



**CITY COUNCIL MEETING AGENDA  
JUNE 6, 2018 - 6:00 PM**

**A - Review of Meeting Rules**

**B - Consent Agenda:**

1. Approval of Meeting Agenda - today's meeting
2. Approval of Council Meeting Minutes from May 15, 2018
3. Approval of Financial Reports for period ending May 31, 2018

**C - Presentations**

**D - Public Comments to the Council**

**E - Unfinished Business:**

1. Resolution 2018-14 authorizing Mayor Rice to open a credit card account with Wells Fargo Bank
2. Discussion of unsightly properties and ordinance violations
3. Discussion of adding speed bumps along Park Avenue
4. Discussion and approval of new carpet for City Hall
5. Discussion and approval of a brick front facade for City Hall
6. Discussion and approval to enter into a contract with a realtor to facilitate the sale of the city-owned vacant lot located SW of the intersection of Park Avenue and 2nd Street (parcel 841349201)

**F - New Business:**

1. Resolution 2018-18 authorizing Mayor Rice to close the First Central Bank savings account and reinvest the funds with Great Southern Bank.
2. Discussion and approval to purchase Quickbooks Online accounting software
3. Discussion and approval to purchase "computer" checks and envelopes to be used with Quickbooks
4. Discussion and approval to purchase a paper shredder for City Hall
5. Discussion and approval to purchase two additional folding tables for City Hall.
6. Discussion and approval to purchase six stackable office chairs for City Hall.

**G - Committee Reports**

**H - Mayor's Report**

**I - Adjournment**



**City of Panorama Park  
Special City Council Meeting Minutes  
May 15, 2018**

The City Council of Panorama Park, Iowa met in special session on Tuesday, May 15, 2018 in the City Hall at 6:00 p.m.

**Council Members Present:** Beth Elmore, Jacque Krause, Mandi Lauritzson, Shawn Rice, David White  
**Council Members Absent:** None

**Presiding:** Mayor Ronald Rice

**Call to Order**

Mayor Rice called the meeting to order at 6:05 p.m. A quorum was achieved.

**Consent Agenda**

Mayor Rice briefly reviewed the meeting minutes from May 2, 2018.

Mayor Rice asked for a motion to approve the consent agenda which included the May 15, 2018 Agenda and May 2, 2018 Council Meeting Minutes.

*A motion was made by Lauritzson, seconded by Council member Rice to approve the Consent Agenda as presented. With no further discussion, three ayes and zero nays, Consent Agenda was approved.*

**Presentations**

None.

**Public Comments to the Council**

No one was present from the public.

**Unfinished Business**

1. Resolution 2018-14 by Council members authorizing Mayor Ronald Rice to open a credit card account at Wells Fargo Bank for the City of Panorama Park. Mayor Rice said he had been unable to meet with the regular account representative and would bring the further information about a business credit card as requested by Council, to the next Council meeting.

*Council members agreed to table Resolution 2018-14 until they had further information.*

2. Spring Cleanup Dates – Council Member Lauritzson had attempted to contact the collection representative about the preferred dates of June 11<sup>th</sup> or June 18<sup>th</sup>. Lauritzson said the original representative has been replaced and she is waiting for a return call from the new

representative. Lauritzson said she should have the information in time for the June sewer billing to include in the newsletter. Council Member Rice said she could also include the information when she contacts residents about the upcoming Summer Blue Grass Bash. Lauritzson said the cost should be \$6 per house per pick up. Council agreed Lauritzson should proceed with confirming the preferred dates.

*Council members agreed to table approval of funds until receipt of billing.*

3. Constructing Speed Bumps on Park Avenue – Council members discussed whether speed bumps should be installed to slow traffic down on Park Avenue. Council members reported on calls for costs as follows:
  - a. Lauritzson contacted Valley Construction and they provided the following:
    - a.i. Recommended checking with Scott County Engineer
    - a.ii. No liability to City for damages to vehicles if clear signage and painted
    - a.iii. Example of City of Eldridge installing speed bumps, and later uninstalling due to difficulties with snow plows damaging speed bumps
    - a.iv. Traffic calming
    - a.v. Types of speed bumps: bumps or tables, temporary heavy duty speed bumps
    - a.vi. Check at League of Cities conference for vendors
    - a.vii. Installing flashing lights at speed limit signs (Valley Inn in Pleasant Valley)
  - b. Council member Rice contacted Hawkeye and Tri City. Hawkeye does not install speedbumps and she is waiting for return call from Tri City
  - c. White was unable to contact Missman.

*Council members agreed to table the action for constructing speed bumps until further information could be obtained.*

4. Council Member Lauritzson reported that she had contacted Acme Signs about the missing 5<sup>th</sup> Street sign, previously attached to a mailbox post. Lauritzson said a replacement sign and new post could be ordered and installed. A new sign and parts was approximately \$100 and installation/labor for \$100. Council discussed the possibility of volunteer labor, but agreed that installation/labor for \$100 was reasonable. Council agreed the sign should be ordered and include installation. Lauritzson said she could order the sign, but asked for guidance in placement of the sign. Council agreed that the sign should be placed on the north side of the intersection of 5<sup>th</sup> Street and Park Avenue.

*A motion was made by White, seconded by Elmore to approve ordering and installation of a replacement street sign for 5<sup>th</sup> Street. With no further discussion, three ayes and zero nays, motion was approved.*

### **New Business**

Mayor Rice reported back to the Council on the recent examination of the City of Panorama Park by the State Auditor's Office, May 7-9, 2018. Mayor Rice was available to the Auditors for all three days and provided documents as requested. Mayor Rice also noted that City Clerk Schilling was present for the Entrance and Exit Interviews by the Auditors on the first and third day. Mayor Rice shared with the Council the preliminary results of the examination and noted that the full and final report will not be available until Fall. Mayor Rice noted that several of the recommended actions of the Auditors has already been discussed by the Council and is being implemented. Mayor Rice cautioned that the preliminary report is confidential and should not be shared with anyone until the full report is made

public by the State. Mayor Rice and City Clerk Schilling both signed documents of confidentiality for the report, exception noted by the Auditors to share with the Council Members only.

**Committee Reports**

There were no reports from committees.

**Mayor's Report**

Mayor Rice submitted receipts for reimbursement for a total of \$1,323.06 for materials for the City Hall renovation to date.

Mayor Rice recommended an additional special meeting on Wednesday, May 30 at 6:00 p.m. to discuss budget reallocation, City property, and funds transfers.

**Adjournment**

There being no further business, a motion was made by White, seconded by Krause to adjourn the meeting. With no discussion, three ayes and zero nays, motion was approved. The meeting was adjourned at 8:00 p.m.

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

Attest: \_\_\_\_\_  
Elaine S. Schilling, City Clerk



**RESOLUTION 2018-14**

**Date: May 2, 2018**

**RESOLUTION OF PANORAMA PARK, IOWA AUTHORIZING MAYOR RONALD D. RICE TO OPEN A CREDIT CARD ACCOUNT WITH WELLS FARGO BANK.**

The City of Panorama Park, Iowa authorizes Mayor Ronald D. Rice to open a credit card account with Wells Fargo Bank. This credit card account is to be used exclusively for City of Panorama Park expenditures.

PASSED, ADOPTED AND APPROVED this 6th day of June, 2018.

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Ronald D. Rice  
Mayor

I, the undersigned, being the duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution No. 2018-14 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 6th day of June, 2018.

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Elaine Schilling  
City Clerk



**RESOLUTION 2018-18**  
**Date: June 6, 2018**

**RESOLUTION OF PANORAMA PARK, IOWA AUTHORIZING MAYOR RONALD D. RICE TO CLOSE FIRST CENTRAL BANK SAVINGS ACCOUNT.**

The City of Panorama Park, Iowa authorizes Mayor Ronald D. Rice to close First Central Bank savings account XXXXXXX668 and reinvest the funds in Certificates of Deposit from Great Southern Bank.

PASSED, ADOPTED, AND APPROVED this 6th day of June, 2018.

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David White  
Mayor Pro Tem

I, the undersigned, being the duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution No. 2018-18 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 6th day of June, 2018.

\_\_\_\_\_  
Elaine Schilling  
City Clerk