

# City of Monticello, Iowa

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Monticello City Council Meeting July 1, 2024 at 6:00 p.m.  
Monticello Renaissance Center, 220 E. 1<sup>st</sup> Street, Monticello, Iowa

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

- **Call to Order – 6:00 P.M.**
- Pledge of Allegiance
- Roll Call
- Agenda Addition/Agenda Approval

**Open Forum:** If you wish to address the City Council on subjects pertaining to today's meeting agenda please wait until that item on the agenda is reached. If you wish to address the City Council on an item not on the agenda, please approach the lectern and give your name and address for the public record before discussing your item. Individuals are normally limited to speaking for no more than three (3) minutes on a topic and the Open Forum is by rule limited to a total of twenty (20) minutes.

**Consent Agenda** (These are routine items and will be enacted by one motion without separate discussion unless someone requests an item removed to be considered separately.)

<b>Approval</b> of Council Mtg. Minutes	June	17, 2024
<b>Approval</b> of Payroll	June	27, 2024
<b>Approval</b> of Bill List		
<b>Approval</b> of Reappointment Jerry Hinrichs and acknowledge appointment of Gary Paulson (Scotch Grove Township) to the Fire Board		
<b>Approval</b> of Appointment of Dave Haag to fill vacancy term of Mark Spensley on the Fire Board		

## **Public Hearing:**

1. **Public Hearing** to consider the proposal received regarding the sale of the property commonly known as 541 Chestnut Street
2. **Resolution** Approving sale of City Owned Property at 541 N Chestnut Street

**Resolutions:**

3. **Resolution** Approving Change Order #4, in the decreased amount of \$1,021.26 submitted by Tank Pro, Inc related to the South Water Tower Repainting and Maintenance Project
4. **Resolution** Approving Pay Request #4 to Tank Pro, Inc., Re: South Water Tower Repainting and Maintenance Project in the amount of \$4,444.80
5. **Resolution** Approving water tower hatch repairs and to hire Viking Industrial, to perform the necessary repairs/improvements not to exceed \$6,000
6. **Resolution** to update the Monticello Police Department's residency restrictions
7. **Resolution** Approving Change Order #1, in the increased amount of \$6,635.00 submitted by Eastern Iowa Excavating & Concrete, LLC related to the N. Chestnut Street Reconstruction Project
8. **Resolution** Approving Pay Request #2 to Eastern Iowa Excavating Concrete, LLC, Re: N. Chestnut Street Reconstruction Project in the amount of \$141,632.55
9. **Resolution** Preliminarily approving Proposed Amendment to Monticello Urban Renewal Plan to include Northridge 5<sup>th</sup> Addition Project, and to schedule a Public Hearing on the proposed Urban Renewal Plan amendment for the 5th day of August, 2024, at 6:00 p.m.
10. **Resolution** Preliminarily approving proposed Development Agreement between the City of Monticello and Highland Corp and scheduling a Public Hearing on the proposed agreement
11. **Resolution** Approving Purchase of a mini split unit for the Public Works Facility from White Hawk Plumbing & Heating of Monticello, Iowa

**Reports / Potential Actions:**

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

**Work Sessions:**

**22. Work Session trail plan proposal**

**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: July 1, 2024 Council Meeting

Time: Jul 1, 2024 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86309037142>

Meeting ID: 863 0903 7142

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One tap mobile

+13092053325,,86309037142# US

+13126266799,,86309037142# US (Chicago)

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Dial by your location

• +1 309 205 3325 US

• +1 312 626 6799 US (Chicago)

• +1 646 558 8656 US (New York)

• +1 646 931 3860 US

• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

• +1 346 248 7799 US (Houston)

• +1 360 209 5623 US

Meeting ID: 863 0903 7142

Find your local number: <https://us02web.zoom.us/j/86309037142>

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

Regular Council Meeting  
June 17, 2024, 6:00 P.M.  
Community Media Center

Mayor Wayne Peach called the meeting to order. Council present were: Josh Brenneman, Dave Goedken, Candy Langerman, Scott Brighton, Mary Phelan and Jake Ellwood. Also present were City Administrator Russell Farnum, City Clerk Sally Hinrichsen, Water/Wastewater Superintendent Jim Tjaden, Library Director Faith Brehm, Ambulance Director Lori Lynch and City Engineer Colton Ingles. Park & Rec Director Jacob Oswald arrived during the meeting. The public was invited to attend the meeting in person, or to participate in the meeting electronically via “Zoom Meetings” or “Facebook” and were encouraged to communicate from the chat or message.

Brenneman moved to approve the agenda, Ellwood seconded, roll call was unanimous.

Langerman moved to approve the consent agenda; Brenneman seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2024-93 Approving Change Order #3, in the decreased amount of \$5,000.00, submitted by Tank Pro, Inc related to the South Water Tower Repainting and Maintenance Project. Brenneman seconded. Roll call was unanimous.

Goedken moved to approve Resolution #2024-94 Approving Plat of Survey to Parcel 2024-29 for Property at 22102 Highway 151, Brighton seconded, roll call unanimous.

Goedken moved to approve Resolution #2024-95 Accepting Easement with Michael and Jacqueline Jacobs for the 2024 N. Chestnut Street Reconstruction Project. Ellwood seconded. Roll call unanimous.

Goedken moved to approve Resolution #2024-96 Approving Pay Request #2 to Bill Bruce Builders, Inc., Re: Wastewater Treatment Plant Improvement Project in the amount of \$524,564.29. Ellwood seconded. Roll call unanimous.

Goedken moved to approve Resolution #2024-97 Approving Ambulance Tier Agreements and Authorizing Ambulance Director to Execute. Phelan seconded. Roll call unanimous.

Langerman inquired on doing Ambulance Director pay raise at this time also and consensus was to wait until October 2024. Ellwood moved to approve Resolution #2024-98 Adopting FY '25 Salary for the non-hourly employees, with 4.75% raises. Goedken seconded. Roll call: Ayes: Ellwood, Goedken and Phelan. Nays: Brighton, Langerman and Brenneman. Motion failed. Goedken moved to approve Resolution #2024-98 Adopting FY '25 Salary for the non-hourly employees, with 5% raises. Brighton seconded. Roll call was unanimous.

Brehm gave update on activities happening at the library and that there are 246 on-line participants registered for summer reading program. Oswald arrived.



Regular Council Meeting  
June 3, 2024

Lynch advised that the Karen Howe with the USDA contacted her last week and advised the ambulance unit would probably not be approved and recommended amending the grant application to equipment. Lynch is working with Farnum to make those changes. Lynch advised the State Inspection will be on July 2<sup>nd</sup>.

Ingles advised on the N Chestnut Reconstruction Project, it was determined that two houses on Second Street were serviced from the Chestnut water main and had to be connected. On the Water Tower Repainting Project, after filling the tower a leak with the internal latch was discovered. Tower is being drained and Viking will inspect to determine if latch was damaged during painting or seals were bad. Wastewater Treatment Facility footings are in and backfilling has begun. Engineers reviewed the 6<sup>th</sup> Street Ditch plans with Farnum and Kahler. They will prepare plans for Council review.

Oswald advised ball tournament teams were up from last year. He reported on the various activities happening now. Friends of the Park is putting on the Golf Tournament and proceeds will go for scholarships for sport activities.

Farnum stated the Downtown Conference is August 6 & 7<sup>th</sup> and if any Council member is interested in attending, to let him know by this Friday.

Farnum handed out the Goal Setting questionnaire to Council and asked them to be returned to Farnum or Derek Lumsden, who will be facilitating the session, by July 1<sup>st</sup>. Department heads are being asked to complete the same questionnaire. Goal setting session will be following the July 15<sup>th</sup> Council meeting.

Farnum reported there was bad soil on the Chestnut project and fill was needed.

Farnum is working with Financial Advisor and investors, on the various TIF projects.

Farnum stated Kahler reported the giant oak tree lost a branch at the cemetery and the tree will need to be removed.

Hinrichsen reported working with Farnum and F&M Bank to finalize the interim loans accounts and calculated the first interest payment. Cigarette permits have been typed and police department delivered them.

Phelan moved to adjourn the meeting at 6:27 P.M.

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Wayne Peach, Mayor

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Sally Hinrichsen, City Clerk/Treasurer

# PAYROLL - JUNE 27, 2024

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>AMBULANCE</b>	<b>June 10 - 23, 2024</b>				
Jamie Coleman	\$ 3,818.10	\$ 841.50	0.00	0.00	\$ 3,109.90
Jordan Fullerton	558.80	-	0.00	0.00	481.35
Mason Hanson	1,267.20	-	0.00	0.00	959.11
Jayna Koffron	1,136.80	-	0.00	0.00	904.07
Lori Lynch	3,729.27	-	0.00	0.00	2,404.39
Coletta Matson	5,068.80	1,584.00	0.00	0.00	3,606.42
Chloe Mogensen	211.20	-	0.00	0.00	101.93
Kaleb Payne	79.20	-	0.00	0.00	73.14
Kyle Pierson	940.80	-	0.00	0.00	763.66
Shirlee Scott	2,235.20	76.20	0.00	0.00	1,678.22
Curtis Wyman	6,885.45	280.80	0.00	30.00	4,775.38
<b>TOTAL AMBULANCE</b>	<b>\$ 25,930.82</b>	<b>\$ 2,782.50</b>	<b>0.00</b>	<b>30.00</b>	<b>\$ 18,857.57</b>
<b>CEMETERY</b>	<b>June 10 - 23, 2024</b>				
Sawyer Brokaw	\$ 976.00	\$ -	0.00	0.00	\$ 842.24
Dan McDonald	1,967.20	-	0.00	0.00	1,454.36
Anthony Williams	488.00	-	0.00	0.00	450.66
<b>TOTAL CEMETERY</b>	<b>\$ 3,431.20</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,747.26</b>
<b>CITY HALL</b>	<b>June 10 - 23, 2024</b>				
Cheryl Clark	\$ 3,317.78	\$ 127.48	0.00	0.00	\$ 2,404.12
Russ Farnum	3,961.54	-	0.00	0.00	2,566.06
Sally Hinrichsen	3,653.17	-	0.00	0.00	2,334.00
Nanci Tuel	1,840.80	-	0.00	0.00	1,345.81
<b>TOTAL CITY HALL</b>	<b>\$ 12,773.29</b>	<b>\$ 127.48</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 8,649.99</b>
<b>COUNCIL / MAYOR</b>	<b>June 10 - 23, 2024</b>				
Josh Brenneman	\$ 300.00	\$ -	0.00	0.00	\$ 276.78
Scott Brighton	300.00	-	0.00	0.00	276.78
Jacob Ellwood	300.00	-	0.00	0.00	277.05
Dave Goedken	300.00	-	0.00	0.00	276.78
Candy Langerman	300.00	-	0.00	0.00	277.05
Wayne Peach	500.00	-	0.00	0.00	421.75
Mary Phelan	300.00	-	0.00	0.00	277.05
<b>TOTAL COUNCIL / MAYOR</b>	<b>\$ 2,300.00</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,083.24</b>
<b>LIBRARY</b>	<b>June 10 - 23, 2024</b>				
Faith Brehm	\$ 1,680.00	\$ -	0.00	0.00	\$ 1,284.55
Molli Hunter	1,243.20	-	0.00	0.00	987.78
Penny Schmit	1,485.23	-	0.00	0.00	1,044.18
Jacqueline Stadtmueller	480.00	-	0.00	0.00	443.28
<b>TOTAL LIBRARY</b>	<b>\$ 4,888.43</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 3,759.79</b>
<b>MBC</b>	<b>June 10 - 23, 2024</b>				
Grace Dupuy	\$ 1,576.92	\$ -	0.00	0.00	\$ 1,212.70
Keziah McQuillen	405.00	-	0.00	0.00	374.02
Jacob Oswald	2,895.92	-	0.00	0.00	2,276.33
Peyton Schilling	709.13	-	0.00	0.00	633.63
Ambrose Williams	315.00	-	0.00	0.00	290.90

# PAYROLL - JUNE 27, 2024

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>TOTAL MBC</b>	\$ 5,901.97	\$ -	0.00	0.00	\$ 4,787.58
<b>POLICE</b>	<b>June 10 - 23, 2024</b>				
Zach Buehler	\$ 385.32	\$ -	0.00	0.00	\$ 331.91
Dawn Graver	3,023.20	-	0.00	0.00	2,251.69
Erik Honda	3,066.84	-	0.00	0.00	2,321.04
Jordan Koos	3,105.48	-	0.00	0.00	2,145.18
Cole Millard	3,035.35	-	0.00	0.00	2,188.96
Britt Smith	4,672.34	-	0.00	0.00	3,663.18
Madonna Staner	1,679.20	-	0.00	0.00	1,253.99
Brian Tate	5,947.62	-	0.00	0.00	4,679.98
<b>TOTAL POLICE</b>	<u>\$ 24,915.35</u>	<u>\$ -</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 18,835.93</u>
<b>POOL</b>	<b>June 7 - 20, 2024</b>				
Lydia Ahrlichs	\$ 596.94	\$ -	0.00	0.00	\$ 511.17
Allisen Capron	92.25	-	0.00	0.00	85.19
Collin Cashner	310.00	-	0.00	0.00	286.28
Marlee Chapman	588.00	-	0.00	0.00	539.20
Skylar Christensen	490.00	-	0.00	0.00	452.51
Macy Dusanek	204.00	-	0.00	0.00	188.39
Jill Flynn	1,328.22	-	0.00	0.00	1,222.13
Stella Flynn	465.50	-	0.00	0.00	429.89
Sullivan Flynn	263.44	-	0.00	0.00	243.29
Grant Gassman	205.19	-	0.00	0.00	189.49
Taylor Gassman	508.38	-	0.00	0.00	469.49
Ella Glawatz	462.19	-	0.00	0.00	426.83
Emma Hardersen	292.50	-	0.00	0.00	270.12
Lacie Koppes	508.94	-	0.00	0.00	470.01
Karle Kramer	251.13	-	0.00	0.00	231.92
Carter Kuehler	192.19	-	0.00	0.00	177.48
Carlos Lagunes-Torres	302.38	-	0.00	0.00	279.25
Lanie Luensman	769.50	-	0.00	0.00	689.83
Jacob Miller	760.00	-	0.00	0.00	682.01
Adalyn Monk	256.25	-	0.00	0.00	236.64
Gage Rickels	64.06	-	0.00	0.00	59.16
Samantha Ruchti	474.69	-	0.00	0.00	438.38
Brynn Schmit	393.00	-	0.00	0.00	362.93
Alexis Schneiter	168.00	-	0.00	0.00	155.14
Emma Schwendinger	1,022.81	-	0.00	0.00	944.57
Kendall Siebels	150.06	-	0.00	0.00	138.58
River Smith	493.06	-	0.00	0.00	455.34
Marissa Speltz	70.00	-	0.00	0.00	64.64
Jessica Stadtmueller	76.56	-	0.00	0.00	70.70
Katherine Stadtmueller	189.00	-	0.00	0.00	174.54
Karley Tobiason	232.50	-	0.00	0.00	214.71
Brock Westphal	474.69	-	0.00	0.00	438.38
Abigail Wright	284.81	-	0.00	0.00	263.02
Lily Wright	60.00	-	0.00	0.00	55.41
<b>TOTAL POOL</b>	<u>\$ 13,000.24</u>	<u>\$ -</u>	<u>0.00</u>	<u>0.00</u>	<u>\$ 11,916.62</u>

# PAYROLL - JUNE 27, 2024

DEPARTMENT	GROSS PAY	OT PAY	COMP HRS. ACCRUED	COMP TOTAL	NET PAY
<b>ROAD USE</b>	<b>June 10 - 23, 2024</b>				
Zeb Bowser	\$ 2,216.28	\$ 216.81	0.00	0.00	\$ 1,672.93
Jacob Gravel	1,999.47	72.27	0.00	0.00	1,473.25
Nick Kahler	2,457.46	-	0.00	0.00	1,760.05
Jasper Scott	1,927.20	-	0.00	0.00	1,483.56
<b>TOTAL ROAD USE</b>	<b>\$ 8,600.41</b>	<b>\$ 289.08</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 6,389.79</b>
<b>SEWER</b>	<b>June 8 - 21, 2024</b>				
Jim Tjaden	\$ 2,791.54	\$ -	0.00	0.00	\$ 2,021.20
<b>TOTAL SEWER</b>	<b>\$ 2,791.54</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 2,021.20</b>
<b>WATER</b>	<b>June 8 - 21, 2024</b>				
Scott Hagen	\$ 2,136.24	\$ -	0.00	0.00	\$ 1,677.54
Josh Willms	3,949.56	74.52	0.00	0.00	2,968.29
<b>TOTAL WATER</b>	<b>\$ 6,085.80</b>	<b>\$ 74.52</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 4,645.83</b>
<b>TOTAL - ALL DEPTS.</b>	<b>\$ 110,619.05</b>	<b>\$ 3,273.58</b>	<b>0.00</b>	<b>30.00</b>	<b>\$ 84,694.80</b>

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL					
POLICE DEPARTMENT					
ALLIANT ENERGY-IES	201 E SOUTH ST PD		321.57		
AMERICAN DEFENSE MFG LLC	PD WEAPONS & AMMUNITION		748.00		
BAKER PAPER CO INC	PD BUILDING SUPPLIES		19.20		
INFRASTRUCTURE TECHNOLOGY	PD COMPUTER SUPPORT FEES		358.34		
JONES REGIONAL MEDICAL CENTER	PD PHYSICAL - HEIM		205.00		
MONTICELLO COMM SCHOOL DISTRCT	PD FUEL		743.68		
SHELTERED WINGS INC	PD WEAPONS & AMMUNITION		563.98		
	110 POLICE DEPARTMENT TOTAL		2,959.77		
STREETS					
DUBUQUE HARDWOODS INC	RU TREE REMOVAL & PLANTING		7,950.00		
	210 STREETS TOTAL		7,950.00		
STREET LIGHTS					
ALLIANT ENERGY-IES	S CEDAR STREETLIGHTS		344.53		
	230 STREET LIGHTS TOTAL		344.53		
AQUATIC CENTER					
ALLIANT ENERGY-IES	811 S CEDAR ST POOL		2,675.91		
CARRICO AQUATIC RESOURCES INC	POOL CHEMICALS		6,029.93		
FAREWAY STORES #840-1	POOL CONCESSIONS		14.64		
INFRASTRUCTURE TECHNOLOGY	POOL OFFICE SUPPLIES		8.98		
JOHN DEERE FINANCIAL	POOL EQUIP REPAIR/MAINT		9.37		
K&S MACHINING AND METAL	POOL BLDG REPAIR/MAINT		588.82		
MONTICELLO SPORTS	POOL SWIM TEAM		369.00		
MYERS-COX CO.	POOL CONCESSIONS		5,189.08		
NEXT GENERATION PLBG & HTG LLC	POOL BLDG REPAIR/MAINT		2,938.05		
	440 AQUATIC CENTER TOTAL		17,823.78		
CEMETERY					
ALLIANT ENERGY-IES	CEMETERY ELECTRIC		26.07		
MONTICELLO COMM SCHOOL DISTRCT	CEMETERY FUEL		255.72		
	450 CEMETERY TOTAL		281.79		
SOLDIER'S MEMORIAL BOARD					
ALLIANT ENERGY-IES	200 E 1ST ST		414.88		
MONTICELLO MEMORIAL BOARD	SLDR MEM OPERATING FEE		500.00		
	498 SOLDIER'S MEMORIAL BOARD TOTAL		914.88		
CITY HALL/GENERAL BLDGS					
ALL AMERICAN LAWN & LANDSCAPE	CH BLDG REPAIR/MAINT		360.00		
ALLIANT ENERGY-IES	200 E 1ST ST		829.76		
BAKER PAPER CO INC	CH BUILDING SUPPLIES		60.20		
GATEWAY HOTEL & CONFERENCE	CH TRAVEL - CLARK		293.44		
INFRASTRUCTURE TECHNOLOGY	CH MISC CONTRACT WORK		290.74		
IOWA LEAGUE OF CITIES	CH DUES		2,711.00		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MONTICELLO ROTARY CLUB	CH DUES - FARNUM		160.00		
SIMMERING-CORY IA CODIFICATION	CH PRO FEES		475.00		
	650 CITY HALL/GENERAL BLDGS TOTAL		5,180.14		
	001 GENERAL TOTAL		35,454.89		
MONTICELLO BERNDEN CENTER					
PARKS					
ALLIANT ENERGY-IES	850 E OAK ST TENNIS COURTS		208.71		
GRIFFIN BROKAW	MBC REFEREE FEES		40.00		
PORTER CAMPBELL	MBC REFEREE FEES		100.00		
FAREWAY STORES #840-1	MBC CONCESSIONS		23.43		
INFRASTRUCTURE TECHNOLOGY	MBC OFFICE SUPPLIES		47.44		
ALEXANDER JAMISON	MBC REFEREE FEES		80.00		
JOHN DEERE FINANCIAL	MBC GROUNDS SUPPLIES		8.89		
MONTICELLO COMM SCHOOL DISTRICT	MBC FUEL		30.14		
SYCAMORE MEDIA CORP	MBC ADVERTISING		165.00		
MONTICELLO SPORTS	MBC SOCCER SHIRTS		45.00		
SPAHN & ROSE LUMBER CO INC	MBC BLDG REPAIR/MAINT		41.69		
AVA ZIMMERMAN	MBC REFEREE FEES		20.00		
	430 PARKS TOTAL		810.30		
	005 MONTICELLO BERNDEN CENTER TOTAL		810.30		
TOURNAMENT FUND-GEN CKG					
PARKS					
FAREWAY STORES #840-1	MBC TOURNAMENT CONCESSIONS		31.84		
	430 PARKS TOTAL		31.84		
	012 TOURNAMENT FUND-GEN CKG TOTAL		31.84		
FIRE					
FIRE					
ALLIANT ENERGY-IES	200 E SOUTH ST FIRE STATION		301.08		
DUBUQUE FIRE EQUIPMENT, INC.	FIRE OSHA		206.00		
INFRASTRUCTURE TECHNOLOGY	FIRE COMPUTER SUPPORT FEES		17.98		
INSURANCE ASSOCIATES, INC.	FIRE WORKMANS COMP INSURANCE		13,991.21		
M TOWN TIRE & AUTO	FIRE VEHICLE REPAIR/MAINT		2,400.00		
THEODORE KRAUS	FIRE BLDG REPAIR/MAINT		169.98		
MONTICELLO COMM SCHOOL DISTRICT	FIRE FUEL		80.54		
RADIO COMMUNICATIONS CO INC	FIRE RADIO SUPPLIES		106.98		
	150 FIRE TOTAL		17,273.77		
	015 FIRE TOTAL		17,273.77		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
AMBULANCE					
AMBULANCE					
ALLIANT ENERGY-IES	201 E SOUTH ST AMB	321.58			
BAKER PAPER CO INC	AMB BUILDING SUPPLIES	19.20			
INFRASTRUCTURE TECHNOLOGY	AMB DATA PROCESSING	25.48			
INSURANCE ASSOCIATES, INC.	AMB WORKMANS COMP INSURANCE	20,303.59			
MONTICELLO COMM SCHOOL DISTRCT	AMB FUEL	601.20			
	160 AMBULANCE TOTAL		21,271.05		
	016 AMBULANCE TOTAL		21,271.05		
LIBRARY IMPROVEMENT					
LIBRARY					
THE CONE SHOPPE	LIB IMP SUMMER READING PROGRAM	100.00			
	410 LIBRARY TOTAL		100.00		
	030 LIBRARY IMPROVEMENT TOTAL		100.00		
LIBRARY					
LIBRARY					
ALLIANT ENERGY-IES	200 E 1ST ST	414.88			
CENTER POINT PUBLISHING	LIB BOOKS	137.78			
JOHN DEERE FINANCIAL	LIB OFFICE SUPPLIES	4.49			
	410 LIBRARY TOTAL		557.15		
	041 LIBRARY TOTAL		557.15		
SUPER MAC FUND					
SUPER MAC FUND					
INFRASTRUCTURE TECHNOLOGY	SUPER MAC VIDEO & AUDIO EQUIP	1,077.00			
	499 SUPER MAC FUND TOTAL		1,077.00		
	045 SUPER MAC FUND TOTAL		1,077.00		
AIRPORT					
AIRPORT					
ALLIANT ENERGY-IES	AIRPORT-ROWLAND/KRAUS PROPERTY	59.77			
MONTICELLO AVIATION INC	AIRPORT MANAGER	2,500.00			
MONTICELLO COMM SCHOOL DISTRCT	AIRPORT FUEL	175.17			
	280 AIRPORT TOTAL		2,734.94		
	046 AIRPORT TOTAL		2,734.94		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ROAD USE					
STREETS					
ALLIANT ENERGY-IES	20500 HWY 38/151 OVERPASS		105.18		
ALLIED OIL & TIRE COMPANY LLC	RU EQUIP REPAIR/MAINT		1,738.59		
BAKER PAPER CO INC	RU SUPPLIES		183.63		
BEHREND'S CRUSHED STONE	RU STREET MAINTENANCE SUPPLIES		1,174.97		
BRIAN CROWLEY	RU EQUIP REPAIR/MAINT		84.00		
DAKOTA SUPPLY GROUP INC	RU STREET MAINTENANCE SUPPLIES		1,110.00		
INFRASTRUCTURE TECHNOLOGY	RU UTILITIES		11.48		
JOHN DEERE FINANCIAL	RU STREET MAINTENANCE SUPPLIES		1,356.70		
KROMMINGA MOTORS INC	RU EQUIP REPAIR/MAINT		548.44		
MID-AMERICAN RESEARCH CHEMICAL	RU SUPPLIES		191.73		
MID-IOWA SOLID WASTE EQUIP CO	RU EQUIP REPAIR/MAINT		77.64		
MIDWEST WHEEL COMPANIES	RU EQUIP REPAIR/MAINT		849.00		
STEVE MONK CONSTRUCTION	RU STREET MAINTENANCE CONTRACT		1,539.60		
MONTECELLO COMM SCHOOL DISTRICT	RU FUEL		742.00		
L.L. PELLING CO	RU STREET MAINTENANCE CONTRACT		88,749.92		
MATHY CONSTRUCTION	RU STREET MAINTENANCE SUPPLIES		84.00		
TRUCK COUNTRY OF IOWA, INC.	RU EQUIP REPAIR/MAINT		23.26		
UNITY POINT CLINIC -	RU OSHA - KAHLER		31.50		
	210 STREETS TOTAL		98,601.64		
	110 ROAD USE TOTAL		98,601.64		
EMPLOYEE BENEFITS					
POLICE DEPARTMENT					
INSURANCE ASSOCIATES, INC.	PD WORKMANS COMP INSURANCE		17,214.59		
	110 POLICE DEPARTMENT TOTAL		17,214.59		
STREETS					
INSURANCE ASSOCIATES, INC.	RU WORKMANS COMP INSURANCE		10,068.29		
	210 STREETS TOTAL		10,068.29		
LIBRARY					
INSURANCE ASSOCIATES, INC.	LIB WORKMANS COMP INSURANCE		258.63		
	410 LIBRARY TOTAL		258.63		
PARKS					
INSURANCE ASSOCIATES, INC.	MBC WORKMANS COMP INSURANCE		3,113.75		
	430 PARKS TOTAL		3,113.75		
AQUATIC CENTER					
INSURANCE ASSOCIATES, INC.	POOL WORKMANS COMP INSURANCE		2,020.81		
	440 AQUATIC CENTER TOTAL		2,020.81		



# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
CEMETERY INSURANCE ASSOCIATES, INC.	CEMETERY WORKMANS COMP INSURAN	1,253.12			
	450 CEMETERY TOTAL	-----	1,253.12		
SUPER MAC FUND INSURANCE ASSOCIATES, INC.	SUPER MAC WORKMANS COMP INSURA	56.40			
	499 SUPER MAC FUND TOTAL	-----	56.40		
MAYOR AND CITY COUNCIL INSURANCE ASSOCIATES, INC.	MAYOR/COUNCIL WORKMANS COMP IN	64.82			
	610 MAYOR AND CITY COUNCIL TOTAL	-----	64.82		
CLERK/CITY ADMIN INSURANCE ASSOCIATES, INC.	CH WORKMANS COMP INSURANCE	2,323.61			
	620 CLERK/CITY ADMIN TOTAL	-----	2,323.61		
	112 EMPLOYEE BENEFITS TOTAL	-----	36,374.02		
TRUST/IOMA MARY BAKER LIBRARY INFRASTRUCTURE TECHNOLOGY	LIB BAKER TECH SUPPORT FEES	1,430.00			
	410 LIBRARY TOTAL	-----	1,430.00		
	503 TRUST/IOMA MARY BAKER TOTAL	-----	1,430.00		
WATER WATER ALLIANT ENERGY-IES	WATER PUMP #4	2,576.42			
STATE HYGIENIC LABORATORY	WATER LAB TESTS	58.00			
INFRASTRUCTURE TECHNOLOGY	WATER DATA PROCESSING	20.48			
INSURANCE ASSOCIATES, INC.	WATER WORKMANS COMP INSURANCE	3,293.88			
MONTICELLO COMM SCHOOL DISTRICT	WATER FUEL	119.51			
SPAHN & ROSE LUMBER CO INC	WATER SUPPLIES	149.50			
UNITY POINT CLINIC -	WATER OSHA - WILLMS	21.00			
	810 WATER TOTAL	-----	6,238.79		
	600 WATER TOTAL	-----	6,238.79		
CUSTOMER DEPOSITS WATER CITY OF MONTICELLO	FLORES/KIMBERLY & TONY	515.00			
	810 WATER TOTAL	-----	515.00		

# CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	602 CUSTOMER DEPOSITS TOTAL		515.00		
SEWER					
SEWER					
FAREWAY STORES #840-1	SEWER LAB SUPPLIES		28.82		
STATE HYGIENIC LABORATORY	SEWER LAB TESTS		992.50		
INFRASTRUCTURE TECHNOLOGY	SEWER DATA PROCESSING		8.98		
INSURANCE ASSOCIATES, INC.	SEWER WORKMANS COMP INSURANCE		3,248.22		
LAPORTE MOTOR SUPPLY	SEWER VEHICLE OPERATING		25.22		
MONTICELLO COMM SCHOOL DISTRICT	SEWER FUEL		119.55		
SPAHN & ROSE LUMBER CO INC	SEWER SUPPLIES		149.50		
UNITY POINT CLINIC -	SEWER OSHA - WILLMS		31.50		
	815 SEWER TOTAL		4,604.29		
	610 SEWER TOTAL		4,604.29		
SANITATION					
SANITATION					
INSURANCE ASSOCIATES, INC.	SANITATION WORKMANS COMP INSUR		2,389.08		
MONTICELLO COMM SCHOOL DISTRICT	SANITATION FUEL		65.24		
REPUBLIC SERVICES	RESIDENTIAL GARBAGE		25,305.56		
	840 SANITATION TOTAL		27,759.88		
	670 SANITATION TOTAL		27,759.88		
YARD WASTE SITE					
SANITATION					
EXPRESS SIGN & LOGO LLC	YARD WASTE SITE GROUNDS SUPP		177.59		
	840 SANITATION TOTAL		177.59		
	675 YARD WASTE SITE TOTAL		177.59		
	Accounts Payable Total		255,012.15		

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND NAME	AMOUNT
001 GENERAL	35,454.89
005 MONTICELLO BERNDEN CENTER	810.30
012 TOURNAMENT FUND-GEN CKG	31.84
015 FIRE	17,273.77
016 AMBULANCE	21,271.05
030 LIBRARY IMPROVEMENT	100.00
041 LIBRARY	557.15
045 SUPER MAC FUND	1,077.00
046 AIRPORT	2,734.94
110 ROAD USE	98,601.64
112 EMPLOYEE BENEFITS	36,374.02
503 TRUST/IOMA MARY BAKER	1,430.00
600 WATER	6,238.79
602 CUSTOMER DEPOSITS	515.00
610 SEWER	4,604.29
670 SANITATION	27,759.88
675 YARD WASTE SITE	177.59
-----	
TOTAL FUNDS	255,012.15

**City Council Meeting**  
**Prep. Date:** 06/26/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 1 & #2  
**Agenda Date:** 07/01/2024

*Communication Page*

**Agenda Items Description:** Public Hearing and Resolution Authorizing Sale of Property

<b><u>Type of Action Requested:</u></b> Resolution	
<b><u>Attachments &amp; Enclosures:</u></b> Resolution	<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:

**Synopsis:** In April, 2023, the City purchased a dilapidated home at 541 Chestnut and demolished the home and detached garage. The intent was to re-sell the cleared lot for a new single-family home.

The lot was offered for sale by “Request for Proposals” in June, 2023, and no proposals were submitted. The City placed a “for sale” sign on the property later that year, which had generated a couple of phone calls but no solid proposals for Council consideration.

In pursuing the acquisition and demolition of this property, the Council had several goals:

- 1. Eliminate blight;
- 2. See the lot redeveloped with new housing;
- 3. Increase the value of the tax base.

Derek Lumsden with JCED approached me with the idea of building a new moderate-income home on that property. Under the proposal, JCED would finance the foundation and placement of a pre-fabricated “starter home” on the property. After completion, they would sell it at an affordable price to a low- or moderate-income family. The Monticello Development Corp and the City would be partners with JCED on this project.

While JCED is asking the City to donate the lot, State Code prohibits the City from “gifting” land to anyone other than another governmental entity. Therefore, the City has to sell the land to JCED, at what it determines as a “fair value”. Given that JCED’s proposal will fulfill the 2<sup>nd</sup> and 3<sup>rd</sup> goal the City had for this property, a fair value would be \$10 and other good and valuable consideration.

**Recommendation:** Approval of the resolution is recommended.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #

Approving sale of City Owned Property at 541 N Chestnut Street

**WHEREAS**, The City Council , in June 2023, agreed to accept bids/proposals on City owned property at 541 N Chestnut Street and thereafter received no bids/proposals related to the property, and

**WHEREAS**, Derek Lumsden with JCED approached City Administrator with the idea of building a new moderate-income home on that property. Under the proposal, JCED would finance the foundation and placement of a pre-fabricated “starter home” on the property. After completion, they would sell it at an affordable price to a low- or moderate-income family. The Monticello Development Corp and the City would be partners with JCED on this project, and

**WHEREAS**, based thereon a Public Hearing was scheduled, and notice provided, on the proposed sale of the property for tonight’s meeting, and

**WHEREAS**, The Mayor opened the Public Hearing, accepted Public Comment, and closed the Public Hearing before Council consideration of this Resolution, and

**WHEREAS**, The Council finds that the JCED’s proposal will fulfill the goals the City had for this property at 541 N Chestnut Street, to have a new housing unit constructed on the property and to increase the City’s tax base, the Council finds that a fair value would be \$10 and other good and valuable consideration, and

**WHEREAS**, The Council finds that the City Administrator should prepare a purchase agreement between the City and the JCED and the Monticello Development Corp, setting out the above terms, subject to review and approval by the City Attorney;

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its’ City Council, in session this 1<sup>st</sup> day of July, 2024 that the sale of the City property considered during tonight’s Public Hearing is hereby approved and the City Administrator is directed to proceed with the preparation and execution of a purchase agreement, subject to the review and approval of the City Attorney, consistent with this resolution prior to transfer and closing.

**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 1<sup>st</sup> day of July, 2024.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer



# Jones County Economic Development

*YOUR success is OUR point!*

## HOMES FOR IOWA MEMO

As you may recall, Jones County Economic Development recently received a Community Project Funding Grant through Congress. The money was appropriated while Representative Ashley Hinson represented our district and we have continued to work with her office through the HUD process to get access to the \$500,000 to develop affordable housing throughout Jones County.

Per our application, this funding would be used to help develop multiple affordable housing opportunities across Jones County. This could be everything from hazard mitigation like asbestos, building and developing lots/new housing, rehabilitating vacant housing, buying down housing costs, etc. The ability to use this money in multiple ways allows Jones County Economic Development to be creative in helping address one of the major concerns noted by employers: Housing.

As part of our work towards fulfilling this need, I presented to the Monticello City Council to see about using the City's TIF LMI Set Aside money to help develop some of these opportunities in Monticello. The Council recently approved that agreement, as did the Jones County Economic Development Board of Directors, so we have been looking to identify suitable projects within the Monticello City limits. And I believe we have found one that works.

The City of Monticello owns a plot of land on the corner of Chestnut and 6<sup>th</sup> Streets. This site had a house on it that was purchased and demolished by the City. Once complete, the City has had the lot for sale, but has been unable to sell it to anyone interested in developing a home on the property. Once the agreement with the City of Monticello was signed, City Administrator Russ Farnum was approached to see if the City would want to partner with Jones County Economic Development to put a Home for Iowa house on the lot.

A Home for Iowa house is built by inmate labor in Newton. This facility builds modular housing onsite at the Newton Correctional Facility and sells them across the state. Like other state programs for housing, this housing is geared towards the low-to-moderate income section of the population. Please note that this is not subsidized housing like Section 8 vouchers, but is targeted more towards entry-level and low-paid workers, such as school teachers, hospitality staff, etc. These houses are set designs for a set price and are delivered fully built on site where the local developer or land owner has prepared the site.

My request for the Council is to give Jones County Economic Development the aforementioned lot and allow us to place a Home for Iowa house on this site. Jones County Economic Development would be responsible for buying the house, getting the lot ready, and finding an eligible buyer for the finished property.

# GENERAL NOTES:

ALSO SEE ADDITIONAL BUILDING NOTES THIS SHEET IF APPLICABLE.

- I. SITEWORK
- Builder shall be responsible for all grading of site and lots-comply with governing codes
  - Perform excavation according to good common construction practices to the lines, grades and elevations indicated on Drawings if shown. If lines, grades and/or elevations are not indicated verify location or requirements with owner or owner's agent.
  - Provide foundation drainage as specified by governing codes.
  - Provide soil poisoning to control termites if required by governing codes.
- II. CONCRETE
- All concrete material, construction components and assemblies shall be designed and specified by others.
- III. MASONRY-All masonry materials to be installed by experienced mason
- Brick/Stone Veneer per Brick Institute of America standards.
    - Provide modular size brick veneer units complying with governing codes.
    - Brick type shall be specified by Builder and approved by owner.
    - Provide mortar in accordance with governing codes.
- IV. METALS
- All structural steel shall comply with governing codes. All structural steel work to be specified and designed by an engineer licensed in governing state.
- V. WOOD AND PLASTICS
- Lumber and manufactured/engineered wood products shall, in addition to complying with governing codes, comply with:
    - "Product Use Manual" of the Western Wood products Association for selection and use of products included in that manual.
    - "Plywood Specification and Grade Guide" of the American Plywood Association.
    - American Wood Preservers Association standards and recommendations for fire-retardant and preservative pressure treated lumber and plywood.
      - All wood indicated as "pressure treated" or "treated" shall be preservative pressure treated.
      - All wood indicated as "fire-retardant" shall be fire-retardant pressure treated.
  - Framing lumber: provide lumber and materials meeting or exceeding the following standards of quality:
    - All engineered wood products shall be stored, handled and installed in strict accordance with manufacturers/specifications recommendations.
    - All nailing of lumber to conform to IRC table R602.3 (1) fastening schedule. Except as otherwise noted
    - Nail, bolt and connectors in contact with pressure treated lumber shall be galvanized to ASTM A153 specifications or stainless steel.
  - All headers and beams shall be free from splits, checks and shakes.
  - Ceiling joists are designed for no attic storage unless noted otherwise.
  - Species:
    - Load bearing framing members, except plates: Doug Fir Larch #2 under WCLB or WWPA grading requirements
    - Sole, top and double plates and studs: Southern Pine Fir #2 under NLGA grading requirement
    - Exterior deck framing: Southern Yellow pine #2 or better CCA .40 Pressure treated
    - Exterior decking and railings: Ponderosa Pine #2 or better CCA .40 Pressure treated
  - Rough Hardware:
    - Steel Items:
      - Comply with governing codes.
      - Use galvanized at exterior locations.
  - Wood roof trusses are to be metal plate connected wood chord, wood web trusses. Truss layout is schematic only. Truss manufacturer shall be responsible for the design (including spacing) of all trusses. Trusses to be designed and certified by an engineer licensed in the governing state. Design wood trusses to resist a minimum net uplift pressure of 12 psf.
  - Main Stair construction shall consist of 3-2x12 stringers, 3/4" thick tread and 1/2" thick risers. Stair Geometry to meet local code requirements.
  - All wood plates bearing on concrete or masonry shall be of decay-resistant material as required by governing codes.
  - Interior trim shall be selected by Builder and approved by owner.
  - All exterior framing and decking shall be constructed of decay-resistant lumber CCA .40 or eq. H. Sheer wall as required. Provided by others.

## VI. THERMAL & MOISTURE PROTECTION

- Thermal building insulation at assemblies adjacent to exterior or unheated spaces meeting the requirements of governing codes and, unless otherwise noted, meeting the following minimum requirements:
  - Foundation walls:
    - Basement: glass fiber, vinyl faced blankets, R-15/19
    - Crawl Space: glass fiber, unfaced blankets, R-15/19
  - Exterior frame walls:
    - 2x4: glass fiber, batts, R-13+5 Board
    - 2x6: glass fiber, batts, R-20
  - Ceilings:
    - Attic areas: glass fiber, blown, R-49
    - Vaulted rafters: glass fiber, batts, R-49
  - Framed floors over unheated areas: glass fiber batts, R-30.
- Roofing shall be specified by Builder and as shown on Drawings and approved by owner.
- Siding shall be as specified by Builder and as shown on Drawings and approved by owner.
- Flashing and sheet metal as required to prevent penetration of water through the exterior shell of the building. In addition to complying with governing codes, comply with pertinent recommendations contained in current edition of "Architectural Sheet Metal Manual" published by SMACNA. All iron sheet metal flashing shall be hot-dip galvanized complying with ASTM A93.
- E Gutters and downspouts as specified by Builder. Downspout and splash locations shall be determined by Contractor and approved by Builder and owner so as to provide positive roof and site drainage
- Attic and roof ventilation as required by governing codes and as shown on Drawings if indicated. Provide required soffit and roof vents as specified/approved by Builder. Use baffles to ensure free ventilation.
- Foundation moisture protection
  - Waterproof foundation wall as specified by Builder.
  - Sump pit and pump as specified by Builder and as shown on Drawings.
  - Perforated foundation drain tile as specified by Builder and approved by owner.

## VII. DOORS & WINDOWS.

- Doors:
  - Doors as follows and as specified by Builder:
    - Entry doors and sidelights: as specified by Builder and approved by owner.
    - House/Garage doors: insulated steel door. See plans for size and style.
    - Overhead Garage doors: insulated. See plans for size and style.
    - Patio doors (hinged): full glass as specified by Builder and approved by owner.
    - Sliding glass doors: as specified by Builder and approved by owner.
    - Interior doors: as specified. See plans. Final selections by owner.
- Windows:
  - Windows as follows and as specified. See plans.
    - Living levels (including walkout basement): polyvinyl or metal clad.
    - Basement: See plans.
  - Units of the size, style and quantity shown on Drawings.
  - Glazing shall be low 'E' double-pane insulating glass in living areas.
  - Tempered glass in all windows as required by governing codes.
  - Install emergency egress units as required by governing codes.
  - According to IRC window fall protection requirements, some windows may need to be adjusted or be provided with a window fall prevention device. Verify with local building department
  - Finish hardware shall be specified by owner. Install all hardware required by governing codes.

## VIII FINISHES

- Gypsum Panels:
  - Gypsum panels, unless otherwise noted shall be provided as follows:
    - Exterior walls: 1-layer 1/2" regular panels to interior face.
    - Interior partitions: 1-layer 1/2" regular panels each side.
    - Ceiling: 1-layer 5/8" regular panels.
    - Garage: provide 5/8" type "X" (fire code) panels as required by code.
    - Showers: Concrete tile backer board behind tile showers.
  - Provide metal corner bead and trim at all locations shown on Drawings and as recommended by gypsum wallboard manufacturer and as dictated by common practice.
  - Tape, float and sand joints and fasteners of gypsum wallboard with 3-coats of joint compound as required.
- Finishes shown on Drawings shall be specified by owner.

## IX. SPECIALTIES

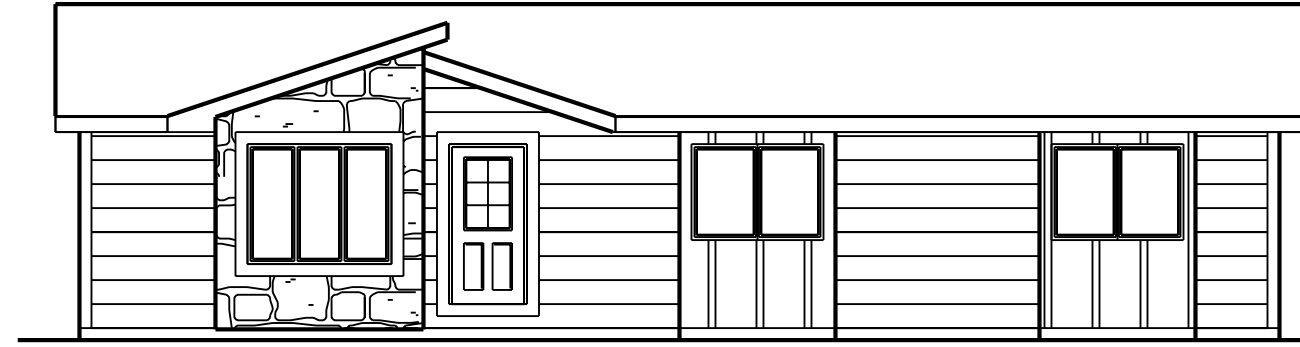
- Fireplaces shall be as follows:
  - Pre-manufactured gas (non-wood burning unless noted otherwise on plans) units of the style and size shown on the drawings
  - Manufacturer and model shall be specified by builder, final approval by owner.
  - Contractor(s) shall be responsible for proper installation of fireplace unit, venting, hearth, mantle and related components as recommended by manufacturer and as required by governing codes.
- Shower, tub and tub/shower enclosures shall be constructed of approved safety glazing as specified by Builder with final approval by owner.
- Guardrails shall be provided as shown on Drawings and at unenclosed floor openings, open sides of stairways, landings and ramps, balconies, porches or decks which are more than 30 inches above grade or floor below. The top of guardrails shall not be less than 36 inches in height. Open guardrails shall have intermediate rails or an ornamental pattern such that a sphere 4 inches in diameter cannot pass through.

## X. MECHANICAL (see additional notes if applicable)

- General:
  - Information and layouts shown on Drawings are only schematic in design, and shall be reviewed by contractors, suppliers and building officials for compliance with governing codes and good common construction practices.
  - Equipment and fixtures shall be specified by Builder.
  - Design and installation of equipment shall be the responsibility of the appropriate licensed contractors.
- Plumbing:
  - Plumbing rough-in shall be provided to washer box for clothes washer.
  - Gas lines and valves to dryer, range and fireplace as specified by Builder.
- Heating, Ventilating & Air Conditioning:
  - Furnace: gas, forced air as specified by Builder.
  - All HVAC equipment shall be individually switched.
  - Dryer vent shall exhaust to exterior.
  - Mechanical exhaust ventilation where indicated in bathrooms, water closet compartments and laundry rooms shall exhaust to exterior and provide a minimum of 5 air changes per hour.

## XI. ELECTRICAL (see additional notes if applicable)

- General:
  - Information and layouts shown on Drawings are only schematic in design, and shall be reviewed by contractors, suppliers and building officials for compliance with governing codes and good common construction practices.
  - Equipment and fixtures shall be specified by Builder.
  - Design and installation of equipment shall be the responsibility of the appropriate licensed contractors.
- Install ground-fault circuit-interrupters (GFI or GFCI) as required by governing codes
- All outdoor, bath and garage wall receptacles shall be provided with ground-fault circuit protection.
- Install locally certified smoke detectors meeting the requirements of all governing codes. Smoke detectors shall be 110 volt powered, equipped with a battery backup and sound an alarm audible in all sleeping areas.

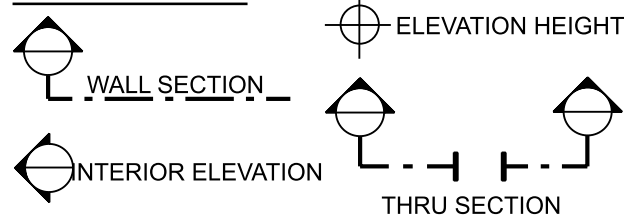


MANUFACTURER:  
HOMES FOR IOWA, INC. 521 E LOCUST ST.,  
SUITE 202, DES MOINES IA. 50309

## SHEET INDEX

- G-1 GENERAL NOTES
- 1 ELEVATIONS
- 2 MAIN FLOOR
- 3 FOUNDATION
- 4 WALL/STAIR/ROOF/DETAILS

## SYMBOLS



LOCATION OF  
STATE SEAL

## ABBREVIATIONS:

ABV.	ABOVE	GRAN.	GRANULAR
ADJ.	ADJUSTABLE	GYPS.	GYPSUM
B.C.	BOTTOM CHORD	HDR.	HEADER
BD.	BOARD	HGT.	HEIGHT
BLDG.	BUILDING	INSUL.	INSULATION
BM.	BEAM	INT.	INTERIOR
BRG.	BEARING	KIT.	KITCHEN
BRK.	BRICK	LIN.	LINEN
BSMT.	BASEMENT	LIV.	LIVING
BTM.	BOTTOM	M-L	MICROLAM
CANT.	CANTILEVER	MAX.	MAXIMUM
CH.	CHORD	MED. CAB.	MEDICINE CABINET
CLG.	CEILING	MFR./MFC.	MANUFACTURER/MANUFACTURED
C.M.U.	CONCRETE MASONRY UNIT	MIN.	MINIMUM
C.O.	CASED OPENING	N.T.S.	NOT TO SCALE
COMP.	COMPACTED	O.C.	ON CENTER
CONC.	CONCRETE	OPNG.	OPENING
CONFIG.	CONFIGURATION	O.S.	OUTSIDE
CONT.	CONTINUOUS	PICT.	PICTURE
CONTR.	CONTRACTOR	RAD.	RADIUS
CSMT.	CASEMENT	REF.	REFRIGERATOR
D.	DRYER	REQ./REQ'D.	REQUIRED
DBL.	DOUBLE	RM.	ROOM
D.H.	DOUBLE HUNG	R.O.	ROUGH OPENING
DIA.	DIAMETER	SHTG.	SHEATHING
DISP.	DISPOSAL	SQ. FT.	SQUARE FOOT
DN.	DOWN	STL.	STEEL
DTL.	DETAIL	STRUCT.	STRUCTURAL
DW.	DISHWASHER	T&G	TONGUE AND GROOVE
EA.	EACH	TEMP.	TEMPERED
ELEV.	ELEVATION	TRANSOM	TRANSOM
ENG.	ENGINEERING	TRAP.	TRAPEZOID
EXT.	EXTERIOR	TYP.	TYPICAL
FIN.	FINISHED	UNEX.	UNEXCAVATED
FIXT.	FIXTURE	W.	WASHER
FLR.	FLOOR	WD.	WOOD
F.P.	FIREPLACE	W.H.	WATER HEATER
FTG.	FOOTING	W.W.M.	WELDED WIRE MESH
FURN.	FURNACE		

## FRAMING LIST

EXTERIOR HEADERS:	UNDER 6'-0" 2-2x10 WITH FLAT 2x4 ON BOTTOM OVER 6'-0" 2-2x12 OR 2-2x10 WITH SOLID PLYWOOD UNLESS OTHERWISE SPECIFIED ON PLANS. UNLESS STRUCTURAL POINT LOADS ON HEADER, THEN VERIFY WITH LOCAL ENGINEER.
INTERIOR HEADERS:	NON BEARING 2x4
CAP STOOP:	3/4" PLYWOOD 2x6 FRAMING TAP CON OR RAMSET AND BRACED TO FOUNDATION TIES; PLYWOOD TO HANG ON FOUNDATION HALF WAY
NO BRIDGING:	SOLID BLOCKING WHERE REQUIRED BY GOVERNING CODES.
MAIN STAIRS:	1/2" RISERS, 3/4" TREADS WITH 1" OVERHANG ON FRONT, GLUED AND NAILED, TREADS HANG OVER ENDS 1 1/2" OR 2 1/4" WITH SKIRT BOARD.
UPPER FLOOR: BALCONIES:	PLYWOOD FLUSH FOR 1x6 BALUSTER PLATE UNLESS SPECIFIED ON PLANS.
TUB/SHOWERS:	5', 4' AND 3' EXACT OPENINGS.
EXTERIOR DOORS:	ON 3/4" PLYWOOD, PATIO DOOR ON DECK.
TRUSSES:	24" o.c. WITH BRACING AS SPECIFIED BY TRUSS MANUFACTURER. TO BE DESIGNED BY ENGINEER LICENSED IN GOVERNING STATE.
RAFTERS:	24" o.c. WITH BRACING AS SHOWN ON PLANS IF APPLICABLE. VAULT 2x10 16" o.c. / 2x6 SUB FASCIA, LOOKOUTS AS NEEDED.
EXTERIOR WALLS:	PLYWOOD SHEATHING OR OSB TO BE USED THROUGHOUT. SHEATHING IS ALSO REQUIRED ON THE OUTSIDE FACE OF ALL WALLS THAT ADJOIN ENCLOSED UNHEATED SPACES SUCH AS PORCH ROOFS OR ATTIC SPACES.
VINYL SIDING:	CAULK BEHIND WINDOWS AND AND DOORS. HOUSE WRAP OVER ALL EXTERIOR WALLS AND GABLES; WATER TIGHT AND LAP LIKE FLASHING.
FLASHING:	2x4 UNDER RIDGE ON ALL GABLES. RUBBER FLASHING 18" WIDE UNDER ALUMINUM FLASHING. CONTINUOUS FLASHING ALONG SHED ROOFS AND STOOPS.

### FRAMER SHALL PROVIDE CLEAR CHASES FOR PLUMBING AND MECHANICAL SYSTEMS.

THE FRAMER SHALL ADJUST LAYOUT OR PLACEMENT OF FRAMING MEMBERS TO PROVIDE REQUIRED CLEARANCES FOR ALL MECHANICAL AND PLUMBING SYSTEMS WHILE MAINTAINING STRUCTURAL INTEGRITY. ANY ALL FRAMING MEMBERS THAT INTERFERE WITH THE ROUTING OF MECHANICAL OR PLUMBING SYSTEMS WILL BE RELOCATED BY THE FRAMER OR BY OTHERS AT THE FRAMER'S EXPENSE.

## NOTES:

CONTRACTOR IS RESPONSIBLE FOR CHECKING CONTRACT DOCUMENTS, FIELD CONDITIONS AND EXISTING DIMENSIONS FOR ACCURACY. CONTRACTOR IS REQ'D TO OBTAIN CLARIFICATION FROM THE DESIGNER BEFORE PROCEEDING WITH ANY WORK IN QUESTION.

THESE PLANS WERE DESIGNED AND DRAFTED BY AHMANN DESIGN, INC. TO MEET AVERAGE CONDITIONS AND CODES IN THE CITY OF CEDAR RAPIDS, IOWA AS OF COPYRIGHT DATE. BECAUSE CODES AND REQUIREMENTS CAN CHANGE AND MAY VARY FROM JURISDICTION TO JURISDICTION AHMANN DESIGN DOES NOT WARRANT COMPLIANCE WITH ANY SPECIFIC CODE OR REGULATION. CONSULT YOUR LOCAL BUILDING PROFESSIONAL TO DETERMINE THE SUITABILITY OF THESE PLANS FOR YOUR SPECIFIC SITE AND APPLICATION. IT IS THE SOLE RESPONSIBILITY OF THE PURCHASER AND/OR BUILDER OF THIS PLAN TO SEE THAT THE STRUCTURE IS BUILT IN STRICT COMPLIANCE WITH ALL GOVERNING MUNICIPAL CODES (CITY, COUNTY, STATE, AND FEDERAL) AND SHALL HAVE NO LIABILITY FOR FAILURE OF COMPLIANCE. DRAWINGS ARE PROVIDED "AS IS, WITH ALL FAULTS." AHMANN DESIGN, INC. HERE BY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

THE PURCHASER AND/OR BUILDERS OF THIS PLAN RELEASE AND WAIVE AHMANN DESIGN, INC. ITS OFFICERS, OWNERS, AND EMPLOYEES FROM ANY AND ALL CLAIMS OR LAW SUITS AGAINST THAT MAY ARISE DURING THE CONSTRUCTION OF THIS STRUCTURE OR ANYTIME THEREAFTER.

ALL DESIGNS CREATED REMAIN THE LEGAL PROPERTY OF AHMANN HOME PLANS, INC.

- \*STRUCTURAL AND FRAMING MEMBERS INDICATED ARE BASED ON SPECIES OF LUMBER THAT SATISFY THE SPAN. \*TRUSSES DESIGNED BY LOCAL MANUFACTURERS \*CONTRACTOR TO CONFIRM THE SIZE, SPACING, AND SPECIES OF ALL FRAMING AND STRUCTURAL MEMBERS AND IS TO VERIFY ALL MEASUREMENTS ON JOB SITE \*ANY STRUCTURAL OR FRAMING MEMBERS NOT INDICATED ON THE PLANS ARE TO BE SIZED BY CONTRACTOR. \*PROVIDE NECESSARY BRIDGING AS REQUIRED BETWEEN FLOOR JOISTS.
- \*LIVE LOADS, DEAD LOADS, WIND LOADS, LATERAL LOADS AND EARTHQUAKE LOADS TO BE DETERMINED BEFORE CONSTRUCTION BY CONTRACTOR AND ADJUSTMENTS TO PLANS MADE ACCORDINGLY. SEE LOCAL BUILDING OFFICIAL FOR LOAD DATA CONCERNING YOUR PARTICULAR REGION.
- \*ALL EXTERIOR WALLS, INCLUDING GARAGES, ARE TO HAVE 1/2" RIGID SHTG. \*ALL EXTERIOR WALLS ARE DIMENSIONED TO OUTSIDE OF STUD. \*ALL INTERIOR DIMENSIONS ARE FROM CENTER STUD TO CENTER STUD. \*DIMENSIONS TAKE PRECEDENCE, DO NOT SCALE DRAWINGS. VERIFY ALL DIMENSIONS BEFORE CONSTRUCTION \*ADD 2X6 PLUMBING WALLS AS REQUIRED BY LOCAL CODE.
- \*1/2" WATER RESISTANT DRYWALL AT SHOWER, TUBS, AND WHIRLPOOLS. \*1/2" DRYWALL ON INTERIOR WALLS. \*5/8" DRYWALL ON CEILINGS. \*5/8" TYPE "X" FIRE CODE DRYWALL ON GARAGE WALLS AND CEILING.
- IT IS THE OWNER OR CONTRACTOR'S RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO PREVENT AGAINST THE BUILD-UP OF MOISTURE OR MOLD.

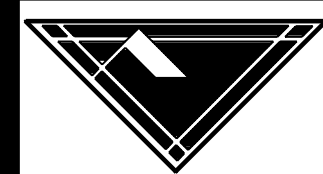
6. CONSTRUCTION MATERIALS REFERENCED HEREIN ARE FOR EXAMPLE PURPOSES ONLY AND MAY NOT COMPLY WITH YOUR LOCAL ZONING OR SAFETY REGULATIONS. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL CHOICE AND SELECTION OF ALL CONSTRUCTION MATERIALS AND SHALL VERIFY MATERIALS USED TO SATISFY GOVERNING CODES.

- \*WINDOWS, IF NOT NOTED, ARE ASSUMED TO BE CASEMENTS. \*TEMPERED GLASS LOW 'E' AS REQUIRED BY LOCAL CODE.
- \*VERIFY DEPTH OF FROST FOOTINGS WITH LOCAL GOVERNING CODES. \*VERIFY SIZES OF FOOTING/FOUNDATION WITH LOCAL CODES, REGION, AND BEARING CAPACITY OF SOIL.

## GENERAL STRUCTURAL NOTES

- MINIMUM DESIGN LOADS:
- DESIGN LIVE LOADS
    - ROOF:
      - SNOW.....30 PSF (PLUS UNBALANCED AND SNOW DRIFT LOADING ACCORDANCE WITH ASCE 7-02 BASED ON 30 PSF GROUND SNOW LOAD, IMPORTANCE FACTOR 1.0)
      - FLOOR:
        - OPEN AREAS, OFFICES, STAIRS.....100 PSF
        - APARTMENT.....40 PSF
    - DESIGN DEAD LOADS
      - ROOF:
        - TOP CHORD DEAD LOAD.....10 PSF
        - BOTTOM CHORD DEAD LOAD.....10 PSF
      - FLOOR, DECK, JOISTS, CEILING, MISC.....12 PSF (PLUS PARTITIONS)
    - WIND LOADING
      - PER LOCAL CODES.
    - INCREASE DESIGN LOADS IF REQUIRED BY GOVERNING CODE.

IN THE EVENT OF ANY DISCREPANCIES BETWEEN PLANS, ELEVATIONS, AND/OR DETAILS, THE CONTRACTOR / SUB-CONTRACTOR SHALL CONTACT AHMANN DESIGN, INC. (319) 395-7900 BEFORE CONSTRUCTION FOR CLARIFICATION. IF AHMANN DESIGN IS NOT CONTACTED, THE CONTRACTOR/ SUB-CONTRACTOR WILL ASSUME FULL RESPONSIBILITY.



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HOMES FOR IOWA  
GOVERNOR'S HOUSE PROGRAM  
3 BED DOOR LEFT (REVERSE)

DRAWN BY: CA

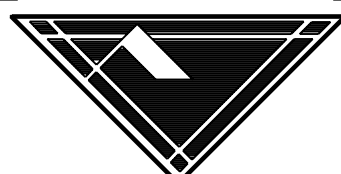
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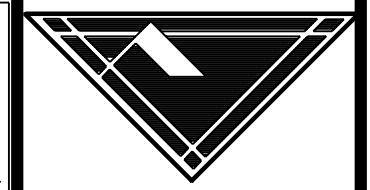
FINAL RELEASE: 8/7/19

REVISIONS:

JOB NO. 19-24600

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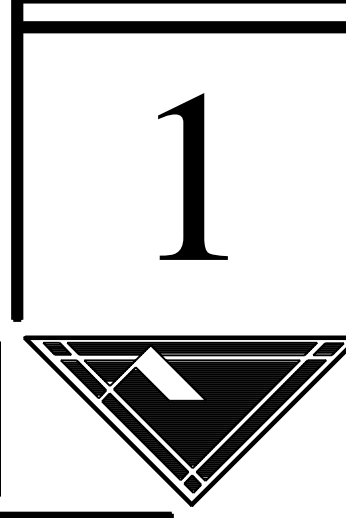
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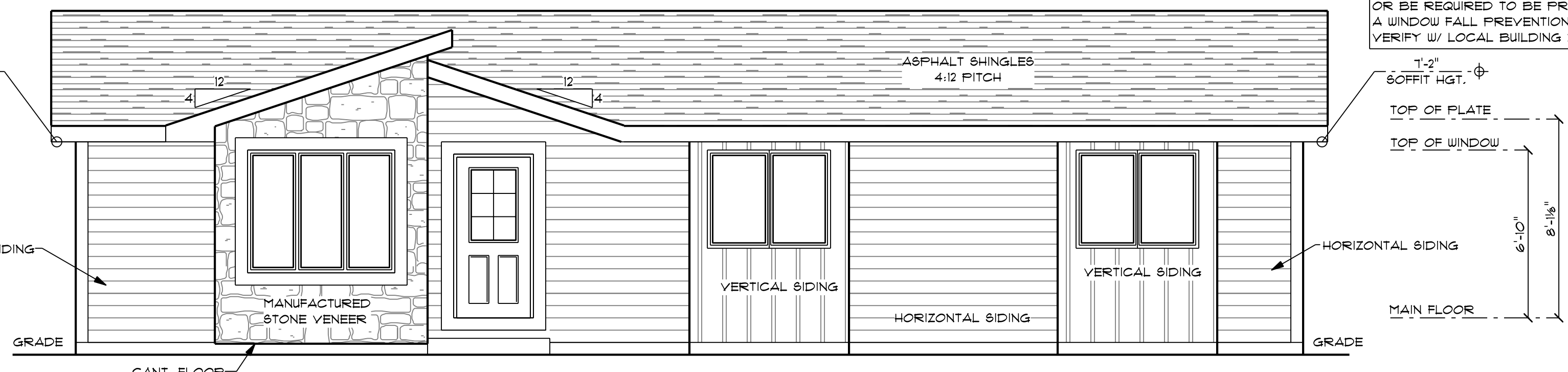
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**HOMES FOR IOWA  
GOVERNOR'S HOUSE PROGRAM  
3 BED DOOR LEFT (REVERSE)**

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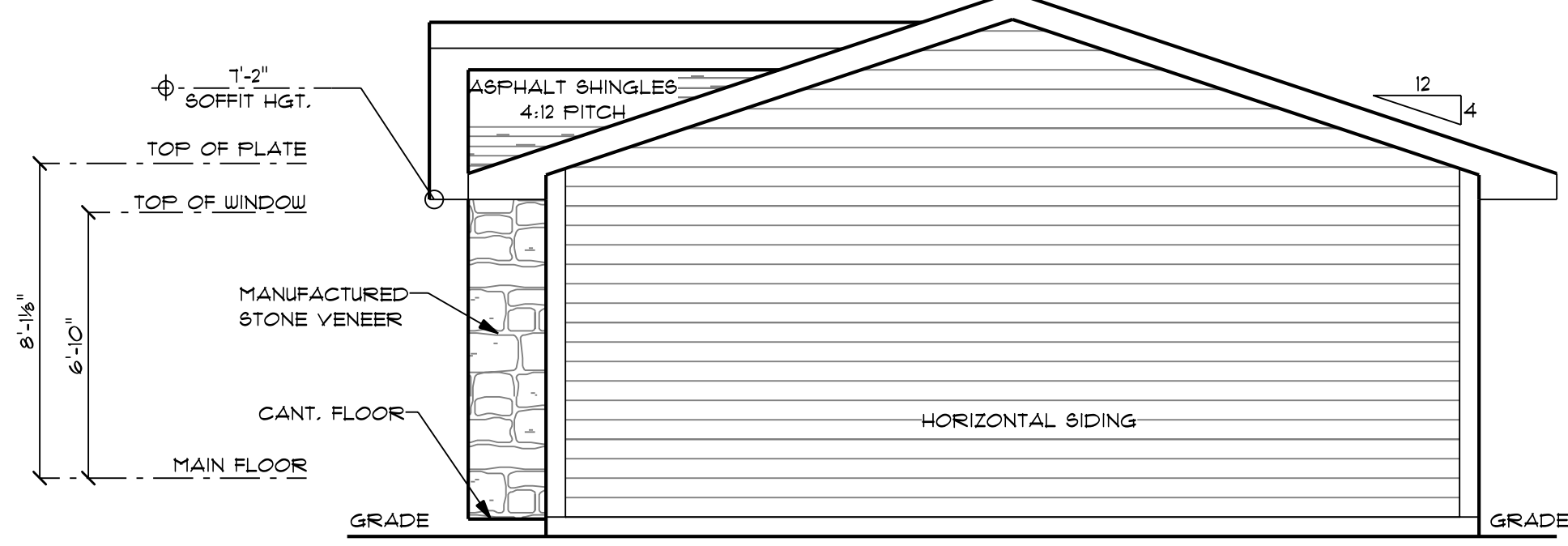


ACCORDING TO IRC WINDOW FALL PROTECTION REQUIREMENTS, SOME WINDOWS MAY NEED TO BE ADJUSTED, OR BE REQUIRED TO BE PROVIDED W/ A WINDOW FALL PREVENTION DEVICE. VERIFY W/ LOCAL BUILDING DEPARTMENT.



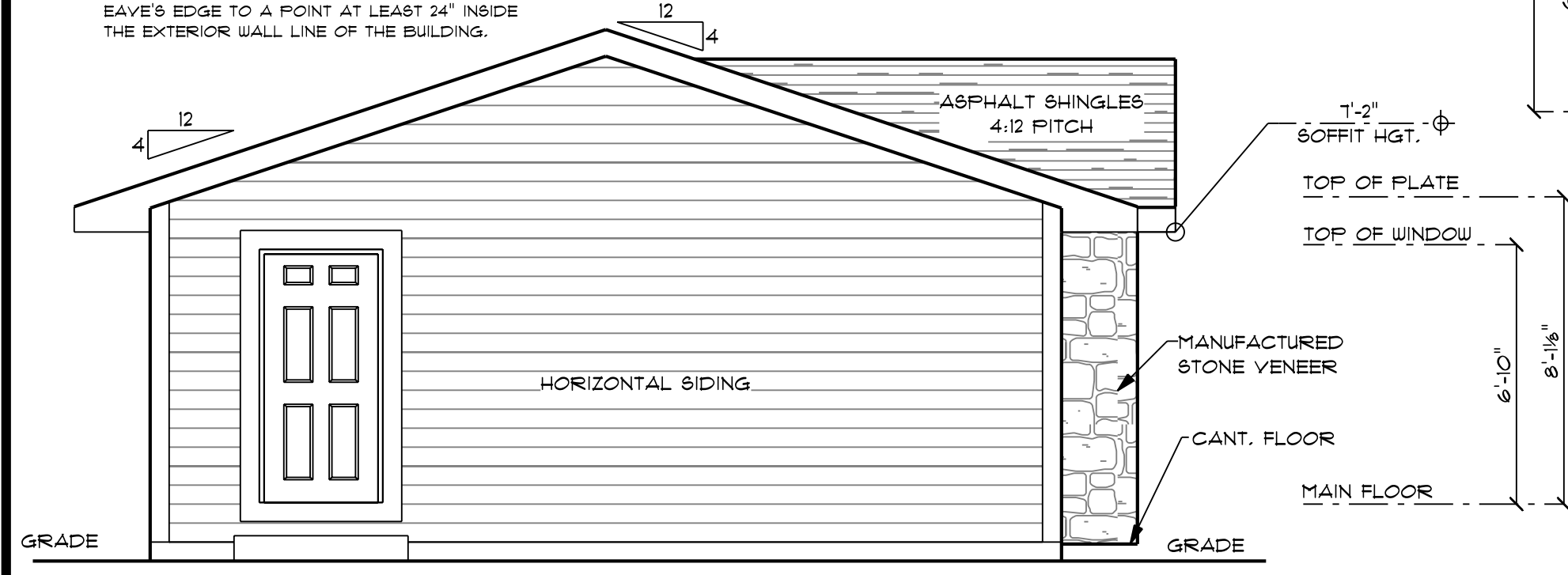
**FRONT ELEVATION**

SCALE: 1/4" = 1'-0"



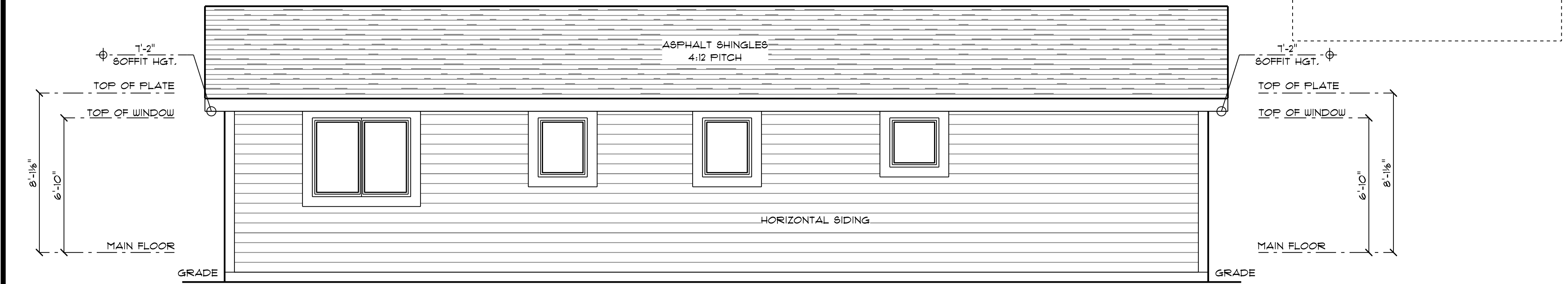
**RIGHT ELEVATION**

SCALE: 1/4" = 1'-0"



**LEFT ELEVATION**

SCALE: 1/4" = 1'-0"



**REAR ELEVATION**

SCALE: 1/4" = 1'-0"

- MATERIALS NOTES:**
- IT IS THE OWNER OR CONTRACTOR'S RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO PREVENT AGAINST THE BUILD-UP OF MOISTURE OR MOLD.
  - CONSTRUCTION MATERIALS REFERENCED HEREIN ARE FOR SCHEMATIC PURPOSES ONLY AND MAY NOT COMPLY WITH YOUR LOCAL ZONING OR SAFETY REGULATIONS. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL CHOICE AND SELECTION OF ALL CONSTRUCTION MATERIALS.
- FLASHING TO BE INSTALLED:**
- AT WALL AND ROOF INTERSECTIONS
  - WHEREVER THERE'S A CHANGE IN ROOF SLOPE OR DIRECTION.
  - AROUND ROOF OPENINGS
- ICE PROTECTION:**
- 2 LAYERS OF UNDERLAYMENT CEMENTED TOGETHER OR OF A SELF-ADHERING POLYMER MODIFIED BITUMEN SHEET EXTENDED FROM THE EAVE'S EDGE TO A POINT AT LEAST 24" INSIDE THE EXTERIOR WALL LINE OF THE BUILDING.

- ROOF DRAINAGE:**
- COLLECT AND DISCHARGE ALL ROOF DRAINAGE TO THE GROUND SURFACE AT LEAST 5 FEET FROM FOUNDATION WALLS OR TO AN APPROVED DRAINAGE SYSTEM.
- ROOF DESIGN:**
- VERIFY HEEL HGTS. ON TRUSSES. ALL HEEL HGTS. MAY NOT BE THE SAME.
  - WALL HGTS. @ RAFTERED AREAS MAY NEED TO BE ADJUSTED UP OR DOWN TO MATCH HEELS @ TRUSSED AREAS SO FASCIA LINES MATCH UP. VERIFY HGTS. W/ TRUSS MFR.
- ROOF VENTILATION:**
- PROVIDE RIDGE VENTS AND SOFFIT VENTS AS REQ'D BY CODE.

LOCATION OF STATE SEAL

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**FRAMING NOTES:**

1. 8'-1 1/8" WALL HEIGHT/UNLESS NOTED
2. WINDOW R.O. DO NOT INCLUDE TRANSOMS OR ARCH TOPS.
3. ROOF TRUSSES TO BE DESIGNED & CERTIFIED BY AN ENGINEER, LICENSED IN THE STATE OR REGION OF CONSTRUCTION, FOR ALL DEAD & LIVE LOADS.
4. ALL EXTERIOR WALLS 2X6's @ 16" O.C. ALL INTERIOR WALLS 2X4's @ 16" O.C. GARAGE WALLS 2X4's @ 16" O.C. ENGINEERED WALLS AS REQ'D
5. "MICROLAM" BEAM & EXTERIOR HEADER SIZES TO BE VERIFIED BY SUPPLIER.
6. 2X6 PLUMBING WALLS AS REQ.

**MAIN FLOOR  
1217 SQ. FT.**

ACCORDING TO IRC WINDOW FALL PROTECTION REQUIREMENTS, SOME WINDOWS MAY NEED TO BE ADJUSTED, OR BE REQUIRED TO BE PROVIDED W/ A WINDOW FALL PREVENTION DEVICE. VERIFY W/ LOCAL BUILDING DEPARTMENT.

LOCATION OF STATE SEAL

**AHMANN  
DESIGN INC.  
(319) 395-7900**

NOTE:  
MIRROR IMAGE AND ALTERNATE DOOR LOCATIONS ALLOWED AS NEEDED.

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**HOMES FOR IOWA  
GOVERNOR'S HOUSE PROGRAM  
3 BED DOOR LEFT (REVERSE)**

DRAWN BY: CA

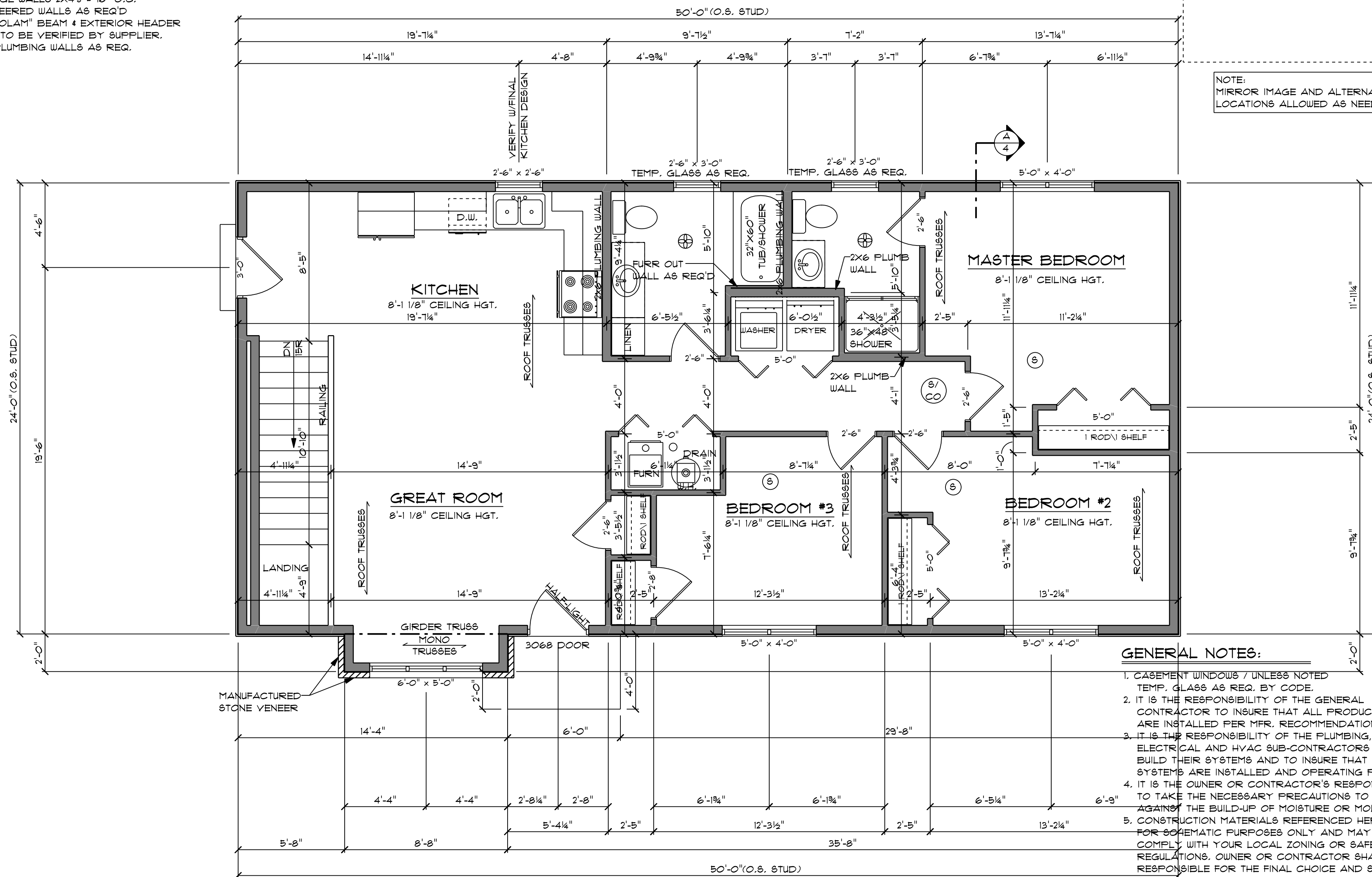
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FINAL RELEASE: 8/7/19

REVISIONS:

JOB NO. 19-24600

**2**



**GENERAL NOTES:**

1. CASEMENT WINDOWS / UNLESS NOTED TEMP. GLASS AS REQ. BY CODE.
2. IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO INSURE THAT ALL PRODUCTS ARE INSTALLED PER MFR. RECOMMENDATIONS.
3. IT IS THE RESPONSIBILITY OF THE PLUMBING, ELECTRICAL AND HVAC SUB-CONTRACTORS TO DESIGN, BUILD THEIR SYSTEMS AND TO INSURE THAT THESE SYSTEMS ARE INSTALLED AND OPERATING PROPERLY.
4. IT IS THE OWNER OR CONTRACTOR'S RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO PREVENT AGAINST THE BUILD-UP OF MOISTURE OR MOLD.
5. CONSTRUCTION MATERIALS REFERENCED HEREIN ARE FOR SCHEMATIC PURPOSES ONLY AND MAY NOT COMPLY WITH YOUR LOCAL ZONING OR SAFETY REGULATIONS. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL CHOICE AND SELECTION OF ALL CONSTRUCTION MATERIALS.
6. SMOKE DETECTOR (S)
7. VENT FAN (V)
8. SMOKE/CARBON MONOXIDE DETECTOR (S/CO)
9. INTERIOR WALL DIMENSIONS ARE TO CENTER OF STUDS.
10. EXTERIOR WALL DIMENSIONS ARE TO OUTSIDE OF STUDS.

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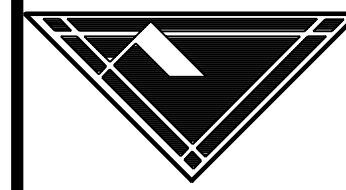
**MAIN FLOOR PLAN**

SCALE: 1/4" = 1'-0"

**FOUNDATION NOTES:**

- 2,000 P.S.F. SOIL BEARING PRESSURE ASSUMED FOR FOOTING DESIGN. IF DIFFERENT CONDITIONS ARE ENCOUNTERED NOTIFY DESIGNER.
- DO NOT BACKFILL BASEMENT WALLS UNTIL FIRST FLOOR IS IN PLACE.
- 3,000 P.S.F. CONCRETE (TYPICAL)
- DO NOT PLACE ANY FOOTINGS ON DISTURBED OR UNSTABLE SOIL - OVER EXCAVATE AND EXTEND FOOTING DEPTH.
- CONCRETE WALL, FOOTING & PAD SIZES TO BE VERIFIED BY CONTRACTOR. REINFORCING SIZE & SPACING - BY OTHERS.
- VERIFY DEPTH OF FROST FOOTINGS W/ LOCAL CODES, REGION AND SOIL BEARING.
- PROVIDE TERMITE PROTECTION AS REQUIRED PER LOCAL CODE.
- ACTUAL FLOOR JOIST LAYOUT & SPACING BY MFG.

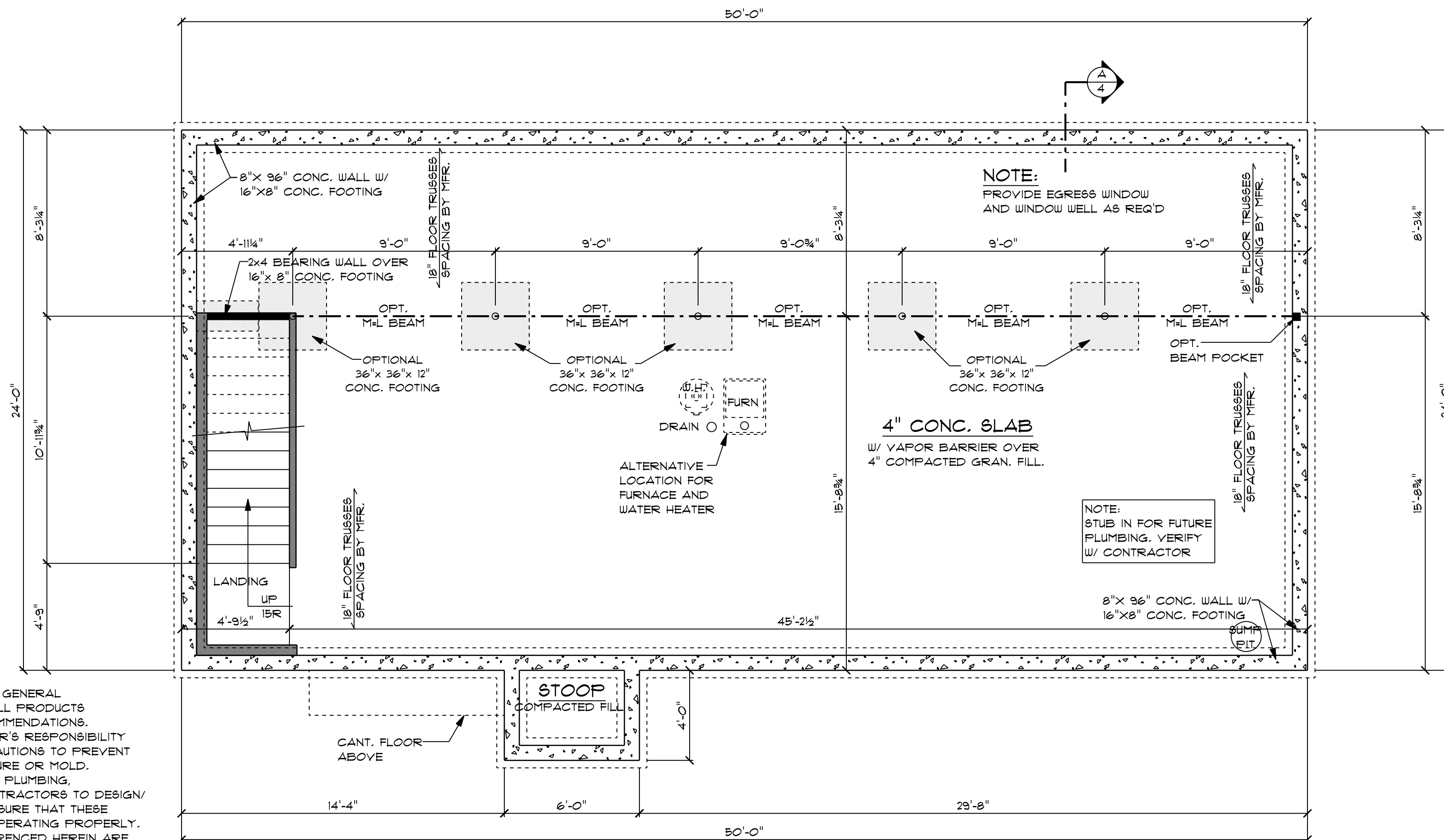
LOCATION OF STATE SEAL



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**GENERAL NOTES:**

- 1'-9 1/2" CEILING HGT.
- IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO INSURE THAT ALL PRODUCTS ARE INSTALLED PER MFR. RECOMMENDATIONS.
- IT IS THE OWNER OR CONTRACTOR'S RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO PREVENT AGAINST THE BUILD-UP OF MOISTURE OR MOLD.
- IT IS THE RESPONSIBILITY OF THE PLUMBING, ELECTRICAL AND HVAC SUB-CONTRACTORS TO DESIGN/BUILD THEIR SYSTEMS AND TO INSURE THAT THESE SYSTEMS ARE INSTALLED AND OPERATING PROPERLY.
- CONSTRUCTION MATERIALS REFERENCED HEREIN ARE FOR SCHEMATIC PURPOSES ONLY AND MAY NOT COMPLY WITH YOUR LOCAL ZONING OR SAFETY REGULATIONS. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL CHOICE AND SELECTION OF ALL CONSTRUCTION MATERIALS.
- SMOKE DETECTOR (S)
- VENT FAN (V)
- SMOKE/CARBON MONOXIDE DETECTOR (S/CO)
- INTERIOR DIMENSIONS ARE TO CENTER OF STUDS.
- BASEMENT SASH WINDOWS AS REQ'D BY LOCAL CODE-VERIFY SIZE & LOCATION W/ CONTRACTOR.
- FURR OUT AND INSULATE BASEMENT WALLS AS REQ'D BY LOCAL CODES.
- 7'-0" MIN. CEILING HGT. / 6'-8" MIN. TO UNDERSIDE OF BEAMS, DUCTS, ETC.

**FOUNDATION PLAN**

SCALE: 1/4" = 1'-0"

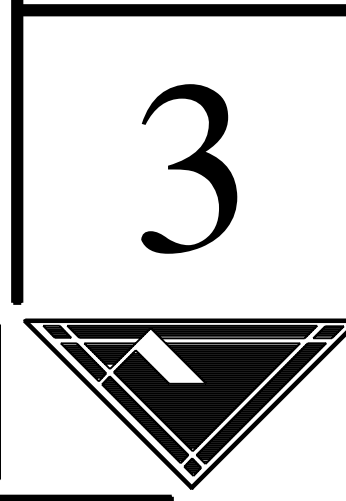
**NOTE:**  
BASEMENT TO BE CONSTRUCTED ON SITE, TO MEET ALL LOCAL CODES, PERMIT REQUIREMENTS, ETC. AND TO BE CONNECTED TO HOME PER 2015 IRC AND LOCAL CODES, WHATEVER IS MORE RESTRICTIVE.

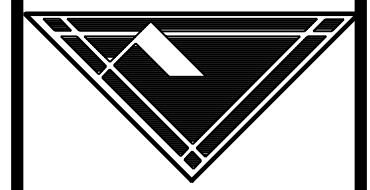
**FRAMING NOTES:**  
1. ALL INTERIOR WALLS 2x4's @ 16" O.C. UNLESS NOTED OTHERWISE  
2. "MICROLAM" BEAM & EXTERIOR HEADER SIZES TO BE VERIFIED BY SUPPLIER.

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**HOMES FOR IOWA  
GOVERNOR'S HOUSE PROGRAM  
3 BED DOOR LEFT(REVERSE)**

DRAWN BY: CA  
CHECKED BY: MF  
FINAL RELEASE: 8/7/19  
REVISIONS:  
JOB NO. 19-24600





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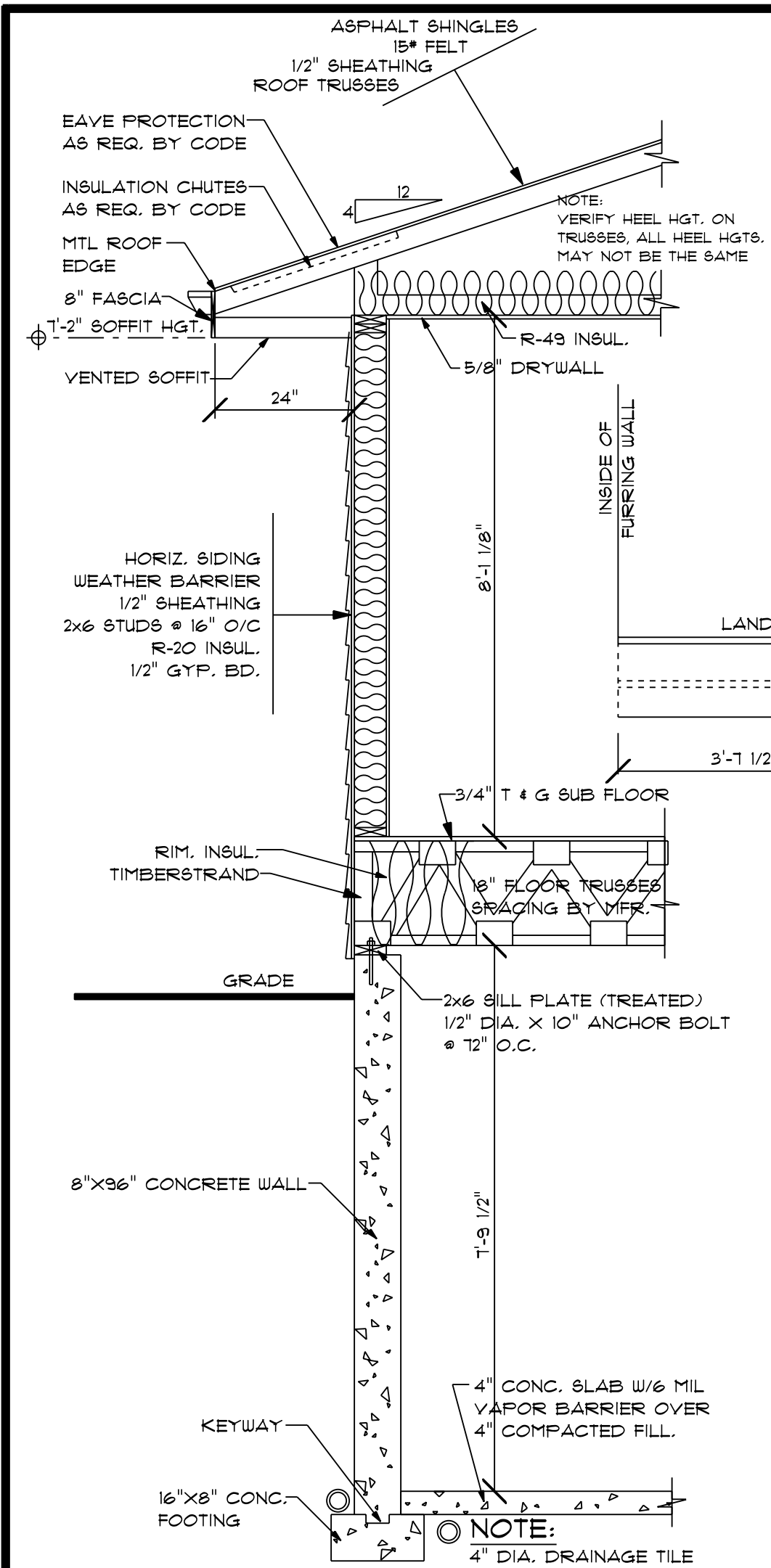
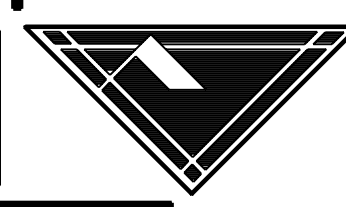
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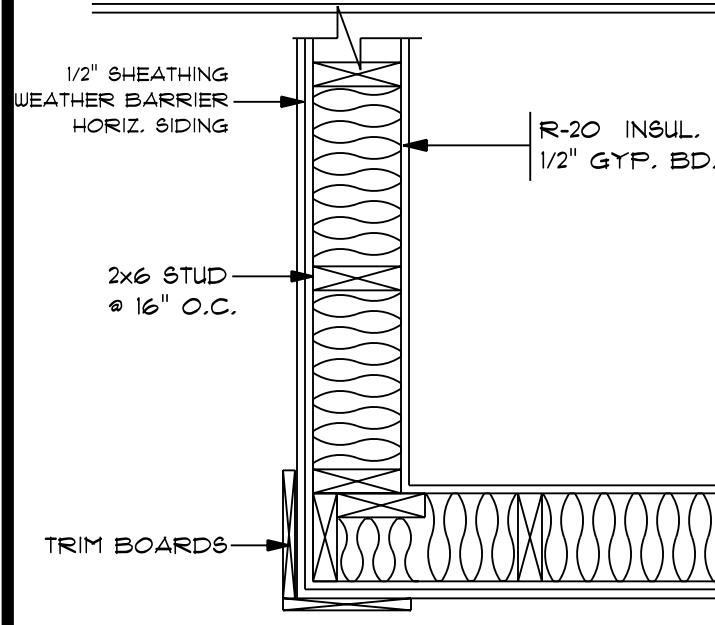
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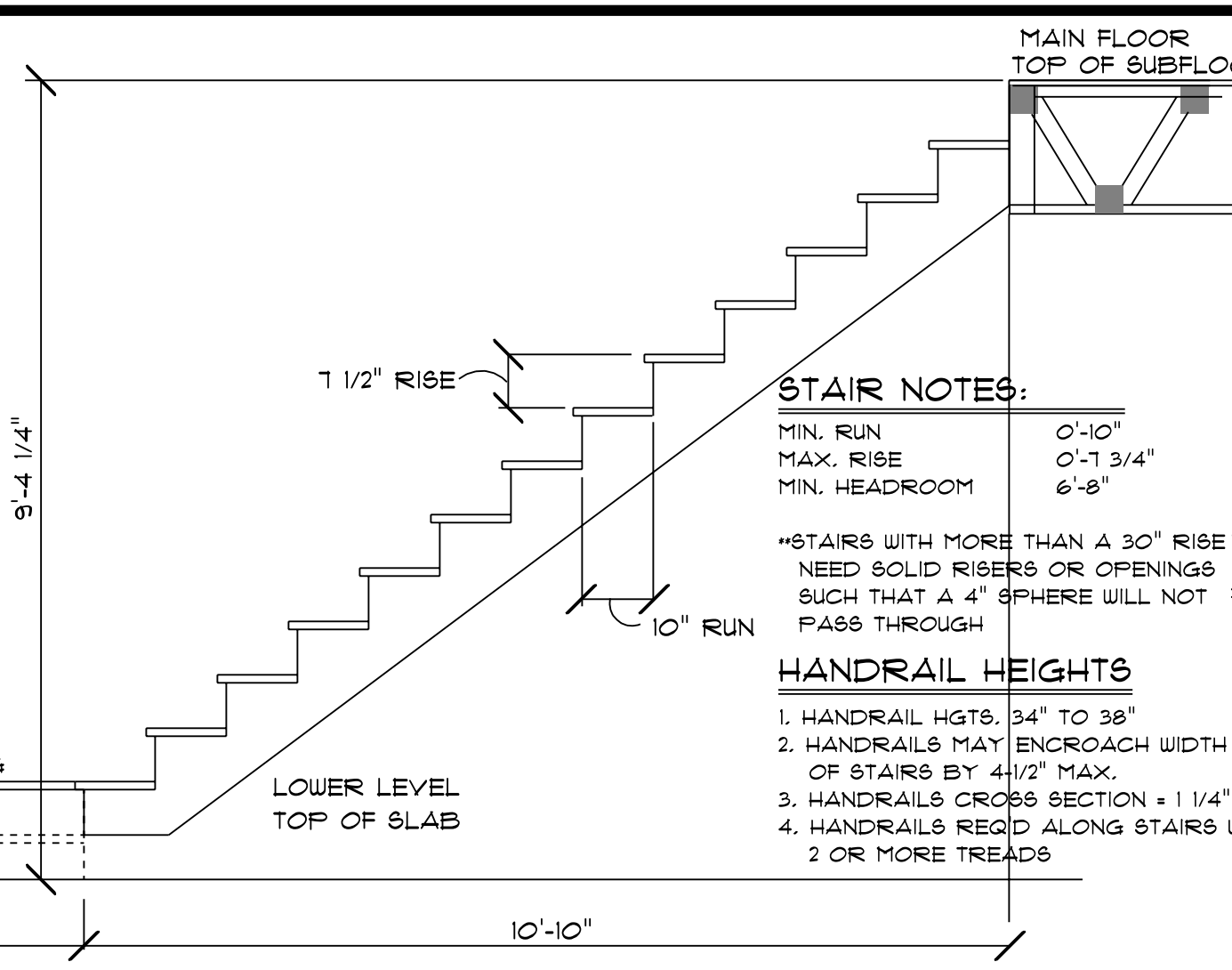
**WALL SECTION 'A'**

SCALE: 1/2" = 1'-0"



**TYPICAL CORNER**

- ROOF DESIGN:**
1. VERIFY HEEL HGTs. ON TRUSSES. ALL HEEL HGTs. MAY NOT BE THE SAME.
  2. WALL HGTs. @ RAFTERED AREAS MAY NEED TO BE ADJUSTED UP OR DOWN TO MATCH HEELS @ TRUSSED AREAS SO FASCIA LINES MATCH UP. VERIFY HGTs. w/ TRUSS MFR.
- ROOF VENTILATION:**
1. PROVIDE RIDGE VENTS AND SOFFIT VENTS AS REQ'D BY CODE.



**STAIR SECTION**

SCALE: 1/2" = 1'-0"

**STAIR NOTES:**

MIN. RUN	0'-10"
MAX. RISE	0'-1 3/4"
MIN. HEADROOM	6'-8"

\*STAIRS WITH MORE THAN A 30° RISE NEED SOLID RISERS OR OPENINGS SUCH THAT A 4" SPHERE WILL NOT PASS THROUGH

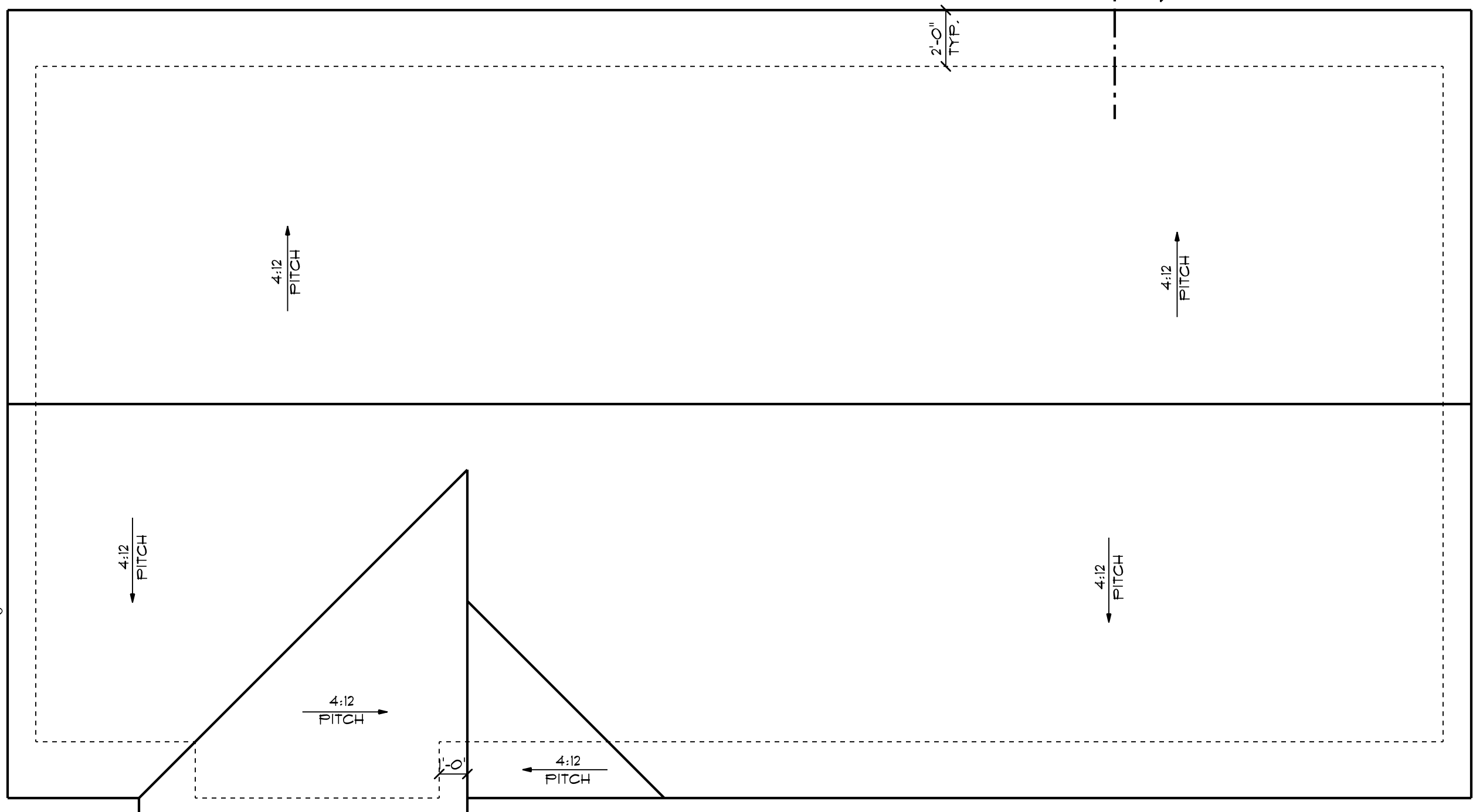
**HANDRAIL HEIGHTS**

1. HANDRAIL HGTs. 34" TO 38"
2. HANDRAILS MAY ENCRoACH WIDTH OF STAIRS BY 4 1/2" MAX.
3. HANDRAILS CROSS SECTION = 1 1/4" TO 2-5/8"
4. HANDRAILS REQ'D ALONG STAIRS w/ 2 OR MORE TREADS

- ICE PROTECTION:**
1. 2 LAYERS OF UNDERLAYMENT CEMENTED TOGETHER OR OF A SELF-ADHERING POLYMER MODIFIED BITUMEN SHEET EXTENDED FROM THE EAVE'S EDGE TO A POINT AT LEAST 24" INSIDE THE EXTERIOR WALL LINE OF THE BUILDING.

**TYPICAL CORNER**

@ SOLE PLATE

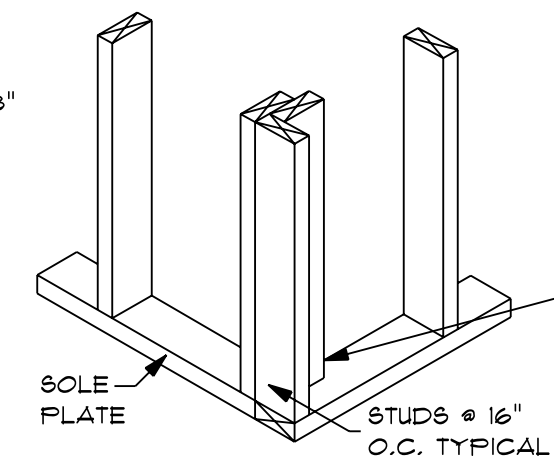


**ROOF PLAN**

SCALE: 1/4" = 1'-0"

**TYPICAL CORNER**

@ DOUBLE TOP PLATE



**MATERIALS NOTES:**

1. IT IS THE OWNER OR CONTRACTOR'S RESPONSIBILITY TO TAKE THE NECESSARY PRECAUTIONS TO PREVENT AGAINST THE BUILD-UP OF MOISTURE OR MOLD.
  2. CONSTRUCTION MATERIALS REFERENCED HEREIN ARE FOR SCHEMATIC PURPOSES ONLY AND MAY NOT COMPLY WITH YOUR LOCAL ZONING OR SAFETY REGULATIONS. OWNER OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL CHOICE AND SELECTION OF ALL CONSTRUCTION MATERIALS.
- FLASHING TO BE INSTALLED:**
1. AT WALL AND ROOF INTERSECTIONS
  2. WHEREVER THERE'S A CHANGE IN ROOF SLOPE OR DIRECTION.
  3. AROUND ROOF OPENINGS

- EXTRA STUD ADDED PERPENDICULAR TO CORNER STUD PROVIDES NAILING @ INSIDE CORNER & ALLOWS SPACE FOR 4" THICK INSULATION @ CORNER**

**ROOF DRAINAGE:**

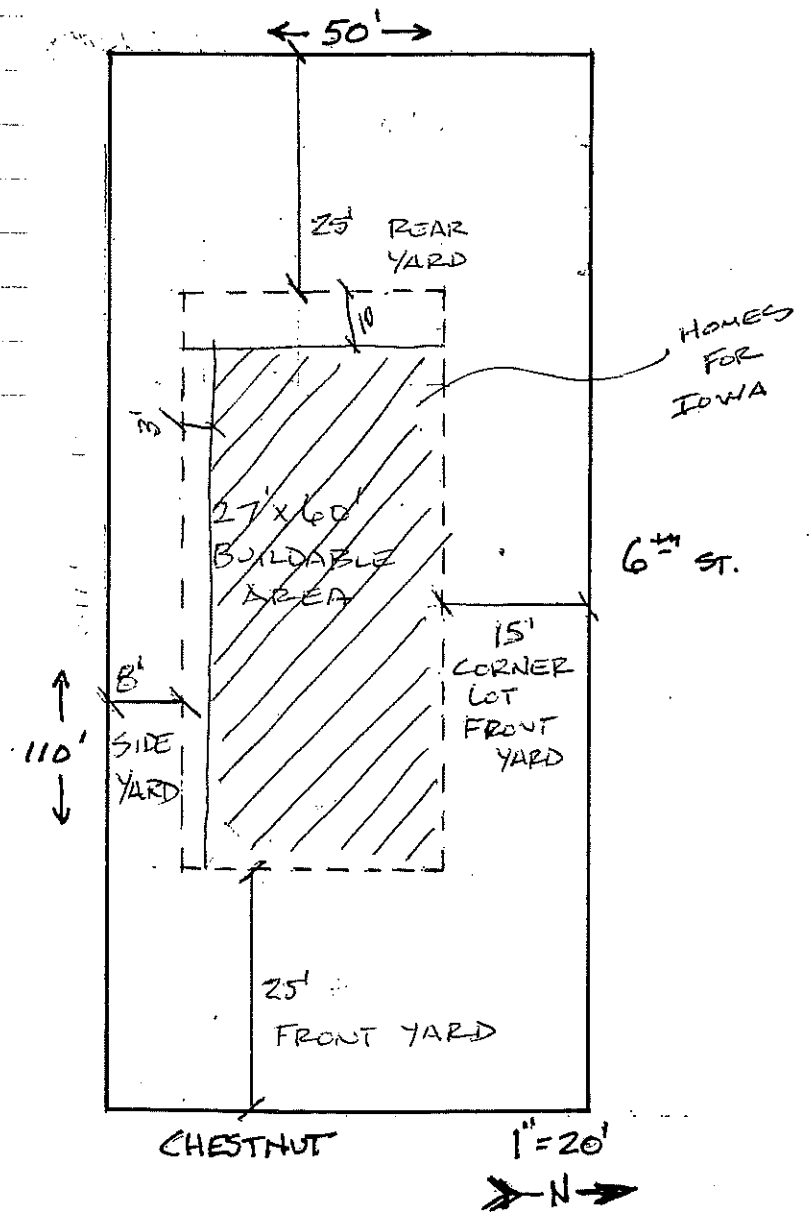
1. COLLECT AND DISCHARGE ALL ROOF DRAINAGE TO THE GROUND SURFACE AT LEAST 5 FEET FROM FOUNDATION WALLS OR TO AN APPROVED DRAINAGE SYSTEM.

IN THE EVENT OF ANY DISCREPANCIES BETWEEN PLANS, ELEVATIONS, AND/OR DETAILS, THE CONTRACTOR / SUB-CONTRACTOR SHALL CONTACT AHMANN DESIGN, INC. @ (319) 395-7900 BEFORE CONSTRUCTION FOR CLARIFICATION. IF AHMANN DESIGN IS NOT CONTACTED, THE CONTRACTOR/ SUB-CONTRACTOR WILL ASSUME FULL RESPONSIBILITY.

SET NO. \_\_\_\_\_ OF \_\_\_\_\_  
 CALCULATED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 FILE \_\_\_\_\_

24 x 50 ± FOUNDATION

# 541 CHESTNUT DIMENSIONS & SETBACKS



**City Council Meeting**  
**Prep. Date:** 06/26/2024  
**Preparer:** Russell Farnum



**Agenda Item:** #3 & 4  
**Agenda Date:** 07/01/2024

*Communication Page*

**Agenda Items Description:** South Tower Painting Change Order and Pay Request #4

<b><u>Type of Action Requested:</u></b> Resolutions (2)	
<b><u>Attachments &amp; Enclosures:</u></b> Resolutions (2)	<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:

**Synopsis:** There is a change order and a near-final payout to process on the water tower painting project, which will nearly close the project out.

Tank Pro did some minor sandblasting damage to an interior room wall in the base of the water tower. This is a small “shed” that protects the valves and interior piping in the tower, which was hit with an errant shot from the sandblasting gun. Rather than have them come back and repaint the wall, it is easier and more cost-effective to re-paint it with our staff and obtain a credit on the amount due.

The pay request is the near-final payout on the project, save for the 5% holdback and final cleanup, which Tank Pro is going to subcontract to a third party.

As far as the logos, the quote from Tank Pro to re-paint one logo was \$37,250.00. Consulting with Viking, they thought it should be more in the \$10-15,000 range. In either case, considering the cost to move the logo, the Council may wish to instead address the issue the next time the tower is painted.

**Recommendation:** Approval of the resolutions is recommended.

# The City of Monticello, Iowa

## RESOLUTION #

Approving Change Order #4, in the decreased amount of \$1,021.26  
submitted by Tank Pro, Inc related to the South Water  
Tower Repainting and Maintenance Project

**WHEREAS**, Tank Pro, Inc is contracted with the City to complete the South Water Tower Repainting and Maintenance Project, and

**WHEREAS**, Tank Pro, Inc has submitted Change Order #4 tied to the elimination of the work to repair the water tower interior storage shed that was damaged from overspray during construction, with the decrease amount of \$1,021.26, and

**WHEREAS**, The City Engineer has reviewed the proposed Change Order #4, and further 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 #4 submitted by Tank Pro, Inc related to the South Water Tower Repainting and Maintenance Project in the decrease amount of \$1,021.26.

**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 1<sup>st</sup> day of July, 2024.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer



June 24<sup>th</sup>, 2024

City of Monticello, IA  
200 E 1st St.  
Monticello, IA 52310

RE: SOUTH WATER TOWER REPAINTING AND MAINTENANCE  
CHANGE ORDER REQUEST #4

Honorable Mayor and Council Members:

Enclosed for your review and approval is Change Order Request #4 for the South Water Tower Repainting and Maintenance project.

This request includes a **\$1,021.26** deduction from the contract value to eliminate the work to repair the water tower interior storage shed that was damaged from overspray during construction as the City requested to repair this work themselves.

Feel free to contact us to discuss further as needed. Thank you.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink that reads 'Patrick Williams'.

Patrick Williams  
Project Engineer

cc: Tank Pro Inc.

**CHANGE ORDER NO. 4**

OWNER: City of Monticello

PROJECT: South Water Tower Repainting and Maintenance

S&A PROJECT #: 123.0022

To: Tank Pro Inc  
 Contractor  
5500 Watermelon Road  
 Address  
Northport, AL 35473  
 City, State, Zip

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

1. **Description of change to be made:**  
 The water tower interior storage shed was damaged from overspray during construction. Tank Pro is deducting contract value for the City to repair this work themselves.
2. **Reason for Change:**  
 City requested change.

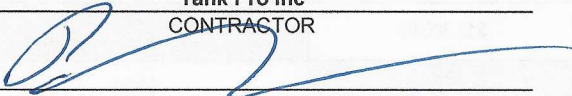
3. **Settlement for the cost of making the change shall be as follows:**

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1.	Eliminating Interior Shed Repair Work	1	LS	-\$1,021.26	-\$1,021.26
<b>TOTAL</b>					<b>-\$1,021.26</b>

4. **This change order will result in a net change in the contract completion time of days and a net change in the cost of the project of -\$1021.26 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.)	\$305,351.00	October 11, 2024
Change due to this C.O. (+ or -)	(\$1,021.26)	
Totals including this C.O.:	\$304,329.74	October 11, 2024

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

Tank Pro Inc  
 CONTRACTOR  
 By 

DATE: 6/24/2024

Snyder & Associates, Inc.  
 ENGINEER  
 By Patrick Williams

DATE: 6/24/2024

City of Monticello  
 OWNER  
 By \_\_\_\_\_

DATE: \_\_\_\_\_



# The City of Monticello, Iowa

## RESOLUTION #

### Approving Pay Request #4 to Tank Pro, Inc., Re: South Water Tower Repainting and Maintenance Project in the amount of \$4,444.80

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

**WHEREAS,** Tank Pro, Inc. contracted with the City to sand blast, prime, paint and do maintenance on the South water tower, and

**WHEREAS,** Tank Pro, Inc. has submitted their fourth pay request in the amount of \$4,444.80 same reflecting the maintenance of a 5% retainer in the current amount of \$15,216.49, 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 fourth pay request from Tank Pro, Inc., in the amount of \$4,444.80, same reflecting the maintenance of a 5% retainer in the current amount of \$15,216.49.

**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 1<sup>st</sup> day of July 2024.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer



June 24<sup>th</sup>, 2024

City of Monticello, IA  
200 E 1st St.  
Monticello, IA 52310

RE: SOUTH WATER TOWER REPAINTING AND MAINTENANCE  
PAY REQUEST #4

Honorable Mayor and City Council,

Enclosed for your review and approval is Pay Request #4 for work on the South Water Tower Repainting and Maintenance project.

We have reviewed the pay estimate and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #4 in the amount of **\$4,444.80** to Tank Pro Inc.

Payment for this period includes full completion of the water tower exterior painting, logos.

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

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink that reads 'Patrick Williams'.

Patrick Williams  
Project Engineer

Enclosure Pay Request #4

cc: Tank Pro Inc.



2. SCHEDULE OF CONTRACT CHANGE ORDERS			ADDITIONS TO ORIGINAL CONTRACT PRICE		DEDUCTIONS FROM CONTRACT PRICE AS SHOWN ON CHANGE ORDERS
List every change order issued to date of this request even if no work has been done under one or more such orders.			TOTAL COST OF ITEMS ADDED BY CHANGE ORDER	COST OF CHANGE ORDER ITEMS COMPLETED TO DATE	
CONTRACT CHANGE ORDER		DESCRIPTION	TOTAL COST OF ITEMS ADDED BY CHANGE ORDER	COST OF CHANGE ORDER ITEMS COMPLETED TO DATE	DEDUCTIONS FROM CONTRACT PRICE AS SHOWN ON CHANGE ORDERS
NO.	DATE				
(1)	(2)	(3)	(4)	(5)	(6)
1	4/22/2024	Exterior Surface Prep Change	\$ 38,953.00	\$ 38,953.00	
2	5/7/2024	Interior Distribution & Supply Pipe Work	\$ 34,018.00	\$ 34,018.00	
3	5/30/2024	Excluding Ladder from Scope of Work			\$ 5,000.00
4	6/21/2024	Credit for Repair to Interior Shed			\$ 1,021.26
TOTALS			\$ 72,971.00	\$ 72,971.00	\$ 6,021.26

3. Weather days during this pay period 7 Days

4. Weather days to date including this pay period 18 Total Days

5. ANALYSIS OF ADJUSTED CONTRACT AMOUNT TO DATE

(a) Original contract amount (Col. 5-front of this form) _____	\$ 237,380.00
(b) Plus: Additions scheduled in column 4 above _____	\$ 72,971.00
(c) Less: Deductions scheduled in column 6 above _____	\$ 6,021.26
(d) Adjusted contract amount to date _____	\$ 304,329.74

6. ANALYSIS OF WORK PERFORMED

(a) Cost of original contract work performed to date (Col. 9-front of this form) _____	\$ 237,380.00
(b) Extra work performed to date (Col. 5 above) _____	\$ 66,949.74
(c) Total cost of work performed to date _____	\$ 304,329.74
(d) Add: Materials stored at close of this Period (Attach detail Schedule)	\$ -
(e) Subtotal of (c) and (d) _____	\$ 304,329.74
(f) Less: Amount retained in accordance with contract terms 5%	\$ 15,216.49
(g) Net Amount Earned to Date _____	\$ 289,113.25
(h) Less: Amount of previous payments	\$ 284,668.45
(i) BALANCE DUE THIS PAYMENT _____	\$ 4,444.80

7. CERTIFICATION OF CONTRACTOR

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 work covered by prior Applications for Payment numbered 1 through 8 inclusive; and (2) title to all 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, claims, security interests and encumbrances (except such as covered by Bond acceptable to OWNER).

According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Periodic Estimate for Partial Payment are correct; that all work has been performed and/or material supplied in full accordance with the requirements of the referenced Contract and/or duly authorized deviations, substitutions, alterations, and/or additions; that the foregoing is a true and correct statement of the contract amount up to and including the last day of the period covered by this Periodic Estimate; that no part of the "Balance Due This Payment" has been received, and that the undersigned and his subcontractors have - (check applicable time)

a.  Complied with all the labor provisions of said contract.

b.  Complied with all the labor provisions of said contract except in those instances where an honest dispute exists with respect to said labor provisions. (If (b) is checked, describe briefly nature of dispute.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TANK PRO, INC.

(Contractor)

By

*Phillip Stearman*

**Phillip Stearman**

(Signature of Authorized Representative)

DATE: 6/21/2024

Title President

6. ENGINEER'S RECOMMENDATION

I certify that I have checked and verified the above and foregoing Periodic Estimate for Partial Payment; that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the contractor; that all work and/or material included in this Periodic Estimate has been inspected by me and/or by my duly authorized representative or assistants and that is has been performed and/or supplied in full accordance with requirements of the referenced contract; and that partial payment claimed and requested by the contractor is correctly computed on the basis of work performed and/or material supplied to date and payment of the BALANCE DUE THIS PAYMENT is recommended.

BY:

\_\_\_\_\_

PROJECT REPRESENTATIVE

BY:

*Patrick Williams*

PROJECT ENGINEER

DATE:

\_\_\_\_\_

DATE: 6/24/2024

7. OWNER'S APPROVAL OF PAYMENT

APPROVED:

\_\_\_\_\_

DATE

APPROVED:

\_\_\_\_\_

DATE

**City Council Meeting**  
**Prep. Date:** 06/26/2024  
**Preparer:** Russell Farnum



**Agenda Item:** #5  
**Agenda Date:** 07/01/2024

*Communication Page*

**Agenda Items Description:** Approval of Proposal for Water Tower Hatch Repair

<b><u>Type of Action Requested:</u></b> Resolution	
<b><u>Attachments &amp; Enclosures:</u></b> Resolution	<b><u>Fiscal Impact:</u></b> Budget Line Item: Budget Summary: Expenditure: Revenue:

**Synopsis:** After the water tower painting work, the hatch would not seal correctly and what started as a small drip that our staff thought was condensation, soon turned into a continuous stream of water.

This is not unusual as the hatch had not been opened in 15+ years, the gasket has deteriorated and is no longer sealing well. To alleviate any safety concerns and allow the hatch and seal to be inspected, the tower was drained and taken out of service.

To make sure this problem was not the fault of Tank Pro, who did the painting work, we asked Viking Industrial to inspect the hatch and provide a quote on repairs. Viking was asked to provide the quote in the interest of saving time and restoring the tank to service, rather than having Tank Pro return from Alabama.

The quote is not to exceed \$6,000 and includes re-sanitizing the tower – if the amount is to exceed that, due to additional work, Viking will seek further authorization. (Note: Any time a hatch is opened, the interior of the tower needs to be re-sanitized.)

Jim Tjaden and I discussed this at length and agreed to approve the work as an emergency repair, so that we can get the tower back into service in the most expedient timeframe. The emergency repair requires subsequent Council approval since the amount exceeds \$5,000.

**Recommendation:** Approval of the resolution is recommended.

# THE CITY OF MONTICELLO, IOWA

## RESOLUTION #

Approving water tower hatch repairs and to hire Viking Industrial, to perform the necessary repairs/improvements not to exceed \$6,000

**WHEREAS**, The City Water/Wastewater staff noticed a leak in the water tower hatch, after the water tower painting was completed. To alleviate any safety concerns and allow the hatch and seal to be inspected, the tower was drained and taken out of service, and

**WHEREAS**, To make sure this problem was not the fault of Tank Pro, who did the painting work, we asked Viking Industrial to inspect the hatch. Upon inspection, it was determined that the gasket has deteriorated and is no longer sealing well, which is not unusual as the hatch had not been opened in 15+ years, and

**WHEREAS**, Viking was asked to provide the quote in the interest of saving time and restoring the tank to service. The quote is not to exceed \$6,000 and includes re-sanitizing the tower, which is required any time the hatch is opened, and

**WHEREAS**, The Water/Wastewater Superintendent and City Administrator recommends that Viking Industrial be hired to perform the work associated with this project, and

**NOW THEREFORE BE IT RESOLVED** by the City of Monticello, through its' City Council, in session this 1<sup>st</sup> day of July, 2024 does hereby approve of the proposed project as recommended by the Water/Wastewater Superintendent and authorizes the hiring of Viking Industrial to perform the necessary repairs/improvements.

**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 1<sup>st</sup> day of July, 2024.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer



P.O. Box 24162  
 Omaha, NE 68124  
 vikingindustrialpainting.com

# PROPOSAL

Please sign and date both copies and return one (1) copy to our office.

## CONTACT DETAILS

Proposal Submitted To	City of Monticello, IA	Viking Representative	Rob Jongquist (319) 775-2991 rob@viptanks.com
Address	200 East First St Monticello, IA	Client Contact	Russ Farnum
Client Phone	(319) 465-3577	Contact Email	rfarnum@ci.monticello.ia.us
Job Location	Monticello Iowa South Tower	Tank Name	Monticello South Tank
Job Name	Belly manway gasket and sanitization	Tank Information	1MG Gallon Fluted Column

## SERVICES

### Description of Services

- Contractor to provide service and materials to install a new gasket on the belly manway of the tank and seat the manway cover.
- The tank will be sanitized in accordance with method 3.

No additional work will be performed. All reasonable measures will be take to seal the manway with the new gasket. No modification to the tank shall take place. Any required modification required due to unforeseen circumstances shall be handled through a written and signed change order. Any additional trips will be handled on a case by case basis.

## COST

Total Cost of Materials and Labor	\$6000.00	Payment Terms	N30 days upon completion
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## AGREEMENT TERMS

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Preparer Printed Name	Rob Jongquist	Date Submitted	June 21 <sup>st</sup> 2024
Authorized Preparer Signature			

## ACCEPTANCE OF PROPOSAL

By accepting this proposal, you agree to the above prices, specifications, and conditions. Viking Painting LLC is authorized to do the work as specified. Payment will be made as outlined above.

Authorized Client Printed Name		Date of Acceptance	
Authorized Client Signature			



**City Council Meeting**  
**Prep. Date:** 6/14/2024  
**Preparer:** Britt Smith



**Agenda Item:** # 6  
**Agenda Date:** 7/1/2024

*Communication Page*

**Agenda Items Description:** Resolution to update the Monticello Police Department's residency restrictions

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

**Attachments & Enclosures:**

Resolution 15-51

**Fiscal Impact:**

Budget Line Item:

Budget Summary:

Expenditure:

Revenue:

**Synopsis:** Approval for increasing the Monticello Police Department's residency restriction

**Background Information:** In 2015, I made a modification to the Monticello Police Department's residency policy to permit officers the ability to live outside of the Monticello city limits, but within a 15 air mile radius of the Monticello Police Department. Prior to 2015, all Monticello Police Officers were required to reside within the city limits to obtain and maintain employment. This change came after a ruling in the Iowa Court of Appeals, where it was determined that cities may exercise their ability to restrict where an employee resides, but it must be based upon reasonable and articulatable facts. As a result of that ruling, it was determined that we could no longer articulate that requiring an officer to live within the city limits was reasonable in the interest of public safety. I modified our residency requirements to permit officers the ability to reside within a 15 air mile radius of the Monticello Police Department. This residency area still provided the ability for a reasonable response time to the City of Monticello, but provided for more residency options for Officers. Over the years, many agencies have continued to increase or drop residency requirements in an attempt to recruit and retain officers. We have had very few examples where increasing the residency area would be a detriment to the safety of the public, but can cite on numerous occasions where having a residency restriction has caused applicants to withdraw or not pursue employment with us. In order to continue to recruit new applicants, the absence of a residency requirement is a motivating factor for some, however as the employer I am still of the belief that having some restriction will continue to be a benefit for the department. That is why I am proposing a change to our current policy by increasing the residency radius to 35 air miles from the Monticello Police Department. This distance will continue to provide for a variety of residency options based upon their individual needs, yet continue to keep them close and connected with the community.

**Staff Recommendation:** I recommend that the Council consider the updated residency area and provide direction to the Chief in updating the current policy.

# The City of Monticello, Iowa

## RESOLUTION #

### **Approving Residency Policy for Monticello Police Officers.**

**WHEREAS,** The City Council, in 2015, authorized the Chief of Police to prepare a policy that would limit or restrict the distance that Monticello Police Officers could reside from the Monticello Police Department, and

**WHEREAS,** The Chief has proposed to increase the current fifteen (15) mile radius to a thirty-five (35) mile radius, and

**WHEREAS,** Chief has reviewed the proposed change with the City Administrator, and it is the position of the Chief and Administrator that the Policy should be amended to the proposed thirty-five (35) mile radius that Monticello Police Officers could reside from the Monticello Police Department, and

**WHEREAS,** The Council finds that the institution of the thirty-five (35) mile radius limit is appropriate, reasonable, and in the best interests of the Community, providing flexibility to all officers to find suitable living arrangements and also protecting the community, by keeping City Police officers within proximity to the community that will allow relatively quick response times in situations of need or emergency.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the proposed thirty-five (35) mile radius that Monticello Police Officers could reside from the Monticello Police Department and authorized amending the Police Department Policy, identified as Policy #B-12, related to Police Officer residency requirements and directs that the Police Chief communicate the policy to all officers, current and future, and ensure compliance with same.

**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 1<sup>st</sup> Day of July, 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer



June 26<sup>th</sup>, 2024

Mayor and City Council  
City of Monticello  
200 East 1<sup>st</sup> Street  
Monticello, IA 52310

RE: N. CHESTNUT STREET RECONSTRUCTION  
PAY REQUEST #2 AND CHANGE ORDER #1

Dear Mayor and City Council,

Enclosed for your review and approval are Pay Request #2 and Change Order #1 for work completed on the N. Chestnut Street Reconstruction project.

Payment for this period includes costs associated with earthwork, subbase placement, retaining wall removal, water main installation, and pavement removal.

Change Order #1 includes exploratory excavation to locate the existing water services and to determine the service material for two properties along W. 2<sup>nd</sup> Street.

We have reviewed the pay estimates and find it in agreement with the work completed to date. We, therefore, recommend approval of Pay Request #2 in the amount of **\$141,632.55** to Eastern Iowa Excavating & Concrete, LLC. Additionally, we recommend approval of Change Order #1 with a **\$6,635.00** increase to the overall project cost. The total project cost would be increased from \$507,984.60 to \$514,619.60.

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

Respectfully,

SNYDER & ASSOCIATES, INC.

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

Colton Ingels, P.E.  
Project Engineer

Enclosure: Pay Request #2, Change Order #1

Cc: Matt Menster, Eastern Iowa Excavating & Concrete, LLC; Russ Farnum, City of Monticello

## APPLICATION FOR PARTIAL PAYMENT NO. 2

PROJECT: N. CHESTNUT STREET RECONSTRUCTION

S&A PROJECT NO.:  
EI JOB NO.:

123.0484.08  
24-1047

OWNER: CITY OF MONTICELLO  
CONTRACTOR: EASTERN IOWA EXCAVATION & CONCRETE, LLC  
ADDRESS: 121 NIXON ST SE  
CASCADE, IA 52033

DATE: June 24, 2024

PAYMENT PERIOD: May 29, 2024  
to June 21, 2024

### 1. CONTRACT SUMMARY:

Original Contract Amount: \$ 507,984.60  
Net Change by Change Order: \$ -  
Contract Amount to Date: \$ 507,984.60

#### CONTRACT PERIOD: TOTAL CALENDAR DAYS

Original Contract Date: April 1, 2024

Original Contract Completion Date: August 5, 2024  
Late Start Date: May 13, 2024

### 2. WORK SUMMARY:

Total Work Performed to Date: \$ 230,521.90  
Retainage: 5% \$11,526.10  
Total Earned Less Retainage: \$ 218,995.80  
Less Previous Applications for Payment: \$ 77,363.25  
AMOUNT DUE THIS APPLICATION: \$ 141,632.55

Added by Change Order: \_\_\_\_\_

Current Contract Completion Date: August 5, 2024

### 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

Eastern Iowa Excavating & Concrete, LLC

CONTRACTOR

By Matt Menster  
Matt Menster

DATE: 6-26-24

### 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By Colton Ingels  
Colton Ingels, P.E.

DATE: 6-24-2024

### 5. OWNER'S APPROVAL

City of Monticello

OWNER

By \_\_\_\_\_  
Wayne Peach, Mayor

DATE: \_\_\_\_\_



**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	109.0	UNIT	\$ 35.50	\$ 3,869.50			\$ -	109		\$ 3,869.50	
2.	TOPSOIL, OFF-SITE	331	CY	\$ 38.50	\$ 12,743.50			\$ -			\$ -	
3.	EXCAVATION, CLASS 10	1633	CY	\$ 12.85	\$ 20,984.05	1500		\$ 19,275.00	1500		\$ 19,275.00	
4.	SUBGRADE PREPARATION	2235	SY	\$ 1.00	\$ 2,235.00	1950		\$ 1,950.00	1950		\$ 1,950.00	
5.	GRANULAR STABILIZATION	186	CY	\$ 38.50	\$ 7,161.00	164		\$ 6,314.00	164		\$ 6,314.00	
6.	SUBGRADE TREATMENT, GEOGRID	2235	SY	\$ 6.70	\$ 14,974.50	1950		\$ 13,065.00	1950		\$ 13,065.00	
7.	SUBBASE, MODIFIED, 12"	2235	SY	\$ 11.50	\$ 25,702.50	1950		\$ 22,425.00	1950		\$ 22,425.00	
8.	SUBBASE, SPECIAL BACKFILL, 4"	401	EA	\$ 6.00	\$ 2,406.00			\$ -			\$ -	
9.	REMOVAL OF STRUCTURE, RETAINING WALL	2	EA	\$ 2,050.00	\$ 4,100.00	2		\$ 4,100.00	2		\$ 4,100.00	
10.	COMPACTION TESTING	1	LS	\$ 2,500.00	\$ 2,500.00	0.5		\$ 1,250.00	0.5		\$ 1,250.00	
11.	ROCK EXCAVATION	11	CY	\$ 85.00	\$ 935.00			\$ -			\$ -	
12.	TRENCH FOUNDATION	28	TON	\$ 30.65	\$ 858.20			\$ -			\$ -	
13.	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	444	CY	\$ 38.50	\$ 17,094.00	165		\$ 6,352.50	444		\$ 17,094.00	
14.	TRENCH COMPACTION TESTING	1	LS	\$ 2,500.00	\$ 2,500.00	1		\$ 2,500.00	1		\$ 2,500.00	
15.	SUBDRAIN, TYPE 1, SMOOTH INTERIOR, 6"	1358	LF	\$ 12.50	\$ 16,975.00	80		\$ 1,000.00	80		\$ 1,000.00	
16.	SUBDRAIN CLEANOUT, TYPE A-2, 6"	19	EA	\$ 400.00	\$ 7,600.00	8		\$ 3,200.00	8		\$ 3,200.00	
17.	SUBDRAIN OUTLETS AND CONNECTIONS, CONNECT TO EXISTING INTAKE, 6"	1	EA	\$ 475.00	\$ 475.00			\$ -			\$ -	
18.	STORM SEWER SERVICE STUB, PVC, 4"	3	EA	\$ 350.00	\$ 1,050.00	3		\$ 1,050.00	3		\$ 1,050.00	
19.	WATER MAIN, TRENCHED, PVC AWWA C900, 8"	600	LF	\$ 56.00	\$ 33,600.00	176		\$ 9,856.00	600		\$ 33,600.00	
20.	WATER MAIN, TRENCHLESS, PVC AWWA C900 CERTA-LOK, 8"	60	LF	\$ 148.00	\$ 8,880.00			\$ -	60		\$ 8,880.00	
21.	FITTING, 11.25 DEGREE BEND 8"	2	EA	\$ 345.00	\$ 690.00			\$ -	2		\$ 690.00	
22.	FITTING, 45 DEGREE BEND 8"	6	EA	\$ 365.00	\$ 2,190.00	6		\$ 2,190.00	6		\$ 2,190.00	
23.	FITTING, 90 DEGREE BEND 8"	1	EA	\$ 380.00	\$ 380.00			\$ -	1		\$ 380.00	
24.	FITTING, TEE, 8"X8"	1	EA	\$ 570.00	\$ 570.00			\$ -	1		\$ 570.00	
25.	FITTING, CROSS, 8"X8"	1	EA	\$ 895.00	\$ 895.00	1		\$ 895.00	1		\$ 895.00	
26.	FITTING, CAP, 8"	1	EA	\$ 215.00	\$ 215.00			\$ -	1		\$ 215.00	
27.	FITTING, REDUCER	4	EA	\$ 265.00	\$ 1,060.00	2		\$ 530.00	3		\$ 795.00	
28.	WATER SERVICE STUB, TYPE K COPPER, 1", SHORT SIDE (approx. 7ft)	3	EA	\$ 1,400.00	\$ 4,200.00	4		\$ 5,600.00	4		\$ 5,600.00	
29.	WATER SERVICE STUB, TYPE K COPPER, 1", LONG SIDE (approx. 44ft)	2	EA	\$ 2,525.00	\$ 5,050.00	3		\$ 7,575.00	3		\$ 7,575.00	
30.	WATER MAIN ABANDONMENT, FILL AND PLUG, 6"	549	LF	\$ 9.00	\$ 4,941.00			\$ -			\$ -	
31.	WATER MAIN REMOVAL, 6"	80	LF	\$ 17.25	\$ 1,380.00	80		\$ 1,380.00	80		\$ 1,380.00	
32.	VALVE, GATE, 8"	4	EA	\$ 2,450.00	\$ 9,800.00	3		\$ 7,350.00	5		\$ 12,250.00	
33.	FIRE HYDRANT ASSEMBLY	2	EA	\$ 7,950.00	\$ 15,900.00			\$ -	2		\$ 15,900.00	
34.	FLUSHING DEVICE (BLOWOFF), 2"	2	EA	\$ 1,585.00	\$ 3,170.00	3		\$ 4,755.00	3		\$ 4,755.00	
35.	FIRE HYDRANT ASSEMBLY REMOVAL	1	EA	\$ 425.00	\$ 425.00			\$ -	1		\$ 425.00	
36.	VALVE REMOVAL	1	EA	\$ 425.00	\$ 425.00	1		\$ 425.00	1		\$ 425.00	
37.	PAVEMENT, PCC, 7"	2012	SY	\$ 57.55	\$ 115,790.60			\$ -			\$ -	
38.	CURB AND GUTTER, 2.0', 7"	88	LF	\$ 35.00	\$ 3,080.00			\$ -			\$ -	
39.	CURB AND GUTTER, 3.0', 7"	63	LF	\$ 44.00	\$ 2,772.00			\$ -			\$ -	
40.	REMOVAL OF SIDEWALK	244	SY	\$ 13.25	\$ 3,233.00	200		\$ 2,650.00	200		\$ 2,650.00	
41.	REMOVAL OF DRIVEWAY	50	SY	\$ 18.25	\$ 912.50	50		\$ 912.50	50		\$ 912.50	
42.	SIDEWALK, PCC, 4"	222	SY	\$ 48.00	\$ 10,656.00			\$ -			\$ -	
43.	SIDEWALK, PCC, 6"	100	SY	\$ 67.00	\$ 6,700.00			\$ -			\$ -	
44.	DETECTABLE WARNING	136	SF	\$ 42.85	\$ 5,827.60			\$ -			\$ -	
45.	DRIVEWAY, PAVED, PCC, 6"	79	SY	\$ 64.75	\$ 5,115.25			\$ -			\$ -	
46.	FULL DEPTH PATCHES, HMA, 6"	252	SY	\$ 92.00	\$ 23,184.00			\$ -			\$ -	
47.	SUBBASE OVER-EXCAVATION	78	TON	\$ 37.00	\$ 2,886.00			\$ -			\$ -	
48.	PAVEMENT REMOVAL	610	SY	\$ 10.50	\$ 6,405.00			\$ -	610		\$ 6,405.00	
49.	REMOVAL AND SALVAGING BRICK PAVERS	14302	SF	\$ 0.95	\$ 13,586.90	14302		\$ 13,586.90	14302		\$ 13,586.90	
50.	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 5,800.00	\$ 5,800.00	0.5		\$ 2,900.00	0.75		\$ 4,350.00	
51.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1	0.42	AC	\$ 7,500.00	\$ 3,150.00			\$ -			\$ -	
52.	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 2	0.42	AC	\$ 4,500.00	\$ 1,890.00			\$ -			\$ -	
53.	SWPPP MANAGEMENT	1	LS	\$ 850.00	\$ 850.00			\$ -			\$ -	
54.	FILTER SOCKS, 12"	1125	LF	\$ 4.00	\$ 4,500.00			\$ -			\$ -	
55.	FILTER SOCKS, REMOVAL	1125	LF	\$ 1.00	\$ 1,125.00			\$ -			\$ -	
56.	INLET PROTECTION DEVICE, DROP-IN	1	EA	\$ 120.00	\$ 120.00			\$ -			\$ -	
57.	INLET PROTECTION DEVICE, MAINTENANCE	1	EA	\$ 50.00	\$ 50.00			\$ -			\$ -	
58.	SEGMENTAL BLOCK RETAINING WALL 1	168	SF	\$ 47.00	\$ 7,896.00			\$ -			\$ -	
59.	SEGMENTAL BLOCK RETAINING WALL 2	343	SF	\$ 48.50	\$ 16,635.50			\$ -			\$ -	
60.	HANDRAIL, ALUMINUM	65	LF	\$ 220.00	\$ 14,300.00			\$ -			\$ -	
61.	MOBILIZATION	1	LS	\$ 12,000.00	\$ 12,000.00	0.5		\$ 6,000.00	0.75		\$ 9,000.00	
62.	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 250.00	\$ 250.00			\$ -			\$ -	
63.	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 485.00	\$ 485.00			\$ -			\$ -	
64.	CONCRETE WASHOUT	1	LS	\$ 850.00	\$ 850.00			\$ -			\$ -	
TOTAL ORIGINAL CONTRACT =					\$ 607,984.60	TOTAL			\$ 149,088.90	TOTAL		\$ 230,521.90





**CHANGE ORDER NO. 1**

OWNER: City of Monticello

PROJECT: N. Chestnut Street Reconstruction  
S&A PROJECT #: 123.0484.08

To: Eastern Iowa Excavating & Concrete, LLC  
121 Nixon St. SE  
Address  
Cascade, IA 52033  
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 locate and determine the material of the existing water services for 204 W. 2nd Street and 214 W. 2nd Street.

2. **Reason for Change:**  
 Item No. CO1.1 - Change was incurred due to the discovery of the water service connections for 204 W. 2nd Street and 214 W. 2nd Street to the existing N. Chestnut Street water main. The exploratory excavation was required to locate the existing water service lines and curb stops for the two properties to determine if there was a shared connection or separate service lines, the exact location of the existing water service lines, and the existing water service material.

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	EXPLORATORY EXCAVATION, WATER SERVICE	1	LS	\$6,635.00	\$6,635.00
				<b>TOTAL</b>	<b>\$6,635.00</b>

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 \$6635.00 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.)	\$507,984.60	August 5, 2024
Change due to this C.O. (+ or -)	\$6,635.00	0
<b>Totals including this C.O.:</b>	<b>\$514,619.60</b>	<b>August 5, 2024</b>

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

Eastern Iowa Excavating & Concrete, LLC  
 CONTRACTOR  
 By Matt Menster  
 Matt Menster

DATE: 6-26-24

Snyder & Associates, Inc.  
 ENGINEER  
 By Colton Ingels  
 Colton Ingels, P.E.

DATE: 6-24-2024

City of Monticello  
 OWNER  
 By \_\_\_\_\_  
 Wayne Peach, Mayor

DATE: \_\_\_\_\_

# The City of Monticello, Iowa

## RESOLUTION #

**Approving Change Order #1, in the increased amount of \$6,635.00 submitted by Eastern Iowa Excavating & Concrete, LLC related to the N. Chestnut Street Reconstruction Project**

**WHEREAS**, Eastern Iowa Excavating & Concrete, LLC is contracted with the City to complete the N. Chestnut Street Reconstruction Project, and

**WHEREAS**, Eastern Iowa Excavating & Concrete, LLC has submitted Change Order #1 tied to the includes exploratory excavation to locate the existing water services and to determine the service material for two properties along W. 2<sup>nd</sup> Street, with the increased amount of \$6,635.00, and

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

**NOW THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve Change Order #1 submitted by Eastern Iowa Excavating & Concrete, LLC related to the N. Chestnut Street Reconstruction Project in the increased amount of \$6,635.00. The total project cost would be increased from \$507,984.60 to \$514,619.60.

**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 1<sup>st</sup> day of July, 2024.

---

Wayne Peach, Mayor

*Attest:*

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Sally Hinrichsen, City Clerk/Treasurer



# The City of Monticello, Iowa

## RESOLUTION #

**Approving Pay Request #2 to Eastern Iowa Excavating & Concrete, LLC,  
Re: N. Chestnut Street Reconstruction Project in the amount of \$141,632.55**

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

**WHEREAS,** Eastern Iowa Excavating & Concrete, LLC contracted with the City to reconstruct North Chestnut Street, and

**WHEREAS,** Eastern Iowa Excavating & Concrete, LLC has submitted their second pay request in the gross amount of \$141,632.55 same reflecting the maintenance of a 5% retainer in the current amount of \$11,526.10, 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 second pay request from Eastern Iowa Excavating & Concrete, LLC, in the amount of \$141,632.55, same reflecting the maintenance of a 5% retainer in the current amount of \$11,526.10.

**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 1<sup>st</sup> day of July 2024.

---

Wayne Peach, Mayor

*Attest:*

---

Sally Hinrichsen, City Clerk/Treasurer

**City Council Meeting**  
**Prep. Date:** 06/26/2024  
**Preparer:** Russell Farnum



**Agenda Item:** # 9 & #10  
**Agenda Date:** 07/01/2024

*Communication Page*

**Agenda Items Description:** Set Public Hearings - Urban Renewal Plan and draft Development Agreement, Northridge Estates 5<sup>th</sup> Addition

**Type of Action Requested:** Resolution (2)

**Attachments & Enclosures:**  
Resolution (2)

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

**Synopsis:** City Council has directed me to work with Highland Corp on incentives for the development of the Northridge Estates 5<sup>th</sup> Addition.

There are two necessary steps, first is adding Northridge Estates 5<sup>th</sup> Addition as a project in the Urban Renewal Plan for the TIF District. Second is consideration of a Development Agreement that outlines the particulars of the incentives for the project. Both steps start with scheduling public hearings, in order to begin consideration of the details of the development agreement and incentives for the project. The public hearings would be scheduled for August 5, and the final documents and details discussed and worked out through the month of July, prior to the hearings.

The draft development agreement is also attached, which outlines the basic terms of the incentive package – the City is assisting the Developer by providing \$309,000 – more or less - from TIF to reimburse the cost of installation of water, sewer, and storm water improvements. The Developer is building 12 single family home lots.

While the second Resolution grants preliminary approval to the draft Development Agreement, it can (and likely will) be amended, edited or changed prior to final approval, anticipated on or after the public hearing on August 5.

The City will also have to set aside additional funding through TIF for construction of affordable housing. That money is not intended to be used in Northridge Estates, but will be used to pursue the City’s affordable housing program administered by JCED.

**Recommendation:** Approval of the resolutions is recommended.

# The City of Monticello, Iowa

## RESOLUTION #

**Preliminarily approving Proposed Amendment to Monticello Urban  
Renewal Plan to include Northridge 5<sup>th</sup> Addition Project, and to schedule  
a Public Hearing on the proposed Urban Renewal Plan  
amendment for the 5<sup>th</sup> day of August, 2024, at 6:00 p.m.**

**WHEREAS,** The City of Monticello is contemplating the entry into a development agreement with Highland Corp in relation to the proposed construction twelve new single family home lots to the City of Monticello, County of Jones, State of Iowa, along Valley Drive in Northridge Estates subdivision, known as the Northridge Estates 5<sup>th</sup> Addition, and

**WHEREAS,** The Council is concurrently considering amendments to the Urban Renewal Plan to provide for the granting of incentives to said Northridge 5<sup>th</sup> Addition project, and

**WHEREAS,** A public hearing must also be scheduled to add the proposed project to the Urban Renewal Plan before the City may utilize TIF to pay for said obligations under the Development Agreement, and

**WHEREAS,** The Council finds that the land is prime for Economic Development, and that new housing is an important component of Economic Development, and staff is hereby directed to proceed with Urban Renewal Plan amendment, and a Public Hearing should be set for 5<sup>th</sup> day of August, 2024, to consider amending the Monticello Urban Renewal Plan and consider approval of the Development Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council does hereby schedule a Public Hearing for the 5<sup>th</sup> day of August, 2024, at 6:00 p.m. at the regularly scheduled City Council Meeting, same to be held in Council Chambers at the Monticello Renaissance Center, at which time the Council will consider the approval of the amendment of the Monticello Urban Renewal Plan to allow for the use of tax increment to satisfy and/or pay the incentives as set forth within the draft Development Agreement.

**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 1<sup>st</sup> day of July, 2024.

---

Wayne Peach, Mayor

Attest:

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Sally Hinrichsen, City Clerk/Treasurer

# The City of Monticello, Iowa

RESOLUTION #2024-\_\_\_

## **Preliminarily approving proposed Development Agreement between the City of Monticello and Highland Corp and scheduling a Public Hearing on the proposed agreement.**

**WHEREAS**, the City of Monticello, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Area and Urban Renewal Plan for the Monticello Urban Renewal Area (the “Urban Renewal Area”); and

**WHEREAS**, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in various Urban Renewal Areas pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Section 403.19(2) of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

**WHEREAS**, the City proposes to enter into a Development Agreement, the “Development Agreement”, with Highland Corp (the “Developer”) with regard to the construction of a 12-lot single family home subdivision, also known as Northridge Estates 5<sup>th</sup> Addition, in the City of Monticello, County of Jones, State of Iowa, and

**WHEREAS**, the Development Agreement is proposed to include incentives that include incentives and/or tax rebates payable over a period of time in an amount that will not exceed \$325,000 under the authority of Chapter 403 of the Code of Iowa, and

**WHEREAS**, it is necessary to set a date for a public hearing on the Proposed Development Agreement pursuant to Section 403.9 of the Code of Iowa;

**NOW THEREFORE, IT IS RESOLVED** by the City Council of the City of Monticello, Iowa, as follows:

Section 1. The City Council, by the approval of this Resolution, shall be deemed to have preliminarily approved the proposed Developer’s Agreement and incentives offered therein, subject to the completion of those tasks and obligations of the Developer set forth therein, and further subject to public comment and input yet to be received by the City Council and to future formal approvals related to the inclusion of the proposed project within the Urban Renewal Plan.

Section 2. This City Council shall meet on the 5<sup>th</sup> day of August, 2024, at 6:00 o’clock p.m., at the Monticello Renaissance Center, Community Media Room, in the City, at which time and place proceedings will be instituted and action taken to consider the formal and final approve of the proposed Development Agreement.

Section 3. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City, said notice shall be substantially consistent with the proposed Notice attached hereto, and

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

**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 1<sup>st</sup> day of July, 2024

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Wayne Peach, Mayor

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Sally Hinrichsen, Monticello City Clerk

**NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT WITH  
McMATT Properties**

The City Council of the City of Monticello, Iowa, will meet at the Monticello Renaissance Center, Community Media Room, Monticello, Iowa, on the 21<sup>st</sup> day of June, 2021, at 6:00 o'clock p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement between the City of Monticello and McMATT Properties with respect to the construction of a new 47-unit rental storage facility along John Drive in the Industrial Park, also known as The northernmost 105 feet of the tract of land having PIN 0216300030 to the City of Monticello, County of Jones, State of Iowa, generally, at the estimated cost of \$378,000.00. The agreement provides for tax rebates over a period of up to 10 years in a total amount not to exceed \$75,000.00 as authorized by Chapter 403 of the Code of Iowa.

The Agreement to make said rebate payments from incremental property tax payments will not be a general obligation of the City, but will be payable solely and only from incremental property tax revenues generated within the Monticello Urban Renewal Area.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the Council may, at said meeting or at an adjournment thereof, take additional action to approve the Development Agreement as written, approve the agreement as amended, or may abandon the proposal.

This notice is given by order of the City Council of Monticello, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Sally Hinrichsen  
City Clerk

**Preparer Info: Doug Herman, Monticello City Attorney, 200 E. 1<sup>st</sup> St., Monticello, IA 52310 Ph: 319.465.6435**

**Development Agreement**

**City of Monticello, Iowa and Highland Corp.**

**Northridge Estates Fifth Addition – City of Monticello**

**TIF Grant**

**Approved by City Council**

**August \_\_\_\_, 2024**

## **DEVELOPMENT AGREEMENT**

This Development Agreement (the “Agreement”) by and between the City of Monticello, Iowa, hereinafter referred to as the “City” and Highland Corp., hereinafter referred to as “Developer” is hereby made and entered this \_\_\_<sup>th</sup> day of August, 2024.

**WHEREAS**, the City and Developer have determined it appropriate for them to partner in regard to the costs associated with the installation of infrastructure, including but not limited to streets, sanitary and storm sewer, lighting, utility extensions, and other common infrastructure elements, related to the development of property owned by Developer and set out in a Final Plat identified and known as “Northridge Estates Fifth Addition – City of Monticello”, and

**WHEREAS**, the City’s desire and agreement to partner with Developer is tied to City’s desire to see more opportunities for new housing development which is necessary and desirable to provide a variety of housing, eliminate current housing shortages, and support economic development and the growth of the City’s tax base, and

**WHEREAS**, the final plat has been reviewed by the City Planning and Zoning Board and subsequently approved by the Monticello City Council, and

**WHEREAS**, Chapters 15A, 384 and 403 of the Iowa Code authorize cities to provide infrastructure improvements for economic development and offer grants, loans or other financial incentives in furtherance of the objectives of urban renewal and economic development and to appropriate such funds and make such expenditures as may be necessary to realize those purposes, and to levy taxes and assessments for those purposes; and

**WHEREAS**, the Monticello City Council has approved and adopted an urban renewal plan for the area within which lies the Northridge Estates Fifth Addition, and provided by ordinance for the division of property taxes in same as a TIF District; and

**WHEREAS**, the City Council has determined that this Agreement is in the best interests of the City and its residents and that the performance by the City of its obligations hereunder is a worthy public undertaking in furtherance of the City’s urban renewal plan; and,

**WHEREAS**, the City Council has determined that using TIF District funding in accordance with this Agreement is in the best interests of the City and its residents as the low- and moderate-income housing set-aside provides additional incentives for more housing development that serves a variety of citizens, being therefore a worthy public undertaking in furtherance of the City’s urban renewal plan; and,

**WHEREAS**, this Agreement and the City’s performance hereunder is in furtherance of appropriate economic development activities of the City within the meaning of Chapters 15A and 403 of the Iowa Code; and,



**WHEREAS**, the City and Developer agree that certain improvements (collectively the “Improvements”), are needed to facilitate development of Northridge Estates Fifth Addition.

**NOW THEREFORE**, the City and Developer in consideration of the terms, covenants, and conditions herein set forth, enter into the following Agreement for the development of the Addition:

**1. OBLIGATIONS OF DEVELOPER** Developer shall perform the following activities in conjunction with development.

(A) Platting Process Developer will obtain approval from the City for its final plat for the Northridge Estates Fifth Addition and for all plans and specifications for all infrastructure improvements within the development to be dedicated to the City and shall unconditionally give, grant, convey and dedicate those improvements, including streets and street lights, to the City free and clear of all liens and encumbrances. Acceptance of development improvements shall be determined solely by the City Council. The Council may require changes in the plans and specifications for the improvements as a condition to its acceptance of the improvements.

The final plat for the Addition shall comply with all Jones County, City of Monticello, State and Federal laws and regulations, including, but not limited to, subdivision ordinances, zoning ordinances and environmental regulations.

(B) Street Extension Developer agrees that the street as shown by the previously approved Final Plat of Northridge Estates Fifth Addition shall be constructed as one project and/or one phase, so that all proposed lots, currently numbered 1 through 12 will each be served by appropriate utilities and street frontage.

Developer and its successors agree that the proposed Detention Area adjacent to Lot 8 and Lot 9 shall not be dedicated to the City but shall be owned by an association of Lots within the development or by the owners of lots adjacent to Lot 8 and 9. The City shall have no maintenance responsibilities with regard to that detention area, nor any other detention area within Northridge Estates Fifth Addition.

Developer shall be responsible for the arrangement and contracting associated with all engineering costs and expenses related to the preparation of plans and specifications and bid related documents including documents associated with the awarding the contract, but not including construction supervision and/or management on the project. These costs will all be considered as part of the “Infrastructure Improvement Costs” as defined subsequently herein.

(E) Indemnification Developer and its successors and assigns agree to indemnify and hold the City safe and harmless from all liability, loss or expense, including reasonable attorney fees that the City may be exposed to as a result of the claims, demands, costs, or judgments arising in connection with the activities contemplated under this Agreement. Developer also agrees to indemnify City for any reasonable attorney fees or expenses incurred in connection with defending itself from any such claim, or in enforcing the terms and conditions of this Agreement.

(F) Proof of Financing Developer, by their execution of this Developer's Agreement, certifies that it has the financing needed to pay for Developer's share of the improvements to be developed in Northridge Estates Fifth Addition.

(G) Tax-Exempt Entities Developer agrees that at no time during the lifetime of any City debt or City obligation of financial assistance to Developer for the Development shall Developer sell or turn over control of any property within the Development to a tax-exempt entity, without the written consent of the City.

(H) Legal Fees Developer and City each agree to pay their own legal fees in connection with the negotiation, drafting and authorization of this Agreement.

## 2. OBLIGATIONS OF CITY

(A) Grant to Developer. The City agrees to pay the Developer, as an economic development grant, a sum equal to \_\_\_\_% of the infrastructure improvement costs in an amount not to exceed \$325,000, said "Infrastructure Improvement Costs" to include and be specifically limited to:

Costs associated with construction of the City-related infrastructure necessary for the development of Northridge Estates Fifth Addition, said costs to all be included within the bid specifications and the contract documents signed by the developer and the successful contractor. Generally speaking, same to include sanitary and storm sewer improvement installation, and/or water mains and appurtenances. Construction costs do not include the costs associated with sidewalk installation at any point within the development, landscaping or green space improvements within the development, or costs associated with the specific development or re-development of any "lot" within the development. Also excluded will be any costs associated with electric, gas, cable, phone, or other non-City utility improvements.

City to pay developer the aforementioned grant as follows:

1). **Payment 1:** \_\_\_\_% of the City's share of the project, or \$\_\_\_\_,000, whichever is less<sup>[RFI]</sup>, two weeks after commencement of construction.

**Payment 2:** \_\_\_\_% of the City's share of the project to be paid upon presentation of invoices/evidence confirming that, with said payment, 80% or more of the projected project costs will be satisfied.

**Payment 3:** \_\_\_\_% of the City's share of the project to be paid upon confirmation by the City Engineer that the project has reached the point of "substantial completion", and the infrastructure improvements have been dedicated to the public use and accepted by the City.

2). The remaining balance owed on the grant, reduced by City Engineering Expenses associated with project supervision, inspection and approvals, and any other project related expenses incurred by the City and agreed to by the Developer as being appropriate project related expenses.

(C) It is anticipated that the City will issue bonds or notes (the “Bonds”) to pay a share of the costs of the grant to the Developer. The City is responsible to pay the City’s costs to secure the bonds or notes. The parties hereby acknowledge that the City intends to use future incremental property tax revenues, as provided for in Section 403.19 of the Code of Iowa, to be derived from the Development to pay principal of and interest on the bonds or notes, and the parties hereby collectively agree to use their best efforts to maximize the amount of such incremental property tax revenues as may from time to time become available with respect to the Development.

### **3. ADDITIONAL PROVISIONS**

(A) Third Parties and Developer’s successors shall have no recourse against the City under this Agreement.

(B) Any additional financial assistance provided by the City to Developer, other than provided in this Agreement, shall require additional action of the City Council and shall require the City and Developer to enter into a negotiated agreement wholly separate from this Agreement. There is no guarantee or assurance of additional City financial assistance.

(C) Breach of the terms of this Agreement by Developer shall be grounds for termination of this Agreement, denial of building permits, occupancy permits or other permits, or any other legal or equitable remedies available to the City. Notwithstanding any other language to the contrary, in the event of breach of this Agreement by Developer, City shall give notice of such breach to Developer. Developer shall have 60 days from receipt of such notice to cure the breach before the City may terminate this Agreement.

(D) If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, then that shall not affect the validity of the remaining portions of this Agreement.

(E) The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by resolution of the City Council. The City’s failure to promptly take legal action to enforce this Agreement shall not operate as a waiver or a release.

(F) Developer’s obligations under this Agreement shall continue in full force and effect unless Developer is released in writing by the City even if Developer sells a portion or all of the Development. All subsequent purchasers of property within the Development shall be bound by the terms of this Agreement.

(G) No member of the City Council or other official of the City shall participate in any decision relating to the Agreement which affects his or her personal interests or the interests of Developer or the interests of any entity in which he or she is directly or indirectly interested. No member, official or employee of the City shall be personally liable to the City in the event of any default or breach by Developer or its successors of any obligations under the terms of this Agreement.

(H) Except as otherwise expressly provided for in this Agreement, notices, demands or other communications under this Agreement by any party to any other shall be sufficiently given or

delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, to:

In the case of Developer, to:

Highland Corp.  
Jeff Hinrichs

with a copy to:

Highland Corp.  
Attn: Joe Oswald

In the case of the City, to:

City Administrator  
City of Monticello  
200 E. 1<sup>st</sup> Street  
Monticello, IA 52310

with a copy to:

City Clerk  
City of Monticello  
200 E. 1<sup>st</sup> Street  
Monticello, IA 52310

(I) This Agreement will be governed and construed in accordance with the laws of the State of Iowa.

(J) This Agreement shall govern the dealings between the City and the Developer with respect to the Development.

(K) This Agreement and all promises and covenants herein expressed shall be deemed a covenant running with the land and shall be binding on Developer and its successors and assigns in interest.

(L) Notwithstanding any language above to the contrary, the prevailing party in any litigation arising out of or related to this Agreement shall be entitled to reimbursement for its reasonable attorney fees and court costs.

#### **4. MINIMUM ASSESSMENT AGREEMENT**

(TBD)

#### **5. EXPIRATION/TERMINATION**

(TBD)

**IN WITNESS WHEREOF**, The City has caused this Agreement to be duly executed in its name and on its behalf and its seal to be hereto duly affixed, and Developer has caused this Agreement to be duly executed in its name and on its behalf, on the date first above written.

**For the CITY OF MONTICELLO, IOWA**

By \_\_\_\_\_  
Wayne Peach, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Sally Hinrichsen, City Clerk

**For HIGHLAND CORP.**

By: \_\_\_\_\_

By: \_\_\_\_\_

STATE OF IOWA            )  
  ) §  
COUNTY OF JONES        )

On this \_\_\_ day of \_\_\_\_\_, 2008, before me a Notary Public in and for said County, personally appeared to me personally known, who being duly sworn, did say that they are the respectively, , created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipal Corporation, and that said instrument was signed and sealed on behalf of said Municipal Corporation by authority and resolution of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipal Corporation by it voluntarily executed.

\_\_\_\_\_  
Notary Public in and for Jones County, Iowa

STATE OF IOWA            )  
  ) §  
COUNTY OF JONES        )

This instrument was acknowledged before me on the \_\_\_ day of \_\_\_\_\_, 2024, by , Members, of Highland Corp..

\_\_\_\_\_  
Notary Public in and for Jones County, Iowa

City Council Meeting  
Prep. Date: June 26, 2024  
Preparer: Nick Kahler



Agenda Item: 11  
Agenda Date: July 1, 2024

*Communication Page*

**Agenda Items Description:** HVAC for Public Works shop

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:  
Budget Summary:  
Expenditure:  
Revenue:


**Synopsis:** Mini split unit for breakroom and office

**Background Information:** The public works shop currently has old baseboard heaters and a small old window air unit. The baseboard heaters have stopped working so instead of replacing them with more baseboard heaters that take so much energy we would like to put in a mini split unit that will take care of heat/AC for the breakroom and the office above. They will run much more efficiently than baseboard heat and window air would. Currently the office does not have any heat or AC. White Hawk has given us a quote of \$6,473.20 to install a mini split head in each room and the outdoor unit.

**Staff Recommendation:** We recommend approving purchase of mini split unit from White Hawk

# The City of Monticello, Iowa

## RESOLUTION #

Approving Purchase of a mini split unit for the Public Works Facility from White Hawk Plumbing & Heating of Monticello, Iowa

**WHEREAS**, the City Council was informed that the baseboard heaters at the Public Works Facility are currently not working, and

**WHEREAS**, the Public Works Director informed the Council that he has looked into options for repairing and /or replacing the current heating and cooling systems with a mini split unit and recommends that the Council approve the purchase of the mini split unit that will take care of heat/AC for the breakroom and the office above, in the amount of \$6,473.20, and

**WHEREAS**, the Council finds the proposed equipment and pricing to be appropriate and, therefore, finds that the equipment as indicated and as recommended by the Public Works Director should be ordered.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Monticello, Iowa does hereby approve of the purchase of the mini split unit for the Public Works Facility from White Hawk Plumbing & Heating of Monticello, Iowa, in the amount of \$6,473.20.

**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 1st day of July 2024.

---

Wayne Peach, Mayor

Attest:

---

Sally Hinrichsen, City Clerk/Treasurer

City Council Meeting  
Prep. Date: 6/24/2024  
Preparer: Sally Hinrichsen



Agenda Item: #12-21  
Agenda Date: 7/1/2024

*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:**

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



**City Council Meeting**  
**Prep. Date:** 6/27/24  
**Preparer:** Jacob Oswald



**Agenda Item:** # 22  
**Agenda Date:** 7/1/24

*Communication Page*

**Agenda Items Description:** Work Session

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

**Attachments & Enclosures:**


**Fiscal Impact:**

Budget Line Item:	
Budget Summary:	
Expenditure:	
Revenue:	

**Synopsis:**

The Parks and Recreation Department is providing options for seeding of the Hwy 151 Trail project.

**Background Information:**

**Trail Surface Options**

Athletic Pro Turf Blend (Jones County Conservation) - \$435-\$500/acre

Waterway Mix - \$45/acre

Waterway Mix w/ Oats - \$55-60/acre

Oats - \$30/acre

**Native Prairie Mix**

CP42 Pollinator (mesic) - \$170/acre

**Stabilizing Crop (to be planted with Native Prairie Mix)**

**March 1-October 31**

Oats:	50 lbs. per acre
Winter Wheat:	50 lbs. per acre
Canada Wildrye (Elymus Canadensis):	5 lbs. PLS per acre

**November 1 – February 28**

Oats:	62 lbs. per acre
Winter Wheat:	62 lbs per acre
Canada Wildrye (Elymus Canadensis):	7 lbs PLS per acre

## **Schedule/Timeline Options**

- A. Seed entire property with Oats to create stabilization
  - a. This would get us to late fall in which we could plant our native prairie
- B. Seed first 15 feet from fence line with preferred trail surface/mix
  - a. Remaining property planted in oats to get us to the fall planting season
- C. Seed a winding trail route with the preferred trail surface/mix
  - a. Remaining property planted in oats to get us to the fall planting season
  - b. This option would allow us to work with the land and do our best to avoid wet spots in which we could use a wet-mesic/wet native prairie mix.

## **Future Development/Considerations**

### *Short Term*

Seeding – Summer/Fall 2024

Trees –

Benches –

Trash Cans –

Temporary Parking –

Bridge –

Connection to School trail –

Acquisition of additional 42' –

### *Long Term*

Limestone –

Park and Ride Trailhead –

Lighting –

Lime –

Paving –

### *Potential Funding Sources*

City Investment

Personal Gifts/Donations

Local Non-Profits

Monticello Give to Grow

State Recreation Trails Program

Federal Recreational Trails Program

Federal Transportation Enhancement Program – Statewide

Transportation Enhancement Program – Regional

Iowa Clean Air Attainment Program

Land and Water Conservation

REAP

Economic Development Administration

Wildlife Conservation and Appreciation

The Rivers & Trails Conservation Assistance Program

Bikes Belong

Community Attractions and Tourism (CAT)

Snowmobile Grants

Americorps

Conservation Alliance

Honda

Polaris

Federal Surface Transportation Program (STP)

Transportation and Community and System Preservation (TCSP)

Living Roadway Trust Fund

Grant Center for Disease Control (CDC)

*Things to consider*

Will this trail be used for foot and bicycle traffic only? Snowmobile route? Cross Country Skiing?

Sno-shoeing?

Highway 151 Trail  
Seeding Options

**Trail Surface Options**

Athletic Pro Turf Blend (Jones County Conservation) - \$435-\$500/acre  
Waterway Mix - \$45/acre  
Waterway Mix w/ Oats - \$55-60/acre  
Oats - \$30/acre

**Native Prairie Mix**

CP42 Pollinator (mesic) - \$170/acre

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