



CITY OF PANORAMA PARK

COUNCIL MEETING AGENDA

September 14, 2021 - 7:00 PM

CALL TO ORDER

AGENDA APPROVAL

Discussion and approval (including additions and deletions) of the council meeting agenda for Tuesday, September 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 application for the American Rescue Plan Act of 2021.

COMMITTEE REPORTS

- Oktoberfest details

CONSENT AGENDA ITEMS

1. Approval of the August 11, 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 2021-10 accepting and approving the execution of a construction contract for the joint sanitary sewer rehabilitation project.
2. Discussion on the future of the city owned lot located at the southwest corner of 2nd Street and Park Avenue.

ADJOURNMENT

MEMORANDUM

State of Iowa: Department of Management – ARPA NEU Funding Determination of Funding Report

DATE: August 23, 2021
 TO: State of Iowa – Department of Management
 FROM: RSM US LLP
 SUBJECT: Determination of Funding Report – City of Panorama Park

This transmittal letter has been prepared in accordance with the contracted *Scope of Work (Section 4), Execute Program Administration Processes (Task 3)*, as specified in Contract #21019, *CARES Act Funding and Accounting Management Services, Amendment No. 2*. RSM's primary responsibilities under this task order include executing intake and processing of applications for the American Rescue Plan Act of 2021 ("ARPA") Non Entitlement Unit ("NEU") Funding Project.

RSM verified receipt of the NEU's approved agreements that affirm that the NEU will utilize any received funding on eligible expenses and will follow all formal published Federal guidance on how the funds should be spent. RSM's procedures were limited to those outlined in the work plan approved by the State of Iowa, which is based on the State's interpretation and understanding of the current U.S. Treasury federal guidance. This includes the validation of the support provided by the NEU to determine compliance with the requirements identified in the approved work plan.

To comply with requirements for *Task 3* described above, the following is the summary of results obtained through the testing performed:

NEU Information		Request for Funding Allocation and Distribution	
NEU	City of Panorama Park	Budgeted Amount	\$49,410.00
NEU Recipient Number	IA0782	Budgeted Amount Capped at 75%	\$37,058.00
Maximum Allocation Allowed to NEU	\$47,538.55	Total Amount of Funding to be Distributed <i>(lesser of Max Allocation Allowed or 75% Budget cap)</i>	\$37,058.00
		Tranche 1 Amount (First Round)	\$18,529.00

Overview
<p>The NEU has submitted its application and all required forms pursuant to the US Treasury's guidance for the ARPA NEU Funding. The validation review has been completed for the NEU. At this time, a total of \$37,058.00 will be disbursed through the State of Iowa's Department of Revenue. This funding will be paid in various tranches according to U.S. Treasury federal guidelines. Tranche 1, Round 1 is for \$18,529.00. The remaining funds will be disbursed at a later date in accordance with the U.S. Treasury federal guidelines. Please note that this allocation was capped at 75% of the NEU's budget per the U.S. Treasury guidance.</p>

RSM has reviewed and validated the City of Panorama Park’s request for funding. Based on the application submitted, the supporting documentation received, and the testing guidance provided by the State of Iowa, RSM recommends the State of Iowa transfer funds in the amount of \$37,058.00 to the City of Panorama Park with respect to this submission. This funding will be paid in various tranches according to U.S. Treasury federal guidelines. Tranche 1, Round 1, is for \$18,529.00. The remaining funds will be disbursed at a later date in accordance with the U.S. Treasury federal guidelines. This recommendation is provided to the State of Iowa for final review, approval and award determination. It is subject to change by the State of Iowa and in no way is RSM’s recommendation deemed to be authoritative or an official approval for funding for the City of Panorama Park.

RSM US LLP

Company: RSM US LLP
Date: August 23, 2021

State of Iowa - Department of Management Final Award Determination:

The State of Iowa acknowledges receipt of this funding request packet and determines the final award amount to be:

\$ 18,529.00

State of Iowa Comments



Name: Joel Anderson
Title: Interim Director, Department of Management, State of Iowa
Date: August 31, 2021



CITY OF PANORAMA PARK

COUNCIL MEETING MINUTES

August 11, 2021 – 7:00 PM

The City Council of Panorama Park, Iowa met in a regular session at 7:00 PM, Wednesday, August 11, 2021 in the City Hall.

In Attendance: S. Perry, S. Rice, D. Smith

Council Members Absent: D. White, T. Huber

Also Present: Mayor Ronald Rice, Treasurer Gary Gleason, Betty Leach

Presiding: Mayor Ronald Rice

CALL TO ORDER

Mayor Rice called the meeting to order at 7:01 PM. A quorum was reached.

AGENDA APPROVAL

Discussion and approval of the council meeting agenda for Wednesday, August 11, 2021. Mayor Rice asked if any item should be removed from the consent agenda or if there were any changes to the meeting agenda. Mayor Rice asked that the agenda be amended to include a presentation from the City Clerk about the upcoming municipal election and Resolution 2021-09 regarding snow removal. Hearing no additional comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by S. Perry. Roll Call: S. Rice - aye. The motion was approved.*

PRESENTATIONS

The City Clerk discussed the upcoming municipal election and distributed petition papers to any interested parties.

PUBLIC COMMENTS TO THE COUNCIL

Betty Leach asked about the legality of live trapping raccoons. Mayor Rice referred her to the Nuisance Wildlife Control Manual from the DNR that states that permits are needed to trap outside the hunting season which is November through January.

MAYOR'S REPORT

- Update on the sanitary sewer system repair project. Vendors are meeting on August 12 at Panorama Park City Hall in order to ask MSA questions. Chris Cooper and Mayor Rice will attend. Bids will be opened at 1:30 PM on August 19th at Riverdale City Hall.

COMMITTEE REPORTS

- Per S. Rice, Oktoberfest will be on October 15th and feature a Chili cookoff, a Bluegrass band and activities for kids. David White will be honored for his many years of service to the community.

CONSENT AGENDA ITEMS

1. Approval of the July 14, 2021 public hearing minutes.
2. Approval of the July 14, 2021 council meeting minutes.
3. Approval of the monthly financial statements.
4. Approval for payment of outstanding bills.
5. 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 D. Smith and seconded by S. Rice. Roll Call: S. Perry - aye. The motion was approved.*

Unfinished Business

None.

New Business

1. Discussion and approval of Resolution 2021-08 to change council meetings to the second Tuesday of each month. Mayor Rice called for a vote. *Roll Call: T. Huber - absent, S. Perry - aye, S. Rice - aye, D. Smith - aye, D. White - absent. Resolution 2021-08 was approved.*
2. Discussion and approval of Resolution 2021-09 authorizing Mayor Rice to sign a 28E Agreement with the City of Bettendorf to provide snow removal for FY2022. S. Perry voiced concerns about the costs, but added that the City of Bettendorf did a very good job last year. Mayor Rice called for a vote. *Roll Call: T. Huber - absent, S. Perry - aye, S. Rice - aye, D. Smith - aye, D. White - absent. Resolution 2021-09 was approved.*

Adjournment

With no other business before the Council, Mayor Rice called for adjournment of the meeting at 7:37 PM. *A motion was made by S. Perry and seconded by S. Rice. Roll Call: D. Smith - aye. The motion was approved.*

THE COUNCIL MEETING MINUTES FOR AUGUST 11, 2021 WERE PASSED BY THE COUNCIL AND APPROVED THIS 14TH DAY OF SEPTEMBER, 2021.

Approved: _____
Ronald D. Rice, Mayor

Attest: _____
Gary Gleason, City Clerk/Treasurer

Expenses:

Brooks Law Firm \$29.50
(legal consultation)

IA-American Water \$14.00
(City Hall water utility)

Iowa One Call \$3.60
(location services)

MidAmerican Energy \$27.66
(City Hall utilities)

MidAmerican Energy \$62.58
(street lighting)

Mediacom \$29.99
(City Hall internet)

MSA \$1,441.00
(sanitary sewer consulting)

Republic Services \$782.88
(garbage & recycling collection)

CITY OF PANORAMA PARK (FY2022)
Expenses by Vendor Detail
 August 2021

Date	Memo	Account	Class	Paid Amount
BROOKS LAW FIRM				
08/12/2021		640 Legal Services & City Attor	GENERAL FU...	(29.50)
	Total BROOKS LAW FIRM			(29.50)
IOWA AMERICAN WATER CO.				
08/12/2021	06/16/2021 to 07/16/2021	6374 Water / Sewer Expense	GENERAL FU...	(14.00)
	Total IOWA AMERICAN WATER CO.			(14.00)
IOWA ONE CALL				
08/12/2021	Customer # 1223	299 Other Public Works	GENERAL FU...	(3.60)
	Total IOWA ONE CALL			(3.60)
MIDAMERICAN ENERGY				
08/12/2021	06/15/2021 to 07/15/2021	6371 Electric / Gas Expense	GENERAL FU...	(27.66)
08/12/2021	07/06/2021 to 08/04/2021	230 Street Lighting	ROAD FUND	(62.58)
	Total MIDAMERICAN ENERGY			(90.24)
MSA PROFESSIONAL SERVICES, INC.				
08/12/2021	Professional Services 06/06/2021 to 06/26/2021	6499 Other Contractual Service	SEWER FUND	(1,441.00)
	Total MSA PROFESSIONAL SERVICES, INC.			(1,441.00)
REPUBLIC SERVICES				
08/12/2021	07/01/2021 to 07/31/2021	290 Garbage	GENERAL FU...	(782.88)
	Total REPUBLIC SERVICES			(782.88)
WELLS FARGO VISA				
08/16/2021	Mediacom Internet 07/20/2021 to 08/19/2021	6373 Telecommunication	GENERAL FU...	(29.99)
	Total WELLS FARGO VISA			(29.99)
TOTAL				(2,391.21)

CITY OF PANORAMA PARK (FY2022)

09/01/21

Budget vs. Actual

Cash Basis

July through August 2021

	Jul - Aug 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
1 TAXES			
General Property Taxes	1,292	29,139	4%
Other City Taxes			
4060 Utility Excise Tax		811	
4065 Utility Franchise Tax	152		
4090 Local Option Sales Tax	3,679	22,000	17%
Total Other City Taxes	3,831	22,811	17%
Total 1 TAXES	5,122	51,950	10%
3 USE OF MONEY & PROPERTY	47		
4 INTERGOVERNMENTAL	3,216	17,161	19%
5 CHARGES FOR SERVICES	965		
Total Income	9,351	69,111	14%
Gross Profit	9,351	69,111	14%
Expense			
1 GOVERNMENTAL ACTIVITIES			
a. Public Safety		3,100	
b. Public Works			
210 Roads, Bridges, Sidewalks		8,200	
230 Street Lighting	125	761	16%
250 Snow Removal		8,200	
290 Garbage	1,566	11,000	14%
299 Other Public Works	29	100	29%
Total b. Public Works	1,720	28,261	6%
c. Health & Social Services			
d. Culture & Recreation		5,300	
e. Community & Economic Develop			
f. General Government			
610 Mayor & Council	347	850	41%
620 Clerk, Treasurer, Finance		775	
630 Elections		125	
640 Legal Services & City Attor	30	2,000	1%
650 City Hall / General Buildin	219	3,200	7%
660 Tort Liability		2,800	
699 Other General Government		700	
Total f. General Government	595	10,450	6%
Total 1 GOVERNMENTAL ACTIVITIES	2,315	47,111	5%
2. BUSINESS TYPE ACTIVITIES			
Sewer Utility	2,028	250,000	1%
Total 2. BUSINESS TYPE ACTIVITIES	2,028	250,000	1%
Total Expense	4,344	297,111	1%
Net Ordinary Income	5,007	(228,000)	(2)%
Net Income	5,007	(228,000)	(2)%

CITY OF PANORAMA PARK (FY2022)
Fund Balance Sheet
Aug 31, 21

Current Assets

General Fund

Certificates	\$ 85,776.00	
Checking	\$ 2,947.03	
Savings	\$ 12,144.90	
Total General Fund		\$ 100,867.93

Road Fund

Certificates	\$ 64,332.00	
Checking	\$ 1,198.47	
Savings	\$ 14,150.51	
Total Road Fund		\$ 79,680.98

Sewer Fund

Certificates	\$ -	
Checking	\$ -	
Savings	\$ 177,753.30	
Total Sewer Fund		\$ 177,753.30

Total Current Assets **\$ 358,302.21**

11:47 AM

09/13/21

CITY OF PANORAMA PARK (FY2022)

Unpaid Bills Detail

As of September 13, 2021

<u>Date</u>	<u>Memo</u>	<u>Due Date</u>	<u>Open Balance</u>
BETTENDORF OFFICE PRODUCTS			
08/10/2021	Account No.: 2972-0	09/30/2021	19.98
Total BETTENDORF OFFICE PRODUCTS			19.98
CITY OF DAVENPORT			
09/01/2021	Account No.: 120039912	09/30/2021	914.72
Total CITY OF DAVENPORT			914.72
IOWA AMERICAN WATER CO.			
08/26/2021		09/09/2021	14.00
Total IOWA AMERICAN WATER CO.			14.00
MIDAMERICAN ENERGY			
08/18/2021	Account No.: 03600-81019	09/15/2021	30.58
09/02/2021	Account No.: 03390-81017	10/24/2021	62.66
Total MIDAMERICAN ENERGY			93.24
REPUBLIC SERVICES			
09/04/2021	Account No.: 3-0400-3000005	10/04/2021	782.88
Total REPUBLIC SERVICES			782.88
WELLS FARGO VISA			
09/01/2021	Mediacom Internet 08/20/2021 to 09/19/2021	09/01/2021	29.99
Total WELLS FARGO VISA			29.99
TOTAL			1,854.81



CITY OF PANORAMA PARK

RESOLUTION 2021-10

SEPTEMBER 14, 2021

RESOLUTION OF PANORAMA PARK, IOWA ACCEPTING AND APPROVING THE EXECUTION OF A CONSTRUCTION CONTRACT FOR THE JOINT SANITARY SEWER REHABILITATION PROJECT.

WHEREAS, The City of Panorama Park previously entered into an agreement with MSA Services to manage the sanitary sewer repair project; and

WHEREAS, The City of Panorama Park previously entered into a memorandum of understanding with the City of Riverdale for sanitary sewer repairs; and

WHEREAS, the City Council has properly advertised for and accepted bids for the Joint Sanitary Sewer Rehabilitation project; and;

WHEREAS, the City's Engineering Firm MSA and Engineer Chris Cooper have reviewed the bids and found the three bidders to be qualified, responsible bidders, and;

WHEREAS, the City Council has determined it is in the best interest of the community to approve the lowest bid from Visu-Sewer in the amount of \$82,114.60 .

NOW THEREFORE, BE IT RESOLVED by the City Council of Panorama Park, Iowa, authorizes the Mayor to execute contract documents and proceed to complete the Joint Sanitary Sewer Rehabilitation project with Visu-Sewer in the amount of \$82,114.60 .

T. Huber _____ S. Perry _____ S. Rice _____ D. Smith _____ D. White _____

ADOPTED BY THE COUNCIL AND APPROVED THIS 14TH DAY OF SEPTEMBER, 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. 2021-10 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 September, 2021.

Gary Gleason, City Clerk/Treasurer