$ -
22.	Driveway, Paved, PCC, 6"	228	SY	$ 97.00	$ 22,116.00			$ -			$ -
23.	Driveway, Granular, 8"	228	SY	$ 13.50	$ 3,078.00			$ -			$ -
24.	Curb and Gutter Removal	91	LF	$ 23.00	$ 2,093.00			$ -			$ -
25.	Temporary Traffic Control	1	LS	$ 7,500.00	$ 7,500.00	0.25		$ 1,875.00	0.25		$ 1,875.00
26.	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 1 & Bonded Fiber Matrix	0.31	AC	$ 10,500.00	$ 3,255.00			$ -			$ -
27.	Hydraulic Seeding, Seeding and Fertilizing Type as Specified (No Mulching)	0.27	AC	$ 8,500.00	$ 2,295.00			$ -			$ -
28.	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 4	0.58	AC	$ 6,500.00	$ 3,770.00			$ -			$ -
29.	Filter Sock, 12"	886	LF	$ 4.00	$ 3,544.00	40		$ 160.00	40		$ 160.00
30.	Filter Socks, Removal	886	LF	$ 1.00	$ 886.00			$ -			$ -
31.	Temporary RECP, Type 4	1594	SY	$ 2.85	$ 4,542.90			$ -			$ -
32.	Rip Rap, Class E	40	TON	$ 95.00	$ 3,800.00			$ -			$ -
33.	Rip Rap, Soil Choked	72	TON	$ 165.00	$ 11,880.00			$ -			$ -
34.	Stabilized Construction Exit	123	SY	$ 22.00	$ 2,706.00	51.11		$ 1,124.42	51.11		$ 1,124.42
35.	Grid-Tied Concrete Block Mat	141	SY	$ 182.00	$ 25,662.00			$ -			$ -
36.	GTCBM Concrete Anchor Trench	14	LF	$ 138.00	$ 1,932.00			$ -			$ -
37.	Temporary Sediment and Erosion Controls	1	LS	$ 4,500.00	$ 4,500.00			$ -			$ -
38.	Removal of Fence, Wood	101	LF	$ 15.00	$ 1,515.00			$ -			$ -
39.	Removal of Fence, Vinyl	73	LF	$ 15.00	$ 1,095.00	73		$ 1,095.00	73		$ 1,095.00
40.	Wood Fence, 6'	101	LF	$ 60.00	$ 6,060.00			$ -			$ -
41.	Construction Fencing	480	LF	$ 13.50	$ 6,480.00	340		$ 4,590.00	340		$ 4,590.00
42.	Segmental Block Retaining Wall	96	SF	$ 90.00	$ 8,640.00			$ -			$ -
43.	Handrail, Aluminum	318	LF	$ 127.00	$ 40,386.00			$ -			$ -
44.	Removal of Handrail	45	LF	$ 8.00	$ 360.00	15		$ 120.00	15		$ 120.00
45.	Mobilization	1	LS	$ 22,000.00	$ 22,000.00			$ -			$ -
46.	Maintenance of Postal Service	1	LS	$ 464.30	$ 464.30			$ -			$ -
47.	Maintenance of Solid Waste	1	LS	$ 444.00	$ 444.00			$ -			$ -
48.	Concrete Washout	1	LS	$ 500.00	$ 500.00			$ -			$ -
49.	Dewatering	1	LS	$ 15,000.00	$ 15,000.00	0.25		$ 3,750.00	0.25		$ 3,750.00
50.	Erosion & Water Discharge Control	1	LS	$ 2,500.00	$ 2,500.00			$ -			$ -
51.	Temporary Shoring	1	LS	$ 25,000.00	$ 25,000.00			$ -			$ -
		TOTAL ORIGINAL CONTRACT =			$ 770,077.00	TOTAL		$ 92,804.17	TOTAL		$ 92,804.17
CHANGE ORDER SUMMARY:											
CO1.1	N. Cedar Street Culvert Wing Wall Saw-Cut	1	LS	3,383.00	$ 3,383.00	1	CO1	$ 3,383.00	1	CO1	$ 3,383.00
		TOTAL CHANGE ORDERS =			$ 3,383.00			$ 3,383.00			$ 3,383.00
		TOTAL CONTRACT & CHANGE ORDERS			$773,460.00			$ 96,187.17			$ 96,187.17

\\Gemini\Volume\Projects\2023\123.0022.08\Projects\6thStreetDitch\Construction\PayApp_2026-09-21_PR1.xlsx

City of Monticello, Iowa

RESOLUTION

Approving Change Order Request #8 in the increased not to exceed amount
of $28,709.33 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 #8 tied to an 8-inch sanitary sewer bypass line will be installed to divert flow from the biosolids building to the truck dump area and two electrical receptacles will be installed at the pressure reducing valve (PRV) vault to provide a dedicated power source, as noted in CR#37 and CR#39, with a total net change in contract price to increase in the amount of $28,709.33, and

WHEREAS, The City Engineer has reviewed the proposed Change Order #8 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 #8 submitted by Bill Bruce Builders related to the Monticello Wastewater Treatment Plant Improvements in the not to exceed increase amount of $28,709.33.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of September, 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

CHANGE ORDER NO.: 8

Owner: City of Monticello

Engineer: Snyder & Associates
Contractor: Bill Bruce Builders
Project: Wastewater Treatment Plant Improvements
Contract Name: Wastewater Treatment Plant Improvements
Date Issued: 9/15/2026

Owner's Project No.:
Engineer's Project No.: 120.1109
Contractor's Project No.:

Effective Date of Change Order:

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

Description: **CR#37 – An 8-inch sanitary sewer bypass line will be installed to divert flow from the biosolids building to the truck dump area, allowing wastewater to pass through the oil and grease separator prior to entering the main treatment process. This modification was requested to address operational and maintenance issues caused by excessive polymer accumulation resulting from inconsistent polymer and sludge characteristics. The bypass will improve treatment reliability and reduce the potential for future system impacts.**

CR#39 – Two electrical receptacles will be installed at the pressure reducing valve (PRV) vault to provide a dedicated power source for City operations and maintenance activities. One receptacle will be located within the vault and one adjacent to the exterior of the structure. Work includes furnishing and installing all associated wiring, conduit, receptacles, and a dedicated electrical circuit.

Attachments: **Bill Bruce Builders change requests 37, 39**

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 23,448,000.00	Original Contract Times: Substantial Completion: September 26, 2026 Ready for final payment: November 25, 2026
Increase from previously approved Change Orders No. 1 to No. 7 $ 1,069,547.48	**Increase** from previously approved Change Orders No.1 to No. **7**: Substantial Completion: January 27, 2027 Ready for final payment: February 22, 2027
Contract Price prior to this Change Order: $ 24,517,547.48	Contract Times prior to this Change Order: Substantial Completion: January 27, 2027 Ready for final payment: February 22, 2027
Increase due to this Change Order: $ 28,709.33	**Increase** this Change Order: Substantial Completion: February 12, 2027 Ready for final payment: March 10, 2027
Contract Price incorporating this Change Order: $ 24,546,256.81	Contract Times with all approved Change Orders: Substantial Completion: February 12, 2027 Ready for final payment: March 10, 2027

	Recommended by Engineer	Accepted by Contractor
By:		
Title:	Civil Engineer	President
Date:	9/15/2026	9/15/2026
	Authorized by Owner	Approved by Funding Agency
By:		
Title:		
Date:		

Bill Bruce Builders
900 E Franklin Street
Eldridge, IA 52748

Change Request Date: 8/4/2026

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #:	37
RFI #	
Date Submitted	8/4/2026
Due Date	8/11/2026

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

Description:

Per ITC #19, BBB and subcontractors propose to provide and install core for 8" pipe into MH-6, 115 LF of 8" C900 sanitary sewer, granular backfill under pavement.

Subcontractor Cost:		
Central Excavating	$	14,127.75
KE Flatwork	$	1,375.00
Bard Materials - 3.5 CY of Concrete	$	700.00
Whitecap	$	740.00
Total Subcontractor Cost:	$	16,942.75
Subcontractor Mark-up	$	847.14
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	$	17,886.49
P&P Bond	$	134.15
GL Insurance	$	107.32
Builder's Risk Insurance	$	44.72
Grand Total	**$**	**18,172.67**

Approved By

Engineer: Owner:

Name: Name:

Date: Date:

Change Order Request

Central Excavating, Inc		**Central No:**	2404
1805 State Street, Suite 104		**Date:**	7/31/2026
Bettendorf, IA 52722			
To:		**Attention:**	BILL BRUCE
BILL BRUCE BUILDERS		**Project Name:**	MONTICELLO WWTP IMPROVEMENTS
900 E. FRANKLIN STREET		**Project No:**	S & A: 120.1109.08
ELDRIDGE, IA 52748			

Remarks or Description of Work:

ITC #19 - Includes core for 8" pipe into MH-6, 115 LF of 8" C900 sanitary sewer, granular backfill under pavement.

	Description	Unit Type	Quantity	Unit Price	Extension
	8" Sanitary Sewer	LF	115	$ 105.00	$ 12,075.00
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
	7% Overhead, 10% Markup			Overhead & Profit	**$ 2,052.75**
				TOTAL	**$ 14,127.75**

Central Excavating, Inc.

By: Jesse Spain

Date: 7/31/2026

PROPOSAL

Quote Number: 13953
Quote Date: Aug 6, 2026
Page: 1

KE Flatwork Inc.
501 Blackhawk Trail
Eldridge, IA 52748
USA
Voice: 563-285-4404
Fax: 866-338-1517

Please sign and return yellow copy upon acceptance of bid.

Quoted To:
Bill Bruce Builders
900 E Franklin Dr
Eldridge, IA 52748

Job Location :
ITC #19- Monticello

Customer ID	Good Thru	Payment Terms
BRU05	9/5/26	

Quantity	Unit	Description
1.00		Labor- 10MH
2.00	CY	Materials
1.00		P/O

NOTE: If more rock is needed then what was quoted, we charge $25 a ton. If Dirt to be Hauled Away, That will be Extra.

All work is guaranteed to be as specified, and the work to be performed in accordance with the above specifications. Any changes in the above specifications may result in a change in price.

Please Note: All square footages on the proposal are estimates only. Your bill will be fo
square footages that are actually installed.

NOTE: Driveway Fall Sealer is Recommended. .35 a Sqft (Price not in B
KE Flatwork guarantees against salt damage for one year if applied.

Note: We are not responsible for subsoil compaction, Sewer trenches, water line trenches ETC.

Proposals are good for 30 days.

****THANK YOU FOR GIVING US THE OPPORTUNITY TO I
YOUR WORK****

If the outstanding balance on any open end credit permitted is not paid within fifteen (15) days of the billing date as shown on the invoice, financ
charges will be applied to the invoice. The amount of the finance charge
will be determined by multiplying the outstanding balance by a "periodic rate" of 1.25 percent (1.25%) per month. The annual percentage rate is fifteen percent (15%)

KE Flatwork, Inc. reserves the right to seek and obtain under the mechanic's lien laws or such other security interest laes as may be provided under the Uniform Commercial Code in force on its product and/or the project it is used in.

Customer agrees to pay all collection costs of KE Flatwork, Inc. includin
KE Flatwork's attorney's fees if the need should arise.

TOTAL	$	**1,375.00**

Change Order Request

Date: 8-19-26
Contractor: Bruce Builders
Attn: Project Manager

Project: Monticello WWTP
Location: Monticello IA
Architect: Shuck Britson

White Cap Supply proposes to furnish reinforcing steel in accordance with plans and specification as prepared by Shuck Britson and to be in accordance with the latest edition of the C.R. S. I. Manual of Standard Practice. All material will comply with ASTM A615, grade 60.
Quoted By CC

Change Order #5: Approx. .52 TONS REBAR ……...**$740.00 LUMP SUM**

Description: Per ITC-19 – Revised pit depth, and vertical spacing of rear in Truck Dump Oil/Sand Interceptor. Pricing includes materials and delivery to jobsite.

*****Whitecap Supply will not proceed with the above work until accepted in writing.**

SALES TAX NOT INCLUDED

Accepted ______________________________
Company

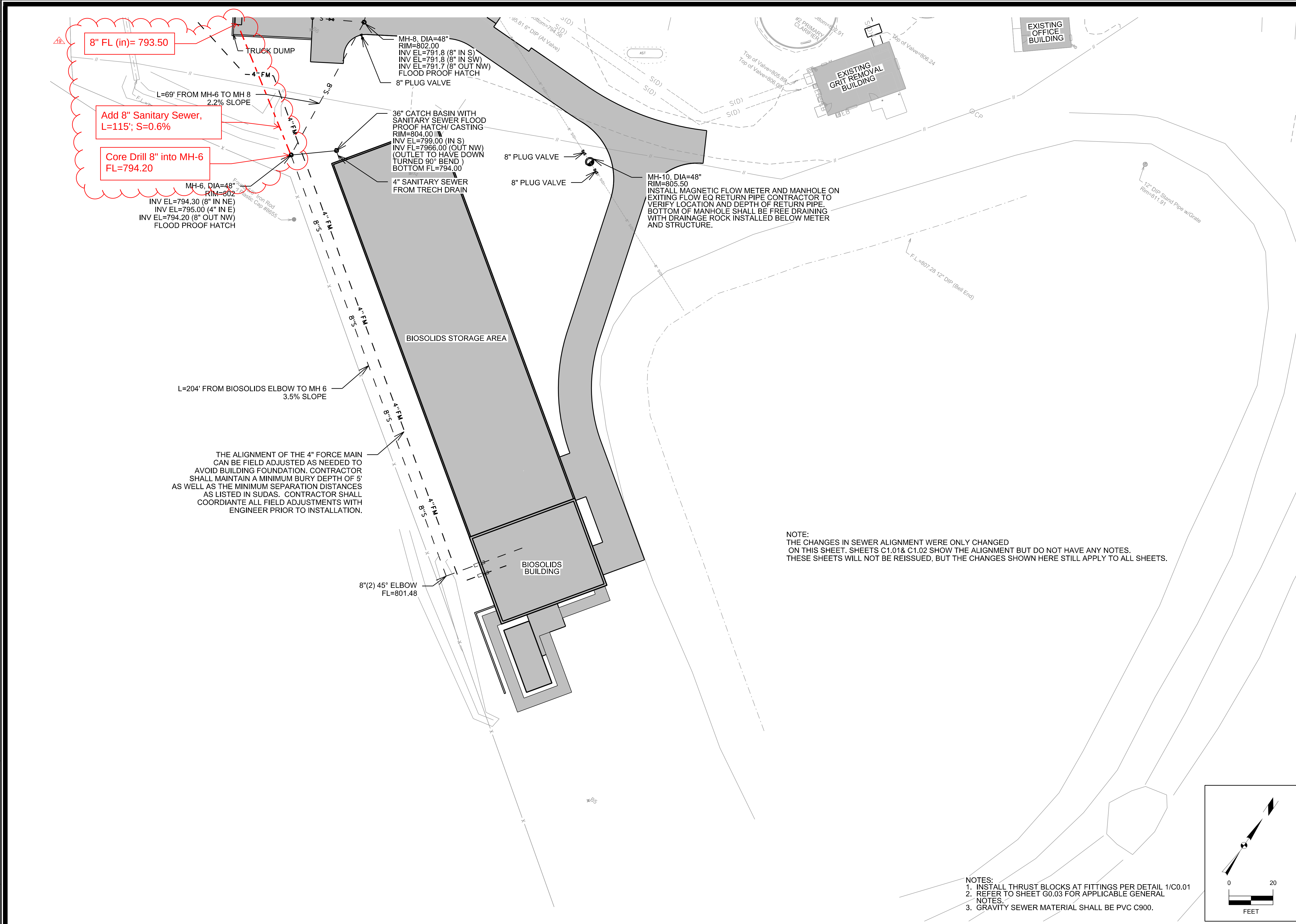
____
Name

____
Date

Sincerely,

Chris Chalupa

563-370-8800



MARK	REVISION	DATE	BY
19	ITC #19		
	ITC #6		

Engineer: NAE | Checked By: LRB | Scale: 1"= 40'
Technician: RWS | Date: 9/13/2023 | Field Bk: | Pg:
Project No: 1201109 | Sheet C1.06

WASTEWATER TREATMENT IMPROVEMENTS

MONTICELLO, IOWA

SITE PLAN - SANITARY SEWER [A]

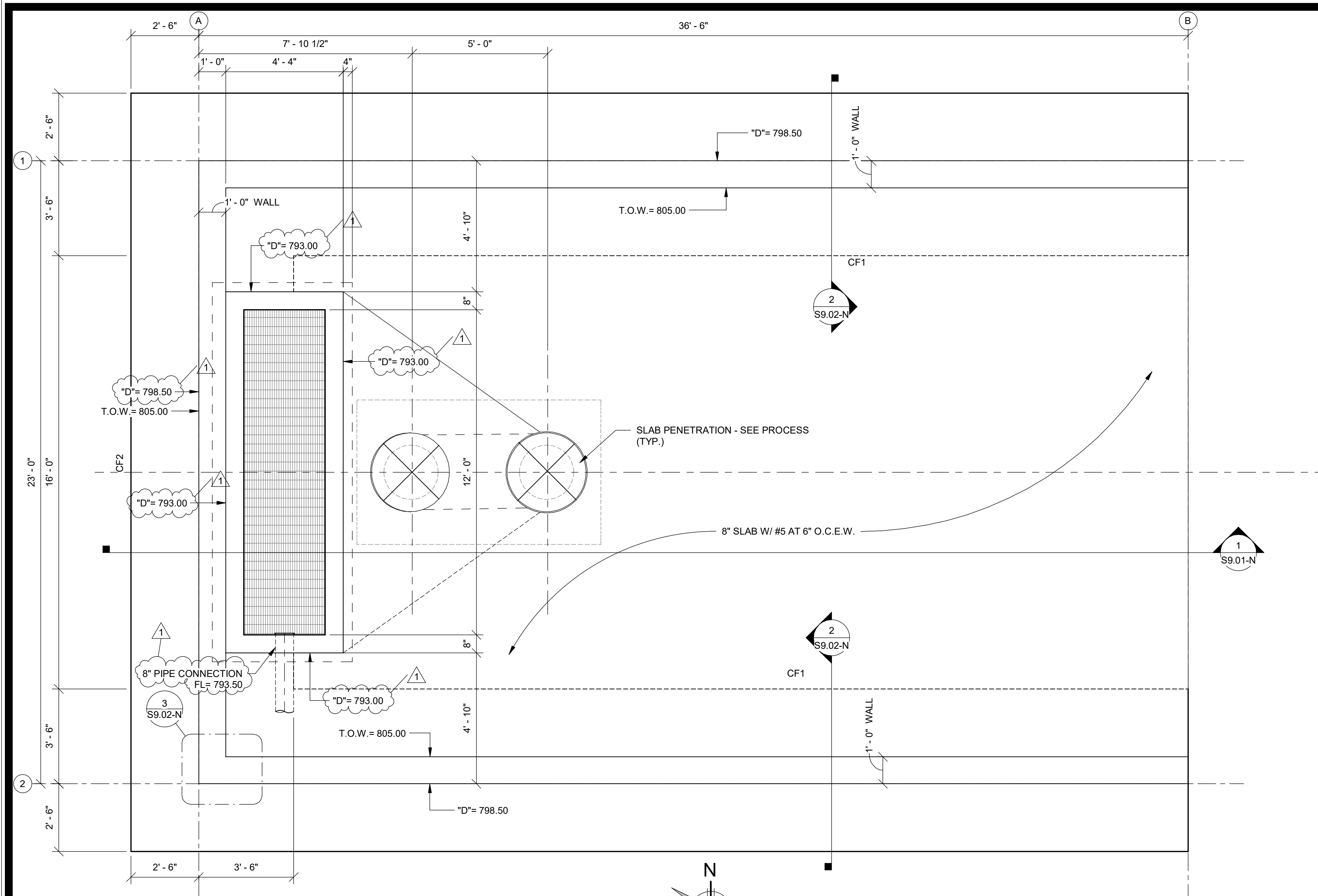
SNYDER & ASSOCIATES, INC.
5005 BOWLING STREET S.W.
CEDAR RAPIDS, IA 52404
319-362-9394 | www.snyder-associates.com

SNYDER & ASSOCIATES

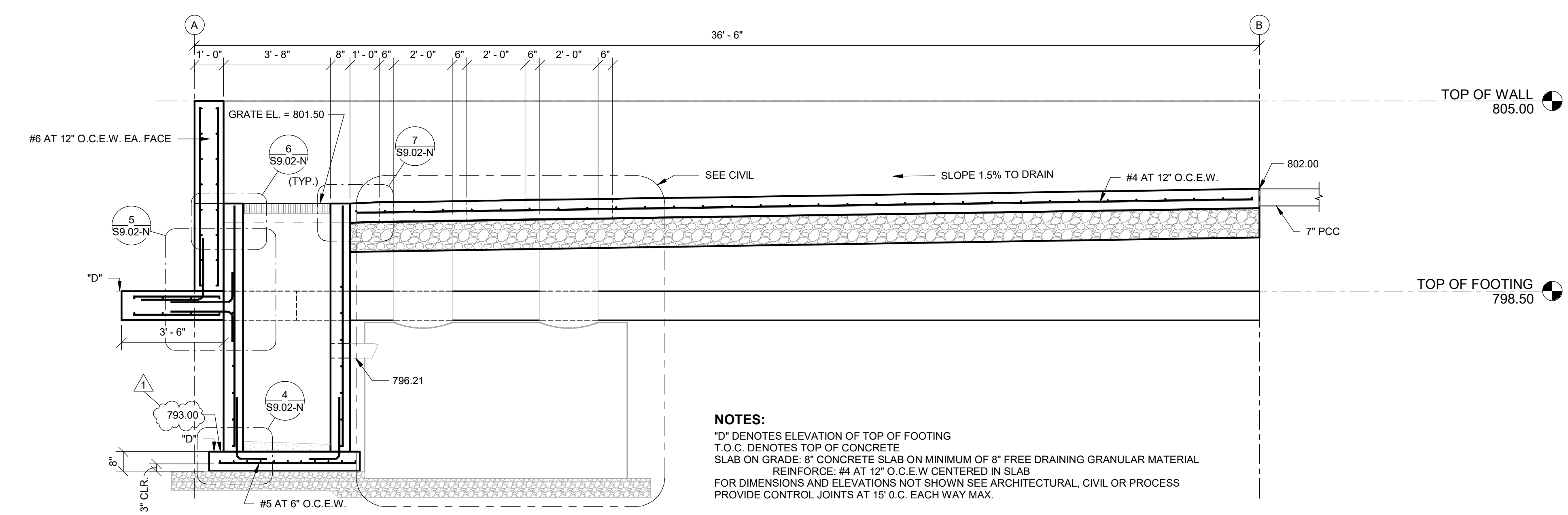
Project No: 1201109

Sheet C1.06

FOOTING SCHEDULE		
Type Mark	Description	REINFORCING
CF1	CONT. 6'-0" X 1'-0"	#5 AT 12" O.C.E.W TOP & BOTTOM
CF2	CONT. 3'-4" X 1'-0"	#5 AT 12" O.C.E.W TOP & BOTTOM



TRUCK DUMP OIL/ SAND INTERCEPTOR PLAN DETAIL
3/8" = 1'-0"



1 TRUCK DUMP OIL/ SAND INTERCEPTOR ELEVATION DETAIL
3/8" = 1'-0"

NOTES:
"D" DENOTES ELEVATION OF TOP OF FOOTING
T.O.C. DENOTES TOP OF CONCRETE
SLAB ON GRADE: 8" CONCRETE SLAB ON MINIMUM OF 8" FREE DRAINING GRANULAR MATERIAL
REINFORCE: #4 AT 12" O.C.E.W CENTERED IN SLAB
FOR DIMENSIONS AND ELEVATIONS NOT SHOWN SEE ARCHITECTURAL, CIVIL OR PROCESS
PROVIDE CONTROL JOINTS AT 15' 0.C. EACH WAY MAX.

SCALE BAR IS ONE INCH ON FULL SIZE 22X34 DRAWINGS
0 1/2" 1"
IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SHUCK-BRITSON

MARK	DATE	BY
1	7/20/2026	
1TC-19 REVISION		

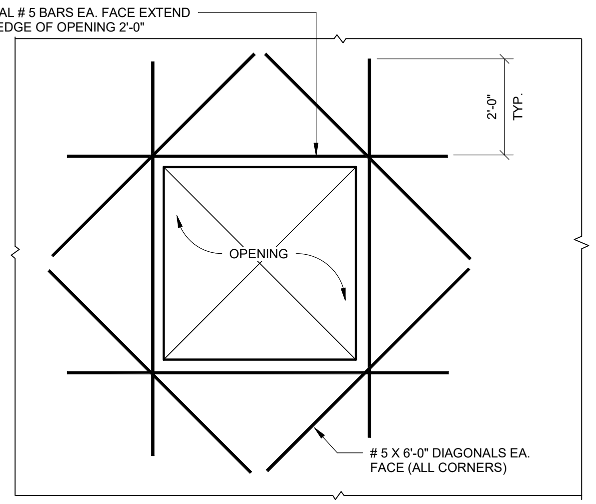
Engineer: AJG Checked By: TRV Scale: (AS NOTED)
Technician: DBT Date: 9/13/2023 Field Bk: Pg:
Project No: 120.1109.08 Sheet S9.01-N

WASTEWATER TREATMENT IMPROVEMENTS
TRUCK DUMP OIL/ SAND INTERCEPTOR PLAN DETAIL - PLAN MONTICELLO, IOWA

SNYDER & ASSOCIATES, INC.
5005 BOWLING STREET S.W.
CEDAR RAPIDS, IOWA 52404
319-362-9394 | www.snyder-associates.com

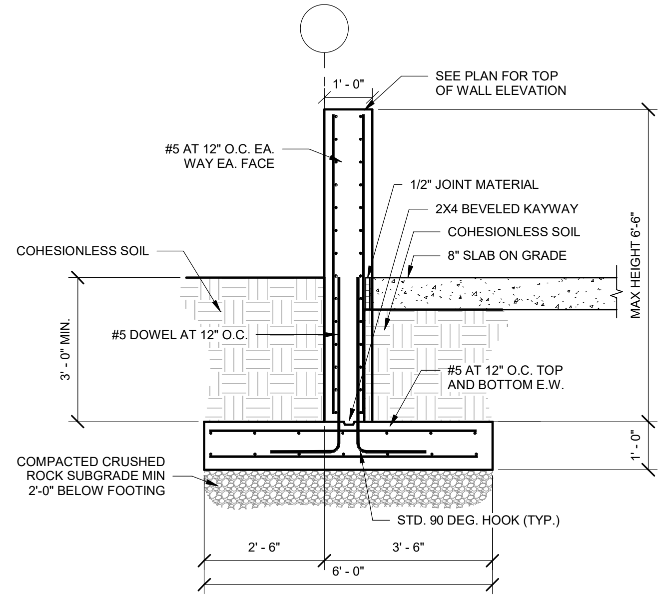
SNYDER & ASSOCIATES

Project No: 120.1109.08
Sheet S9.01-N

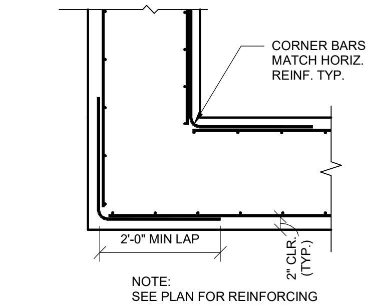


SIMILAR REINFORCING AT ROUND PENETRATIONS

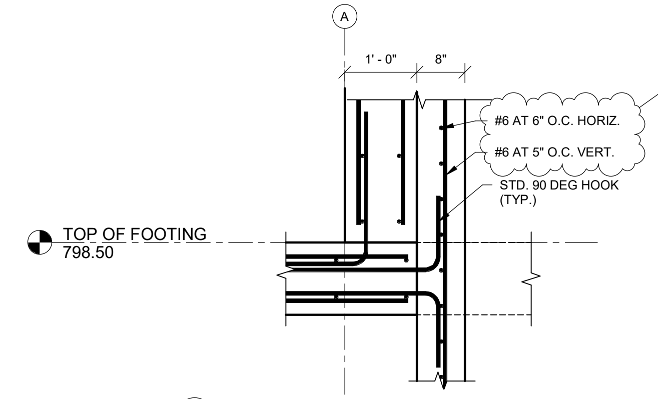
1 TYP. CONCRETE OPENING
1/2" = 1'-0"



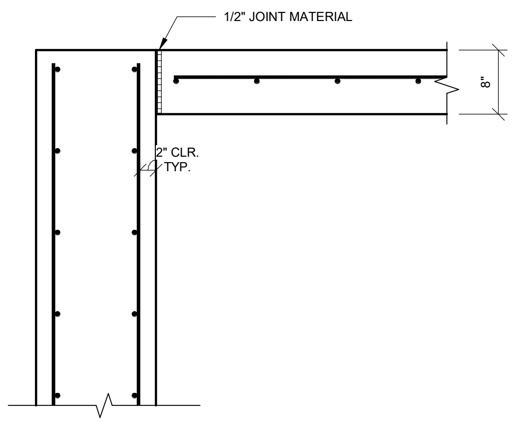
2 RETAINING WALL SECTION
1/2" = 1'-0"



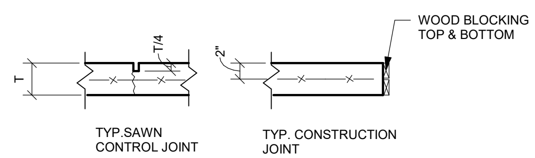
3 TYP. WALL CORNER
1/2" = 1'-0"



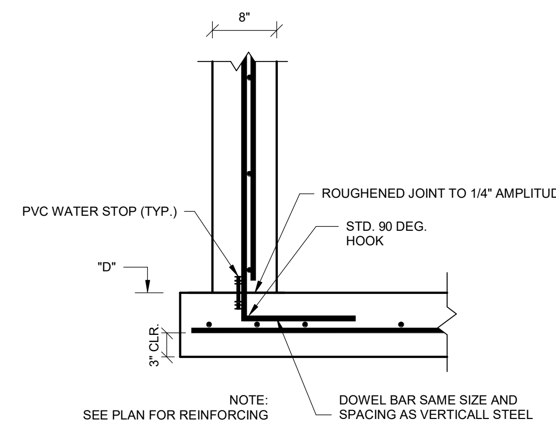
5 WALL SECTION
3/4" = 1'-0"



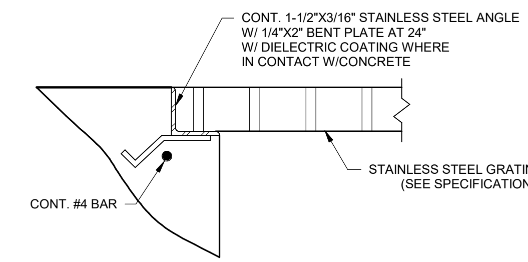
7 TYP. WALL TO TOP DETAIL
1" = 1'-0"



8 TYP. SLAB CONTROL JOINT DETAIL
1" = 1'-0"



4 BTM. TO WALL DETAIL
1" = 1'-0"



6 GRATING EMBED ANGLE DETAIL
1" = 1'-0"

SCALE BAR IS ONE INCH ON FULL SIZE 22X34 DRAWINGS
0 1/2" 1"
IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

MARK	REVISION	DATE	BY
1	1TC-19	7/20/2026	

Engineer: AJG | Checked By: TRV | Scale: (AS NOTED)
Technician: DBT | Date: 9/13/2023 | Field Bk: | Pg:
Project No: 120.1109.08 | Sheet S9.02-N

WASTEWATER TREATMENT IMPROVEMENTS

TRUCK DUMP OIL/ SAND INTERCEPTOR DETAIL - DETAILS

MONTICELLO, IOWA

SNYDER & ASSOCIATES, INC.
5005 BOWLING STREET S.W.
CEDAR RAPIDS, IOWA 52404
319-362-9394 | www.snyder-associates.com

Project No: 120.1109.08
Sheet S9.02-N

BRUCE BUILDERS

Bill Bruce Builders
900 E Franklin Street
Eldridge, IA 52748

Change Request Date: 9/15/2026

Project: Monticello Wastewater Treatment Plant Improvements

Change Order #:	39
RFI #	ITC #21
Date Submitted	9/2/2026
Due Date	9/9/2026

This Change Order Increases the amount of days to complete the job by 7 working days.

Description:

Per ITC #21, BBB and subcontractors propose to provide the following:

- Pull in new #10 wire from the screenhouse to the manhole 11
- New conduit and wiring from Truck dump station to PRV vault
- RMS conduit for outside receptacle
- RMS PVC coated conduit for inside vault receptacle.
- (1) new core and link seal
- (2) 20amp GFCI receptacles.
- Unistrut support as needed.
- Dig and backfill trench est 75 feet.

Subcontractor Cost:		
Westphal	$	7,794.88
KE Flatwork	$	1,990.00
Total Subcontractor Cost:	$	9,784.88
Subcontractor Mark-up	$	489.24
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	$	10,370.72
P&P Bond	$	77.78
GL Insurance	$	62.22
Builder's Risk Insurance	$	25.93
Grand Total	**$**	**10,536.66**

Approved By

Engineer: Owner:

Name: Name:

Date: Date:

CHANGE ORDER REQUEST

Change Order #: 17

Date: 09/15/2026

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:

ITC 21 PRV Vault Outlet

-

- Pull in new #10 wire from the screenhouse to the manhole 11
- New conduit and wiring from Truck dump station to PRV vault
- RMS conduit for outside receptacle
- RMS PVC coated conduit for inside vault receptacle.
- (1) new core and link seal
- (2) 20amp GFCI receptacles.
- Unistrut support as needed.

- Trenching and backfilling by others.

Change Order Price **$7,794.88**

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

☐ Accepted

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

CHANGE ORDER REQUEST

Change Order #: 17

Date: 09/15/2026

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
Client PCO #:
Our PCO #: 5

Summary

Extension Materials							**%**	**Total**	
Database Material								1,610.91	
Total Extension Material Cost								1,610.91	
Total Extension Material									**1,610.91**
Labor			**Hours**	**Rate**		**Sub Total**	**%**	**Total**	
Field Labor									
Labor rate			40.100	115.75		4,641.58			
Total Field Labor								4,641.58	
Incidental Labor									
Travel Time - GF			5.000	45.00		225.00			
Total Incidental Labor								225.00	
Total Labor Cost								4,866.58	
Total Labor									**4,866.58**
General Expenses	**Qty**	**Duration**	**Cost/Unit**		**Tax %**	**OH %**	**MU %**	**Total**	
Total General Expenses									**199.25**
Equipment	**Qty**	**Duration**	**Cost/Unit**		**Tax %**	**OH %**	**MU %**	**Total**	
Total Equipment									**349.44**
Sub Total 1									**7,026.18**
Global Markup							10.000	702.62	
Total Global Overhead and Markup									**702.62**
Sub Total 2									**7,728.80**
Bonding							0.855	66.08	
Total Adjustments									**66.08**
Total									**7,794.88**

Contractor Certification

Name: ____________________

Date: ____________________

Signature: ____________________

I hereby certify that this quotation is complete and accurate based on the information provided

Becky Avise

Subject: FW: Monticello Electric trench

From: Lucas Kluever <keflatwork@gmail.com>
Sent: Tuesday, September 15, 2026 1:33 PM
To: Bill Bruce <bbruce@brucebuilders.com>
Subject: Monticello Electric trench

Dig and backfill trench est 75 feet.

8 cubic yards of rock @ 60$

8 cubic yards hauled away @20$

6 hours laborer and excavator operator, including machines @ 225$ an hour

Total 1990

Thank you,

Lucas Kluever

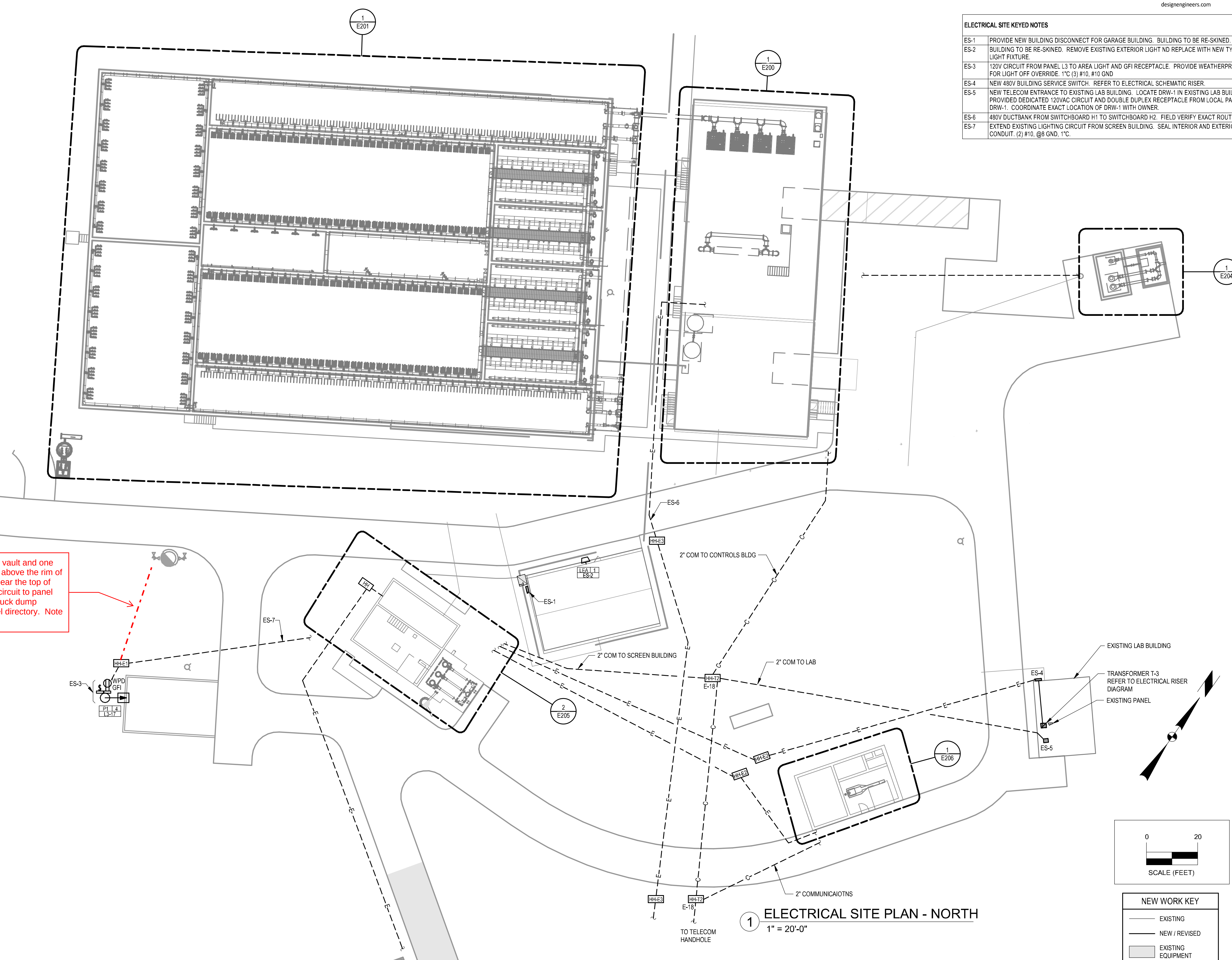
KE Flatwork Inc.
501 Blackhawk Trails Eldridge, IA
Cell: 563-357-9028
Office: 563-285-4404
Fax: 866-338-1517
keflatwork@gmail.com
www.keflatworkinc.com

DESIGN ENGINEERS
MECHANICAL & ELECTRICAL CONSULTANTS
8801 Prairie View Lane SW, Suite 200
Cedar Rapids, IA 52404 | 319.841.1944
8215 Greenway Blvd, Suite 180
Middleton, WI 53562 | 608.424.8815
designengineers.com

ELECTRICAL SITE KEYED NOTES

ES-1	PROVIDE NEW BUILDING DISCONNECT FOR GARAGE BUILDING. BUILDING TO BE RE-SKINED.
ES-2	BUILDING TO BE RE-SKINED. REMOVE EXISTING EXTERIOR LIGHT ND REPLACE WITH NEW TYPE 'LEA' LIGHT FIXTURE.
ES-3	120V CIRCUIT FROM PANEL L3 TO AREA LIGHT AND GFI RECEPTACLE. PROVIDE WEATHERPROOF SWITCH FOR LIGHT OFF OVERRIDE. 1"C (3) #10, #10 GND
ES-4	NEW 480V BUILDING SERVICE SWITCH. REFER TO ELECTRICAL SCHEMATIC RISER.
ES-5	NEW TELECOM ENTRANCE TO EXISTING LAB BUILDING. LOCATE DRW-1 IN EXISTING LAB BUILDING. PROVIDED DEDICATED 120VAC CIRCUIT AND DOUBLE DUPLEX RECEPTACLE FROM LOCAL PANEL FOR DRW-1. COORDINATE EXACT LOCATION OF DRW-1 WITH OWNER.
ES-6	480V DUCTBANK FROM SWITCHBOARD H1 TO SWITCHBOARD H2. FIELD VERIFY EXACT ROUTING.
ES-7	EXTEND EXISTING LIGHTING CIRCUIT FROM SCREEN BUILDING. SEAL INTERIOR AND EXTERIOR OF CONDUIT. (2) #10, @8 GND, 1"C.

Provide two receptacles at the PRV Vault. Install one inside of vault and one outside of vault. Exterior receptacle to be installed on unistrut above the rim of the vault and shall be weatherproof. Interior receptacle to be near the top of the vault. Both shall be GFCI 20A receptacles with dedicated circuit to panel L3-spare. (2) #10, #10 gnd. Existing raceway to handle near tuck dump station may be used then extended to PRV vault. update panel directory. Note circuit on receptacle. Conduit shall be sealed on both ends.



1 ELECTRICAL SITE PLAN - NORTH
1" = 20'-0"

0 20
SCALE (FEET)

NEW WORK KEY	
	EXISTING
	NEW / REVISED
	EXISTING EQUIPMENT
	NEW / REVISED EQUIPMENT

MARK	REVISION	DATE	BY
	ITC 21	9/14/2026	

Engineer: AJD | Checked By: AJD | Scale: 1" = 20'-0"
Technician: RLS | Date: 09/13/2023 | Field Bk: | Pg:
Project No: 1201109
Sheet E300

WASTEWATER TREATMENT IMPROVEMENTS

MONTICELLO, IOWA

ELECTRICAL SITE PLAN - NORTH

SNYDER & ASSOCIATES, INC.

5005 BOWLING STREET S.W.
CEDAR RAPIDS, IA 52404
319-362-9394 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 1201109
Sheet E300

September 10, 2026

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

RE: CONTRACTOR'S APPLICATION FOR PAYMENT #28- 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 #28 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, site work, electrical site work, installation of walkways and handrails on top of the Aero-Mod tank and site 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 #28 of **$279,989.70** to Bill Bruce Builders, Inc.

Respectfully,

SNYDER & ASSOCIATES, INC.

Nick Eisenbacher, P.E.
Project Engineer

Enclosure: Bill Bruce Builders, Inc Contractor's Application for Payment #28

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

Contractor's Application for Payment

Owner:	City of Monticello	**Owner's Project No.:**	120.1109.08
Engineer:	Snyder & Associates, Inc.	**Engineer's Project No.:**	120.1109.08
Contractor:	Bill Bruce Builders, Inc.	**Contractor's Project No.:**	20231024
Project:	Wastewater Treatment Plant (WWTP) Improvements		
Contract:	Wastewater Treatment Plant Improvements		

Application No.: 28 **Application Date:** 9/1/2026

Application Period: **From** 8/1/2026 **to** 8/31/2026

1. Original Contract Price		$ 23,448,000.00 -
2. Net change by Change Orders		$ 1,069,547.48 -
3. Current Contract Price (Line 1 + Line 2)		$ 24,517,547.48 -
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)		$ 20,372,919.96 -
5. Retainage		
a. 5% X $16,796,497.96	Work Completed	$ 839,824.90 -
b. 5% X $3,576,422.00-	Stored Materials	$ 178,821.10 -
c. Total Retainage (Line 5.a + Line 5.b)		$ 1,018,646.00 -
6. Amount eligible to date (Line 4 - Line 5.c)		$ 19,354,273.96 -
7. Less previous payments (Line 6 from prior application)		19,074,284.26
8. Amount due this application		$ 279,989.70-
9. Balance to finish, including retainage (Line 3 - Line 6)		$ 5,163,273.52 -

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: [signature] **Date:** 9/1/2026

Recommended by Engineer		**Approved by Owner**	
By:	[signature]	**By:**	
Title:	Civil Engineer	**Title:**	
Date:	9/10/2026	**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	**Owner's Project No:**	120.1109.08
Engineer:	Snyder & Associates, Inc.	**Engineer's Project No:**	120.1109.08
Contractor:	Bill Bruce Builders, Inc.	**Contractor's Project No.**	20231024
Project:	Wastewater Treatment Plant (WWTP) Improvements		
Contract:	Wastewater Treatment Plant Improvements		

Application No.: 28 **From** 8/1/2026 **to** 8/31/2026 **Application Date:** 09/01/26

A	B	C	D	E	F	G	H	I
			WORK COMPLETED					
ITEM #	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)
	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	1,501,850.99	55,624.11		1,557,475.10	78%	444,992.90
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	705,485.05	9,729.04		715,214.09	75%	234,785.91
9	Rebar Labor	1,000,000.00	820,000.00	50,000.00		870,000.00	87%	130,000.00
10	Concrete - Aeromod	1,610,500.00	1,059,825.00	81,525.00		1,141,350.00	71%	469,150.00
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	296,000.00			296,000.00	99%	4,000.00
17	Placement on Project	179,200.00	157,000.00	10,000.00		167,000.00	93%	12,200.00
18	Digging for Electrical/Concrete around pipes	100,000.00	90,000.00	10,000.00		100,000.00	100%	0.00
19	Sluice Gates/Slides Gates Install	50,000.00				0.00	0%	50,000.00
20	Liquid Process Pipe Install	50,000.00	24,000.00			24,000.00	48%	26,000.00
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	66,000.00			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	77,155.00	100%	0.00
41	Aluminum Framed Entrances and Storefronts	30,090.00	30,090.00			30,090.00	100%	0.00
42	Painting	124,931.00	124,931.00			124,931.00	100%	0.00
43	Specialties	8,030.00				0.00	0%	8,030.00
44	Lab Equipment - End Loader	179,000.00	179,000.00			179,000.00	100%	0.00
45	Lab Equipment - Hotsy Pressure Washer	7,800.00		7,800.00		7,800.00	100%	0.00
46	Refrigerated Composite Sampler	27,500.00				0.00	0%	27,500.00
47	Plumbing / HVAC	499,980.00	494,304.89			494,304.89	99%	5,675.11
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	675,000.00			675,000.00	100%	0.00
50	Electrical - Site Work	310,613.00	279,551.61	26,769.53		306,321.14	99%	4,291.86
51	Electrical - Building Power and Equipment	310,612.00	307,688.24			307,688.24	99%	2,923.76
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	12,500.00	350.00		12,850.00	88%	1,750.00
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	12,000.00	10,000.00		22,000.00	65%	12,000.00
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	Actuagted 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	14,400.00			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	34,850.00		62,819.00	62%	37,931.00
96	Fabricated Stainless Steel - Materials	170,000.00	73,206.08	91,675.00		164,881.08	97%	5,118.92
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	635,463.36	2,928.32		638,391.68	69%	293,088.32
	Original Contract Totals	***$ 23,448,000.00***	***$ 15,383,255.32***	***$ 391,251.00***	***$ 3,576,422.00***	***$ 19,350,928.32***	***83%***	***$ 4,097,071.68***

Progress Estimate - Lump Sum Work | **Contractor's Application for Payment**

Owner:	City of Monticello	**Owner's Project No:**	120.1109.08
Engineer:	Snyder & Associates, Inc.	**Engineer's Project No:**	120.1109.08
Contractor:	Bill Bruce Builders, Inc.	**Contractor's Project No.**	20231024
Project:	Wastewater Treatment Plant (WWTP) Improvements		
Contract:	Wastewater Treatment Plant Improvements		

Application No.: **28** **From** 8/1/2026 **to** 8/31/2026 **Application Date:** 09/01/26

A	B	C	D	E	F	G	H	I
			WORK COMPLETED					
ITEM #	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED & STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)
Change Orders								
1	Unsuitable Soils	763,990.30	745,024.10			745,024.10	98%	18,966.20
2	RFI 23	(19,455.71)	(19,455.71)			(19,455.71)	100%	0.00
	RFI 21	6,027.74	6,027.74			6,027.74	100%	0.00
	RFI 25	1,174.68	1,174.68			1,174.68	100%	0.00
	ITC 07 & 08	6,123.97				0.00	0%	6,123.97
3	Controls Integration	169,986.52	169,986.52			169,986.52	100%	0.00
	RFI #35	4,496.10	4,496.10			4,496.10	100%	0.00
	RFI #38	8,242.36	8,242.36			8,242.36	100%	0.00
	ITC 09	14,670.54	14,670.54			14,670.54	100%	0.00
	Relocate VFDs to Screen Building	12,708.75	12,708.75			12,708.75	100%	0.00
4	ITC #13 (CR #18)	9,806.03	9,806.03			9,806.03	100%	0.00
	Unsuitable Soils - watermain and sewer main around the Site (CR#19)	13,219.79	13,219.79			13,219.79	100%	0.00
5	Unsuitable Soils North Side of Control Building	6,916.09	6,916.09			6,916.09	100%	0.00
	Delete Explosion Proof Operators	(19,903.40)				0.00	0%	(19,903.40)
	Unsuitable Soils	40,145.09	40,145.09			40,145.09	100%	0.00
	ITC #12	(2,461.00)				0.00	0%	(2,461.00)
	RFI #69	12,270.98	9,029.56			9,029.56	74%	3,241.42
6	CR #32 - Electrical Breakers	9,491.49				0.00	0%	9,491.49
	CR #34 - Controls Building Welder Receptalce	1,513.46				0.00	0%	1,513.46
7	CR #29 - MH-1	10,763.06				0.00	0%	10,763.06
	CR #35 - Adjust piping to the Flow Meter	19,820.64				0.00	0%	19,820.64
	Change Order Totals	***$ 1,069,547.48***	***$ 1,021,991.64***	***$ -***	***$ -***	***$ 1,021,991.64***		***$ 47,555.84***
Original Contract and Change Orders								
	Project Totals	$ 24,517,547.48	$ 16,405,246.96	$ 391,251.00	$ 3,576,422.00	$ 20,372,919.96		$ 4,144,627.52

Stored Materials Summary **Contractor's Application for Payment**

Owner:	City of Monticello	**Owner's Project No:**	120.1109.08
Engineer:	Snyder & Associates, Inc.	**Engineer's Project No:**	120.1109.08
Contractor:	Bill Bruce Builders, Inc.	**Contractor's Project No.**	20231024
Project:	Wastewater Treatment Plant (WWTP) Improvements		
Contract:	Wastewater Treatment Plant Improvements		

Application No.: 2 1 **Application Period:** From 8/1/2026 to 8/31/2026 **Application Date:** 09/01/26

A	B	C	D	E	F	G	H	I	J	K	L	M
					APPLICATION NO	MATERIALS STORED			INCORPOARTED IN WORK			
ITEM NO. LUMP SUM TAB	SUPPLIER INVOICE NO.	SUBMITTAL NO. (WITH SPECIFICATION SECTION NO)	DESCRIPTON OF MATERIALS OR EQUIPMENT STORED	STORAGE LOCATION	NO. WHEN MATERIALS PLACED IN STORAGE	PREVIOUS AMOUNT STORED ($)	AMOUNT STORED THIS PERIOD ($)	AMOUNT STORED TO DATE (G+H) ($)	AMOUNT PREVIOUSLY INCORPORATED IN THE WORK ($)	AMOUNT INCORPORATED IN THE WORK THIS PERIOD ($)	TOTAL AMOUNT INCORPOARTED IN THE WORK (J+K) ($)	MATERIALS REMAINING IN STORAGE (I-L) ($)
26	Pay App #1		Wall Panels	Advanced Precast	1	130,359.00		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		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		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		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	92,818.94	0.00
40	Pay App #1		FRP Aluminum Hybrid Doors	Opening Specilists, Inc	3	17,226.22		17,226.22			0.00	17,226.22
49	Pay App #2		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	4	15,097.90		15,097.90		$ 15,097.90	15,097.90	0.00
40	Pay App #2		FRP Aluminum Hybrid Doors	Opening Specilists, Inc	4	52,780.00		52,780.00			0.00	52,780.00
49	Pay App #3		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	5	13,349.98		13,349.98		$ 13,349.98	13,349.98	0.00
99	Pay App #6		Ultraviolet Disinfection Equipment	Enaqua	6	45,897.00		45,897.00			0.00	45,897.00
80	Pay App #1		Split-Clarator Secondary Clarifier	Aero-Mod	7	688,417.00		688,417.00			0.00	688,417.00
84	Pay App #1		Wall mounted Walkways	Aero-Mod	7	308,612.00		308,612.00			0.00	308,612.00
40	Pay App #3		FRP Aluminum Hybrid Doors	Opening Specilists, Inc	7	7,148.78		7,148.78			0.00	7,148.78
81	Pay App #2		Wall Mounted Aerators	Aero-Mod	8	371,879.00		371,879.00			0.00	371,879.00
91	Pay App #2		Installation Materials and Spare Parts	Aero-Mod	8	91,750.00		91,750.00			0.00	91,750.00
94	28374		Variable Frequency Motor Controllers / Controls / Subm	Electric Pump	8	926,601.00		926,601.00			0.00	926,601.00
94	30385		Variable Frequency Motor Controllers / Controls / Subm	Electric Pump	11	505,650.00		505,650.00			0.00	505,650.00
96	Pay App #5		Fabricated Stainless Steel - Materials	Dubuque Plumbing & Heating	19	26,408.18		26,408.18		$ 26,408.18	26,408.18	0.00
95	Pay App #5		Fabricated Stainless Steel - Labor	Dubuque Plumbing & Heating	19	12,350.00		12,350.00		$ 12,350.00	12,350.00	0.00
82	Pay App #4		Sludge Management	Aero-Mod	22	10,959.00		10,959.00			0.00	10,959.00
83	Pay App #4		Plant Process Controls	Aero-Mod	22	123,612.00		123,612.00			0.00	123,612.00
85	Pay App #4		Actuagted Valves	Aero-Mod	22	93,971.00		93,971.00			0.00	93,971.00
86	Pay App #4		Sluice Gates & Hand Lift Stop Plates	Aero-Mod	22	21,206.00		21,206.00			0.00	21,206.00
87	Pay App #4		Aeration Blower and Controls	Aero-Mod	22	205,000.00		205,000.00			0.00	205,000.00
88	Pay App #4		Probe Module & Sensor Probes	Aero-Mod	22	19,213.00		19,213.00			0.00	19,213.00
89	Pay App #4		Clarifier Algae Control	Aero-Mod	22	20,857.00		20,857.00			0.00	20,857.00
90	Pay App #4		Bio-P Selector Tank Mixing	Aero-Mod	22	65,643.00		65,643.00			0.00	65,643.00
					Totals	*$ 3,961,944.74*	*$ -*	*$ 3,961,944.74*	*$ 288,997.74*	*$ 96,525.00*	*$ 385,522.74*	*$ 3,576,422.00*

City of Monticello, Iowa

RESOLUTION

Approving Pay Request #28 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of $279,989.70

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 28th pay request in the amount of $279,989.70, 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 28th pay request from Bill Bruce Builders, Inc., in the amount of $279,989.70, same reflecting the maintenance of a 5% retainer for work completed and stored materials. Council further authorizes City Clerk Sally Hinrichsen to sign the USDA form RD 440-11 to submit to USDA for review, in absence of the City Administrator.

IN THE TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal for the City of Monticello, Iowa to be affixed. Done this 21st day of September, 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting Prep. Date: 9/17/2026 Preparer: Britt Smith	The City of Monticello	Agenda Item: # 6 Agenda Date: 9/21/2026

Communication Page

Agenda Items Description: **Resolution** to approve the purchase of new Tasers from Axon.

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

Attachments & Enclosures:

Proposed Resolution

Fiscal Impact:

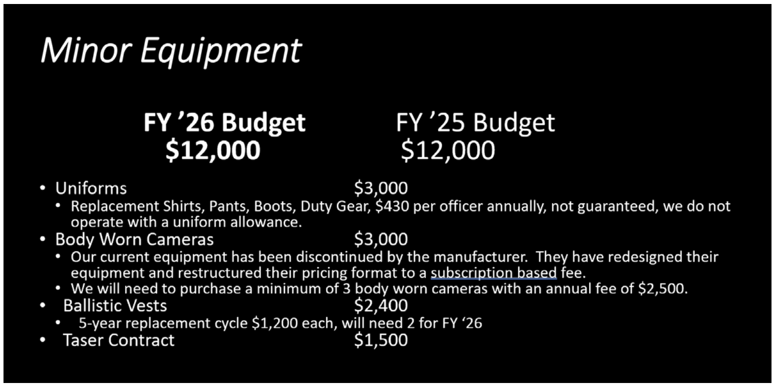
Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Approval of an agreement with Axon for the purchase of new Tasers for the Police Department.

Background Information:
At the conclusion of the fiscal year, I always perform an evaluation of our financial position and evaluate where our budget shortfalls were or if there was a surplus and what projects might have been missed. In doing so, I discovered a surplus for FY '26 that I would like to propose a utilization for.

Our original FY '26 budget was $789,074, with a final expenditure of $746,910,200. This left a budget surplus of $42,163.95. Of this remaining amount, $34,934.43 was attributed to personnel expenses (Admin Wage, Police Officers Wages, Admin Asst. Wage, Overtime) that we did not expend. These line items are generally aways factored as the highest case scenario of our projected needs to cover the maximum payouts we could expect to have for wages, overtime, and other various time off benefits. If you reduce our overall surplus by the amount specifically identified for wages, we had an operational surplus of $7,229.52. This amount doesn't come from one single line item, but over several operational line items that we ran under budget on.

One of the reasons for the surplus is that I did not make any equipment purchases identified for Tasers as I had originally proposed during the FY '26 budget cycle. During last fiscal year's budget planning I had planned to purchase 1 new replacement Taser, for a contract fee of $1,500, which we did not pursue. The additional acquisition of replacing a single Taser with our current equipment became less of a priority.



At this point, I am proposing to the Council the opportunity to utilize this surplus to revamp our entire line of Department Tasers. Like our body and car camera systems, our tasers are also a fairly substantial system to update and stay current with, so utilizing opportunies like these ensure we stay current on our improvements without springing substantial costs on the Council when we aren't in a position to offer opportunities to pay for them.

The Department currently has 5 Tasers, some of which are shared by officers and exchanged each shift, and some are individually assigned. Two of the units are Taser 7's, which are approximately 6 years old, but from an operational perspective they are current models still in production today, they are just out of the warranty period and have technically exceeded their recommended manufacturers' operational life expectancy. These two units are shared between the two shifts, one is exchanged between the dayshift, and one is exchanged between night shifts.

The 3 remaining tasers are all x26p models and range from 8 to 13 years in age. These units are also far outside their warranty period and have more than exceeded the manufacturers' operational life expectancy. They are individually issued to Sergeant Tate, SRO Honda, and me. The x26p is no longer being manufactured and we are unable to provide service for them if they are to malfunction, meaning we would be required to replace them with the Taser 7 model when we have failures. While we acknowledge that we operate them outside of their manufacturers recommended operational period, we are now to the point that we are running on borrowed time.

I want to stress that ALL of our units' function within the manufacturer's specifications are dependable units suitable for our operations. But that dependability and liability for their guaranteed functional operation continues to diminish every day. That is the risk management portion of the position that I am forced to evaluate daily.

Because of our systems, and the opportunity our FY '26 budget has presented, I would like to be able to remove these three units from service and replace them with 3 new Taser 7's to implement a standardized platform for all of our staff. Similar to our 5-body camera purchase, I would like to continue to utilize shared units for our staff that report daily to the office so that they can be checked out for use, as well as distribute 3 units to our staff that have a high expectancy to deploy from places other than our office. This would be for our K-9 officer who would have an expectation to deploy from his residence, our School Resource Officer who deploys to a variety of buildings and school functions, and myself who routinely deploys directly from my residence.

In my consultation with Axon, we have 2 options for our update.

Option #1: This is my preference and allows us to restart with units that fall within the manufacturers recommended operational life cycle. Proposal 1 is that while the two existing Taser 7's we have in operation are still functional, they be traded in for two updated units and start with 5 new fully warrantied Taser 7 models. Similar to the body cameras, Taser utilizes a 5-year contract to purchase the units which helps spread the higher cost over 5 years. **To purchase 5 new Taser 7's, our annual cost would be $5,664.00 per year.** At the completion of the 5-year contract, we will own them outright and continue to utilize them for as long as they remain operational. With our FY '26 surplus, we would have the necessary funds to cover the first year of the contract and then build the annual amounts into the subsequent budgets.

Option #2: This option reduces the number of NEW units we will acquire to 3, but still allows us to have 5 total units. We will acquire 3 new full warranty units and retain the 2 Taser 7's that we currently have**. To purchase 3 new Taser 7's, our annual cost would be $4,650.00**. It is my belief that the option to only purchase 3 units instead of 5 is not economical considering the price difference is only $1,000 to receive 2 new units with full warranty.

I am hopeful that the budgetary surplus from FY '26 is recognized and that the Council allows me to proceed with this project. If approved, I would return at the next council meeting with a formal quote for approval.

Staff Recommendation: I recommend that the Council consider the options and provide staff with direction.

MINUTES TO SET DATE FOR HEARING ON ENTERING INTO A FINANCING AGREEMENT

Monticello, Iowa

September 21, 2026

The City Council of the City of Monticello, Iowa, met on September 21,2026, at 6:00 p.m., at the Monticello Renaissance Center, in the City.

The meeting was called to order by the Mayor Pro Tem, and the roll was called showing the following members of the Council present and absent:

Present:

Absent: .

Council Member introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member ; and after due consideration thereof by the City Council, the Mayor Pro Tem put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes:

Nays: .

Whereupon, the Mayor Pro Tem declared the resolution duly adopted as hereinafter set out.

• • • • •

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

____

Scott Brighton, Mayor Pro Tem

Attest:

____

Sally Hinrichsen, City Clerk

RESOLUTION NO.

Resolution to fix a date for a public hearing on proposal to enter into a General Fund Equipment Financing Agreement with payments thereunder in an amount not to exceed $30,000

WHEREAS, pursuant to the provisions of Section 364.4 of the Code of Iowa, the City of Monticello (the "City"), in Jones County, State of Iowa proposes to contract indebtedness and enter into a General Fund Equipment Lease/Loan Agreement (the "Financing Agreement") with payments thereunder in an amount not to exceed $30,000, for the purpose of acquiring taser equipment for use by the municipal police department, and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Financing Agreement and to give notice thereof as required by such law;

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

Section 1. The City Council shall meet on October 5, 2026, at the Monticello Renaissance Center, Monticello, Iowa, at 6:00 p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Financing Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Financing Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once, not less than four (4) and not more than twenty (20) days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO A GENERAL FUND LEASE/LOAN AGREEMENT WITH PAYMENTS THEREUNDER IN AN AMOUNT NOT TO EXCEED $30,000

(GENERAL FUND)

The City Council of the City of Monticello, Iowa, will meet on October 5, 2026 at the Monticello Renaissance Center, in the City, at 6:00 p.m., for the purpose of instituting proceedings and taking action to enter into a Lease/Loan Agreement (the "Financing Agreement") with payments thereunder in an amount not to exceed $30,000 for the purpose of acquiring taser equipment for use by the municipal police department.

The Financing Agreement is proposed to be entered into pursuant to authority contained in Section 364.4 of the Code of Iowa and will constitute a general liability of the City, provided, however, that payments under the Financing Agreement shall be payable from the City's General Fund and not from the direct imposition of a debt service property tax levy.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Financing Agreement. After receiving objections, the City may determine to enter into the Financing Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Monticello, Iowa.

Sally Hinrichsen
City Clerk

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

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved September 21, 2026.

Scott Brighton, Mayor Pro Tem

Attest:

Sally Hinrichsen, City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
JONES COUNTY SS:
CITY OF MONTICELLO

I, the undersigned, City Clerk of the City of Monticello, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for a hearing on the Council's proposal to take action in connection with a Financing Agreement, as referred to therein.

WITNESS MY HAND this ____ day of _______, 2026.

____
Sally Hinrichsen, City Clerk

ORGANIZATION CERTIFICATE

STATE OF IOWA
JONES COUNTY SS:
CITY OF MONTICELLO

I, the undersigned City Clerk, do hereby certify that the City of Monticello is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

Vacant___________________________, Mayor

Russell Farnum__________________, City Administrator

Sally Hinrichsen_________________, City Clerk/Treasurer

Scott Brighton__________________, Council Member/Mayor Pro Tem

Candy Langerman_______________, Council Member

Mary Phelan____________________, Council Member

Dave Goedken__________________, Council Member

Josh Brenneman________________, Council Member

Jake Ellwood___________________, Council Member

WITNESS MY HAND this ______day of ________, 2026.

____
Sally Hinrichsen, City Clerk

PUBLICATION CERTIFICATE

(PLEASE NOTE: do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA
JONES COUNTY SS:
CITY OF MONTICELLO

I, the undersigned, City Clerk of the City of Monticello , do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into a Financing Agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this _________ day of ________, 2026.

____
Sally Hinrichsen, City Clerk

(Attach here the publisher's original affidavit with a clipping of the notice, as published.)

City Council Meeting **Prep. Date:** 9/17/2026 **Preparer:** Lori Lynch	The City of Monticello	**Agenda Item:** # 7 **Agenda Date:** 09/21/2026

Communication Page

Agenda Items Description: Giving paramedic Hanson lead medic pay when assisting with office duties

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

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Director Lynch is requesting the ability to pay Paramedic Hanson, lead medic pay while working on extra office duties.

Background Information: This is $1.23 an hour on top of regular pay. Paramedic Mason Hanson will be in charge of the service and preform director duties while Lynch is not available. Director Lynch is out of the state about 1 week a year.
The ambulance service has many up grades in the future and the need for another person to help with those duties will be needed. These duties are above the normal paramedic duties. These up grades include starting to restock our own drug boxes, writing new protocols, and writing standard operating guidelines.
This pay would only be given when extra projects or Paramedic Hanson is in charge. Regular shifts he would continue to get regular medic pay.

Staff Recommendation: Director Lynch recommends allowing Paramedic Hanson lead medic pay as needed.

City of Monticello, Iowa

RESOLUTION #

Promoting a Monticello Ambulance Paramedic to
Lead Paramedic and setting wage

WHEREAS, Monticello Ambulance desires to promote a staff member to Lead Paramedic to assist with director duties and to be in charge, in absence of the director, and

WHEREAS, The Monticello City Council approved the Lead Paramedic wage of $33.14 effective July 1, 2026, in the Wage Chart that was on April 6, 2026, and

WHEREAS, The Ambulance Director is requesting the ability to pay Lead Paramedic wage of $33.14 to Mason Hanson while in charge of the Ambulance Service, in the absence of the Ambulance Director and/or assisting with Director duties, and

WHEREAS, The Council finds it appropriate to follow the recommendation of the Ambulance Director, and further finds that the wages set is fair and reasonable and should, therefore, be approved.

NOW, THEREFORE, The Council hereby authorizes Lead Paramedic wages to Mason Hanson while preforming the duties as listed above.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21st day of September 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting **Prep. Date:** 09/18/2026 **Preparer:** Sally Hinrichsen	The City of Monticello	**Agenda Item:** # 8 **Agenda Date:** 09/21/2026

Communication Page

<u>Agenda Items Description:</u> USDA-RD Funding Resolution for WWTP Financing

<u>Type of Action Requested</u>: Resolution

<u>Attachments & Enclosures</u>:

Resolution

<u>Fiscal Impact</u>:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

<u>Synopsis</u>: The City of Monticello was awarded USDA loans and grant for the Waste Water Treatment Facility. Council previously adopted Resolution 2022-92 authorizing the Mayor, City Administrator or City Clerk to sign all USDA documents related to the Waste Water Treatment Facility Project. Julie Ford with the USDA recommended Council adopt a resolution to clarify that the Mayor Pro Tem or City Clerk, in the absence or request of the Mayor and/or City Administrator are approved to sign any USDA form related to the loans or grants. Julie Ford reviewed Resolution 2022-92 and recommends Council adopt the resolution adding Mayor Pro Tem.

Background: The City has been working closely with bond counsel (John Danos at Dorsey & Whitney), the City Attorney, Matt Stoffel with PFM (the City's financial advisor), our engineering team at Snyder, as well as USDA representatives, as design is completed and the project construction moves closer to completion.

City has funded the front the construction costs (through private lending). City was awarded USDA loans in the combined amount of $23,226,000 for this project. The City will close on the USDA permanent financing and pay off the short-term borrowing, construction loan, SRF design loan, and other related expenses, when that amount is paid toward the project.

Coordinating all of these moving parts and making it all happen efficiently, correctly, and on time, is a priority. In order to keep things moving forward, the resolution grants the Mayor, Mayor Pro Tem, City Administrator and City Clerk authority to execute documents, plan meetings and schedule hearings as necessary.

<u>Recommendation:</u> It is recommended that the Council approve the Resolution

City of Monticello, Iowa

RESOLUTION #

Authorizing the Mayor, Mayor Pro Tem, City Administrator or City Clerk
to sign all documents related to the USDA Rural Development bond, grant,
and interim private funding to move forward with the Waste
Water Treatment Facility Project

WHEREAS, the City Council previously approved submission of the USDA Rural Development financing to assist with the Waste Water Treatment Facility Project (“the Project”), and

WHEREAS, the City Council recognizes that there will be many documents that will need to be signed on behalf of the City in relation to this Project, and finds that the Mayor, Mayor Pro Tem, City Administrator or City Clerk should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the previously approved financing application and intended funding to assist with the Waste Water Treatment Facility Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the Mayor, Mayor Pro Tem, City Administrator or City Clerk to sign and/or execute all documents associated with the USDA Rural Development bond and grant that has been awarded, and interim private funding as required. Further the Mayor, City Administrator, and/or City Clerk are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required to plan, prepare for, design, go to bid, arrange financing, or otherwise leading to the construction of the Waste Water Treatment Facility Project for the City of Monticello without further action of the City Council, except in no manner shall this be construed as authorization to obligate the City to issue bonds or enter into debt without the prior specific approval of the City Council.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21st day of September, 2026.

____
Scott Brighton, Mayor Pro Tem

Attest:

____
Sally Hinrichsen, City Clerk/Treasurer

The City of Monticello, Iowa

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

RESOLUTION #2022-92

Resolution authorizing the Mayor, City Administrator or City Clerk to sign all documents related to the USDA Rural Development bond, grant, and interim private funding to move forward with the Waste Water Treatment Facility Project

WHEREAS, the City Council previously approved submission of the USDA Rural Development financing to assist with the Waste Water Treatment Facility Project ("the Project"), and

WHEREAS, the City Council finds recognizes that there will be many documents that will need to be signed on behalf of the City in relation to this Project, and finds that the Mayor, City Administrator or City Clerk should be given authorization to sign and/or execute said documents moving forward so as to not cause unnecessary delays in the process and acknowledging that the forms are all tied to the previously approved financing application and intended funding to assist with the Waste Water Treatment Facility Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby authorize the Mayor, City Administrator or City Clerk to sign and/or execute all documents associated with the USDA Rural Development bond and grant that has been awarded, and interim private funding as required. Further the Mayor, City Administrator, and/or City Clerk are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required to plan, prepare for, design, go to bid, arrange financing, or otherwise leading to the construction of the Waste Water Treatment Facility Project for the City of Monticello without further action of the City Council, except in no manner shall this be construed as authorization to obligate the City to issue bonds or enter into debt without the prior specific approval of the City Council.

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 18th day of July, 2022.

____

David Goedken, Mayor

Attest:

____

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting **Prep. Date:** 09/02/2026 **Preparer:** Russell Farnum	The City of MONTICELLO	**Agenda Item:** # 9 **Agenda Date:** 09/21/2026

Communication Page

Agenda Items Description: **Ordinance Amending Chapter 99, Sewer Service Charges Required**

Type of Action Requested: Ordinance – First Reading

Attachments & Enclosures:

Ordinance

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Sanitary sewer fees were adjusted in 2021 with a relatively large increase in rates due to the mandated expansion of the waste water plant and operational costs that had increased over time. Prior to that adjustment, the sewer rates had not been reviewed or changed for 15 years. In order to better keep up with small adjustments over time, an annual adjustment of 2% was implemented at that time.

Recent review shows that the sewer rates need an adjustment of 6% beginning with the November billing period with a 5% adjustment annually for the 5 years thereafter.

This increase is due to a number of factors:

1. Water use is down, which saves a bit on operational costs but the high overhead costs over fewer gallons, increasing the cost per gallon;
2. The USDA requires a certain amount of funding reserves and cash flow levels upon transfer from the construction loan to the permanent financing;
3. The City had to replace the sewer jet truck three years earlier than anticipated due to the corrosion of the aluminum tank which caused constant failures.

No one wants to increase these fees and staff has worked hard to keep them as low as we can without placing the City in financial jeopardy.

This issue was discussed in depth at the Council work session on August 17.

Recommendation: Approval of First Reading is recommended. There is no need to move forward on additional readings at this time.

ORDINANCE NO. 792

An Ordinance amending the Code of Ordinances of the City of Monticello, Iowa, by Amending Provisions Pertaining to Chapter 99, Section 01, Related to "Sewer Service Charges Required"

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

SECTION 1. SECTION MODIFIED. Chapter 99, Section 01, of the Code of Ordinances of the City of Monticello are repealed and the following adopted in lieu thereof:

99.01 SEWER SERVICE CHARGES REQUIRED. Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed at the following monthly rates of within the City:

1. Rates in effect from November 1, 2026 billing on:

    A. First 1,000 gallons used per month at $21.78 (minimum bill).
    B. Second to ninth 1,000 gallons used per month at $14.12 per 1,000 gallons.
    C. Tenth through infinity 1,000 gallons thereafter will be $14.58 per 1,000 gallons.

2. Future Rates. The monthly per gallon rate set out in 99.01(1) shall be Adjusted annually as follows: On November 1, 2027 billing, all sewer rates shall be increased by 6.0% over the rates established in subsection 1 of this section. On each November 1 billing thereafter, said sewer rates shall be increased by 5.0% over the rates in effect during the preceding year.

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

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

1st reading September 8, 2026
2nd reading _________, 2026
3rd reading _________, 2026

Passed by the Council the ____ day of ______________, 2026.

____
Scott Brighton, Mayor Pro Tem

ATTEST:

____
Sally Hinrichsen, City Clerk

I certify that the foregoing was published as Ordinance No. 792 the ____day of ______, 2026.

____
Sally Hinrichsen, City Clerk

City Council Meeting **Prep. Date:** 9/17/2026 **Preparer:** Sally Hinrichsen	The City of MONTICELLO	**Agenda Item:** # 10-20 **Agenda Date:** 9/21/2026

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:

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

City Council Meeting **Prep. Date:** 09/17/2026 **Preparer:** Russell Farnum	The City of Monticello	**Agenda Item:** # 21 **Agenda Date:** 09/21/2026

Communication Page

Agenda Items Description: **Discussion on Vet Clinic Waste**

Type of Action Requested:

Attachments & Enclosures:

Fiscal Impact:

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

Synopsis: Both Tyler Freye and I have spent a good deal of time on this issue prior to construction as well as sharing extensive information and conversations with Councilmember Goedken after the prior Council meeting.

The vet clinic operations are substantially different from, and nowhere near the scale of Royal Flush. At the Vet Clinic, after use, the rear cattle chutes are shoveled out and that solid waste is placed in a dumpster. Then it is washed down and that washing water goes into a separate septic tank. Inside the area where the cattle are run through, the solid waste is again mucked out and placed in a dumpster. Liquid waste from washdowns in this area do go to our system with minimal impact. Also, the water use for cattle chute and inside wash-downs are also very likely small proportion of their overall water use, compared to their normal sanitary demand (hand washing, toilets, other human sanitation uses, etc).

This facility has been on our sewer system since January with no direct impact to the treatment plant. The wastewater plant has had some glitches since January, all of which are directly attributable to Royal Flush's operations and nothing from the Vet Clinic. We know this because Royal Flush has measuring sensors in their outflow pipe that connects to our system and the Sewer Dept. has to test our system and check that outflow that regularly.

I have attached a chart comparing the water use or Royal Flush compared to that of the Vet Clinic. As you can see, Royal Flush consumes far more water than the Vet Clinic, and the Vet Clinic would have to grow nearly tenfold to use a comparable amount of water. In addition to that, Royal Flush is currently operating on a limited scale due to their issues with their pre-treatment system, so they are using far less water than they would be using if their system worked properly.

I have also attached some information from Lindsay Beaman at Snyder and Associates. Lindsay is the City's waste water consultant and Snyder is the City's engineering firm. She shows the background of the DNR requirements that determining what scale of operations is needed for a pre-treatment program. For comparison purposes, the "load" on our sewage treatment system is measured in "BOD" or Biological Oxygen Demand. The Royal Flush facility is allowed up to 400 BOD per day, which our plant can handle without any issue. The Vet Clinic would be operating at about 13 BOD if their entire water use was attributable to their wash-downs, which is not the case.

Cattle are considered "ruminants", and their waste is different from hogs or humans. In large quantities it is difficult to treat and the Royal Flush facility has caused issues with the city's treatment system. However, the Vet Clinic's cattle waste is very diluted and is nowhere near the volume that the city has experienced from the truck wash.

If you need more information on this, or wish to discuss it further please reach out me. The Freye's are happy to arrange a tour if you desire, or if further discussion is needed a worksession can be scheduled on the Sept. 21 Council agenda.

I'm going to assume that the vet clinic is washing down animal waste that is left on their floors from running through chutes, if these chutes are, in fact, on some sort of concrete surface that drains to the City's sanitary sewer system. The volume matters, as you note, as does the fact that the vet clinic isn't washing out the trailers. What else do we know about what this vet clinic intends to put down the drain? Or do we know it is fairly limited to waste washdown and chemical disinfectants used for cleaning spaces?

A treatment agreement applies to "Significant Industrial Users", which are discharges meeting any one of the following conditions (followed by my comments):

1. Discharges an average of 25,000 gallons per day or more of process wastewater excluding sanitary, noncontact cooling and boiler blowdown wastewater;
    a. As you note, the vet clinic does not use much water.
2. Contributes a process waste stream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the POTW;
    a. I'm not going to bother to calculate. It's not enough to count.
3. Is subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR Chapter I, Subchapter N; or
    a. These rules generally cover metals finishers, food industries, major industrial type processes, etc. I checked and I do not see anything remotely animal waste associated.
4. Is designated by the DNR as an SIU on the basis that the contributing industry, either singly or in combination with other contributing industries, has a reasonable potential to adversely affect the operation of or effluent quality from the POTW or for violating any pretreatment standards or requirements.
    a. This is basically the "if nothing else, and we want to cover our posteriors" criteria, but I would state that there is nothing here to indicate that this source of waste would impact effluent quality.

The City does have teeth – if needed – however, I do not note anything of concern with what you have shared.

By my rough math – apples to apples (pounds to pounds), where Royal Flush is allowed up to 400 lbs/day BOD would be about 13 lbs/day BOD for the vet clinic – assuming similar concentrations and high flow days, etc. That's a really high approximation, and is comparable to about 75 people in terms of load.

Just under the wire for time. Let me know how else I can help!

Lindsay Beaman, P.E. (her/she)
Business Unit Leader
Snyder & Associates, Inc.

Billing Period	09/30/2026	08/31/2026	07/31/2026	06/30/2026	05/31/2026	04/30/2026	03/31/2026	02/28/2026	01/31/2026	12/31/2025	11/30/2025	10/31/2025	09/30/2025
	Royal Flush Trailer Wash												
Water usage	440,000	320,000	336,000	374,000	370,000	456,000	512,000	416,000	304,000	510,000	-	-	-
	Family Veterinary Services												
Water usage	10,000	19,000	17,000	14,000	11,000	8,000	9,000	6,000	7,000	13,000	-	-	-