



CITY COUNCIL MEETING AGENDA

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

DATE: November 9, 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, November 9, 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'S REPORT

4. COMMITTEE REPORTS

5. CONSENT AGENDA

5.1. October 12, 2023 Council Meeting Minutes.

5.2. October, 2023 Financial Statements.

5.3. Payment authorization of November, 2023 Claims.

6. RESOLUTIONS

6.1. Resolution 2023-11 accepting and approving the Annual Financial Report for fiscal year ended June 30, 2023.

6.2. Resolution 2023-12 accepting and approving the City Street Finance Report for fiscal year ended June 30, 2023.

6.3. Resolution 2023-13 authorizing and directing the Mayor and Treasurer to transfer \$125,000.00 from the Great Southern Bank savings account for investment in a Certificate of Deposit (CD) for the General Fund.

7. DISCUSSION AND APPROVAL

7.1. Changing Internet service providers.

8. ADJOURNMENT



CITY COUNCIL MEETING MINUTES

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

DATE: October 12, 2023

TIME: 7:00 p.m.

1. **WELCOME**

1.1. **CALL TO ORDER** Mayor Gilbert called the meeting to order at 7:03 p.m.

1.2. **PLEDGE OF ALLEGIANCE**

1.3. **ROLL CALL** Council Members Present: J. Krause, T. Huber, S. Perry, S. Rice Absent: D. Smith. Also Present: Treasurer Gary Gleason, Ronald Rice

1.4. **AGENDA APPROVAL** - S. Rice asked to include the bids for tree trimming for discussion and approval. *A motion was made by S. Rice to accept the agenda with the addition and seconded by J. Krause. All Ayes. The agenda was approved.*

2. **CONSENT AGENDA**

2.1. September 14, 2023 Council Meeting Minutes.

2.2. September, 2023 Financial Statements.

2.3. Payment authorization of October, 2023 Claims.

A motion was made by T. Huber and seconded by S. Perry to accept the consent agenda. All Ayes. Consent agenda was approved.

3. **PUBLIC COMMENTS TO THE COUNCIL**

Ronald Rice thanked Chris Gilbert for stepping up as the interim mayor.

4. **MAYOR'S REPORT**

4.1. Mayor Gilbert thanked Ron Rice for his assistance in his transition to mayor.

4.2. Mayor Gilbert informed the council that the shed at 717 Park Ave. has been moved, and he thanked the council members who worked on resolving the issue..

4.3. Mayor Gilbert informed the council that he purchased a light for the flag.

5. **COMMITTEE REPORTS**

5.1. The Chili Cook Off and Bluegrass Festival is scheduled for October 21.

5.2. Halloween Treats will be distributed at the City Hall on October 31.

6. **DISCUSSION and APPROVAL**

S. Rice presented bids from two tree removal services for tree trimming on Park Ave. The bids were to trim trees encroaching on the street as a matter of public safety. After discussion of priority trimming and bids, the council decided to authorize Mayor Gilbert to spend up to \$2500 with Ranger Tree Service. *A motion was made by T. Huber and seconded by J. Krause. All Ayes. The motion was approved.*

7. **RESOLUTIONS**

7.1. Resolution 2023-09 authorizing and directing the Mayor to sign a 28e intergovernmental agreement between the City of Panorama Park and the City of Bettendorf for snow and ice removal of city streets within the city limits of Panorama Park. After discussion, Mayor Gilbert called for a vote. *Roll Call: J. Krause - Aye, T. Huber - Aye, S. Rice - Aye, S. Perry - Aye. Resolution 2023-09 was approved.*

7.2. Resolution 2023-10 authorizing and directing the Mayor and Treasurer to transfer \$40,000.00 from the Great Southern Bank savings account for investment in a \$40,000.00 Certificate of Deposit with the Family Credit Union for General Fund. After discussion, Mayor Gilbert called for a vote. *Roll Call: J. Krause - Aye, T. Huber - Aye, S. Rice - Aye, S. Perry - Aye. Resolution 2023-10 was approved.*

8. ADJOURNMENT

A motion was made by S. Perry and seconded by J. Krause to adjourn the meeting. All Ayes. The motion was approved. The regular Meeting of the City Council was adjourned at 7:57 p.m.

THE COUNCIL MEETING MINUTES FOR OCTOBER 12, 2023 WERE PASSED BY THE COUNCIL AND APPROVED THIS 9TH DAY OF NOVEMBER, 2023.

Approved: _____

Attest: _____

City of Panorama Park
 BALANCE SHEET
 CALENDAR 10/2023, FISCAL 4/2024

| ACCOUNT NUMBER | ACCOUNT TITLE | MTD BALANCE | YTD BALANCE |
|----------------|------------------|----------------|----------------|
| 001-000-1110 | CHECKING GSB/GF | | 2,274.16 |
| 110-000-1110 | CHECKING GSB/RF | | 1,274.16- |
| | CASH TOTAL | .00 | 1,000.00 |
| 001-000-1160 | SAVINGS GSB/GF | 31,439.47- | 169,425.87 |
| 110-000-1160 | SAVINGS GSB/RF | 1,498.97 | 33,280.89 |
| 610-000-1160 | SAVINGS GSB/SF | 1,085.10- | 2,739.72 |
| | SAVINGS TOTAL | 31,025.60- | 205,446.48 |
| 001-000-1161 | SAVINGS FCU/GF | | 120.82 |
| 005-000-1161 | SAVINGS FCU/ARPA | | 37,058.00 |
| 610-000-1161 | SAVINGS FCU/SF | | 67,888.47 |
| | SAVINGS TOTAL | .00 | 105,067.29 |
| 001-000-1174 | CD FCU2748/GF | | 50,588.67 |
| 001-000-1176 | CD FCU2833/GF | 40,000.00 | 40,000.00 |
| 110-000-1175 | CD FCU2749/RF | | 50,588.67 |
| | CD's TOTAL | 40,000.00 | 141,177.34 |
| | TOTAL CASH | 8,974.40 | 452,691.11 |

City of Panorama Park
TREASURER'S REPORT
CALENDAR 10/2023, FISCAL 4/2024

| FUND | TITLE | BEGINNING CASH+ | CHANGE IN ASSETS- | REVENUE+ | EXPENSES- | CHANGE IN LIABILITIES+ | ENDING CASH |
|--------------|------------------------|--------------------|----------------------|-----------|-----------|---------------------------|----------------|
| 001 | GENERAL | 253,848.99 | 8,560.53 | 13,610.97 | 5,050.44 | | 262,409.52 |
| 005 | ARPA | 37,058.00 | | | | | 37,058.00 |
| 110 | ROAD USE TAX | 81,096.43 | 1,498.97 | 1,560.56 | 61.59 | | 82,595.40 |
| 121 | LOCAL OPTION SALES TAX | | | 2,144.19 | 2,144.19 | | |
| 610 | SEWER | 71,713.29 | 1,085.10- | | 1,085.10 | | 70,628.19 |
| Report Total | | 443,716.71 | 8,974.40 | 17,315.72 | 8,341.32 | .00 | 452,691.11 |

REVENUE REPORT
CALENDAR 10/2023, FISCAL 4/2024

PCT OF FISCAL YTD 33.3%

| ACCOUNT NUMBER | ACCOUNT TITLE | BUDGET ESTIMATE | MTD BALANCE | YTD BALANCE | PERCENT RECVD | UNCOLLECTED |
|----------------|------------------------------|-----------------|-------------|-------------|---------------|-------------|
| | GENERAL TOTAL | 59,098.00 | 13,610.97 | 30,327.86 | 51.32 | 28,770.14 |
| | ROAD USE TAX TOTAL | 21,000.00 | 1,560.56 | 7,428.67 | 35.37 | 13,571.33 |
| | LOCAL OPTION SALES TAX TOTAL | 28,000.00 | 2,144.19 | 9,140.73 | 32.65 | 18,859.27 |
| | SEWER TOTAL | 100,000.00 | .00 | .00 | .00 | 100,000.00 |
| | TOTAL REVENUE BY FUND | ===== | ===== | ===== | ===== | ===== |
| | | 208,098.00 | 17,315.72 | 46,897.26 | 22.54 | 161,200.74 |
| | | ===== | ===== | ===== | ===== | ===== |

BUDGET REPORT
CALENDAR 10/2023, FISCAL 4/2024

PCT OF FISCAL YTD 33.3%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED |
|----------------|------------------------------|--------------|-------------|-------------|------------------|
| | GENERAL TOTAL | 143,800.00 | 5,050.44 | 13,077.65 | 9.09 |
| | ARPA TOTAL | 37,058.00 | .00 | .00 | .00 |
| | ROAD USE TAX TOTAL | 21,000.00 | 61.59 | 246.12 | 1.17 |
| | LOCAL OPTION SALES TAX TOTAL | 28,000.00 | 2,144.19 | 9,140.73 | 32.65 |
| | SEWER TOTAL | 100,000.00 | 1,085.10 | 2,190.03 | 2.19 |
| | TOTAL EXPENSES BY FUND | ===== | ===== | ===== | ===== |
| | | 329,858.00 | 8,341.32 | 24,654.53 | 7.47 |
| | | ===== | ===== | ===== | ===== |

BUDGET REPORT
CALENDAR 10/2023, FISCAL 4/2024

PCT OF FISCAL YTD 33.3%

| ACCOUNT NUMBER | ACCOUNT TITLE | TOTAL BUDGET | MTD BALANCE | YTD BALANCE | PERCENT EXPENDED |
|----------------|--------------------------------|--------------|-------------|-------------|------------------|
| | FIRE TOTAL | 3,500.00 | .00 | .00 | .00 |
| | OTHER PUBLIC SAFETY TOTAL | 200.00 | .00 | .00 | .00 |
| | PUBLIC SAFETY TOTAL | 3,700.00 | .00 | .00 | .00 |
| | ROADS, BRIDGES, SIDEWALKS TOTA | 10,000.00 | .00 | .00 | .00 |
| | STREET LIGHTING TOTAL | 1,000.00 | 61.59 | 246.12 | 24.61 |
| | SNOW REMOVAL TOTAL | 10,000.00 | .00 | .00 | .00 |
| | GARBAGE TOTAL | 10,500.00 | 846.72 | 4,233.60 | 40.32 |
| | OTHER PUBLIC WORKS TOTAL | 200.00 | .00 | 10.80 | 5.40 |
| | PUBLIC WORKS TOTAL | 31,700.00 | 908.31 | 4,490.52 | 14.17 |
| | LIBRARY TOTAL | 5,700.00 | 2,819.00 | 2,819.00 | 49.46 |
| | OTHER CULTURE/RECREATION TOTA | 100.00 | .00 | .00 | .00 |
| | CULTURE & RECREATION TOTAL | 5,800.00 | 2,819.00 | 2,819.00 | 48.60 |
| | MAYOR/COUNCIL/CITY MGR TOTAL | 400.00 | .00 | 375.00 | 93.75 |
| | CLERK/TREASURER/ADM TOTAL | 15,000.00 | .00 | 66.00 | .44 |
| | ELECTIONS TOTAL | 100.00 | .00 | .00 | .00 |
| | LEGAL SERVICES/ATTORNEY TOTAL | 2,000.00 | 383.50 | 1,106.25 | 55.31 |
| | CITY HALL/GENERAL BLDGS TOTAL | 2,400.00 | 81.52 | 1,728.51 | 72.02 |
| | TORT LIABILITY TOTAL | 2,000.00 | .00 | 1,753.00 | 87.65 |
| | OTHER GENERAL GOVERNMENT TOTA | 1,700.00 | 919.70 | 985.49 | 57.97 |
| | GENERAL GOVERNMENT TOTAL | 23,600.00 | 1,384.72 | 6,014.25 | 25.48 |
| | SEWER/SEWAGE DISPOSAL TOTAL | 100,000.00 | 1,085.10 | 2,190.03 | 2.19 |
| | ENTERPRISE FUNDS TOTAL | 100,000.00 | 1,085.10 | 2,190.03 | 2.19 |
| | TRANSFERS IN/OUT TOTAL | 165,058.00 | 2,144.19 | 9,140.73 | 5.54 |
| | TRANSFER OUT TOTAL | 165,058.00 | 2,144.19 | 9,140.73 | 5.54 |
| | TOTAL EXPENSES | 329,858.00 | 8,341.32 | 24,654.53 | 7.47 |

CLAIMS BY VENDOR

10/13/2023 THRU 11/09/2023

| INVOICE NUMBER | VENDOR NAME REFERENCE | GL ACCOUNT # | AMOUNT | PAYMENT AMOUNT | CHECK # | CHECK DATE |
|----------------|---|--------------|--------|-------------------|---------|------------|
| 1333907 | CITY OF DAVENPORT 09/23 PLANT OPERATION FUND | 610-815-6413 | 437.06 | 437.06 | 1518 | 11/07/23 |
| 101723 | IOWA AMERICAN WATER WATER (CITY HALL) | 001-650-6374 | 14.78 | 14.78 | 1519 | 11/07/23 |
| 101023 | MEDIACOM INTERNET (CITY HALL) | 001-650-6373 | 39.99 | 39.99 | 1515 | 10/21/23 |
| 545287847 | MIDAMERICAN ENERGY ELECTRIC/GAS (CITY HALL) | 001-650-6371 | 26.75 | 26.75 | 1516 | 10/21/23 |
| 545853413 | STREET LIGHTING | 110-230-6378 | 61.60 | 61.60 | 1520 | 11/07/23 |
| 0400-002297148 | REPUBLIC SERVICES GARBAGE & RECYCLING | 001-290-6499 | 846.72 | 846.72 | 1517 | 10/21/23 |
| 2784905151 | SHAWN RICE GODADDY WEBSITE HOSTING | 001-699-6419 | 153.95 | 153.95 | 1521 | 11/07/23 |
| | REPORT TOTAL | | | ===== | | |
| | | | | 1,580.85 | | |

| FUND | NAME | TOTAL |
|------|------------|----------|
| 001 | GENERAL | 1,082.19 |
| 110 | ROAD USE T | 61.60 |
| 610 | SEWER | 437.06 |
| | | ===== |
| | TOTAL | 1,580.85 |



CITY OF PANORAMA PARK

RESOLUTION 2023-11

NOVEMBER 9, 2023

RESOLUTION OF PANORAMA PARK, IOWA ACCEPTING AND APPROVING THE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2023.

WHEREAS, in accordance with the requirements of the Iowa Department of Revenue & Finance and the State Auditor's Office; and

WHEREAS, the Mayor and Council of the City of Panorama Park has reviewed the report that included the city expenditures, revenues, and funds transfers for periods July 1, 2022 through June 30, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City of Panorama Park, Iowa, that the proposed Annual Finance Report for the fiscal year ending June 30, 2023 is hereby approved and adopted, and the Mayor is hereby authorized and directed to file the adopted report with the Iowa Department of Management.

T. Huber _____. J. Krause _____. S. Perry _____. S. Rice _____. D. Smith _____.

ADOPTED BY THE COUNCIL AND APPROVED THIS 9TH DAY OF NOVEMBER, 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. 2023-11 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 9th day of November, 2023.

Gary Gleason, City Clerk/Treasurer

| | |
|---|---|
| STATE OF IOWA 2023 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2023 CITY OF PANORAMA PARK, IOWA DUE: December 1, 2023 | 16208201300000 CITY OF PANORAMA PARK 120 SHORT ST PANORAMA PARK IA 52722-5669 POPULATION: 139 |
|---|---|

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

| ALL FUNDS | | | | |
|---|------------------|-----------------|------------------|-----------------|
| | Governmental (a) | Proprietary (b) | Total Actual (c) | Budget (d) |
| Revenues and Other Financing Sources | | | | |
| Taxes Levied on Property | 30,161 | | 30,161 | 29,754 |
| Less: Uncollected Property Taxes-Levy Year | 0 | | 0 | 0 |
| Net Current Property Taxes | 30,161 | | 30,161 | 29,754 |
| Delinquent Property Taxes | 0 | | 0 | 0 |
| TIF Revenues | 0 | | 0 | 0 |
| Other City Taxes | 28,313 | 0 | 28,313 | 27,504 |
| Licenses and Permits | 10 | 0 | 10 | 0 |
| Use of Money and Property | 2,618 | 1,539 | 4,157 | 0 |
| Intergovernmental | 37,661 | 0 | 37,661 | 37,829 |
| Charges for Fees and Service | 131 | 0 | 131 | 0 |
| Special Assessments | 0 | 0 | 0 | 0 |
| Miscellaneous | 0 | 0 | 0 | 0 |
| Other Financing Sources | 0 | 0 | 0 | 0 |
| Transfers In | 27,370 | 10,000 | 37,370 | 26,150 |
| Total Revenues and Other Sources | 126,264 | 11,539 | 137,803 | 121,237 |
| Expenditures and Other Financing Uses | | | | |
| Public Safety | 3,181 | | 3,181 | 3,500 |
| Public Works | 46,847 | | 46,847 | 69,500 |
| Health and Social Services | 0 | | 0 | 0 |
| Culture and Recreation | 5,501 | | 5,501 | 5,600 |
| Community and Economic Development | 0 | | 0 | 0 |
| General Government | 14,803 | | 14,803 | 19,500 |
| Debt Service | 0 | | 0 | 0 |
| Capital Projects | 0 | | 0 | 0 |
| Total Governmental Activities Expenditures | 70,332 | 0 | 70,332 | 98,100 |
| BUSINESS TYPE ACTIVITIES | | 25,383 | 25,383 | 100,000 |
| Total All Expenditures | 70,332 | 25,383 | 95,715 | 198,100 |
| Other Financing Uses | 0 | 0 | 0 | |
| Transfers Out | 37,370 | 0 | 37,370 | 26,150 |
| Total All Expenditures/and Other Financing Uses | 107,702 | 25,383 | 133,085 | 224,250 |
| Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses | 18,562 | -13,844 | 4,718 | -103,013 |
| Beginning Fund Balance July 1, 2022 | 339,068 | 86,662 | 425,730 | 369,669 |
| Ending Fund Balance June 30, 2023 | 357,630 | 72,818 | 430,448 | 266,656 |

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

| | |
|-------------------------------------|---------------------|
| Non-budgeted Internal Service Funds | Pension Trust Funds |
| Private Purpose Trust Funds | Agency Funds |

| Indebtedness at June 30, 2023 | | Indebtedness at June 30, 2023 | |
|-------------------------------|---|-------------------------------|---------|
| Amount | | Amount | |
| General Obligation Debt | 0 | Other Long-Term Debt | 0 |
| Revenue Debt | 0 | Short-Term Debt | 0 |
| TIF Revenue Debt | 0 | | |
| | | General Obligation Debt Limit | 499,384 |

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

| | |
|--|----------------------------|
| | Posted 11/4/2023 |
| Signature of Preparer | |
| Printed name of Preparer Ronald Rice | Phone Number 5632931293 |
| | Date Signed |
| Signature of Mayor or other City official (Name and Title) | |



CITY OF PANORAMA PARK
RESOLUTION 2023-12
NOVEMBER 9, 2023

RESOLUTION OF PANORAMA PARK, IOWA ACCEPTING AND APPROVING THE CITY STREET FINANCE REPORT FOR FISCAL YEAR ENDED JUNE 30, 2023.

WHEREAS, in accordance with the requirements of the Iowa Department of Transportation and the State Auditor's Office; and

WHEREAS, the Mayor and Council of the City of Panorama Park has reviewed the report that included the city expenditures, revenues, and funds transfers for periods July 1, 2022 through June 30, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City of Panorama Park, Iowa, that the proposed City Street Finance Report for the fiscal year ending June 30, 2023 is hereby approved and adopted, and the Mayor is hereby authorized and directed to file the adopted report with the Iowa Department of Transportation.

T. Huber _____ J. Krause _____ S. Perry _____ S. Rice _____ D. Smith _____

ADOPTED BY THE COUNCIL AND APPROVED THIS 9TH DAY OF NOVEMBER, 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. 2023-12 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 9th day of November, 2023.

Gary Gleason, City Clerk/Treasurer



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2023
Panorama Park
11/4/2023 8:59:42 AM

Summary

| | General Fund Streets (001) | Road Use (110) | Other Special Revenues | Debt Service (200) | Capital Projects (300) | Utilities (600 & U0) | Grand Total |
|-----------------------|----------------------------|----------------|------------------------|--------------------|------------------------|----------------------|-------------|
| Begining Balance | \$0 | \$92,176 | \$0 | \$0 | \$0 | \$0 | \$92,176 |
| SubTotal Expenses (-) | | \$36,917 | | | | | \$36,917 |
| Subtotal Revenues (+) | \$0 | \$20,154 | \$0 | \$0 | | \$0 | \$20,154 |
| Ending Balance | \$0 | \$75,413 | \$0 | \$0 | \$0 | \$0 | \$75,413 |

Resolution Number:

Execution Date:

Signature:



CITY OF PANORAMA PARK

RESOLUTION 2023-13

November 9, 2023

RESOLUTION OF PANORAMA PARK, IOWA AUTHORIZING AND DIRECTING THE MAYOR AND TREASURER TO TRANSFER \$125,000.00 FROM THE GREAT SOUTHERN BANK SAVINGS ACCOUNT FOR INVESTMENT IN A \$125,000.00 CERTIFICATE OF DEPOSIT WITH GREAT SOUTHERN BANK FOR THE GENERAL FUND.

WHEREAS, the Panorama Park City Council would like to maximize the value of excess assets; and,

WHEREAS, the Treasurer has determined that excess money is available for investment; and,

WHEREAS, the Treasurer recommends purchasing a Certificates of Deposit (CD) to be valued at one hundred twenty-five thousand dollars (\$125,000.00), at a rate of approximately 4.15% APY, and for a period of eleven (11) months from Great Southern Bank; and,

WHEREAS, the Mayor and City Council of the City of Panorama Park have reviewed the investment policy.

NOW, THEREFORE BE IT RESOLVED by the Panorama Park City Council, that Mayor Christopher Gilbert and Treasurer Gary Gleason are directed to transfer \$125,000.00 from the Great Southern Bank Savings Account and purchase a Certificate of Deposit from Great Southern Bank in the amount of \$125,000.00 for the General Fund.

T. Huber _____ J. Krause _____ S. Perry _____ S. Rice _____ D. Smith _____

ADOPTED BY THE COUNCIL AND APPROVED THIS 9TH DAY OF NOVEMBER, 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. 2023-13 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 9th day of November, 2023.

Gary Gleason, City Clerk/Treasurer