



## **CITY COUNCIL MEETING AGENDA**

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

**DATE:** July 9, 2024

**TIME:** 7:00 p.m.

### **WELCOME**

**Call To Order**

**Pledge Of Allegiance**

**Roll Call**

**Agenda Approval** - Discussion and approval (including additions and deletions) of the Council Meeting Agenda for Tuesday, July 9, 2024.

### **CONSENT AGENDA**

**Approval of June, 2024 Financial Statements**

**Approval of June 13, 2024 Council Meeting Minutes**

**Approval of June 17, 2024 Special Meeting Minutes**

**Payment authorization of June, 2024 Claims**

**Payment authorization for June, 2024 Employee Payroll**

**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.*

### **MAYOR'S REPORT**

### **COMMITTEE REPORTS**

**DISCUSSION AND APPROVAL** sponsored by Mayor Rice to subscribe to Quickbooks Online for financial software.

**RESOLUTION** sponsored by Mayor Rice to transfer \$50,000.00 from the savings account and acquire a Certificate of Deposit.

### **ADJOURNMENT**

**CITY OF PANORAMA PARK**  
**Balance Sheet**  
As of June 30, 2024

	<u>Jun 30, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>1 GSB Checking</b>	
001-000-1110 GF/GSB Checking	5,409.43
110-000-1110 RF/GSB Checking	98.78
610-000-1110 SF/GSB Checking	1,436.37
<b>Total 1 GSB Checking</b>	6,944.58
<b>2 GSB Savings</b>	
001-000-1160 GF/GSB Savings	34,887.95
110-000-1160 RF/GSB Savings	13,630.45
610-000-1160 SF/GSB Savings	21,385.62
<b>Total 2 GSB Savings</b>	69,904.02
<b>3 FCU Savings</b>	
001-000-1161 GF/FCU Savings	277.92
005-000-1161 ARPA/FCU Savings	37,058.00
610-000-1161 SF/FCU Savings	67,888.47
<b>Total 3 FCU Savings</b>	105,224.39
<b>4 FCU CDs</b>	
001-000-1174 GF/FCU CD2748	52,389.97
001-000-1176 GF/FCU CD2833	41,024.99
110-000-1175 RF/FCU CD2749	52,389.97
<b>Total 4 FCU CDs</b>	145,804.93
<b>5 GSB CDs</b>	
001-000-1172 GF/GSB CD2673	125,000.00
110-000-1177 RF/GSB CD2805	25,000.00
<b>Total 5 GSB CDs</b>	150,000.00
<b>Total Checking/Savings</b>	477,877.92
<b>Total Current Assets</b>	477,877.92
<b>TOTAL ASSETS</b>	<b>477,877.92</b>
<b>LIABILITIES &amp; EQUITY</b>	477,877.92

**CITY OF PANORAMA PARK**  
**Fund Balance Sheet**  
**06/30/24**

**Current Assets**

**General Fund**

<b>Certificates</b>	\$218,414.96	
<b>Checking</b>	\$5,409.43	
<b>Savings</b>	<u>\$35,165.87</u>	
<b>Total General Fund</b>		\$258,990.26

**ARPA Fund**

<b>Certificates</b>	\$0.00	
<b>Checking</b>	\$0.00	
<b>Savings</b>	<u>\$37,058.00</u>	
<b>Total ARPA Fund</b>		\$37,058.00

**Road Fund**

<b>Certificates</b>	\$77,389.97	
<b>Checking</b>	\$98.78	
<b>Savings</b>	<u>\$13,630.45</u>	
<b>Total Road Fund</b>		\$91,119.20

**Sewer Fund**

<b>Certificates</b>	\$0.00	
<b>Checking</b>	\$1,436.37	
<b>Savings</b>	<u>\$89,274.09</u>	
<b>Total Sewer Fund</b>		<u>\$90,710.46</u>

**Total Current Assets** **\$477,877.92**

**CITY OF PANORAMA PARK**  
**Revenue & Expenses by Fund**  
**June 2024**

	001 General Fund	110 Road Fund	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>A. TAXES</b>			
4090 LOST	1,731.54	0.00	1,731.54
<b>Total A. TAXES</b>	1,731.54	0.00	1,731.54
<b>C. USE OF MONEY &amp; PROPERTY</b>			
4300 Interest	40.41	0.00	40.41
<b>Total C. USE OF MONEY &amp; PROPERTY</b>	40.41	0.00	40.41
<b>D. INTERGOVERNMENTAL</b>			
State Shared Revenue			
4430 Road Use Taxes	0.00	2,216.25	2,216.25
<b>Total State Shared Revenue</b>	0.00	2,216.25	2,216.25
<b>Total D. INTERGOVERNMENTAL</b>	0.00	2,216.25	2,216.25
<b>Total Income</b>	1,771.95	2,216.25	3,988.20
<b>Expense</b>			
<b>1 GOVERNMENTAL ACTIVITIES</b>			
<b>B. Public Works</b>			
230 Street Lighting	0.00	63.13	63.13
290 Garbage	880.88	0.00	880.88
<b>Total B. Public Works</b>	880.88	63.13	944.01
<b>F. General Government</b>			
610 Mayor/Council	386.00	0.00	386.00
620 Clerk, Treasurer & Finance	167.96	0.00	167.96
650 City Hall/General Buildings	186.39	0.00	186.39
699 Other General Government	57.92	0.00	57.92
<b>Total F. General Government</b>	798.27	0.00	798.27
<b>Total 1 GOVERNMENTAL ACTIVITIES</b>	1,679.15	63.13	1,742.28
<b>Total Expense</b>	1,679.15	63.13	1,742.28
<b>Net Ordinary Income</b>	92.80	2,153.12	2,245.92
<b>Net Income</b>	<b>92.80</b>	<b>2,153.12</b>	<b>2,245.92</b>

## CITY OF PANORAMA PARK

## Budget vs. Actual

July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>A. TAXES</b>				
4000 Property Taxes	29,637.33	29,763.00	-125.67	99.6%
4060 Utility Excise Tax	797.67	785.00	12.67	101.6%
4065 Utility Franchise Tax	396.08	550.00	-153.92	72.0%
4090 LOST	26,888.63	28,000.00	-1,111.37	96.0%
4464 Comm/Ind Prop Tax Replace	2.41	0.00	2.41	100.0%
<b>Total A. TAXES</b>	<b>57,722.12</b>	<b>59,098.00</b>	<b>-1,375.88</b>	<b>97.7%</b>
<b>C. USE OF MONEY &amp; PROPERTY</b>				
4120 Building Permits	10.00			
4300 Interest	10,937.47			
<b>Total C. USE OF MONEY &amp; PROPERTY</b>	<b>10,947.47</b>			
<b>D. INTERGOVERNMENTAL</b>				
State Shared Revenue				
4430 Road Use Taxes	19,634.11	21,000.00	-1,365.89	93.5%
<b>Total State Shared Revenue</b>	<b>19,634.11</b>	<b>21,000.00</b>	<b>-1,365.89</b>	<b>93.5%</b>
<b>Total D. INTERGOVERNMENTAL</b>	<b>19,634.11</b>	<b>21,000.00</b>	<b>-1,365.89</b>	<b>93.5%</b>
<b>Total Income</b>	<b>88,303.70</b>	<b>80,098.00</b>	<b>8,205.70</b>	<b>110.2%</b>
<b>Expense</b>				
<b>1 GOVERNMENTAL ACTIVITIES</b>				
<b>A. Public Safety</b>				
150 Fire	3,198.37	3,500.00	-301.63	91.4%
190 Animal Control	50.00	0.00	50.00	100.0%
199 Other Public Safety	0.00	200.00	-200.00	0.0%
<b>Total A. Public Safety</b>	<b>3,248.37</b>	<b>3,700.00</b>	<b>-451.63</b>	<b>87.8%</b>
<b>B. Public Works</b>				
210 Roads, Bridges, Sidewalks	700.00	10,000.00	-9,300.00	7.0%
230 Street Lighting	680.68	1,000.00	-319.32	68.1%
250 Snow Removal	3,375.00	10,000.00	-6,625.00	33.8%
290 Garbage	9,348.08	10,500.00	-1,151.92	89.0%
299 Other Public Works	27.90	200.00	-172.10	14.0%
<b>Total B. Public Works</b>	<b>14,131.66</b>	<b>31,700.00</b>	<b>-17,568.34</b>	<b>44.6%</b>
<b>D. Culture and Recreation</b>				
410 Library	5,638.00	5,700.00	-62.00	98.9%
499 Other Culture & Recreation	0.00	100.00	-100.00	0.0%
<b>Total D. Culture and Recreation</b>	<b>5,638.00</b>	<b>5,800.00</b>	<b>-162.00</b>	<b>97.2%</b>
<b>F. General Government</b>				
610 Mayor/Council	761.00	400.00	361.00	190.3%
620 Clerk, Treasurer & Finance	1,700.33	15,000.00	-13,299.67	11.3%
630 Elections	44.52	100.00	-55.48	44.5%
640 Legal Services/Attorney	1,106.25	2,000.00	-893.75	55.3%
650 City Hall/General Buildings	2,993.57	2,400.00	593.57	124.7%
660 Tort Liability	1,753.00	2,000.00	-247.00	87.7%
699 Other General Government	1,394.67	1,700.00	-305.33	82.0%
<b>Total F. General Government</b>	<b>9,753.34</b>	<b>23,600.00</b>	<b>-13,846.66</b>	<b>41.3%</b>
<b>Total 1 GOVERNMENTAL ACTIVITIES</b>	<b>32,771.37</b>	<b>64,800.00</b>	<b>-32,028.63</b>	<b>50.6%</b>
<b>2. BUSINESS TYPE ACTIVITIES</b>				
610 Sewer Utility	7,107.76	100,000.00	-92,892.24	7.1%
<b>Total 2. BUSINESS TYPE ACTIVITIES</b>	<b>7,107.76</b>	<b>100,000.00</b>	<b>-92,892.24</b>	<b>7.1%</b>
<b>Total Expense</b>	<b>39,879.13</b>	<b>164,800.00</b>	<b>-124,920.87</b>	<b>24.2%</b>
<b>Net Ordinary Income</b>	<b>48,424.57</b>	<b>-84,702.00</b>	<b>133,126.57</b>	<b>-57.2%</b>
<b>Other Income/Expense</b>	<b>0.00</b>			
<b>Net Income</b>	<b>48,424.57</b>	<b>-84,702.00</b>	<b>133,126.57</b>	<b>-57.2%</b>



# COUNCIL MEETING MINUTES

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

DATE: June 13, 2024

TIME: 7:00 p.m.

## 1. WELCOME

1.1. **Call To Order** - Mayor Rice called the meeting to order at 7:05 p.m.

1.2. **Pledge Of Allegiance**

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

1.4. **Agenda Approval** - A motion was made by J. Krause to accept the agenda and seconded by D. Smith. Mayor Rice called for a vote. All ayes, the motion was approved.

## 2. CONSENT AGENDA

2.1. Approval of May, 2024 financial statements.

2.2. Approval of May 9, 2024 council meeting minutes.

2.3. Payment authorization of May, 2024 claims.

2.4. Payment authorization for May, 2024 employee payroll.

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

## 3. PUBLIC COMMENTS TO THE COUNCIL

None.

## 4. MAYOR'S REPORT

Discussion of driveway construction permittance.

## 5. COMMITTEE REPORTS

Discussion of the success of the community garage sale and bulk pickup, book mobile kick-off event, future book mobile events, and future plans of a movie night to be held at city hall this summer.

## 6. RESOLUTIONS

6.1. Resolution sponsored by Mayor Rice to adopt a temporary council meeting schedule for July and August, 2024. Following a short discussion, Mayor Rice called for a vote.

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

The resolution was approved.

6.2. Resolution sponsored by Mayor Rice to terminate our agreement with gWorks for financial software. Following a short discussion, Mayor Rice called for a vote.

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

The resolution was approved.

## 7. ADJOURNMENT

Mayor Rice called for adjournment. A motion was made by J. Krause and seconded by S. Rice. With no further discussion, Mayor Rice called for a vote. All ayes, the motion was approved and the meeting was adjourned at 7:55 p.m.

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_



## SPECIAL MEETING MINUTES

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

DATE: June 17, 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. **PLEDGE OF ALLEGIANCE**

1.3. **ROLL CALL** - Council Members Present: S. Rice, J. Krause, D. Smith.

Absent: I. Foltz, S. Perry. Presiding: Mayor Ronald Rice.

1.4. **AGENDA APPROVAL** - A motion was made by J. Krause to accept the agenda and seconded by D. Smith. Mayor Rice called for a vote. All ayes, the motion was approved.

### 2. PRESENTATIONS

2.1. Mayor Rice presented an overview of the need and process for awarding a contract for repairs to the sanitary sewer system.

### 3. PUBLIC HEARING

3.1. **Approval to open a public hearing** pertaining to the Project Award for Phase 2 of the Sanitary Sewer Rehabilitation Project. 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. Rice. Hearing no comments, Mayor Rice called for a vote. All ayes. The motion was approved.

3.2. **Public comments to the Council.** None

3.3. **Questions and answers.** None.

3.4. **Approval to close the public hearing.** With no one from the public present, a motion was made by J. Krause 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.

### 4. RESOLUTIONS

4.1. Resolution sponsored by Mayor Rice to accept the bid proposal from Visu-Sewer for Phase 2 of the Sanitary Sewer Rehabilitation Project. Chris Cooper of MSA presented the bids and following a short discussion, Mayor Rice called for a vote.

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

The resolution was approved.

### 5. ADJOURNMENT

Mayor Rice called for adjournment. A motion was made by D. Smith and seconded by J. Krause. With no further discussion, Mayor Rice called for a vote. All ayes, the motion was approved and the meeting was adjourned at 7:26 p.m.

Approved: /s/ Ronald Rice

Attest: /s/ Christopher Gilbert

6:21 PM

## CITY OF PANORAMA PARK

07/02/24

## Claims by Vendor

Cash Basis

June 2024

Date	Memo	Account	Class	Paid Amount
<b>Christopher Gilbert</b>				
06/15/2024	Net Pay 05/01/2024 to 05/31/2024	6020 Wages Part Time	001 General Fund	(142.00)
Total Christopher Gilbert				(142.00)
<b>Electric Doctor</b>				
06/19/2024	Mobile Link Subscription	6310 Building Repair/Maintenance	001 General Fund	(69.99)
Total Electric Doctor				(69.99)
<b>Iowa American Water</b>				
06/10/2024	Water (City Hall)	6374 Water/Sewer Expense	001 General Fund	(21.82)
Total Iowa American Water				(21.82)
<b>Iowa League of Cities</b>				
06/19/2024	Member Dues 7/1/24-6/30/25	6210 Association Dues	001 General Fund	(386.00)
Total Iowa League of Cities				(386.00)
<b>IPERS</b>				
06/15/2024	05/01/24 TO 05/31/24	6130 IPERS	001 General Fund	(25.96)
Total IPERS				(25.96)
<b>MidAmerican Energy Company</b>				
06/17/2024	Gas & Electric (City Hall)	6371 Electric/Gas Expense	001 General Fund	(34.58)
06/25/2024	Street Lights	230 Street Lighting	110 Road Fund	(63.13)
Total MidAmerican Energy Company				(97.71)
<b>Republic Services</b>				
06/04/2024	Garbage & Recycling Collection	6499 Other Contractual Service	001 General Fund	(880.88)
Total Republic Services				(880.88)
<b>Shawn Rice</b>				
06/29/2024	REIMBURSEMENT FOR OFFICE SUPPLIES. F...	6506 Office Supplies	001 General Fund	(57.92)
Total Shawn Rice				(57.92)
<b>T-Mobile</b>				
06/06/2024	Internet (City Hall)	6373 Telephone/Communications	001 General Fund	(60.00)
Total T-Mobile				(60.00)
<b>TOTAL</b>				<b>(1,742.28)</b>







# CITY OF PANORAMA PARK

RESOLUTION 2024 - \_\_\_\_\_

JULY 9, 2024

RESOLUTION OF PANORAMA PARK, IOWA AUTHORIZING AND DIRECTING THE MAYOR AND TREASURER TO TRANSFER \$50,000.00 FROM THE FAMILY CREDIT UNION SEWER FUND SAVINGS ACCOUNT FOR INVESTMENT IN A \$50,000.00 CERTIFICATE OF DEPOSIT WITH THE FAMILY CREDIT UNION SEWER 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 twenty-five thousand dollars (\$50,000.00), at a rate of approximately 5.0% APY, and for a period of six (6) months from the Family Credit Union; 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 Ronald Rice and Clerk/Treasurer Christopher Gilbert are directed to transfer \$50,000.00 from the Family Credit Union Sewer Fund Savings Account and purchase a Certificate of Deposit from the Family Credit Union in the amount of \$50,000.00 for the Sewer Fund.

I. Foltz \_\_\_\_\_ J. Krause \_\_\_\_\_ S. Perry \_\_\_\_\_ S. Rice \_\_\_\_\_ D. Smith \_\_\_\_\_

ADOPTED BY THE COUNCIL AND APPROVED THIS 9TH DAY OF JULY, 2024.

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

I, the undersigned, being duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution 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 July, 2024.

\_\_\_\_\_  
Christopher Gilbert, City Clerk/Treasurer