



## **CITY COUNCIL MEETING AGENDA**

**PLACE:** City Hall, 120 Short Street, Panorama Park, Iowa

**DATE:** July 13, 2023

**TIME:** 7:00 p.m.

1. **WELCOME**
  - 1.1. **CALL TO ORDER**
  - 1.2. **PLEDGE OF ALLEGIANCE**
  - 1.3. **ROLL CALL**
  - 1.4. **AGENDA APPROVAL** - Discussion and approval (including additions and deletions) of the Council Meeting Agenda for Thursday, July 13, 2023.
  
2. **PUBLIC COMMENTS TO THE COUNCIL**

*Individual comments are limited to 3 minutes and group comments are limited to 6 minutes.  
Please sign in if you wish to speak.*
  
3. **MAYOR NOMINATION AND APPROVAL**
  
4. **OATH OF OFFICE: MAYOR**
  
5. **MAYOR'S REPORT**

28E Agreement with City of Riverdale, Iowa to share an employee to serve as the City Clerk for Panorama Park.
  
6. **COMMITTEE REPORTS**
  - 6.1. City Hall Generator Update
  - 6.2. City Hall Fence Update
  - 6.3. City Election Update  
<https://sos.iowa.gov/elections/pdf/candidates/nompetnonpartisan.pdf>  
The filing period is: First day: Monday, August 28, 2023 Last day: Thursday, September 21, 2023 – 5:00 p.m.
  
7. **REVIEW/APPROVAL OF THE CONSENT AGENDA**
  - 7.1. June 8, 2023 Council Meeting Minutes.
  - 7.2. June, 2023 Financial Statements.
  - 7.3. Payment authorization of July, 2023 Claims.
  
8. **RESOLUTION 2023-06**

Resolution to add the new mayor as an authorized signatory to the city's credit card and city's bank accounts.
  
9. **DISCUSSION**

Variance request for 717 Park Avenue.
  
10. **ADJOURNMENT**



**CITY OF PANORAMA PARK**  
**INTENT TO FILL MAYOR VACANCY BY APPOINTMENT**  
July 13, 2023 at 7:00 PM

**NOTICE OF INTENT TO FILL MAYOR VACANCY BY APPOINTMENT**

The City of Panorama Park has a vacancy for mayor as of June 8, 2023, due to the resignation of Ronald Rice. Pursuant to Section 372.13, (2), (a) of the Code of Iowa, notice is hereby given that the City Council of Panorama Park, Iowa, intends to fill this vacancy by appointment during their next regular city council meeting that will be held at city hall at 7:00 PM on Thursday, July 13, 2023. However, the electors of the City of Panorama Park have the right to file a petition requiring that the vacancy be filled by a special election. If electors wish to require a special election, a valid petition requesting a special election must be filed with the city clerk within fourteen days after publication of this notice or within fourteen days after the appointment is made. If no such petition is filed, the appointment shall be for the period until the next pending election as defined in Section 69.12 of the Code of Iowa. Eligible electors of the City of Panorama Park, Scott County, Iowa, wanting to be considered for appointment should submit a request in writing to the city clerk's office by 4:00 PM on Monday, July 9, 2023.

Published upon order of the Panorama Park City Council. The Mayor and City Clerk are authorized and directed to post notice of this at least once, not less than four nor more than twenty days before the date of the meeting in the three public places per Code of Ordinances, Panorama Park, Iowa, Chapter 18, Section 18.05 [2].

Chris Gilbert, Mayor Pro Tem  
Gary Gleason, City Clerk/ Treasurer  
City of Panorama Park



## CITY COUNCIL MEETING MINUTES

**PLACE:** City Hall, 120 Short Street, Panorama Park, Iowa

**DATE:** June 8, 2023

**TIME:** 7:00 p.m.

### 1. WELCOME

- 1.1. **CALL TO ORDER** - The meeting was called to order at 7:04 p.m. by Mayor Pro Tem David Smith.
- 1.2. **PLEDGE OF ALLEGIANCE**
- 1.3. **ROLL CALL** - Council Members Present: C. Gilbert, S. Perry, S. Rice, D. Smith; Council Members Absent: T. Huber; Others Present: Gary Gleason, Jeff McDaniels, Betty Leach, Mandi Lauritzson, Joshua Lauritzson
- 1.4. **AGENDA APPROVAL** - Discussion and approval (including additions and deletions) of the Council Meeting Agenda for Thursday, June 8, 2023. S. Rice requested the order of 2. *Discussion and Approval* be changed to consider item 2.1 last. A motion was made by S. Rice and seconded by S. Perry to accept the agenda with said change. All ayes. The motion was approved.

### 2. DISCUSSION/APPROVAL

- 2.1. David Smith's resignation as Mayor Pro Tem. A motion was made by S. Perry and seconded by S. Rice to accept the resignation. All ayes. The motion was approved.
- 2.2. Appoint a new Mayor Pro Tem. David Smith nominated C. Gilbert to act as Mayor Pro Tem. A motion was made by S. Rice and seconded by S. Perry to accept the appointment. All ayes. The motion was approved.
- 2.3. Ronald Rice's resignation as Mayor. A motion was made by D. Smith and seconded by S. Perry to accept the resignation. All ayes. The motion was approved.

### 3. PUBLIC COMMENTS TO THE COUNCIL

Joshua and Mandi Lauritzen provided documents pertaining to a shed erected on Wednesday, May 30, 2023 on their property at 717 Park Ave. They requested that the city grant a side yard and set back variance for the structure.

### 4. DISCUSSION/APPROVAL

- 4.1. **Variance request for 717 Park Avenue.** Under the City Attorney's advice, the council determined more information and a formal request for a variance are needed before a vote could be made.
- 4.2. **Building Permit for 717 Park Avenue.** A permit was not issued after determination in item 4.1.

### 5. COMMITTEE REPORTS

None.

### 6. RESOLUTION 2023-05

Resolution of the City of Panorama Park, Iowa to commit to a 28E Agreement with City of Riverdale, Iowa to share an employee to serve as the City Clerk for Panorama Park has not yet been approved by the City of Riverdale. When the agreement is ready for a vote, a special meeting may be called.

### 7. REVIEW/APPROVAL OF THE CONSENT AGENDA

- 7.1. May 11, 2023 Council Meeting Minutes.
- 7.2. May, 2023 Financial Statements.

**7.3.** Payment authorization of June, 2023 Claims.

A motion was made by D. Smith and seconded by S. Perry. All ayes. The motion was approved. Claims Report attached.

**8. ADJOURNMENT**

A motion was made by S. Perry and seconded by S. Rice. All ayes. The motion was approved. The regular Meeting of the City Council was formally adjourned at 8:36 p.m.

THE COUNCIL MEETING MINUTES FOR JUNE 8, 2023 WERE PASSED BY THE COUNCIL AND APPROVED THIS 13TH DAY OF JULY, 2023.

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_.

**6/01/2023 THRU 6/30/2023**

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
052223	CITY OF BETTENDORF SNOW REMOVAL	110-250-6499	4,575.00	4,575.00	1473	6/10/23
1331291	CITY OF DAVENPORT 08/2022 PLANT OPERATIONS	610-815-6413	386.19	386.19	1474	6/10/23
1332873	04/2023 PLANT OPERATIONS	610-815-6413	318.72	318.72	1474	6/10/23
1332936	DEBT SERVICE FUND	610-815-6413	49.00	49.00	1474	6/10/23
060823	ELECTRIC DOCTOR CITY HALL GENERATOR	001-650-6504	5,999.00	5,999.00	1475	6/10/23
051823	IOWA AMERICAN WATER CITY HALL (WATER)	001-650-6374	14.78	14.78	1476	6/10/23
053123	K&K HARDWARE MARKING PAINT	001-650-6320	7.99	7.99	1477	6/10/23
539645555	MIDAMERICAN ENERGY ELECTRIC/GAS (CITY HALL)	001-650-6371	29.06	29.06	1478	6/10/23
540201013	STREET LIGHTING	110-230-6378	61.90	61.90	1479	6/10/23
060823	WELLS FARGO KWIK STAR (GASOLINE)	001-650-6320	13.50			
	MEDIACOM (INTERNET)	001-650-6373	29.99			
	REPUBLIC (GARBAGE & RECYCLING)	001-290-6499	846.72			
				890.21	1480	6/10/23
				=====		
	REPORT TOTAL			12,331.85		

FUND	NAME	TOTAL
001	GENERAL	6,941.04
110	ROAD USE T	4,636.90
610	SEWER	753.91
		=====
	TOTAL	12,331.85

City of Panorama Park  
 BALANCE SHEET  
 CALENDAR 6/2023, FISCAL 12/2023

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE
001-000-1110	CASH - GENERAL	400.00-	7,129.06
110-000-1110	CASH - ROAD FUND		2,072.42-
	CASH TOTAL	400.00-	5,056.64
001-000-1160	SAVINGS GSB - GENERAL	4,478.77-	38,199.46
110-000-1160	SAVINGS GSB - ROAD FUND	2,491.03-	28,784.92
610-000-1160	SAVINGS GSB - SEWER	753.91-	4,929.75
	SAVINGS TOTAL	7,723.71-	71,914.13
001-000-1161	SAVINGS FCU - GENERAL	17.18	68.12
005-000-1161	SAVINGS FCU - ARPA		37,058.00
610-000-1161	SAVINGS FCU - SEWER		67,888.47
	SAVINGS TOTAL	17.18	105,014.59
001-000-1173	CD #2723 GSB - GENERAL		150,000.00
	CD's TOTAL	.00	150,000.00
001-000-1174	CD 2748 FCU - GENERAL FUND		50,000.00
	CD 2748 FCU TOTAL	.00	50,000.00
110-000-1175	CD 2749 FCU - ROAD FUND		50,000.00
	CD 2749 FCU TOTAL	.00	50,000.00
	TOTAL CASH	8,106.53-	431,985.36

City of Panorama Park  
TREASURER'S REPORT  
CALENDAR 6/2023, FISCAL 12/2023

FUND	TITLE	BEGINNING CASH+	CHANGE IN ASSETS-	REVENUE+	EXPENSES-	CHANGE IN LIABILITIES+	ENDING CASH
001	GENERAL	250,258.23	4,861.59-	2,518.58	8,895.73	1,515.56	245,396.64
005	ARPA	37,058.00					37,058.00
110	ROAD USE TAX	79,203.53	2,491.03-	2,145.87	4,636.90		76,712.50
121	LOCAL OPTION SALES TAX			2,426.20	2,426.20		
610	SEWER	73,572.13	753.91-		753.91		72,818.22
Report Total		440,091.89	8,106.53-	7,090.65	16,712.74	1,515.56	431,985.36

**REVENUE REPORT**  
**CALENDAR 6/2023, FISCAL 12/2023**

**PCT OF FISCAL YTD 100.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	31,108.00	2,518.58	58,113.24	186.81	27,005.24-
	ARPA TOTAL	18,529.00	.00	18,529.00	100.00	.00
	ROAD USE TAX TOTAL	19,300.00	2,145.87	22,251.78	115.29	2,951.78-
	LOCAL OPTION SALES TAX TOTAL	26,150.00	2,426.20	25,271.60	96.64	878.40
	SEWER TOTAL	26,150.00	.00	11,538.88	44.13	14,611.12
	TOTAL REVENUE BY FUND	=====	=====	=====	=====	=====
		121,237.00	7,090.65	135,704.50	111.93	14,467.50-
		=====	=====	=====	=====	=====



**BUDGET REPORT**  
**CALENDAR 6/2023, FISCAL 12/2023**

**PCT OF FISCAL YTD 100.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	GENERAL TOTAL	65,950.00	8,895.73	43,380.95	65.78
	ROAD USE TAX TOTAL	58,300.00	4,636.90	36,916.84	63.32
	LOCAL OPTION SALES TAX TOTAL	.00	2,426.20	25,271.60	.00
	SEWER TOTAL	100,000.00	753.91	25,382.72	25.38
	TOTAL EXPENSES BY FUND	===== 224,250.00 =====	===== 16,712.74 =====	===== 130,952.11 =====	===== 58.40 =====

**BUDGET REPORT**  
**CALENDAR 6/2023, FISCAL 12/2023**

**PCT OF FISCAL YTD 100.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	FIRE TOTAL	3,200.00	.00	3,180.51	99.39
	ANIMAL CONTROL TOTAL	100.00	.00	.00	.00
	OTHER PUBLIC SAFETY TOTAL	200.00	.00	.00	.00
	PUBLIC SAFETY TOTAL	3,500.00	.00	3,180.51	90.87
	ROADS, BRIDGES, SIDEWALKS TOTA	50,000.00	.00	31,585.00	63.17
	STREET LIGHTING TOTAL	800.00	61.90	756.84	94.61
	SNOW REMOVAL TOTAL	7,500.00	4,575.00	4,575.00	61.00
	GARBAGE TOTAL	11,000.00	846.72	9,803.36	89.12
	OTHER PUBLIC WORKS TOTAL	200.00	.00	127.10	63.55
	PUBLIC WORKS TOTAL	69,500.00	5,483.62	46,847.30	67.41
	LIBRARY TOTAL	5,500.00	.00	5,501.00	100.02
	OTHER CULTURE/RECREATION TOTA	100.00	.00	.00	.00
	CULTURE & RECREATION TOTAL	5,600.00	.00	5,501.00	98.23
	MAYOR/COUNCIL/CITY MGR TOTAL	850.00	.00	357.00	42.00
	CLERK/TREASURER/ADM TOTAL	3,800.00	.00	200.00	5.26
	LEGAL SERVICES/ATTORNEY TOTAL	2,000.00	.00	.00	.00
	CITY HALL/GENERAL BLDGS TOTAL	10,000.00	8,049.01	9,135.64	91.36
	TORT LIABILITY TOTAL	2,000.00	.00	1,703.00	85.15
	OTHER GENERAL GOVERNMENT TOTA	850.00	.00	3,373.34	396.86
	GENERAL GOVERNMENT TOTAL	19,500.00	8,049.01	14,768.98	75.74
	SEWER/SEWAGE DISPOSAL TOTAL	100,000.00	753.91	25,382.72	25.38
	ENTERPRISE FUNDS TOTAL	100,000.00	753.91	25,382.72	25.38
	TRANSFERS IN/OUT TOTAL	26,150.00	2,426.20	35,271.60	134.88
	TRANSFER OUT TOTAL	26,150.00	2,426.20	35,271.60	134.88
	TOTAL EXPENSES	224,250.00	16,712.74	130,952.11	58.40

**CLAIMS BY VENDOR**

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
27	BROOKS LAW FIRM LEGAL SERVICES	001-640-6411	103.25	103.25	1483	7/14/23
1333113	CITY OF DAVENPORT 05/2023 PLANT OPERATIONS	610-815-6413	317.85	317.85	1484	7/14/23
15727	ELECTRIC DOCTOR METER REPAIR (CITY HALL)	001-650-6310	400.00	400.00	1481	6/15/23
071123	IOWA AMERICAN WATER WATER (CITY HALL)	001-650-6374	14.78	14.78	1485	7/14/23
099774	IOWA LEAGUE OF CITIES ANNUAL DUES	001-610-6210	375.00	375.00	1486	7/14/23
540764038	MIDAMERICAN ENERGY ELECTRIC/GAS (CITY HALL)	001-650-6371	29.80	29.80	1487	7/14/23
541328769	STREET LIGHTING	110-230-6378	61.50	61.50	1488	7/14/23
0400-002269687	WELLS FARGO GARBAGE & RECY (REPUBLIC)	001-290-6499	846.72	846.72		
061323	CASH BACK CREDIT	001-950-4340	39.13-	39.13-		
062023	FENCE MATERIALS (CITY HALL)	001-650-6320	1,463.14	1,463.14		
062523	NAILS/ PAINT (HOME DEPOT)	001-650-6320	91.55	91.55		
062923	(1) 2x4x10' (HOME DEPOT)	001-650-6320	6.72	6.72		
062923B	MARKING PAINT (HOME DEPOT)	001-650-6320	10.68-	10.68-		
070123	INTERNET (MEDIACOM)	001-650-6373	29.99	29.99		
071223	CHECKS (SAM'S CLUB)	001-699-6506	60.78	60.78		
	REPORT TOTAL			=====		
				3,751.27		
	PAID TOTAL			1,302.18		
	SCHED TOTAL			2,449.09		

FUND	NAME	TOTAL
001	GENERAL	3,371.92
110	ROAD USE T	61.50
610	SEWER	317.85



# CITY OF PANORAMA PARK

RESOLUTION 2023-06

JULY 13, 2023

RESOLUTION OF PANORAMA PARK, IOWA APPROVING THE MAYOR CHRISTOPHER GILBERT AS AN AUTHORIZED USER ON ALL CITY BANKING AND FINANCIAL ACCOUNTS.

**WHEREAS**, Ronald Rice has resigned as Mayor of Panorama Park, Iowa effective June 8, 2023; and

**WHEREAS**, Christopher Gilbert has been appointed Mayor of Panorama Park, Iowa by vote of the City Council effective July 13, 2023.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Panorama Park, Iowa, that Mayor Christopher Gilbert is authorized to conduct approved financial transactions on behalf of the City Council with regards to all City of Panorama Park banking and financial accounts.

T. Huber \_\_\_\_\_

S. Perry \_\_\_\_\_

S. Rice \_\_\_\_\_

D. Smith \_\_\_\_\_

ADOPTED BY THE COUNCIL AND APPROVED THIS 13TH DAY OF JULY, 2023.

\_\_\_\_\_  
Christopher Gilbert, Mayor

I, the undersigned, being duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution No. 2023-06 is a true, correct and accurate copy as duly and lawfully passed and adopted by the governing body of the City of Panorama Park on the 13th day of July 2023.

\_\_\_\_\_  
Gary Gleason, City Clerk/Treasurer