



CITY COUNCIL MEETING AGENDA

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

DATE: May 9, 2024

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, May 9, 2024.

2. CONSENT AGENDA

2.1. Approval of April, 2024 financial statements.

2.2. Approval of April 11, 2024 council meeting minutes.

2.3. Approval of April 25, 2024 budget hearing minutes.

2.4. Approval of April 25, 2024 public hearing minutes.

2.5. Approval of April 25, 2024 special meeting minutes.

2.6. Payment authorization of April, 2024 claims.

2.7. Payment authorization for April, 2024 employee payroll.

3. 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.

4. MAYOR'S REPORT

5. COMMITTEE REPORTS

6. DISCUSSION & MOTIONS

6.1. Discussion to reevaluate financial software.

6.2. Mayor Rice to recommend rescheduling of July and August council meetings, due to schedule conflicts.

7. ADJOURNMENT

Balance Sheet Report

Calendar : 04-2024, Fiscal : 10-2024

GL Account #	GL Account Name	Month To Date Balance	Year To Date Balance
001-000-1110	GF/GSB CHECKING	\$ 3,183.07	\$ 3,350.95
001-000-1160	GF/GSB SAVINGS	\$ 6,176.25	\$ 31,268.63
001-000-1161	GF/FCU SAVINGS	\$ 0.00	\$ 225.72
001-000-1170	GF/FCU CD2498	\$ 0.00	\$ 0.00
001-000-1171	GF/FCU CD2499	\$ 0.00	\$ 0.00
001-000-1172	GF/GSB CD2673	\$ 0.00	\$ 125,000.00
001-000-1173	GF/GSB CD2723	\$ 0.00	\$ 0.00
001-000-1174	GF/GSB CD2748	\$ 0.00	\$ 51,786.89
001-000-1176	GF/FCU CD2833	\$ 0.00	\$ 40,514.79
005-000-1110	ARPA/GSB CHECKING	\$ 0.00	\$ 0.00
005-000-1160	ARPA/GSB SAVINGS	\$ 0.00	\$ 0.00
005-000-1161	ARPA/FCU SAVINGS	\$ 0.00	\$ 37,058.00
110-000-1110	RF/GSB CHECKING	\$ -61.57	\$ 38.43
110-000-1160	RF/GSB SAVINGS	\$ 1,590.10	\$ 14,893.41
110-000-1161	RF/FCU SAVINGS	\$ 0.00	\$ 0.00
110-000-1170	RF/FCU CD2500	\$ 0.00	\$ 0.00
110-000-1171	RF/FCU CD2501	\$ 0.00	\$ 0.00
110-000-1173	RF/GSB CD2723	\$ 0.00	\$ 0.00
110-000-1175	RF/FCU CD2749	\$ 0.00	\$ 51,786.89
110-000-1177	RF/GSB CD2805	\$ 0.00	\$ 25,000.00
121-000-1110	LOST/GSB CHECKING	\$ 0.00	\$ 0.00
121-000-1160	LOST/GSB SAVINGS	\$ 1,953.49	\$ 1,953.49
610-000-1110	SF/GSB CHECKING	\$ -530.81	\$ 369.19
610-000-1160	SF/GSB SAVINGS	\$ -575.56	\$ 22,885.62
610-000-1161	SF/FCU SAVINGS	\$ 0.00	\$ 67,888.47
610-000-1170	SF/FCU CD2496	\$ 0.00	\$ 0.00

610-000-1171	SF/FCU CD2497	\$ 0.00	\$ 0.00
610-000-1172	SF/FCU CD2502	\$ 0.00	\$ 0.00

Treasurer Report

Calendar : 04-2024, Fiscal : 10-2024

Fund #	Fund Name	Beginning Balance	Received	Disbursed	Change in Liabilities	Ending Balance
001	GENERAL	\$ 242,787.66	\$ 10,600.69	\$ 287.67	\$ -953.70	\$ 252,146.98
005	ARPA	\$ 37,058.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,058.00
110	ROAD USE TAX	\$ 90,190.20	\$ 1,590.10	\$ 61.57	\$ 0.00	\$ 91,718.73
121	LOCAL OPTION SALES TAX	\$ 0.00	\$ 1,953.49	\$ 0.00	\$ 0.00	\$ 1,953.49
610	SEWER	\$ 92,249.65	\$ 0.00	\$ 1,106.37	\$ 0.00	\$ 91,143.28
Total		\$ 462,285.51	\$ 14,144.28	\$ 1,455.61	\$ -953.70	\$ 474,020.48

Revenue Report

Calendar : 04-2024, Fiscal : 10-2024

GL Account	Budget Estimate	Month To Date Balance	Year To Date Balance	Percent Received	Uncollected
001-910-4830 TRANSFER IN/GENERAL	\$ 28,000.00	\$ 0.00	\$ 20,663.26	73.80%	\$ 7,336.74
001-950-4000 PROPERTY TAXES	\$ 29,763.00	\$ 10,205.68	\$ 28,855.57	96.95%	\$ 907.43
001-950-4060 UTILITY EXCISE TAX	\$ 785.00	\$ 268.86	\$ 797.67	101.61%	\$ -12.67
001-950-4065 UTILITY FRANCHISE TAX	\$ 550.00	\$ 101.87	\$ 396.08	72.01%	\$ 153.92
001-950-4120 BUILDING/CONTR PERMITS	\$ 0.00	\$ 0.00	\$ 10.00	0.00%	\$ -10.00
001-950-4300 INTEREST - GENERAL FUND	\$ 0.00	\$ 24.28	\$ 7,333.19	0.00%	\$ -7,333.19
001-950-4340 OTHER MISC USE OF MONEY	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
001-950-4464 COMM/IND PROP TAX REPLACE	\$ 0.00	\$ 0.00	\$ 1.20	0.00%	\$ -1.20
001-950-4715 REFUNDS/REBATES	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
005-130-4402 ARPA GRANTS	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
005-910-4830 TRANSFER IN/ARPA	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
110-210-4300 INTEREST - ROAD FUND	\$ 0.00	\$ 0.00	\$ 1,786.89	0.00%	\$ -1,786.89
110-210-4430 ROAD USE TAXES	\$ 21,000.00	\$ 1,590.10	\$ 15,834.92	75.40%	\$ 5,165.08
110-910-4830 TRANSFER IN/ROAD	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
121-910-4830 TRANSFER IN/LOST	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
121-950-4090 LOCAL OPTION SALES TAX	\$ 28,000.00	\$ 1,953.49	\$ 22,616.75	80.77%	\$ 5,383.25
610-815-4300 INTEREST - SEWER FUND	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
610-815-4500 CHARGES/FEES FOR SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	0.00%	\$ 0.00
610-910-4830 TRANSFER	\$ 100,000.00	\$ 0.00	\$ 25,000.00	25.00%	\$ 75,000.00

IN/SEWER

Total	\$ 208,098.00	\$ 14,144.28	\$ 123,295.53	59.25%	\$ 84,802.47
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Budget Report - Expense

Calendar : 04-2024, Fiscal : 10-2024

Fund #	Fund Name	Budget	Month To Date Balance	Year To Date Balance	% Expended	Unexpended
001	GENERAL	\$ 143,800.00	\$ 287.00	\$ 51,069.00	35.5%	\$ 92,731.00
005	ARPA	\$ 37,058.00	\$ 0.00	\$ 0.00	0.0%	\$ 37,058.00
110	ROAD USE TAX	\$ 21,000.00	\$ 62.00	\$ 1,316.00	6.3%	\$ 19,684.00
121	LOCAL OPTION SALES TAX	\$ 28,000.00	\$ 0.00	\$ 20,663.00	73.8%	\$ 7,337.00
610	SEWER	\$ 100,000.00	\$ 1,106.00	\$ 6,675.00	6.7%	\$ 93,325.00
Total		\$ 329,858.00	\$ 1,455.61	\$ 79,723.43	24.2%	\$ 250,134.57

Claims Report

Period: 04/01/2024 To 04/30/2024

Vendor Name	References	Invoice Amount	Transaction #	Date
ROAD USE TAX - 110				
MIDAMERICAN ENERGY	Street Lights	\$ 61.57		04/03/2024
Fund Total - ROAD USE TAX		\$ 61.57		
GENERAL - 001				
IPERS	IPERS Contribution	\$ 29.10		04/01/2024
CHRISTOPHER GILBERT	Net Pay	\$ 159.21	1551	04/18/2024
REPUBLIC SERVICES #400	04/01-04/30	\$ 846.72		04/15/2024
UNITED STATES TREASURY	Social Security	\$ 68.82		04/25/2024
UNITED STATES TREASURY	Medicare	\$ 16.08		04/25/2024
IOWA AMERICAN WATER	WATER (CITY HALL) 03/24	\$ 23.38		04/17/2024
MIDAMERICAN ENERGY	GAS & ELEC. (CITY HALL) 03/24	\$ 41.64		04/17/2024
T-MOBILE	INTERNET (CITY HALL) 03/24	\$ 60.00		04/15/2024
Fund Total - GENERAL		\$ 1,244.95		
SEWER - 610				
IOWA DEPT OF NATURAL RESOURCES	Construction Permit	\$ 100.00	1552	04/19/2024
CITY OF DAVENPORT	PLANT OPERATIONS 03/24	\$ 430.81		04/19/2024
Fund Total - SEWER		\$ 530.81		
Report Total		\$ 1,837.33		



COUNCIL MEETING MINUTES

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

DATE: April 11, 2024

TIME: 7:00 p.m.

1. WELCOME

1.1. **Call To Order** - Mayor Rice called the meeting to order at 7:03 p.m.

1.2. **Pledge Of Allegiance**

1.3. **Roll Call** - Council Members Present: I. Foltz, S. Rice, J. Krause, S. Perry.
Absent: D. Smith; Presiding: Mayor Ronald Rice.

1.4. **Agenda Approval** - A change was requested by Mayor Rice to add a short presentation by Chris Cooper of MSA as the third agenda item. Additionally, authorization of DNR permit fee related to the sewer project was added to the DISCUSSION & MOTIONS agenda item. A motion was made by S. Perry to accept the agenda and seconded by S. Rice. Mayor Rice called for a vote. All ayes, the motion was approved.

2. CONSENT AGENDA

2.1. Approval of March, 2024 financial statements.

2.2. Approval of March 14, 2024 council meeting minutes.

2.3. Payment authorization of March, 2024 claims.

2.4. Payment authorization for March, 2024 employee payroll.

A motion was made by J. Krause and seconded by S. Perry. Mayor Rice called for a vote. All ayes, the motion was approved.

3. PRESENTATIONS

3.1. Chris Cooper of MSA presented an update of phase 2 of the sanitary sewer project.

4. PUBLIC COMMENTS TO THE COUNCIL

None.

5. MAYOR'S REPORT

None.

6. COMMITTEE REPORTS

None.

7. DISCUSSION & MOTIONS

7.1. Authorization of DNR Permit fee of \$100 for phase 2 of the sanitary sewer project.

7.2. Mayor Rice presented the proposed FY2025 Budget and opened the floor to discussion of revisions. Following the discussion, the proposed changes were noted and added to the proposed FY2025 Budget.

8. RESOLUTIONS

8.1. **Resolution 2024-10.** Mayor Rice presented a resolution establishing the date and time of a public hearing for the FY2025 Proposed Budget. Following a short discussion, an agreement was reached to hold the public hearing on April 25, 2024 at 7:00 PM. Mayor Rice called for a vote.

I. Foltz - Aye J. Krause - Aye S. Perry - Aye S. Rice - Aye D. Smith - Absent

The resolution was approved.

9. **ADJOURNMENT**

Mayor Rice called for adjournment. A motion was made by S. Rice and seconded by S. Perry. With no further discussion, Mayor Rice called for a vote. All ayes, the motion was approved and the meeting was adjourned at 8:30 p.m.

Approved: /s/ Ronald Rice

Attest: /s/ Christopher Gilbert



FY2025 BUDGET HEARING MINUTES

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

DATE: April 25, 2024

TIME: 7:00 p.m.

1. WELCOME

1.1. **Call To Order** - Mayor Rice called the FY2025 Budget Hearing to order at 7:04 p.m.

1.2. **Pledge Of Allegiance**

1.3. **Roll Call** - Council Members Present: S. Perry, S. Rice, D. Smith. Absent: I. Foltz, J. Krause.
Presiding: Mayor Ronald Rice.

1.4. **Agenda Approval** - With no changes requested, a motion was made by S. Perry to accept the agenda and seconded by S. Rice. Mayor Rice called for a vote.
All ayes. The motion was approved.

2. APPROVAL TO OPEN A PUBLIC HEARING

A motion was made by S. Rice to open the budget hearing and seconded by S. Perry. Hearing no comments, Mayor Rice called for a vote.

I. Foltz - Absent J. Krause - Absent S. Perry - Aye S. Rice - Aye D. Smith - Aye

The motion was approved.

3. PRESENTATIONS

None.

4. PUBLIC COMMENTS TO THE COUNCIL

None.

5. APPROVAL TO CLOSE THE PUBLIC HEARING.

A motion was made by S. Rice to close the budget hearing and seconded by S. Perry. Hearing no comments, Mayor Rice called for a vote.

I. Foltz - Absent J. Krause - Absent S. Perry - Aye S. Rice - Aye D. Smith - Aye

The motion was approved.

6. ADJOURNMENT

Mayor Rice called for adjournment. A motion was made by S. Perry and seconded by D. Smith. With no further discussion, Mayor Rice called for a vote. All ayes, the motion was approved and the budget hearing was adjourned at 7:07 p.m.

Approved: _____

Attest: _____



PUBLIC HEARING MINUTES

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

DATE: April 25, 2024

TIME: 7:00 p.m.

1. **WELCOME**

1.1. Call To Order - Mayor Rice called the public hearing to order at 7:08 p.m.

1.2. Roll Call - Council Members Present: S. Perry, S. Rice, D. Smith. Absent: I. Foltz, J. Krause.
Presiding: Mayor Ronald Rice.

1.3. Agenda Approval - With no changes requested, a motion was made by D. Smith to accept the agenda and seconded by S. Perry. Mayor Rice called for a vote.
All ayes. The motion was approved.

2. **APPROVAL TO OPEN A PUBLIC HEARING**

A motion was made by D. Smith to open the public hearing regarding Phase-2 of the Sanitary Sewer Rehabilitation Project and seconded by S. Perry. Hearing no comments, Mayor Rice called for a vote.
All ayes. The motion was approved.

3. **PRESENTATIONS**

None.

4. **PUBLIC COMMENTS TO THE COUNCIL**

None.

5. **APPROVAL TO CLOSE THE PUBLIC HEARING.**

A motion was made by S. Perry to close the public hearing and seconded by D. Smith. Hearing no comments, Mayor Rice called for a vote. All ayes. The motion was approved.

6. **ADJOURNMENT**

Mayor Rice called for adjournment. A motion was made by S. Rice and seconded by S. Perry. With no further discussion, Mayor Rice called for a vote.

All ayes, the motion was approved and the meeting was adjourned at 7:10 p.m.

Approved: _____

Attest: _____



SPECIAL MEETING MINUTES

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

DATE: April 25, 2024

TIME: 7:00 p.m.

1. WELCOME

1.1. **Call To Order** - Mayor Rice called the meeting to order at 7:11 p.m.

1.2. **Roll Call** - Council Members Present: S. Perry, S. Rice, D. Smith. Absent: I. Foltz, J. Krause.
Presiding: Mayor Ronald Rice.

1.3. **Agenda Approval** - With no changes requested, a motion was made by S. Perry to accept the agenda and seconded by S. Rice. Mayor Rice called for a vote. All ayes. The motion was approved.

2. PUBLIC COMMENTS TO THE COUNCIL

None.

3. RESOLUTIONS

3.1. **Resolution 2024-11** to establish the budget for Fiscal Year 2025. A motion was made by S. Rice and seconded by S. Perry. Mayor Rice reviewed the proposed budget and presented the need to pass the resolution. Following a short discussion, Mayor Rice called for a vote.

I. Foltz - Absent J. Krause - Absent S. Perry - Aye S. Rice - Aye D. Smith - Aye

The resolution was approved.

3.2. **Resolution 2024-12** allowing MSA to proceed with the bid process for phase two of the joint sanitary sewer rehabilitation project. A motion was made by S. Perry and seconded by S. Rice. Mayor Rice explained the rationale for proceeding with phase-2 of repairs to the sanitary sewer system and the need to pass Resolution 2024-12. Chris Cooper with MSA Professional Services, Inc. provided an overview of the sanitary sewer rehabilitation project and the bidding process. Following a short discussion, Mayor Rice called for a vote.

I. Foltz - Absent J. Krause - Absent S. Perry - Aye S. Rice - Aye D. Smith - Aye

The resolution was approved.

4. ADJOURNMENT

Mayor Rice called for adjournment. A motion was made by S. Perry and seconded by S. Rice. With no further discussion, Mayor Rice called for a vote. The motion was approved. All ayes. The meeting was adjourned at 7:30 p.m.

Approved: _____

Attest: _____

Employee: Christopher Gilbert

Pay Period: 04/01/2024 to 04/30/2024

EARNINGS					
	Current	Current Hours		YTD Earnings	YTD Hours
Regular	\$ 225.00	11.25		\$ 780.00	39.00
Overtime	\$ -	0.00		\$ -	0.00
Gross	\$ 225.00	11.25		\$ 780.00	39.00

DEDUCTIONS					
Deductions	Current	YTD		Employer	YTD
Federal Tax	\$ -	\$ -		\$ -	\$ -
State Tax	\$ -	\$ -		\$ -	\$ -
Social Security	\$ (13.95)	\$ (48.36)		\$ 13.95	\$ 48.36
Medicare	\$ (3.26)	\$ (11.30)		\$ 3.26	\$ 11.30
IPERS	\$ (14.15)	\$ (49.06)		\$ 21.24	\$ 73.63
Total	\$ (31.36)	\$ (108.72)		\$ 38.45	\$ 133.29

NET PAY		
Net Pay	\$ 193.64	\$ 671.28

Date	Start Time	End Time	Regular Hours	Overtime	Total Hours
4/6/2024	8:30:00 AM	12:00:00 PM	3.50		3.50
4/11/2024	7:00:00 PM	8:30:00 PM	1.50		1.50
4/16/2024	6:00:00 PM	7:00:00 PM	1.00		1.00
4/20/2024	8:00:00 AM	11:00:00 AM	3.00		3.00
4/25/2024	7:00:00 PM	7:30:00 PM	0.50		0.50
4/27/2024	8:00:00 AM	9:45:00 AM	1.75		1.75
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00

Total Regular Hours:	11.25
Total Overtime Hours:	0.00
Total Hours:	11.25

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____