



Tentative Meeting Agenda

March 7, 2018 - 6:00 PM

A - Consent Agenda:

All items under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Council votes on the motion.

1. Approval of Meeting Agenda - today's meeting.
2. Approval of Council Meeting Minutes from February 12, 2018.
3. Approval of Council Meeting Minutes from February 28, 2018.

Motion _____ Second _____ Ayes _____ Nays _____

B - Presentation of the Treasurers Report and Expenses:

- A. Approval of Treasurer's Report.

Motion _____ Second _____ Ayes _____ Nays _____

- B. Approval of Expenses.

Motion _____ Second _____ Ayes _____ Nays _____

C - Presentations

D - Public Comments to the Council

E - Unfinished Business

- A. Discussion and Approval to have the City Attorney forward a letter of warning to 906 Park Avenue regarding City Code 55.06, 55.07, 55.08, and 55.09.

Motion _____ Second _____ Ayes _____ Nays _____

- B. Discussion on the open City Clerk Position.

C. Discussion on the open City Treasurer Position.

F - New Business

F - Committee Reports

G - Mayor's Report

H - Adjournment

Motion_____ Second_____ Ayes_____ Nays_____



February 12, 2018

Regular Meeting 184

The City Council of the City of Panorama Park, Scott County, Iowa was scheduled to meet in Regular Session in the Council Chambers of the City Hall at 6:00 PM on the 12th day of February Mayor Ronald Rice presiding.

Present: Councilpersons: B. Elmore, J. Krause, M. Lauritzson, S. Rice

Absent: D. White

Visitor: Gary Gleason

A - Consent Agenda:

Motion presented by B. Elmore to approve the consent agenda including: February Meeting Agenda, January 17, 2018 Meeting Minutes, January Expenses, and January Treasurer's Report, seconded by J. Krause. Motion carried (4 Ayes, 0 Nays).

B - Presentations

None

C - Public Comments to the Council

Gary Gleason commented on the use of a "Consent Agenda" at his previous employer AEA and how it saved time.

Mayor asked the Council members to review items on the "Consent Agenda" prior to the meeting and ask questions prior to the meeting so the Clerk can research and come prepared to answer questions.

D - Unfinished Business

Discussion and motion by S. Rice to approve the 2018 Re-Estimated Budget, seconded by J. Krause. Motion carried (4 Ayes, 0 Nays).

Discussion and motion by M. Lauritzson to approve the 2019 Budget, Resolution 2018-03, seconded by J. Krause. Motion carried (4 Ayes, 0 Nays).

Discussion to appoint Jeffrey McDaniel as City Attorney. Mr. McDaniel's Law Firm will not charge a retainage. The City will be invoiced \$147.00/staff hr, this rate applies to all staff in his firm. Motion by M. Lauritzson to appoint Jeffrey McDaniel City Attorney at the billing rate of \$147.00/staff hr, seconded by S. Rice. Motion carried (4 Ayes, 0 Nays).

Correction to the January Meeting Minutes, they should have included the adoption of the new meeting rules as developed and presented at the meeting. Motion by D. White to approve Ordinance 2018-02 Panorama Park Meeting Rules, seconded by M. Lauritzson. Motion carried (4 Ayes, 0 Nays).

E - New Business

The Mayor presented a quote for a replacement HVAC system. The current heating system does not stay on and must be checked multiple times a day. Motion by S. Rice to accept

the bid for \$4,700.00 from Bettendorf Heating and Cooling, seconded by J. Krause. Motion carried (4 Ayes, 0 Nays).

The Mayor created and presented a new City "logo" for Council input. Council reviewed, no action at this time.

F - Committee Reports

The Mayor presented that he has created a document that can be included in with the sewer bills that lists committee chairperson(s).

Cultural & Recreation

Chairperson S. Rice reported the Valentine event held on 2-10-18 was a success. Many children attended the event, they decorated cookies, made decorations for the tree and made valentines and then decorated the tree and enjoyed cookies. The Valentine cards will be distributed to residents. Fun was had by all and the tree looked great.

The next community event will a on April 28, 2018 from 10:00 to 12:00. The group will make May Day baskets.

Public Works

The Mayor and Chairpersons Lauritzson presented the idea of installing speed bumps along Park Avenue. It was agreed that athe community needed an opportunity to provide their opinion. It was decided a survey would be sent in the sewer bill and it would ask the following question:

- Would you be in favor of installing approximately 4 speed bumps along Park Avenue in order to deter speeding along the roadway? Yes / No

General Business

The Mayor presented the idea of going to quarterly sewer bills, in order to reduce the number of checks residents have to write and to reduce the expense of the mailings. It was decided to add a second question to the survey being sent in the sewer bill. The second question is:

- Would you prefer quarterly invoicing for your City sewer service (Invoices would be sent 4 times a year, in the amount of \$75)? Yes / No

G - Mayor's Report

The Mayor attended an Emergency Management meeting and an Assessors Meeting regarding the County Budget. He explained the process and shared that the meetings provided helpful information and that our City has 1 vote as does Davenport. He will be attending future such meetings to represent the City.

The Mayor is considering starting a Newsletter for residents, more discussion will follow on this topic.

There being no further business, there was a motion S. Rice to adjourn the meeting, second by M. Lauritzson. Motion carried (4 Ayes, 0 Nays).

Approved _____

Ronald Rice, Mayor

Attest: _____

Jacque Krause, City Clerk



February 28, 2018

Special Meeting: 2018-01

The City Council of the City of Panorama Park, Scott County, Iowa met in Special Meeting Session in the Council Chambers of the City Hall at 6:00 p.m. on the 28th day of February Mayor Ronald Rice presiding.

Present: Councilpersons: B. Elmore, J. Krause, M. Lauritzson, S. Rice, D. White

Absent:

Visitor:

A - Discussion and Approval to begin a Special Closed Meeting Session

At 6:00 PM Mayor Rice called for a roll call vote for the Council to begin a Special Closed Meeting Session to discuss an employee personnel matter.

Elmore__Y__ Krause__Y__ Lauritzson__Y__ Rice__Y__ White__Y__

With unanimous consent from the Council a Special Closed Meeting Session was convened and recorded.

B - City of Panorama Park Employee Review

C - Adjournment

At 6:25 PM S. Rice presented a motion to adjourn the Special Closed Meeting Session, second by J. Krause, motion carried.

OPEN MEETING SESSION 6:30-8:00 PM

At 6:30 PM The City Council of the City of Panorama Park, Scott County, Iowa met in Special Session in the Council Chambers of the City Hall at 6:00 PM on the 28th day of February Mayor Ronald Rice presiding.

Present: Councilpersons: B. Elmore, J. Krause, M. Lauritzson, S. Rice, D. White; City Attorney: J. McDaniel

Absent:

Visitor:

A - Approval of Agenda

Motion by S. Rice, second by J. Krause, motion carried.

B - Table the following items until March 7, 2018:

Mayor Rice requested a roll call vote to table:

1. Approval of Council Meeting Minutes from February 22, 2018
2. Approval of Expenses
3. Approval of Treasurer's Report

Elmore__Y__ Krause__Y__ Lauritzson__Y__ Rice__Y__ White__Y__

C - Presentations: None

D - Public Comments to the Council: None

E - Unfinished Business: None

F - New Business

1. Mayor Rice presented Resolution 2018-04 concerning the resignation of City Clerk/Treasurer, Marti Ahlgren and requested a roll call vote to accept the resignation effective February 28, 2018. City Attorney Jeff McDaniel suggested that Marti Ahlgren could be used as a consultant to train the new City Clerk and as a consultant would receive a 1099.
Elmore Y Krause Y Lauritzson Y Rice Y White Y
2. Mayor Rice presented Resolution 2018-05 to remove Marti Ahlgren as an authorized user from all City of Panorama Park bank accounts. Mayor Ron Rice will be added to the accounts. Motion M Lauritzson, second D. White, motion carried.
3. Mayor Rice presented Resolution 2018-06 to appoint Mayor Ronald D. Rice as acting Treasurer until a permanent City Treasurer can be appointed. Checks will be signed by Mayor Rice and a council member (excluding Shawn Rice). Mayor Rice requested a roll call vote.
Elmore Y Krause Y Lauritzson Y Rice Y White Y
4. Mayor Rice presented Resolution 2018-07 to appoint Jacque Krause as acting City Clerk until a permanent City Clerk can be appointed. Jeff McDaniel suggested that Le Claire City Clerk Deb Buskirk could answer procedural questions. Mayor Rice requested a roll call vote.
Elmore Y Krause Y Lauritzson Y Rice Y White Y
5. Mayor Rice presented Resolution 2018-08 to authorize Mayor Ronald D. Rice to close the City of Panorama Park's safety deposit box account and take possession of it's contents. Jacque Krause will accompany Mayor Rice to catalog its contents. Motion by M. Lauritzson, second J. Krause, motion carried.
6. Discussion and Approval to discontinue use of Utility Billing Service (Scott Ahlgren) for processing City of Panorama Park Sewer Service billing. Mayor Ron Rice will process the billing until the council hires a billing service. Motion by S. Rice, second J. Krause, motion carried.
7. Discussion to draft a letter to resident at 906 Park Ave. for violation of city code 55.07. The letter will be drafted and presented at the March 7th meeting. Jeff McDaniels suggested that the letter could be sent from his office.

F - Committee Reports : None

G - Mayor's Report : None

There being no further business, there was a motion B. Elmore to adjourn the meeting, second by D. White. Motion carried (3 Ayes, 0 Nays).

Approved _____

Ronald Rice, Mayor

Attest: _____

Jacque Krause, City Clerk

**CITY OF PANORAMA PARK
CITY TREASURER'S
MONTHLY REPORT
February 28, 2018**

General Fund:					Ending Balance
On hand last report	\$57,841.75				
Received since last report	\$2,013.30	Total		\$59,855.05	
Paid out since last report	<u> </u>			\$695.47	
Balance on hand				<u> </u>	\$59,159.58

Road Use Fund:					
On hand last report	\$19,428.05				
Received since last report	\$0.00	Total		\$19,428.05	
Paid out since last report	<u> </u>			\$892.06	
Balance on hand				<u> </u>	\$18,535.99

Sewer Revenue Fund:					
On hand last report	\$63,348.36				
Received since last report	\$3,353.62	Total		\$66,701.98	
Paid out since last report	<u> </u>			\$1,588.00	
Balance on hand				<u> </u>	\$65,113.98

General Fund CD: Acct Wells Fargo

On hand last report	\$73,896.07
Balance on hand	

Road Use Savings Acct First Central

On hand last report	\$39,172.45
Balance on hand	

Sewer Revenue Savings Business Certificate: Acct. First Central

On hand last report	\$36,126.55
Balance on hand	

Total of all funds on hand at last report	\$289,813.23
Total received since last report	\$5,366.92
Total paid out since last report	\$3,175.53
Total on hand on February 28, 2018	\$292,004.62

The undersigned, Ronald Rice, Treasurer of the City of Panorama Park respectfully submits the above report showing the state of the Treasury at the close of business on the 28th day of February 2018.

Receipts: General Fund: Local Option Tax \$3.24, IA State Road Use \$0.00 Scott Cty \$106.76, Sewer Payments \$3345.12, Interest \$8.50, Total \$3,463.62

February, 2018 - Expenses

Check No.	Payee	General	Road Use	Sewer	Total
ACH	IPERS	\$72.61	\$48.41		\$121.02
5948	City of Davenport			\$918.00	\$918.00
5949	IA American Water	\$14.00			\$14.00
5950	Ron Rice (hanging file folders)	\$9.61			\$9.61
5951	Enviromark			\$575.00	\$575.00
5952	Advantage Tree Service		\$400.00		\$400.00
5953	MidAmerican Energy	\$92.76	\$62.64		\$155.40
5954	*VOID*				\$0.00
5955	*VOID*				\$0.00
5956	*VOID*				\$0.00
5957	*VOID*				\$0.00
5958	*VOID*				\$0.00
5959	*VOID*				\$0.00
5960	Marti Ahlgren (Expenses)	264.98			264.98
5961	Marti Ahlgren (Payroll)	\$241.51	\$161.01		\$402.52
5962	Utility Billing Service			\$95.00	\$95.00
5963	Advantage Tree Service		\$220.00		\$220.00
	TOTAL	\$695.47	\$892.06	\$1,588.00	\$3,175.53

February, 2018 - Revenue

Sewer Deposit 20180212			\$2,081.10	\$2,081.10
Mediacom 20180212	\$196.52			\$196.52
Scott County 20180214	\$3.24			\$3.24
State of Iowa 20180222	\$1,813.54			\$1,813.54
Sewer Deposit 20180228			\$1,264.02	\$1,264.02
Interest 20180228			\$8.50	\$8.50
	TOTAL	\$2,013.30	\$0.00	\$3,353.62