



# **CITY OF PANORAMA PARK**

## **COUNCIL MEETING AGENDA**

**July 14, 2021 - 7:00 PM**

### **CALL TO ORDER**

### **AGENDA APPROVAL**

Discussion and approval (including additions and deletions) of the council meeting agenda for Wednesday, July 14, 2021.

### **PRESENTATIONS**

### **PUBLIC COMMENTS TO THE COUNCIL**

Individual comments are limited to 5 minutes and group comments are limited to 10 minutes. Please sign in if you wish to speak.

### **MAYOR'S REPORT**

- Update on the 2021 American Rescue Plan

### **COMMITTEE REPORTS**

- Spring Cleanup
- Community Garage Sale
- Bluegrass Music Festival

### **CONSENT AGENDA ITEMS**

1. Approval of the June 9, 2021 council meeting minutes.
2. Approval of the monthly financial statements.
3. Approval for payment of outstanding bills.
4. Authorize the mayor to sign all documents adopted or approved at this meeting, and all documents required to implement council decisions made at this meeting.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

1. Discussion and approval of Resolution 2021-07 allowing MSA to proceed with the bid process for the joint sanitary sewer repair project.
2. Discussion of recent auto break-ins.

### **ADJOURNMENT**



# CITY OF PANORAMA PARK

## COUNCIL MEETING MINUTES

### JUNE 9, 2020 – 7:00 PM

The City Council of Panorama Park, Iowa met in a regular session at 7:00 PM, Wednesday, June 9, 2021 in the City Hall.

**In Attendance:** T. Huber, S. Perry, S. Rice, D. Smith and D. White

**Council Members Absent:** None

**Also Present:** Mayor Ronald Rice, Treasurer, Gary Gleason

**Presiding:** Mayor Ronald Rice

#### **CALL TO ORDER**

Mayor Rice called the meeting to order at 7:02 PM. A quorum was reached.

#### **AGENDA APPROVAL**

Discussion and approval of the council meeting agenda for Wednesday, June 9, 2021. Mayor Rice asked if any item should be removed from the consent agenda or if there were any changes to the meeting agenda. S. Perry requested that the May 12th Meeting Minutes be removed due to a factual error and added to New Business. Hearing no additional comments, Mayor Rice called for a vote on the remaining items. *A motion was made by S. Perry and seconded by D. White. Roll Call: T. Huber - aye, S. Rice - aye, and D. Smith - aye. The motion was approved.*

#### **PRESENTATIONS**

None

#### **PUBLIC COMMENTS TO THE COUNCIL**

None

#### **MAYOR'S REPORT**

None

#### **COMMITTEE REPORTS**

Regarding the Annual Spring Cleanup event, S. Rice will coordinate volunteers to gather any remaining items that are not picked up by Republic Services. T. Huber offered the use of his dump trailer and volunteered to transport the items to the Scott County landfill for disposal.

#### **CONSENT AGENDA ITEMS**

- ~~1. Approval of the May 12, 2021 council meeting minutes.~~
2. Approval of the monthly financial statements.
3. Approval for payment of outstanding bills.
4. Authorize the mayor to sign all documents adopted or approved at this meeting, and all documents required to implement council decisions made at this meeting.

Mayor Rice called for a vote on the consent agenda. *A motion was made by T. Huber and seconded by S. Perry. Roll Call: S. Rice - aye, and D. Smith - aye, D. White - aye. The motion was approved.*

#### **Unfinished Business**

None.

**New Business**

1. Discussion and approval of the May 12, 2021 council meeting minutes. S. Perry asked that the Committee Reports section be corrected to read "S. Rice reported that a city-wide garage sale will be held on June 11th & 12th." Mayor Rice asked if there were any other changes, hearing none, Mayor Rice called for a vote to approve the corrected minutes. *A motion was made by T. Huber and seconded by S. Perry. Roll Call: S. Rice - aye, D. Smith - aye, and D. White - aye.*

**Adjournment**

With no other business before the Council, Mayor Rice called for adjournment of the meeting at 7:32 PM. *A motion was made by D. Smith and seconded by S. Perry. Roll Call: T. Huber - aye, S. Rice - aye and D. White - aye. The motion was approved.*

THE COUNCIL MEETING MINUTES FOR JUNE 9, 2021 WERE PASSED BY THE COUNCIL AND APPROVED THIS 14TH DAY OF JULY, 2021.

Approved: \_\_\_\_\_  
Ronald D. Rice, Mayor

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

Expenses:

City of Davenport \$339.23 (sanitary sewer operations)	IA-American Water \$14.00 (City Hall water utility)	MidAmerican Energy \$62.61 (street lighting)
MidAmerican Energy \$29.27 (City Hall utilities)	MSA Services \$5,895.00 (sanitary sewer repair)	Republic Services \$782.88 (garbage & recycling collection)
Mediacom \$19.99 (City Hall internet)	USPS \$55.00 (stamps)	

11:08 AM  
07/01/21  
Cash Basis

**CITY OF PANORAMA PARK (FY2021)**  
**Expenses by Vendor Detail**  
June 2021

Date	Memo	Account	Class	Paid Amount
<b>BROOKS LAW FIRM</b>				
06/25/2021	Review of Riverdale MOU for Sanitary Sewer Repairs	640 Legal Services & City Attor	GENERAL FU...	(73.75)
	Total BROOKS LAW FIRM			(73.75)
<b>CITY OF BETTENDORF</b>				
06/22/2021	FY2021 Fire and Emergency Medical Services	150 Fire Department	GENERAL FU...	(2,846.71)
	Total CITY OF BETTENDORF			(2,846.71)
<b>CITY OF DAVENPORT</b>				
06/10/2021	Operational Fund - April 2021	6413 Payments to other Agencies	SEWER FUND	(339.23)
	Total CITY OF DAVENPORT			(339.23)
<b>IOWA AMERICAN WATER CO.</b>				
06/10/2021	04/17/2021 to 05/17/2021	6374 Water / Sewer Expense	GENERAL FU...	(14.00)
	Total IOWA AMERICAN WATER CO.			(14.00)
<b>Iowa DNR</b>				
06/22/2021	Permit Fee	6413 Payments to other Agencies	SEWER FUND	(100.00)
	Total Iowa DNR			(100.00)
<b>MIDAMERICAN ENERGY</b>				
06/10/2021	04/15/2021 to 05/14/2021	6371 Electric / Gas Expense	GENERAL FU...	(29.27)
06/10/2021	05/05/2021 to 06/04/2021	230 Street Lighting	ROAD FUND	(62.61)
	Total MIDAMERICAN ENERGY			(91.88)
<b>MSA PROFESSIONAL SERVICES, INC.</b>				
06/10/2021	Professional Services from 04/11/2021 to 05/15/2021	6499 Other Contractual Service	SEWER FUND	(5,895.00)
06/25/2021	Sanitary Sewer Rehabilitaion	6499 Other Contractual Service	SEWER FUND	(2,227.00)
	Total MSA PROFESSIONAL SERVICES, INC.			(8,122.00)
<b>REPUBLIC SERVICES</b>				
06/10/2021	05/01/2021 to 05/31/2021	290 Garbage	GENERAL FU...	(782.88)
	Total REPUBLIC SERVICES			(782.88)
<b>WELLS FARGO VISA</b>				
06/09/2021	QC Times Community Sale Ad	499 Other Culture & Recreation	GENERAL FU...	(44.00)
06/10/2021	USPS - Stamps (100)	6508 Postage / Shipping	GENERAL FU...	(55.00)
06/10/2021	Mediacom - Internet 05/20/2021 to 06/19/2021	6373 Telecommunication	GENERAL FU...	(19.99)
06/13/2021	QC Times Community Sale Ad	499 Other Culture & Recreation	GENERAL FU...	(4.00)
	Total WELLS FARGO VISA			(122.99)
<b>TOTAL</b>				<b>(12,493.44)</b>

## CITY OF PANORAMA PARK (FY2021)

07/10/21

## Budget vs. Actual

Cash Basis

July 2020 through June 2021

	Jul '20 - Jun 21	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>1 TAXES</b>			
General Property Taxes	28,306	29,950	95%
<b>Other City Taxes</b>			
4060 Utility Excise Tax	1,568		
4065 Utility Franchise Tax	661	600	110%
4090 Local Option Sales Tax	22,692	20,000	113%
<b>Total Other City Taxes</b>	24,921	20,600	121%
<b>Total 1 TAXES</b>	53,227	50,550	105%
<b>2 LICENSES AND PERMITS</b>	10		
<b>3 USE OF MONEY &amp; PROPERTY</b>	4,975		
<b>4 INTERGOVERNMENTAL</b>	19,306	17,000	114%
<b>5 CHARGES FOR SERVICES</b>	497		
<b>Total Income</b>	78,016	67,550	115%
<b>Gross Profit</b>	78,016	67,550	115%
<b>Expense</b>			
<b>1 GOVERNMENTAL ACTIVITIES</b>			
a. Public Safety	2,847	4,150	69%
b. Public Works			
210 Roads, Bridges, Sidewalks	18,535		
230 Street Lighting	752		
250 Snow Removal	5,175		
290 Garbage	9,098		
299 Other Public Works	1,588		
b. Public Works - Other		52,600	
<b>Total b. Public Works</b>	35,148	52,600	67%
d. Culture & Recreation	5,123	5,350	96%
f. General Government			
610 Mayor & Council		1,500	
620 Clerk, Treasurer, Finance	200	800	25%
640 Legal Services & City Attor	1,224	2,000	61%
650 City Hall / General Buildin	1,175	8,550	14%
660 Tort Liability	1,527	2,000	76%
699 Other General Government	676	600	113%
<b>Total f. General Government</b>	4,802	15,450	31%
<b>Total 1 GOVERNMENTAL ACTIVITIES</b>	47,920	77,550	62%
<b>2. BUSINESS TYPE ACTIVITIES</b>			
Sewer Utility	14,025	170,000	8%
<b>Total 2. BUSINESS TYPE ACTIVITIES</b>	14,025	170,000	8%
<b>Total Expense</b>	61,945	247,550	25%
<b>Net Ordinary Income</b>	16,071	(180,000)	(9)%
<b>Other Income/Expense</b>			
<b>Net Income</b>	<b>16,071</b>	<b>(180,000)</b>	<b>(9)%</b>

**CITY OF PANORAMA PARK (FY2021)**  
**Fund Balance Sheet**  
**Jun 30, 21**

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**Current Assets**

**General Fund**

<b>Certificates</b>	\$	85,776.00	
<b>Checking</b>	\$	2,731.83	
<b>Savings</b>	\$	9,380.60	
		<u>                    </u>	
<b>Total General Fund</b>			\$ 97,888.43

**Road Fund**

<b>Certificates</b>	\$	64,332.00	
<b>Checking</b>	\$	-	
<b>Savings</b>	\$	12,257.78	
		<u>                    </u>	
<b>Total Road Fund</b>			\$ 76,589.78

**Sewer Fund**

<b>Certificates</b>	\$	-	
<b>Checking</b>	\$	-	
<b>Savings</b>	\$	178,816.61	
		<u>                    </u>	
<b>Total Sewer Fund</b>			\$ 178,816.61

**Total Current Assets**                      **\$ 353,294.82**

11:07 AM

## CITY OF PANORAMA PARK (FY2022)

07/13/21

## Unpaid Bills Detail

Cash Basis

As of July 14, 2021

Date	Memo	Account	Class	Paid Amount
<b>BROOKS LAW FIRM</b>				
06/25/2021	Review of Riverdale MOU for Sanitary Sewer Repairs	640 Legal Services & City Attor	GENERAL FU...	(73.75)
	Total BROOKS LAW FIRM			(73.75)
<b>CITY OF BETTENDORF</b>				
06/22/2021	FY2021 Fire and Emergency Medical Services	150 Fire Department	GENERAL FU...	(2,846.71)
	Total CITY OF BETTENDORF			(2,846.71)
<b>CITY OF DAVENPORT</b>				
07/03/2021	FY21 SEWAGE TREATMENT PLANT DEBT SERVIC...	6413 Payments to other Agencies	SEWER FUND	(324.00)
07/03/2021	May 2021 Plant Operations	6413 Payments to other Agencies	SEWER FUND	(263.29)
	Total CITY OF DAVENPORT			(587.29)
<b>IOWA AMERICAN WATER CO.</b>				
07/03/2021	05/18/2021 to 06/15/2021	6374 Water / Sewer Expense	GENERAL FU...	(14.00)
	Total IOWA AMERICAN WATER CO.			(14.00)
<b>Iowa DNR</b>				
06/22/2021	Permit Fee	6413 Payments to other Agencies	SEWER FUND	(100.00)
	Total Iowa DNR			(100.00)
<b>IOWA LEAGUE OF CITIES</b>				
07/03/2021	FY2022 Membership Dues	6210 Association Dues	GENERAL FU...	(347.00)
	Total IOWA LEAGUE OF CITIES			(347.00)
<b>IOWA ONE CALL</b>				
07/03/2021	Underground Location Service 03/01/2021 to 05/31/2021	299 Other Public Works	GENERAL FU...	(25.20)
	Total IOWA ONE CALL			(25.20)
<b>K&amp;K HARDWARE</b>				
07/15/2021	(1 gal.) Roundup Weed Killer	6320 Grounds Maintenance & Re...	GENERAL FU...	(16.99)
07/15/2021	(2) Snap Hooks for Flag Pole	6320 Grounds Maintenance & Re...	GENERAL FU...	(3.29)
07/15/2021	(50') Nylon Rope for Flag Pole	650 City Hall / General Buildin	GENERAL FU...	(18.99)
	Total K&K HARDWARE			(39.27)
<b>MIDAMERICAN ENERGY</b>				
07/03/2021	05/14/2021 to 06/15/2021	6371 Electric / Gas Expense	GENERAL FU...	(27.08)
07/15/2021	06/04/2021 to 07/06/2021	230 Street Lighting	ROAD FUND	(62.61)
	Total MIDAMERICAN ENERGY			(89.69)
<b>MSA PROFESSIONAL SERVICES, INC.</b>				
06/25/2021	Sanitary Sewer Rehabilitaion	6499 Other Contractual Service	SEWER FUND	(2,227.00)
	Total MSA PROFESSIONAL SERVICES, INC.			(2,227.00)
<b>REPUBLIC SERVICES</b>				
07/03/2021	06/01/2021 to 06/30/2021	290 Garbage	GENERAL FU...	(782.88)
	Total REPUBLIC SERVICES			(782.88)
<b>WELLS FARGO VISA</b>				
07/15/2021	Mediacom Internet 06/20/2021 to 07/19/2021	6373 Telecommunication	GENERAL FU...	(19.99)
07/15/2021	Lowe's (5 lbs.) Screws for Fence Repair	6320 Grounds Maintenance & Re...	GENERAL FU...	(26.98)
07/15/2021	Pleasant Valley BP - (fuel for lawn maintenance)	6320 Grounds Maintenance & Re...	GENERAL FU...	(20.00)
	Total WELLS FARGO VISA			(66.97)
<b>TOTAL</b>				<b>(7,199.76)</b>



# CITY OF PANORAMA PARK

RESOLUTION 2021-07

JULY 14, 2021

RESOLUTION OF PANORAMA PARK, IOWA ON BIDDING THE SANITARY SEWER REHABILITATION PROJECT - A JOINT PROJECT TO BE DONE IN CONJUNCTION WITH THE CITY OF RIVERDALE.

**WHEREAS**, the City of Panorama Park commissioned MSA Professional Services and the City of Bettendorf, IA to review and study the City's sanitary sewer collection and conveyance system; and

**WHEREAS**, the City of Panorama Park, with assistance from MSA Professional Services determined which sanitary sewer runs and which manholes to possibly rehabilitate; and

**WHEREAS**, the City of Panorama Park commissioned MSA Professional Services to prepare Contract Documents for the rehabilitation of specified sanitary sewers and manholes, hereafter referred to as the Project; and

**WHEREAS**, the City of Panorama Park authorized MSA Professional Services to apply to the Iowa Department of Natural Resources for a permit to construct the Project; and

**WHEREAS**, the Iowa Department of Natural Resources granted permit number 2022-0006S for the express purposes of constructing the Project; and

**WHEREAS**, MSA has provided an opinion of the probable construction cost of \$115,200, which is about the same magnitude of the City's budgeted cost for the Project, which is \$125,000; and

**WHEREAS**, the City of Panorama Park has joined with the City of Riverdale with a Memo of Understanding dated May 12, 2021 with the intent to recognize cost savings in the Project; and

**WHEREAS**, the City of Panorama Park held a Public Hearing on July 14, 2021 for the purpose of obtaining public input on this project and determined most of the public input for the Project was favorable.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Panorama Park, Iowa:

1. MSA Professional Services, Inc. is authorized to bid the project in conjunction with the City of Riverdale Sanitary Sewer Rehabilitation Project – Phase 2, as a Joint Sanitary Sewer Rehabilitation Project; and
2. Mayor Rice is authorized to agree to non-substantial changes to the following bidding schedule and minor scope of work items that are incorporated as part of the Project that conform to Iowa State Code bidding laws; and
3. The mutually agreed upon bidding schedule is for the City of Panorama Park to host a voluntary pre-bid meeting at the Panorama Park City Hall on August 12, 2021; and
4. The City of Riverdale will host a bid opening at the Riverdale City Hall at 1:30 PM on August 19, 2021 at which time the submitted bids will be publicly read out loud.

T. Huber \_\_\_\_\_ S. Perry \_\_\_\_\_ S. Rice \_\_\_\_\_ D. Smith \_\_\_\_\_ D. White \_\_\_\_\_

ADOPTED BY THE COUNCIL AND APPROVED THIS 14TH DAY OF JULY, 2021.

\_\_\_\_\_  
Ronald D. Rice, Mayor

I, the undersigned, being duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution No. 2021-07 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 14th day of July, 2021.

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