

City of Monticello, Iowa

www.ci.monticello.ia.us

Posted on August 17, 2017 at 4:00 p.m.

Monticello City Council Regular Meeting August 21, 2017 @ 6:00 p.m.

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

Mayor:	Dena Himes	City Administrator:	Doug Herman
City Council:		Staff:	
At Large:	Dave Goedken	City Clerk/Treas.:	Sally Hinrichsen
At Large:	Brian Wolken, Mayor Pro Tem	Public Works Dir.:	Brant LaGrange
Ward #1:	Rob Paulson	City Engineer:	Patrick Schwickerath
Ward #2:	Johnny Russ	Police Chief:	Britt Smith
Ward #3:	Chris Lux	Ambulance Dir.:	C.J. Johnson
Ward #4:	Tom Yeoman		

- 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.

- Potential comments from resident with regard to 224 N. Chestnut sale process.

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	August	07, 2017
Approval of Payroll	August	17, 2017
Approval of Bill List		
Approval of July, 2017 Treasurer's Report		
Approval of Century House Liquor License		
Approval of Pheasants Forever Liquor License		
Approval of Northside Liquor License		
Approval of Trick or Treat Hours, Tuesday October 31 st from 6 to 8 p.m.		

Motions:

1. **Motion** to provide direction with regard to Signage, Canopy, and Gas Pumps located at 616 S. Main Street property.

Public Hearing: None

Resolutions:

2. **Resolution** to approve Residential Tax Abatement Application Re: 831 Breckenridge Drive.
3. **Resolution** to request abatement of accrued and future taxes on City owned property located at 516 N. Cedar Street, Monticello, IA

Ordinances: None

Reports / Potential Action:

- League of Cities Annual Conference
- Engineer's Report
- Yard Waste Site
- Street Inspection Process / Scheduling
- Urban Chicken training

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.

Regular Council Meeting – Official
August 7, 2017 - 6:00 P.M.
Community Media Center

Mayor Dena Himes called the meeting to order. Council present: Dave Goedken, Rob Paulson, Johnny Russ, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Brant LaGrange, City Engineer Patrick Schwickerath and Police Chief Britt Smith. Council member Brian Wolken was absent.

Yeoman moved to approve the agenda, Goedken seconded, roll call unanimous.

Goedken moved to approve the consent agenda, Lux seconded, roll call unanimous.

Herman reported that in June, 2016 Fancy Fritter had a sewer backup into their business during the jetting of a plugged sewer main near their business. After recently receiving a letter to repair the sidewalk, they requested that the City repair their sidewalks as compensation for the sewer backup. After a recent meeting with them, Herman submitted their claim to the City insurance carrier for investigation. Council discussion led to a consensus that the sewer backup and sidewalk replacement should be handled separately. Goedken moved to table the request until the insurance investigation was complete, Russ seconded, roll call unanimous.

Herman asked that the Council give him direction with regard to the type of siding they would like to see installed on the hail damaged clock tower. Herman review several options. Goedken moved to direct Herman to seek bids to replace with comparable siding, LP Smartside lap siding on entire structure, and LP Smartside horizontal lap siding on large portion and LP Smartside shakes on the upper portion, with a 30 year warranty on the LP Smartside siding, Yeoman seconded, roll call unanimous.

Herman reported that the home at 224 N Chestnut has been demolished and that the prior property owner has until September 1st to remove personal possessions from the garage. Herman requested guidance from Council on the process that they wanted to follow with regard to the sale of the property. Herman reported that interest in the lot had been expressed to him by a number of people. Goedken moved to direct Herman to prepare a public request or proposals for Council consideration at the September 5th meeting, Lux seconded, roll call unanimous.

Goedken moved to approve Resolution #17-84 approving Plat of Survey to Parcel 2017-52, Russ seconded, roll call unanimous.

Yeoman moved to approve Resolution #17-85 approving Plat of Survey to Parcels 2017-41 and 2017-42, Russ seconded, roll call unanimous.

Goedken moved to approve Resolution #17-86 approving Plat of Survey to Parcels 2017-57 and 2017-58, Lux seconded, roll call unanimous.

Goedken moved to approve Resolution #17-87 approving Plat of Survey to Parcel 2017-43, Paulson seconded, roll call unanimous.

Goedken moved to approve Resolution #17-88 approving Final Plat of Hollywood Acres, Jones County, Iowa, Lot 1 and 2, Lux seconded, roll call unanimous.

Herman reviewed the Pay Request from Monk Construction for the Airport hail damage roof repairs. Goedken moved to approve Resolution #17-89 approving Monk Construction Pay Request #1 related to the Airport Terminal /Hangar Building Roof Replacement Project, Yeoman seconded, roll call unanimous.

Al Urbain, from Al Urbain Construction Management and Doug Wortman, Orbis Plant Manager reviewed the Orbis building addition site plan and storm water management plan with the Council. Herman reported that the P & Z had recommended approval of the Orbis site plan and storm water management plan and that he had received more detailed information in relation to the storm water management plan since P & Z consideration. Yeoman moved to approve Resolution #17-90 to approve Orbis Mfg Site Plan and Storm Water Management Plan, seconded by Goedken, roll call unanimous.

Schwickerath filed the final schedule of assessments covering the 2016 East South Street Reconstruction Project with the City Clerk. Goedken moved to approve Resolution #17-91 Adopting Final Assessment Schedule for the 2016 East South Street Reconstruction Project and Amending, Confirming and Levying the Assessments, Russ seconded, roll call unanimous.

Herman reported that the League of Cities Conference will be held in Davenport in September. Council should let Hinrichsen know if interested in attending.

Herman reported that three properties outside the City limits had recently been connected to City water, the Berean Bible Church, Insurance Associates and First Church of the Nazarene. Herman explained that when a property outside the City limits connects to City Water that they are required to sign a pre-annexation agreement. Yeoman moved to require the Berean Bible Church, Insurance Associates and First Church of the Nazarene to sign a pre-annexation agreement, in case City would want to annex them in at a later date, and to charge them the same water rate as the residents of Monticello are paying, Russ seconded, roll call unanimous.

Herman discussed nuisance and other concerns with the property located at 616 S. Main Street. A representative of K Power Fuels advised Herman that they had a buyer for the property with plans to re-open the station. Herman advised that the pole sign nearest the road and most of the canopy and fuel pumps were located in the City ROW. Council directed Herman to inform the owners that the signage must come into compliance and that the Council would consider whether or not to allow the canopy and pumps to remain in the ROW at the next meeting. Council understood that proposed new owner would be at the next meeting to speak to the Council in regard to their intentions.

Schwickerath updated the Council on the South Main Street project, informing them that the first layer of asphalt would be installed this week. Then two weeks thereafter would be dedicated to sidewalk related ADA improvements, with the last layer of asphalt and painting of the roadway markings to be completed thereafter.

Russ handed out information he had received from Monarch Watch.

LaGrange extended an invitation from Cascade to tour their new sewer plant on September 16.

Goedken moved to adjourn the Council meeting at 7:14 P.M., roll call vote unanimous.

Dena Himes, Mayor

Sally Hinrichsen, City Clerk

Regular Council Meeting – Unofficial
August 7, 2017 - 6:00 P.M.
Community Media Center

Mayor Dena Himes called the meeting to order. Council present: Dave Goedken, Rob Paulson, Johnny Russ, Chris Lux and Tom Yeoman. Also present were City Administrator Doug Herman, City Clerk Sally Hinrichsen, Public Works Director Brant LaGrange, City Engineer Patrick Schwickerath and Police Chief Britt Smith. Council member Brian Wolken was absent.

Yeoman moved to approve the agenda, Goedken seconded, roll call unanimous.

Goedken moved to approve the consent agenda, Lux seconded, roll call unanimous.

Herman reported Fancy Fritter had sewer backup into their business, while City was jetting the sewer main near their building on June 2016. They recently received a letter to repair sidewalks and now are asking the City to make the repairs to the sidewalk, in exchange for compensation for the sewer backup. After a recent meeting with them, Herman submitted their claim to the City insurance carrier for investigation and an adjuster has been assigned and will contact LaGrange for more information. Council discussion led to a consensus that the sewer backup and sidewalk replacement should be handled separately. Goedken moved to table the request until the insurance investigation was complete, Russ seconded, roll call unanimous.

Herman reported that the Clock Tower had some hail damage and was looking for direction from the Council on the type of siding. Herman review several options. Goedken moved to direct Herman to seek bids to replace with comparable siding, LP Smartside lap siding on entire structure, and LP Smartside horizontal lap siding on large portion and LP Smartside shakes on the upper portion, with a 30 year warranty on the LP Smartside siding, Yeoman seconded, roll call unanimous.

Herman reported the home at 224 N Chestnut has been demolished and prior property owner has until September 1st to remove his property from the garage and it will demolished shortly after the 1st. Herman requested guidance from Council on the process that they wanted to follow with regard to the sale of the property. Herman reported that interest in the lot had been expressed to him by a number of people. Goedken moved to direct Herman to prepare a public request or proposals for Council consideration at the September 5th meeting, Lux seconded, roll call unanimous.

Herman reported P & Z recommended approval of the Plat of Survey to correct the Boundary Survey on Spring Farm Lane. Goedken moved to approve Resolution #17-84 approving Plat of Survey to Parcel 2017-52, Russ seconded, roll call unanimous.

Herman reported P & Z recommended approval of the Plat of Survey on the Ballou property and these parcels are in City limits. Yeoman moved to approve Resolution #17-85 approving Plats of Survey to Parcels 2017-41 and 2017-42, Russ seconded, roll call unanimous.

Herman reported P & Z recommended approval of the Plats of Survey on the Ballou property and these parcels are in City limits. Goedken moved to approve Resolution #17-86 approving Plat of Survey to Parcels 2017-57 and 2017-58, Lux seconded, roll call unanimous.

Herman reported P & Z recommended approval of the Plat of Survey to combine two parcels owned by Paul Beckman and Robert Kremer, so they can add onto their building. Goedken moved to approve Resolution #17-87 approving Plat of Survey to Parcel 2017-43, Paulson seconded, roll call unanimous.

Herman reported P & Z recommended approval of the Final Plat of Hollywood Acres. Goedken moved to approve Resolution #17-88 approving Final Plat of Hollywood Acres, Jones County, Iowa, Lot 1 and 2, Lux seconded, roll call unanimous.

Herman reviewed the Pay Request from Monk Construction for the Airport hail damage roof repairs. Goedken moved to approve Resolution #17-89 approving Monk Construction Pay Request #1 related to the Airport Terminal /Hangar Building Roof Replacement Project, Yeoman seconded, roll call unanimous.

Al Urbain, from Al Urbain Construction Management and Doug Wortman, Orbis Plant Manager reviewed the Orbis building addition site plan and storm water management plan with the Council. Herman reported the P & Z had recommended approval of the Orbis site plan and storm water management plan, and that he had received more detailed information in relation to the storm water management plan since P & Z consideration. Yeoman moved to approve Resolution #17-90 to approve Orbis Mfg Site Plan and Storm Water Management Plan, seconded by Goedken, roll call unanimous.

Schwickerath filed the final schedule of assessments covering the 2016 East South Street Reconstruction Project to the City Clerk. Schwickerath reported a few driveway quantities were lower so the assessment amount decreased. Upon reviewing the final assessments, Goedken moved to approve Resolution #17-91 Adopting Final Assessment Schedule for the 2016 East South Street Reconstruction Project and Amending, Confirming and Levying the Assessments. Russ seconded, roll call unanimous.

Herman reported that the League of Cities Conference will be held in Davenport in September. Council should let Hinrichsen know if interested in attending. Hinrichsen stated the League of Cities asked her to be a speaker and are waiving her fees to attend the conference.

Herman reported recently three properties located in the County recently connected to City water, the Berean Bible Church, Insurance Associates and First Church of the Nazarene. Herman stated typically properties that connect to the City utilities are required to annex into the City, if they are contiguous to the City. City would have to maintain the roadway if annexed. Herman suggested requiring them to sign a pre-annexation agreement, should the Council decide to annex at a later date. Herman discussed invoicing them a higher rate for water usage, being they are not in the City limits. Yeoman moved to require the Berean Bible Church, Insurance Associates and First Church of the Nazarene to sign a pre-annexation

agreement, in case City would want to annex them in at a later date and charge them the same rate as the residents of Monticello are paying. Russ seconded, roll call unanimous.

Herman reported sending a letter to property owner regarding nuisance issue with the South Main gas station across from Happy Joes. Herman discussed nuisance and other concerns with the property located at 616 S. Main Street. A representative of K Power Fuels advised Herman that they had a buyer for the property with plans to re-open the station. Herman advised weeds have been taken care of. Herman advised that the pole sign nearest the road and most of the canopy and fuel pumps were located in the City ROW. Council directed Herman to inform the owners that the signage must come into compliance and that the Council would consider whether or not to allow the canopy and pumps to remain in the ROW at the next meeting. Council understood that proposed new owner would be at the next meeting to speak to the Council in regard to their intentions.

Schwickerath updated the Council on the South Main Street project, informing them that the first layer of asphalt would be installed this week. Then two weeks thereafter would be dedicated to sidewalk related ADA improvements, with the last layer of asphalt and painting of the roadway markings to be completed thereafter.

Russ reported emailing the Monarch Watch and handed out their response to the Council members.

LaGrange stated Cascade is having an open house on September 16 and extended an invitation from Cascade to tour their new sewer plant

Goedken moved to adjourn the Council meeting at 7:14 P.M., roll call vote unanimous.

Dena Himes, Mayor

Sally Hinrichsen, City Clerk

PAYROLL - AUGUST 17, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
AMBULANCE	July 31 - August 13, 2017				
Angela Batcheler	\$ 24.00	\$ -	0.00	0.00	\$ 20.59
Brian Bronemann	458.64	-	0.00	0.00	373.87
Carter Bronemann	467.00	-	0.00	0.00	356.85
Dawn Brus	1,822.81	-	0.00	48.38	1,247.99
Ben Hein	446.40	-	0.00	0.00	372.97
David Husmann	48.00	-	0.00	0.00	41.17
Mary Intlekofer	1,972.80	-	54.00	66.50	1,073.79
C.J. Johnson	1,923.08	-	0.00	0.00	1,209.23
Brandon Kent	2,604.00	781.20	0.00	0.00	1,637.96
Matthew Kunkle	455.40	-	0.00	0.00	352.42
Lori Lynch	1,953.00	130.20	0.00	0.00	1,046.55
Dave McNeill	789.20	-	0.00	0.00	611.59
Christopher Moore	952.20	-	0.00	0.00	706.00
Shelly Searles	1,822.80	-	12.00	18.00	1,361.40
Brenda Surom	520.80	-	0.00	0.00	385.40
TOTAL AMBULANCE	\$ 16,260.13	\$ 911.40	66.00	132.88	\$ 10,797.78
CEMETERY	July 29 - August 11, 2017				
Dan McDonald	\$ 1,572.00	\$ -	0.00	0.00	\$ 1,099.15
TOTAL CEMETERY	\$ 1,572.00	\$ -	0.00	0.00	\$ 1,099.15
CITY HALL	July 30 - August 12, 2017				
Cheryl Clark	\$ 1,982.50	\$ 82.50	0.00	0.00	\$ 1,314.79
Doug Herman	3,970.72	-	0.00	0.00	2,794.53
Sally Hinrichsen	2,368.18	-	0.00	0.00	1,618.20
Nanci Tuel	1,360.00	-	0.00	0.00	883.49
TOTAL CITY HALL	\$ 9,681.40	\$ 82.50	0.00	0.00	\$ 6,611.01
COUNCIL / MAYOR					
Dave Goedken	\$ 100.00	\$ -	0.00	0.00	\$ 92.60
Dena Himes	300.00	-	0.00	0.00	233.95
Chris Lux	100.00	-	0.00	0.00	92.60
Rob Paulson	100.00	-	0.00	0.00	92.35
Johnny Russ	100.00	-	0.00	0.00	92.35
Brian Wolken	100.00	-	0.00	0.00	92.60
Tom Yeoman	100.00	-	0.00	0.00	92.35
TOTAL COUNCIL / MAYOR	\$ 900.00	\$ -	0.00	0.00	\$ 788.80
LIBRARY	July 31 - August 13, 2017				
Kyle Gassman	\$ 328.46	\$ -	0.00	0.00	\$ 280.80
Molli Hunter	104.00	-	0.00	0.00	89.85
Penny Schmit	974.65	39.45	0.00	0.00	705.11
Madonna Thoma-Kremer	618.58	-	0.00	0.00	516.45
Michelle Turnis	1,517.58	-	0.00	0.00	945.12
TOTAL LIBRARY	\$ 3,543.27	\$ 39.45	0.00	0.00	\$ 2,537.33
MBC	July 31 - August 13, 2017				
Jacob Oswald	\$ 1,846.15	\$ -	0.00	0.00	\$ 1,359.76
Casey Reyner	1,538.46	-	0.00	0.00	1,052.39

PAYROLL - AUGUST 17, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
TOTAL MBC	\$ 3,384.61	\$ -	0.00	0.00	\$ 2,412.15
POLICE	July 31 - August 13, 2017				
Michelle Gehl	\$ 123.24	\$ -	0.00	0.00	\$ 105.73
Dawn Graver	2,174.76	-	0.00	0.00	1,471.37
Erik Honda	1,831.34	-	0.00	11.25	1,342.56
John Klein	267.52	-	0.00	0.00	226.50
Jordan Koos	1,989.40	-	0.00	30.00	1,415.81
Britt Smith	2,443.56	-	0.00	0.00	1,742.98
Madonna Staner	1,414.40	-	0.00	0.00	1,049.27
Brian Tate	2,063.04	-	0.00	0.00	1,511.93
Robert Urbain	2,158.46	-	0.00	28.50	1,477.48
TOTAL POLICE	\$ 14,465.72	\$ -	0.00	69.75	\$ 10,343.63
ROAD USE	July 29 - August 11, 2017				
Billy Norton	\$ 1,572.00	\$ -	0.00	0.00	\$ 1,037.93
Wayne Yousse	1,572.00	-	0.00	0.00	972.12
TOTAL ROAD USE	\$ 3,144.00	\$ -	0.00	0.00	\$ 2,010.05
SANITATION	July 29 - August 11, 2017				
Michael Boyson	\$ 1,524.00	\$ -	0.00	0.00	\$ 1,016.96
Nick Kahler	1,572.00	-	0.00	0.00	1,026.82
Chris Taylor	1,572.00	-	0.00	0.00	1,008.70
TOTAL SANITATION	\$ 4,668.00	\$ -	0.00	0.00	\$ 3,052.48
SEWER	July 29 - August 11, 2017				
Tim Schultz	\$ 1,620.00	\$ -	0.00	0.00	\$ 1,098.32
Jim Tjaden	1,935.63	35.63	0.00	0.00	1,355.77
TOTAL SEWER	\$ 3,555.63	\$ 35.63	0.00	0.00	\$ 2,454.09
SWIMMING POOL	July 28 - August 10, 2017				
Sophia Ahlrichs	\$ 497.29	\$ -	0.00	0.00	\$ 422.94
Sydney Ballou	210.00	-	0.00	0.00	193.93
Rylee Bauer	197.56	-	0.00	0.00	182.45
Allyson Bartachek	124.50	-	0.00	0.00	111.37
McKenna Bell	193.94	-	0.00	0.00	167.56
Tylor Boheman	187.46	-	0.00	0.00	173.12
Mya Boffei	360.69	-	0.00	0.00	316.45
Shalya Bronemann	59.64	-	0.00	0.00	55.08
Phoebe Caspers	145.00	-	0.00	0.00	133.91
Harrison Eastburn	21.00	-	0.00	0.00	19.40
Aubree Fairley	220.50	-	0.00	0.00	203.63
Matthew Fokken	214.50	-	0.00	0.00	198.09
Corrine Gadiant	348.29	-	0.00	0.00	321.65
Gabriell Gadiant	157.50	-	0.00	0.00	145.45
Rachel Gadiant	488.51	-	0.00	0.00	451.14
Leah Holub	105.00	-	0.00	0.00	95.32
Ashley Jenkins	471.25	-	0.00	0.00	435.20
Lilly Lambert-Lanczos	431.94	-	0.00	0.00	398.90
Madison G. Lambert	152.25	-	0.00	0.00	140.60

PAYROLL - AUGUST 17, 2017

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
SWIMMING POOL (cont.)					
Madison L. Lambert	312.75	-	0.00	0.00	262.40
Raleigh Lambert	475.80	-	0.00	0.00	388.23
Chase Luensman	36.00	-	0.00	0.00	33.25
Riley Manternach	22.50	-	0.00	0.00	20.77
Justin Martin	187.20	-	0.00	0.00	162.01
Macy McDonough	449.50	-	0.00	0.00	378.89
Taylor McDonough	467.88	-	0.00	0.00	393.11
Jacqueline Petersen	349.99	-	0.00	0.00	307.64
Traci Plummer	191.19	-	0.00	0.00	165.30
TOTAL SWIMMING POOL	\$ 7,079.63	\$ -	0.00	0.00	\$ 6,277.79
WATER					
	July 29 - August 11, 2017				
Brant LaGrange	\$ 2,020.38	\$ -	0.00	0.00	\$ 1,369.58
Jay Yanda	1,820.01	-	0.00	0.00	1,274.62
TOTAL WATER	\$ 3,840.39	\$ -	0.00	0.00	\$ 2,644.20
TOTAL - ALL DEPTS.	\$ 72,094.78	\$ 1,068.98	66.00	202.63	\$ 51,028.46

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				

GENERAL				
POLICE DEPARTMENT				
BAKER PAPER CO INC	PD BUILDING SUPPLIES	16.37		
ECHOVISION, INC.	PD SPARTAN GO CAM & BATTERIES	479.94		
ERIK HONDA	PD EQUIP REPAIR/MAINT	2.66		
KONICA MINOLTA BUSINESS	PD OFFICE SUPPLIES	42.15		
KOOB AUTOMOTIVE & TOWING INC	PD VEHICLE OPERATING	18.49		
LAPORTE MOTOR SUPPLY	PD VEHICLE OPERATING	17.49		
MCALIEER WATER CONDITIONING INC	PD SOFTENER SALT	20.55		
MONTICELLO COMM SCHOOL DISTRICT	PD FUEL	651.83		
TRI COUNTY PROPANE LLC	PD FUEL	238.78		
UNIFORM DEN INC	PD SUPPLIES	79.02		
		<u>1,567.28</u>		
POLICE DEPARTMENT				
STREET LIGHTS				
ALLIANT ENERGY-IES	416 E SECOND STREETLIGHTS	132.49		
		<u>132.49</u>		
STREET LIGHTS				
AQUATIC CENTER				
ARCH CHEMICALS, INC.	POOL EQUIP REPAIR/MAINT	467.65		
FAREWAY STORES #840-1	POOL CONCESSIONS	157.16		
DENNIS J GRAY	POOL BLDG REPAIR/MAINT	272.50		
HAPPY JOE'S PIZZA & ICE CREAM	POOL CONCESSIONS	153.00		
HYGIENIC LABORATORY	POOL LAB TEST	13.00		
JONES CO ENVIRONMENTAL SERVICE	POOL ANNUAL INSPECTION	463.00		
RILEIGH LAMBERT	POOL PRIVATE LESSONS	50.00		
LILLY LAMBERT-LANCZOS	POOL PRIVATE LESSONS	60.00		
LASLEY ELECTRIC LLC	POOL LED WALL PAK	439.95		
TAYLOR MCDONOUGH	POOL PRIVATE LESSONS	100.00		
MYERS-COX CO.	POOL CONCESSIONS	631.93		
NEXT GENERATION PLBG & HTG	POOL BLDG REPAIR/MAINT	282.36		
PEACE UNITED CHURCH OF CHRIST	POOL PARTY REFUND	230.00		
TREASURER STATE OF IOWA	SALES TAX - JULY	737.36		
		<u>4,057.91</u>		
AQUATIC CENTER				
CEMETERY				
JOHN DEERE FINANCIAL	CEMETERY GROUNDS SUPPLIES	29.90		
MONTICELLO COMM SCHOOL DISTRICT	CEMETERY FUEL	244.71		
		<u>274.61</u>		
CEMETERY				

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
MEDIACOM	SLDR MEM TELEPHONE	25.11		
	SOLDIER'S MEMORIAL BOARD	25.11		
	CITY HALL/GENERAL BLDGS			
FP MAILING SOLUTIONS	CH CONTRACTS	81.00		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK	383.20		
KONICA MINOLTA BUSINESS	COPIER MAINTENANCE	288.90		
LASLEY ELECTRIC LLC	CH BUILDING SUPPLIES	14.99		
MEDIACOM	CH TELEPHONE	159.08		
ORBIS MENASHA CORP	CH FRANCHISE FEE REFUND	6,527.86		
	CITY HALL/GENERAL BLDGS	7,455.03		
	GENERAL	13,512.43		
	MONTICELLO BERNDES CENTER			
	PARKS			
ALLIANT ENERGY-IES	MBC ELECTRIC	1,639.15		
INFRASTRUCTURE TECHNOLOGY	MBC EQUIP REPAIR/MAINT	100.00		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL	33.58		
TREASURER STATE OF IOWA	SALES TAX - JULY	133.77		
	PARKS	1,906.50		
	MONTICELLO BERNDES CENTER	1,906.50		
	FIRE			
	FIRE			
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL	170.48		
	FIRE	170.48		
	FIRE	170.48		
	AMBULANCE			
	AMBULANCE			
AIRGAS USA, LLC	AMB MEDICAL SUPPLIES	92.64		
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	16.37		
CHOICE 1 HEALTH CARE	AMB MEDICAL SUPPLIES	34.95		
DAN'S OVERHEAD DOORS & MORE	AMB BLDG REPAIR/MAINT	173.00		
FREESE MOTORS INC	AMB VEHICLE REPAIR/MAINT	491.49		
KOOB AUTOMOTIVE & TOWING INC	AMB VEHICLE REPAIR/MAINT	117.00		
M TOWN TIRE & AUTO	AMB VEHICLE REPAIR/MAINT	232.38		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
MCLEER WATER CONDITIONING INC	AMB SOFTENER SALT	20.55		
MONTICELLO COMM SCHOOL DISTRICT	AMB FUEL	968.28		
MONTICELLO SPORTS	AMB CLOTHING	50.00		
PHYSICIAN'S CLAIM COMPANY	AMB BILLING FEES	1,793.51		
STERICYCLE, INC.	AMB PHARMACEUTICAL DISPOSAL	79.35		
		<u>4,069.52</u>		
	AMBULANCE	4,069.52		
		<u>4,069.52</u>		
	AMBULANCE	4,069.52		
	LIBRARY			
	LIBRARY			
BAKER & TAYLOR BOOKS	LIB BOOKS	52.81		
COSTUME SPECIALISTS INC	LIB PROGRAMS/PROMOTIONS	280.00		
ENCYCLOPAEDIA BRITANNICA, INC.	LIB PROCESSING	385.00		
FAREWAY STORES #840-1	LIB PROGRAMS/PROMOTIONS	16.05		
JOSH IBEN	LIB GROUNDS MAINTENANCE	33.75		
KONICA MINOLTA BUSINESS	LIB OFFICE SUPPLIES	305.89		
KRAUS PLUMBING & HEATING INC	LIB BLDG REPAIR/MAINT	73.50		
MEDIACOM	LIB TELEPHONE	117.22		
MICRO MARKETING LLC	LIB AUDIO RECORDINGS	86.88		
MONTICELLO EXPRESS INC	LIB ADVERTISING	60.00		
		<u>1,411.10</u>		
	LIBRARY	1,411.10		
		<u>1,411.10</u>		
	LIBRARY			
	LIBRARY			
	AIRPORT			
	AIRPORT			
MONTICELLO COMM SCHOOL DISTRICT	AIRPORT FUEL	178.64		
		<u>178.64</u>		
	AIRPORT	178.64		
		<u>178.64</u>		
	AIRPORT	178.64		
	ROAD USE			
	STREETS			
ALLIANT ENERGY-IES	STOP SIGNS - N MAIN ST	41.49		
CINTAS CORPORATION	OSHA SUPPLIES	8.95		
IOWA DEPT OF TRANSPORTATION	RU SUPPLIES	510.80		
JOHN DEERE FINANCIAL	RU SUPPLIES	93.19		
LAPORTE MOTOR SUPPLY	RU SUPPLIES	38.14		
STEVE MONK CONSTRUCTION, LTD.	RU STREET MAINT CONTRACTS	384.00		
MONTICELLO COMM SCHOOL DISTRICT	RU FUEL	654.48		
MONTICELLO MACHINE SHOP INC	RU EQUIP REPAIR/MAINT	25.76		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
L.L. PELLING CO	RU STREET MAINTENANCE SUPPLIES	493.00		
	STREETS	<u>2,249.81</u>		
	ROAD USE	<u>2,249.81</u>		
	MDC FUNDS			
	CAPITAL PROJECTS			
B & J HAULING & EXCAVATION INC	224 N CHESTNUT DEMOLITION	9,750.00		
	CAPITAL PROJECTS	<u>9,750.00</u>		
	MDC FUNDS	<u>9,750.00</u>		
	BATY DISC GOLF COURSE			
	PARKS			
STEVE MONK CONSTRUCTION, LTD.	BATY DG MOWING	700.00		
	PARKS	<u>700.00</u>		
	BATY DISC GOLF COURSE	<u>700.00</u>		
	WATER			
	WATER			
CINTAS CORPORATION	OSHA SUPPLIES	8.95		
HAWKINS WATER TREATMENT	WATER SUPPLIES	579.86		
HYGIENIC LABORATORY	WATER LAB TESTS	196.50		
IOWA ONE CALL	WATER SYSTEM	25.65		
J&R SUPPLY INC	WATER SYSTEM	1,037.00		
JOHN DEERE FINANCIAL	WATER VEHICLE REPAIR/MAINT	264.62		
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	221.24		
SCHIMBERG CO	WATER SYSTEM	759.16		
TREASURER STATE OF IOWA	SALES TAX - JULY	2,638.40		
WHITE HAWK PLUMBING & HEATING	WATER SYSTEM	455.35		
	WATER	<u>6,186.73</u>		
	WATER	<u>6,186.73</u>		
	CUSTOMER DEPOSITS			
	WATER			
CITY OF MONTICELLO	THOMAS/MORGAN	160.00		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT**

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	WATER	160.00		
	CUSTOMER DEPOSITS	160.00		
	SEWER			
	SEWER			
ALLIANT ENERGY-IES	1105 E FIRST ST	2,294.46		
CINTAS CORPORATION	OSHA SUPPLIES	8.95		
FAREWAY STORES #840-1	SEWER LAB SUPPLIES	12.64		
HYGIENIC LABORATORY	SEWER LAB TESTS	912.00		
IOWA ONE CALL	SEWER SYSTEM	25.65		
J&R SUPPLY INC	SEWER SYSTEM	220.50		
JOHN DEERE FINANCIAL	WATER/SEWER TOOLS	154.67		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL	221.25		
TRANS-IOWA EQUIPMENT, INC.	SEWER EQUIP REPAIR/MAINT	445.89		
TREASURER STATE OF IOWA	SALES TAX - JULY	854.59		
TRI COUNTY PROPANE LLC	SEWER UTILITIES	570.00		
	SEWER	5,720.60		
	SEWER	5,720.60		
	SANITATION			
	SANITATION			
CINTAS CORPORATION	OSHA SUPPLIES	8.96		
JONES COUNTY SOLID WASTE	SANITATION LOAD TICKETS	2,653.00		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL	303.20		
REPUBLIC SERVICES	DUMPSTER COLLECTIONS	7,040.62		
TREASURER STATE OF IOWA	SALES TAX - JULY	657.73		
WILLIAM WARREN, INC.	SANITATION CLOTHING - TAYLOR	328.48		
	SANITATION	10,991.99		
	SANITATION	10,991.99		
	STORM WATER			
	STORM WATER FUND			
J&R SUPPLY INC	STORMWATER MAINTENANCE	1,350.00		
STEVE MONK CONSTRUCTION, LTD.	STORMWATER MAINTENANCE	355.00		
TREASURER STATE OF IOWA	SALES TAX - JULY	157.15		

ACCOUNTS PAYABLE ACTIVITY CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	STORM WATER FUND	<u>1,862.15</u>		
	STORM WATER	<u>1,862.15</u>		
**** SCHED	TOTAL ****	58,869.95		
*****	REPORT TOTAL *****	<u>58,869.95</u>		

**ACCOUNTS PAYABLE ACTIVITY
CLAIMS FUND SUMMARY**

FUND FUND NAME		TOTAL CHECK# DATE
001	GENERAL	13,512.43
005	MONTICELLO BERNDES CENTER	1,906.50
015	FIRE	170.48
016	AMBULANCE	4,069.52
041	LIBRARY	1,411.10
046	AIRPORT	178.64
110	ROAD USE	2,249.81
337	MDC FUNDS	9,750.00
338	BATY DISC GOLF COURSE	700.00
600	WATER	6,186.73
602	CUSTOMER DEPOSITS	160.00
610	SEWER	5,720.60
670	SANITATION	10,991.99
740	STORM WATER	1,862.15

8/17/2017

[Handwritten Signature]

City of Monticello - Monthly Summary - July 1st thru 31st, 2017

Reviewed by: _____ Date: _____

Fund	Activity	Beginning Fund Balance	Revenue	Interest Earned	Transfers In	Expenses	Transfers Out	Ending Fund Balance	Cash on Hand	Clerk's Cash In Bank	Investments	Investments	Clerk's Cash In Bank	Ending Fund Balance	
GENERAL FUNDS:															
	General	483130.82	137438.55	1162.45		128247.06	39066.63	454418.13	610.00	129208.43			324599.70	454418.13	
	Soldiers Memorial Board	11820.50	225.00			226.75		11820.50					5380.06	11820.50	
	Monticello Berndes Center	54953.96	3642.00	49.03		18651.57		39993.42	100.00	-2338.74			42232.16	39993.42	
	Dare	5162.38		4.54				5166.92		5166.92				5166.92	
	Insurance Fund	16180.32		15.68		642.65		15553.35		5731.03			9822.32	15553.35	
	Monticello Trees Forever	40338.58		35.47		3795.00		36579.05		36579.05				36579.05	
	Fire	217706.29		219.34		11016.68		206908.95		18235.17			188673.78	206908.95	
	Ambulance Operating	37724.49	22546.74	37.61	18866.63	59298.67		19876.80		-10154.02			30030.82	19876.80	
	Hotel/Motel Tax Fund	8061.96		6.08		1549.41		6518.63		6518.63				6518.63	
	Earl F Lehmann Trust	237.17						237.17					237.17	237.17	
	Street Bond	250.00						250.00		250.00				250.00	
	Police Improvement	9945.47		9.02				9954.49		4934.77			5019.72	9954.49	
	Library Improvement	30079.10	287.61	30.65		2296.74		28100.62		-323.36			28423.98	28100.62	
	Library	7841.16	603.44	6.81	10000.00	11594.80		6856.61	75.00	6789.89			11.72	6856.61	
	Equipment Set-A-Side	73390.84		75.40				73466.24		1.69			73464.55	73466.24	
	Super Mac	7222.73		7.09		1507.13		5722.69		702.88			5019.81	5722.69	
	Airport	83295.93	6068.71	73.57		14541.68		74896.53		39283.00			35613.53	74896.53	
	Revolving Loan Fund	35212.43	150.00	36.15				35398.58		300.13			35098.45	35398.58	
SPECIAL REVENUE FUNDS:															
	Road Use Tax	521126.64	49180.13			25876.34		544430.43		64430.43			480000.00	544430.43	
	Employee Benefits	371526.75	1766.48	372.90		30134.28		343531.85		12749.56			330782.29	343531.85	
	TIF Tax Collections	231388.95	6550.40	243.79				238183.14		6550.40			231632.74	238183.14	
	Slavka Gehret Trust	204224.60		209.76				204434.36		386.93			204047.43	204434.36	
	Police Forfeiture Acct	657.91		0.53				658.44		658.44				658.44	
DEBT SERVICE FUNDS:															
	Debt Service TIF - Debt Payments	55332.85	1527.80	50.30				56910.95		45788.90			11122.05	56910.95	
	Park Improvements	15494.61		15.47				15510.08		1721.83			13788.25	15510.08	
	Ambulance Improvements	45120.43	55.00	46.34				45221.77		63.87			45167.90	45221.77	
	TIF Projects	6595.18						6595.18		6595.18				6595.18	
	Cemetery Improvements	65761.68	482.50	230.77				66474.95		802.15			65672.80	66474.95	
	Cap Imp - FACC	12096.50		12.42				12108.92						12108.92	
	Capital Improvements	551738.98		507.87		55584.53		496662.32		160478.25			336184.07	496662.32	
	Youth Baseball & Softball	-5040.00				2937.44		-7977.44		-7977.44				-7977.44	
	Low Income Housing	14262.72		14.65				14277.37		14277.37				14277.37	
	MDC Funds	2902.33		2.98				2905.31		2905.31				2905.31	
	Baly Disc Golf Course	15954.55		12.19	10200.00	1837.50		24329.24		24161.88			187.36	24329.24	
	Mary Maxine Redmond Trust	9191.99		9.44		25.13		9176.30		-24.99			9201.29	9176.30	
	Pocket Park	11909.53		9.54				11919.07		11919.07				11919.07	
PERMANENT FUNDS:															
	Cemetery Perpetual Care	159935.10	542.50					159477.60		677.20			158800.40	159477.60	
	Charles S Bichwell Book Trust	86157.43		10.14		181.52		85986.05		1501.45			8484.60	85986.05	
	Imma Mary Baker Trust	40960.94		42.01		300.00		40702.95		154.59			40548.36	40702.95	
ENTERPRISE FUNDS:															
	Water Operating	242865.77	37415.80	238.21		20957.99		259561.79		92882.00			166679.79	259561.79	
	Customer Deposits	88645.70	700.00			1075.00		89420.70		6898.14			81572.56	89420.70	
	Water Capital Improvements	181439.43	409.06	244.60		186615.76		-4522.67		-40457.30			35934.63	-4522.67	
	Sewer Operating	51148.68	48282.57	48.85		30639.25		68840.85		42605.69			26235.16	68840.85	
	Sewer Capital Improvements	77531.48	409.07	147.99				78088.54		77586.84			499.70	78088.54	
	Sanitation	117969.31	36220.52	119.54		38176.49		118132.88		11247.18			106885.70	118132.88	
	Sanitation Capital Improvements	49845.44	818.14	49.84				50713.42		10031.23			40882.19	50713.42	
	Storm Water Fund	26842.63	2394.94	26.56		33940.57		-4676.44		-24736.48			20060.04	-4676.44	
AGENCY FUNDS															
	Flex Spending	200.44	194.61					395.05		335.06				335.05	
	Enterprise Flex Spending	468.49	116.36					584.87		584.87				584.87	
INTERNAL REVENUE FUND															
	Self Funded Insurance	0.00	2178.23			2178.23		0.00						0.00	
TOTAL OF ALL FUNDS															
		4375821.92	362145.18	4435.58	39086.63	683828.17	39086.63	4058574.51	785.00	741687.21	3304036.83	6448.44	5617.23	4058574.51	

TREASURER'S REPORT
CALENDAR 7/2017, FISCAL 1/2018

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
001 GENERAL	483,130.82	138,601.00	167,313.69	.00	454,418.13
003 SOLDIER MEMORIAL FUND	11,830.25	225.00	226.75	.00	11,828.50
005 MONTICELLO BERNDEN CENT	54,953.96	3,691.03	18,651.57	.00	39,993.42
008 DARE	5,162.38	4.54	.00	.00	5,166.92
010 INSURANCE	16,180.32	15.68	642.65	.00	15,553.35
014 MONTICELLO TREES FOREVE	40,338.58	35.47	3,795.00	.00	36,579.05
015 FIRE	217,706.29	219.34	11,016.68	.00	206,908.95
016 AMBULANCE	37,724.49	41,450.98	59,298.67	.00	19,876.80
018 HOTEL/MOTEL TAX	8,061.96	6.08	1,549.41	.00	6,518.63
022 EARL F LEHMANN TRUST	237.17	.00	.00	.00	237.17
023 TRUST FUND/STREET BOND	250.00	.00	.00	.00	250.00
026 POLICE IMPROVEMENT	9,945.47	9.02	.00	.00	9,954.49
030 LIBRARY IMPROVEMENT	30,079.10	318.26	2,296.74	.00	28,100.62
041 LIBRARY	7,841.16	10,610.25	11,594.80	.00	6,856.61
042 SPORTS COMPLEX	.00	.00	.00	.00	.00
044 EQUIPMENT SET-A-SIDE	73,390.84	75.40	.00	.00	73,466.24
045 SUPER MAC FUND	7,222.73	7.09	1,507.13	.00	5,722.69
046 AIRPORT	83,295.93	6,142.28	14,541.68	.00	74,896.53
050 REVOLVING LOAN FUND	35,212.43	186.15	.00	.00	35,398.58
110 ROAD USE	521,126.64	49,180.13	25,876.34	.00	544,430.43
112 EMPLOYEE BENEFITS	371,526.75	2,139.38	30,134.28	.00	343,531.85
125 TIF -SPECIAL REVENUE	231,388.95	6,794.19	.00	.00	238,183.14
178 TRUST/SLAVKA GEHRET FUN	204,224.60	209.76	.00	.00	204,434.36
180 POLICE FORFEITURE	657.91	.53	.00	.00	658.44
200 DEBT SERVICE	55,332.85	1,578.10	.00	.00	56,910.95
225 TIF - DEBT	.00	.00	.00	.00	.00
300 REVOLVING LOAN FUND	.00	.00	.00	.00	.00
313 PARK IMPROVEMENT	15,494.61	15.47	.00	.00	15,510.08
316 LIB CAPITAL IMPROVEMENT	.00	.00	.00	.00	.00
319 AMBULANCE IMPROVEMENT	45,120.43	101.34	.00	.00	45,221.77
325 TIF PROJECT	6,595.18	.00	.00	.00	6,595.18
326 TRUST/CEMETERY IMPROVEM	65,761.68	713.27	.00	.00	66,474.95
328 FAMILY AQUATIC CENTER C	12,096.50	12.42	.00	.00	12,108.92
332 CAPITAL IMPROVEMENT	551,738.98	507.87	55,584.53	.00	496,662.32
333 MYSBA CAPITAL FUND	5,040.00-	.00	2,937.44	.00	7,977.44-
336 LOW INCOME HOUSING FUND	14,262.72	14.65	.00	.00	14,277.37
337 MDC FUNDS	2,902.33	2.98	.00	.00	2,905.31
338 BATY DISC GOLF COURSE	15,954.55	10,212.19	1,837.50	.00	24,329.24
339 MARY MAXINE REDMOND TRU	9,191.99	9.44	25.13	.00	9,176.30
375 POCKET PARK	11,909.53	9.54	.00	.00	11,919.07
500 TRUST/CEMETERY PERPETUA	158,935.10	542.50	.00	.00	159,477.60
502 C.C. BIDWELL LIBRARY BO	86,157.43	10.14	181.52	.00	85,986.05
503 TRUST/IOMA MARY BAKER	40,960.94	42.01	300.00	.00	40,702.95
600 WATER	242,865.77	37,654.01	20,957.99	.00	259,561.79
601 WATER BOND SINKING	.00	.00	.00	.00	.00
602 CUSTOMER DEPOSITS	88,645.70	700.00	1,075.00	.00	88,270.70
603 WATER IMPROVEMENT	.00	.00	.00	.00	.00
604 WATER CAPITAL IMPROVEME	181,439.43	653.66	186,615.76	.00	4,522.67-
610 SEWER	51,148.68	48,331.42	30,639.25	.00	68,840.85
611 SEWER RESERVE	.00	.00	.00	.00	.00
612 SEWER SINKING	.00	.00	.00	.00	.00
613 SEWER CAPITAL IMPROVEME	77,531.48	557.06	.00	.00	78,088.54
614 SEWER IMPROVEMENT	.00	.00	.00	.00	.00

Handwritten signature and date: 8/17/17

TREASURER'S REPORT
CALENDAR 7/2017, FISCAL 1/2018

ACCOUNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
670 SANITATION	117,969.31	38,340.06	38,176.49	.00	118,132.88
671 SANITATION CAPITAL IMPR	49,845.44	867.98	.00	.00	50,713.42
740 STORM WATER	26,842.63	2,421.50	33,940.57	.00	4,676.44-
820 INTERNAL REV SELF FUNDE	.00	2,178.23	2,178.23	.00	.00
950 FLEX SPENDING FUND	200.44	134.61	.00	.00	335.05
951 ENTERPRISE FLEX SPENDIN	469.49	115.38	.00	.00	584.87
Report Total	4,375,821.92	405,647.39	722,894.80	.00	4,058,574.51

(Signature) 8/17/17

City Council Meeting
Prep. Date: 08/17/17
Preparer: Doug Herman



Agenda Item: # 1
Agenda Date: 08/21/17

Agenda Item Description: Motion to provide direction with regard to signage, canopy, and gas pumps located at 616 S. Main Street property.

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

Attachments & Enclosures:

Corporate Paperwork

Fiscal Impact:

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

Synopsis: New owner of Gas Station at 616 S. Main will be in attendance to speak to the Council about gas station operational plans.

Background Information:

I reviewed a number of issues with the S. Main Street Gas Station with the City Council last week. I have met with the new owner and he does desire and plan to operate a gas station at that site. I informed him that he needed to come to the City Council to speak about his plans and desires. I explained that the two pole signs were illegal without City Council approval and that no sign should be in the right of way and that one of the pole signs was in fact in the right of way. I also spoke with him about the tanks and canopy being located within the ROW. I explained that I believed the City Council would likely allow that canopy and pumps to remain subject to an agreement to have them removed from the property should the station ever again be closed and out of operation for a period in excess of ??? days.

The Signage issue should be considered by the P & Z before a final City Council decision, however, if the Council is certain that the sign in the ROW will not be permitted to stay in the ROW you could make that point clear to the new owner and the P & Z, so that they would both be looking at new sign options, which could include a request for a new pole sign, or a request to keep the pole sign nearer to the building.

Staff Recommendation: I recommend that the Council consider the plans presented by the new owner and provide direction with regard to signage, canopy, and pumps.

8/11/17

Gomez May LLP

Attorneys at Law

Writer's Email: wellsd@gomezmaylaw.com

JORGE GOMEZ, JR.
RONALD A. MAY
BENJAMIN A. YEGGY
PAUL J. BIEBER
R. DOUGLAS WELLS
JORGE GOMEZ, III *
GARTH M. CARLSON *
RYAN M. WEBER*
MEGHAN K. CORBIN
KRISTINA K. LYON*

Of Counsel:
RICHARD J. WELLS

* ALSO ADMITTED IN
ILLINOIS

DAVENPORT OFFICE
2322 E. Kimberly Road
Suite 120W
Davenport, IA 52807
Phone: 563.359.3591
Fax: 563.359.4230
www.gomezmaylaw.com

MOLINE OFFICE
5111 22nd Avenue
Moline, IL 61265
Phone: 309.797.6750
Fax: 309.797.6751
www.gomezmaylaw.com

REFER ALL
CORRESPONDENCE TO
DAVENPORT OFFICE

May 2, 2017

Amravati D. Sandal
Tejpal S. Kapoor
1860 Hollow View Dr.
Bettendorf, IA 52722

RE: Organization of **TAMANG ENTERPRISE, LLC.**

Dear Amravati & Tejpal:

It was a pleasure to talk with to discuss the creation of a new limited liability corporation for you. This letter is intended as a general introduction to limited liability companies. It does not address all of the many individual issues which may arise for your company.

A limited liability company is a business association which has the added advantage of limiting the liability of the organizers to the amount they have invested in the company. Thus, as a "member" of the company, your personal assets which have not otherwise been pledged to or on behalf of the company, are not subject to risk by general creditors of the company. Additionally, a limited liability company may have the advantage of election of the type of entity you choose to be for income tax purposes. Usually you can elect to file your taxes as a corporation, a partnership or a sole proprietorship. There may be some tax savings using one election over the other. You should consult your tax advisor in this regard. I have obtained a Federal EIN number for your limited liability company. The number is **82-1305002**.

Enclosed you will find a copy of the "Certificate of Organization" of **TAMANG ENTERPRISE, LLC.** You will also find a first draft of our proposed "Operating Agreement" for the company. The Certificate of Organization is being filed with the Secretary of State so that **TAMANG ENTERPRISE, LLC.** is recognized as a valid business entity in the State of Iowa. The Certificate is a public document and can only be amended by filing with the Secretary of State. You should review the Operating Agreement and let us know what, if any, changes you may want to make to it. The Operating Agreement is not a public document and can be changed by you at any time.

You should also be aware that the laws of other states you do business in may require you to register your LLC as a foreign entity doing business in that state.

This is usually a simple process, but registration fees can sometimes be costly. In order to limit your liability to your investment, it is essential that you keep separate books, separate accountings and separate bank accounts for the company. Company assets and receipts should not be co-mingled with your personal accounts. You should pay yourself either by draw or salary, but never pay personal debts from the company account, or visa-versa. I have listed myself as the registered agent for your company. This means that any formal paperwork from the government or from anyone attempting to sue your company will likely be served on me. I will, of course, notify you immediately if this should ever happen.

As part of our services to you, I have prepared a company Minute Book. Your Articles of Organization and Operating Agreement will be maintained in this Minute Book. Additionally, I will prepare Minutes of your annual meeting as a record to reflect the ongoing nature of your business entity. You are free to review and/or copy your Minute Book at any time, though I like to keep the original here at my office. I charge a small biennial fee for acting as your registered agent and for ongoing representation of all corporations. In exchange for that fee, I will prepare your annual Minutes and am willing to meet with you and your accountant on an annual basis to discuss any items of concern you may have.

I would also be happy to assist your business in any legal matters which may arise from time to time. These may include, but not be limited to, Employment Agreements, Buy-Sell Agreements between partners, employee hiring and firing problems, accounts receivable, collection activity, lease negotiations, real estate purchases, and general contract reviews. I charge separately for these matters at my usual hourly rate, which is currently \$250.00 per hour.

Thank you for allowing us to be of assistance to you.

Very truly yours,

GOMEZ MAY LLP.

R. Douglas Wells

RDW/jas
Enc.



EIN Assistant

Your Progress: 1. Identity 2. Authenticate 3. Addresses 4. Details 5. EIN Confirmation

Congratulations! The EIN has been successfully assigned.

EIN Assigned: 82-1305002

Legal Name: TAMANG ENTERPRISE LLC

The confirmation letter will be mailed to the applicant. This letter will be the applicant's official IRS notice and will contain important information regarding the EIN. Allow up to 4 weeks for the letter to arrive by mail.

We strongly recommend you print this page for your records.

Click "Continue" to get additional information about using the new EIN.

Continue >>

Help Topics

- Can the EIN be used before the confirmation letter is received?

**CERTIFICATE OF ORGANIZATION
OF
TAMANG ENTERPRISE, LLC.**

The undersigned Organizer of a limited liability company organized under the Iowa Limited Liability Company Act, Section 489.201 *Code of Iowa*, does hereby adopt the following Certificate for such limited liability company.

**SECTION I
NAME OF LIMITED LIABILITY COMPANY**

The name of the limited liability company shall be **TAMANG ENTERPRISE, LLC..**

**SECTION II
REGISTERED OFFICE AND REGISTERED AGENT**

The address of the initial registered agent of the limited liability company is R. Douglas Wells of Gomez May LLP. 2322 E. Kimberly Road, Suite 120W Davenport, Iowa 52807, 563-359-3591.

**SECTION III
PRINCIPAL OFFICE**

The address of the principal office of the limited liability company is: 1680 Hollowview Dr., Bettendorf, IA 52722.

**SECTION IV
PERIOD OF DURATION**

The limited liability company's existence shall commence upon the acceptance of this Certificate of Organization by the Secretary of State of Iowa for filing and shall continue for a period of thirty (30) years, unless sooner dissolved pursuant to the terms of its Operating Agreement, or as otherwise provided by law.

**SECTION V
WRITTEN OPERATING AGREEMENT**

Any Operating Agreement entered into by the members of the limited liability company, and any amendments or restatements thereof, shall be in writing. No oral agreement among any of the members or managers of the limited liability company shall be deemed or construed to constitute any portion of, or otherwise affect the interpretation of, any written Operating Agreement of the limited liability company, as amended and in existence from time to time.

**SECTION VI
MANAGERS**

The business and affairs of the limited liability company shall be governed by managers. The actions of a member or any other person acting in any capacity other than as a manager of the limited liability company shall not bind the limited liability company.

**SECTION VII
LIMITATION OF LIABILITY OF MANAGERS**

Managers of the limited liability company shall not be liable to the limited liability company or its members for monetary damages for breach of fiduciary duty as a manager; provided, however, that this limitation of liability does not apply to any of the following:

1. Breach of the manager's duty of loyalty to the limited liability company or its members.
2. Acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law.
3. Transaction from which the manager derives an improper personal benefit or a wrongful distribution in violation of *Iowa Code* Section 489.405.

IN WITNESS WHEREOF, the aforesaid organizer has caused the execution of the foregoing Certificate of Organization on this day of April, 2017

R. Douglas Wells, Organizer of
TAMANG ENTERPRISE, LLC.

City Council Meeting
Prep. Date: 08/17/17
Preparer: Doug Herman



Agenda Item: **Z**
Agenda Date: 08/21/2017

Communication Page

Agenda Items Description: Resolution to approve Tax Abatement related to property located at 831 Breckenridge Drive.

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

Attachments & Enclosures:

Proposed Resolution
Application

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: Abatement Application filed by Louis Soppe, owner of home located at 831 Breckenridge Drive, Monticello.

Background Information: This Resolution provides the tax abatement as set out in the Code for Residential properties. The new value added by the improvement, up to \$75,000, is exempt from taxation for five years.

Staff Recommendation: I recommend that the Council approve the proposed Resolution providing for the Standard Tax Abatement as set out above.

The City of Monticello, Iowa

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

RESOLUTION #

**Approving Louis Soppe Tax Abatement Application related to Residential
Improvements constructed at 831 Breckenridge Drive, Monticello, Iowa.**

WHEREAS, Monticello has enacted an Urban Revitalization Tax Abatement program and codified same at Chapter 10 of the Monticello Code of Ordinances, and

WHEREAS, Louis Soppe has completed and filed an Application for Tax Abatement related to his home, a Residentially zoned property, located at 831 Breckenridge Drive, Monticello, Iowa, and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby approve the Application for Tax Abatement filed by Louis Soppe as set forth above, consistent with Chapter 10 of the Monticello Code of Ordinances, said Application bearing the date of August 10, 2017 and being signed by Louis Soppe Bader and further directs the Monticello City Clerk to file same with the Jones County Assessor as prescribed by law.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the City of Monticello, Iowa to be affixed hereto. Done this 21st day of August, 2017.

Dena G. Himes, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

APPLICATION FOR TAX ABATEMENT UNDER THE
URBAN REVITALIZATION PLAN FOR

MONTICELLO, IOWA

Date 8-10-17

 Prior Approval for
Intended Improvements

Approval of Improvements
Completed

Address of Property: 831 Breckenridge Drive

Legal Description: _____

Title Holder or Contract Buyer Louis Soppe

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): (319) 480 0273

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial

Nature of Improvements: New Construction Addition General Improvements

Specify _____

Estimated or Actual Date of Completion: 12/9/2016

Estimated or Actual Cost of Improvements: \$ 155,000.00

Tax Exemption Schedule is attached.

Signed: Louis Soppe

City Council Meeting
Prep. Date: 08/17/17
Preparer: Doug Herman



Agenda Item: 3
Agenda Date: 08/21/2017

Communication Page

Agenda Items Description: Resolution to request abatement of accrued and future taxes on City owned Property at 516 N. Cedar Street, Monticello, Iowa.

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

Attachments & Enclosures:

Proposed Resolution
Iowa Code Section (below)

Fiscal Impact:

Budget Line Item:	n/a
Budget Summary:	n/a
Expenditure:	n/a
Revenue:	n/a

Synopsis: City purchased property at 516 N. Cedar as part of the 6th Street Ditch project.

Background Information: Pursuant to Iowa Code the City does not pay property taxes. However, a Resolution must be approved to ask the County to abate existing and accruing taxes on newly acquired parcels. The purchase agreement between the City and Earl Kruse required that Earl Kruse cover taxes that had accrued through 6/30/2016. The City collected taxes through said date from the Earl Kruse proceeds and paid them to the Treasurer.

The attached Resolution will request the abatement of accrued and accruing taxes on the 516 N. Cedar Street property from 7/1/2016 forward. The property tax parcel number is as follows: Parcel No. 0221436004

The proposed resolution will result in the abatement of any and all accrued and accruing taxes, from 6/30/2016 forward.

Staff Recommendation: I recommend that the City request that the County officially abate any and all taxed past due and/or accrued on the above-referenced property as provided by the Iowa Code.

445.63 Abatement of taxes.

When taxes are owing against a parcel owned or claimed by the state or a political subdivision of this state and the taxes were owing before the parcel was acquired by the state or a political subdivision of this state, the county treasurer shall give notice to the appropriate governing body which shall pay the amount of the taxes due. **If the governing body fails to immediately pay the taxes due, the board of supervisors shall abate all of the taxes.**

The City of Monticello, Iowa

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

RESOLUTION #17-__

Resolution to request Abatement of accrued Property Taxes on property owned by the City of Monticello for public purposes within the City limits of the City of Monticello.

WHEREAS, The City of Monticello recently purchased the fire damaged property located at 516 N. Cedar Street, same being described by the following Tax Parcel ID: 0221436004, and

WHEREAS, The Purchase Agreement with the property owner relieved him of responsibility for all taxes accruing from 7/1/2016 forward, and the City did not, therefore, collect sums from the property owner to pay taxes accruing from that date forward, and

WHEREAS, The Council finds it appropriate, under the circumstances, to request the abatement of all taxes that have accrued from 7/1/2016 forward related to said parcel, whether past due or accrued and not yet due, and to so inform the County Treasurer so that the County Board of Supervisors can take action to formally abate said taxes as required by §445.63 of the Iowa Code.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Monticello, Iowa does hereby direct the City Clerk to inform the County Treasurer of the decision of the City Council to request the abatement of the taxes accrued and accruing on the above described tax parcel consistent with §445.63 of the Iowa Code.

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 August, 2017.

Dena Himes, Mayor

Attest:

Sally Hinrichsen, Monticello City Clerk

City Council Meeting
Prep. Date: 08/03/17
Preparer: Doug Herman



Agenda Item: Reports
Agenda Date: 08/21/2017

Communication Page

Agenda Items Description: Misc. Reports

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

Attachments & Enclosures:

Engineer's Report

Fiscal Impact:

Budget Line Item:
Budget Summary:
Expenditure:
Revenue:

- If interested in attending the League of Cities Conference scheduled for this September in Davenport please let Sally know.
- Engineer's Report: See Attached
- Yard Waste Site: The idea of having a yard waste site to handle both garden waste, yard waste, leaves, and limbs/branches has been talked about on and off over the years. Right now, between March and early November the City collects yard waste and sticks. The process requires two separate trips around the community, one to collect not tree waste which is then hauled to a farmer in the County and the second trip involves the collection of tree waste that is hauled to the tree dump. The process takes two workers a full day of work, from 7 a.m. to 4 p.m. every Thursday.
 - Moving away from the above process to a dump site would relieve the City of this responsibility. It would free up employees and would reduce the continued maintenance and upkeep of garbage truck equipment moving forward.
 - Generally speaking a two acre site is required for a yard waste / tree dump site. We have been trying to identify an agreeable site for some time. Brant has talked to Mike Kraus and his is willing to consider the sale of two acres right off of the Sewer Plant Road. This site would be out of the flood plain, not in the middle of a residential area, and more easily monitored than a more secluded site.
 - The City would hire an independent contractor to manage the site. "Management" includes the chipping of trees/branches and the composting of yard waste. Citizens would be able to take the composted yard waste and chipped tree waste free of charge. (That is the model followed in most communities that do this.)
 - We would need to negotiate a price, survey the site, fence the site, get water to the site, and enter an agreement with a contractor to manage the site.

Before going too far on this I wanted to review it with the City Council and get your blessing to collect additional data and explore this further.