



CITY OF PANORAMA PARK

TENTATIVE MEETING AGENDA

AUGUST 14, 2019 – 6:00 PM

Agenda Approval

Discussion and approval of Council Meeting Agenda for Wednesday, May 8, 2019

Presentations

Public Comments to the Council

Mayor's Report

- North Street Update
- Street Repairs
- Health Nuisance Abatement
- Sewer Fee
- Accounting Software & Equipment

Committee Reports

Unfinished Business

1. Discussion and approval of a MSA's revised bid to inspect the sewer system
2. Discussion of FEMA floodplain as it pertains to the city-owned lot

New Business

1. Discussion and approval of Council Meetings Minutes from July 12, 2019
2. Discussion and approval of Expenses
3. Discussion and approval of monthly Financial Statements
4. Discussion and approval of bid to excavate the ditch along North Street
5. Discussion and approval of Health Abatement Plan for 5734 Valley Drive
6. Discussion and approval of Resolution 2019-09 Street Financial Report

Adjournment



CITY OF PANORAMA PARK

MEETING MINUTES

JULY 10, 2019 – 6:00 PM

The City Council of Panorama Park, Iowa met in regular session at 6:00 PM, Wednesday, July 10, 2019 in the City Hall.

Council Members Present: B. Elmore; M. Lauritzson, S. Rice, D. White

Council Members Absent: J. Krause

Also Present: Mayor Ronald Rice, Treasurer Gary Gleason, Clerk Susan Dazey, Ken Croken, Brinson Kinzer, Mahesh Sharma, Ken Beck, Chris Cooper, Lavonne Gleason

Presiding: Mayor Ronald Rice

Call to Order

Mayor Rice called the meeting to order at 6:03 PM. A quorum was reached.

Agenda Approval

Mayor Rice asked if there were any questions on the agenda and hearing none, asked for a motion to approve. *A motion was made by M. Lauritzson, seconded by D. White to approve the Agenda as presented. With no further discussion, Roll Call: B. Elmore - aye, S. Rice - aye. Agenda was approved.*

Presentations

- Tony Knobbe, Scott County Board of Supervisors Chairperson, and other members of the Board made presentations on the projects currently being undertaken by the county including: QC P-25 Radio Project, Scott County Park development, road improvements, flood response and management, Park View management, juvenile incarceration, and budgetary issues. The Board took questions and comments from those in attendance. The Board will follow-up with issues in Panorama Park concerning: FEMA Flood Plain remapping, property abatement issues, North Street road maintenance, and storm drainage on Valley Drive.
- Chris Cooper, MSA Professional Services, made a presentation and provided bids for evaluation of the sanitary sewer system and the storm drainage system. After questions and discussion, the council determined that the sewer evaluation bid should include the secondary pipes, and that the storm drainage evaluation can be deferred at this time.

Public Comments to the Council

None

Mayor's Report

- Health Nuisance Abatement. A final notice to abate the unmowed lawn/weeds/brush and a notice to abate junk vehicles and junk piles was sent via certified mail to 5734 Valley Drive. Mayor Rice has met with City Attorney.
- Street repair bid update. Mayor Rice submitted the bid approval to Tri-City Blacktop, which will include the driveway apron on 719 Park Ave. The work will begin after August 1, 2019.

Committee Reports

Culture and Recreation

The June 22nd Bluegrass Festival was well-attended and brought the community together.

Bulk Garbage pickup is scheduled for Monday, July 15.

Unfinished Business

1. Discussion of a potential fence ordinance. Residents at 1 Park Ave and 104 Park Ave have expressed interest in fencing their properties along Valley Drive and Park Ave. The council discussed the Panorama Park and Scott County fence ordinances in regard to visibility for residents turning onto Valley Drive from Park Ave and acceptable materials for fence construction. Mayor Rice requested suggestions for ordinance changes.
2. Discussion of potential changes to the dilapidated building ordinance. Mayor Rice provided Scott County ordinances and requested suggestions for Panorama Park ordinance changes.

New Business

1. Discussion and approval of Council Meetings Minutes from June 12, 2019. Mayor Rice asked if there were any questions or corrections to the minutes. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. White and seconded by S. Rice to approve the June 12, 2019 meeting minutes as presented. With no further discussion, Roll Call: M. Lauritzson- aye, B. Elmore-aye. The motion was approved.*
2. Discussion and approval of expenses. Council members reviewed expenses. Mayor Rice asked if there were any questions. M. Lauritzson inquired about the City Attorney bill, which was for dealing with abatement issues. Hearing no other comments, Mayor Rice called for a vote to approve expenses. *A motion was made by M. Lauritzson and seconded by D. White to approve the June expenses as presented. With no further discussion, Roll Call: S. Rice- aye, B. Elmore-aye. The motion was approved.*
3. Discussion and approval of monthly Financial Statements. Council members reviewed the financial statements. Mayor Rice asked if there were any questions or corrections and hearing none, Mayor Rice called for a vote. *A motion was made by B. Elmore and seconded by M. Lauritzson to approve the June Financial Statements as presented. With no further discussion, Roll Call: S. Rice- aye, D. White -aye. The motion was approved.*
4. Discussion and approval of Resolution 2019-06 to appoint Susan Dazey as City Clerk. Mayor Rice swore in Susan Dazey as City Clerk after the resolution was passed. *A motion was made by S. Rice and seconded by M. Lauritzson to approve the appointment of Susan Dazey as City Clerk. With no further discussion, Roll Call: B. Elmore - aye, D. White -aye. The motion was approved.*
5. Discussion and approval of Resolution 2019-07 authorizing Treasurer, Gary Gleason to reinvest CDs. After researching and analyzing rates and terms, Treasurer Gleason advised the council that renewing the CDs at the Great Southern Bank would be in the city's best interest. Treasurer Gleason determined that the city would be able to pay for the sewer and road repair without using the CDs. Mayor Rice called for a vote. *A motion was made by S. Rice and seconded by D. White to authorize Treasurer Gary Gleason to renew the CD's. With no further discussion, Roll Call: B. Elmore - aye, M. Lauritzson -aye. The motion was approved.*

6. Discussion and approval of Resolution 2019-08 authorizing the County Auditor to hold future City of Panorama Park municipal elections at Tanglewood Pavilion. Mayor Rice asked if there were any questions and hearing none, Mayor Rice called for a vote. *A motion was made by M. Lauritzson and seconded by D. White to authorize city elections to be held at Tanglewood Pavilion. With no further discussion, Roll Call: S. Rice- aye, B. Elmore-aye. The motion was approved.*
7. Discussion and approval of a bid for mowing of city-owned properties. Mayor Rice presented a bid from Valley Outdoors to mow the city properties. Mayor Rice asked if there were any questions and hearing none, Mayor Rice called for a vote. *A motion was made by D. White and seconded by M. Lauritzson to contract with Valley Outdoors to mow the city property. With no further discussion, Roll Call: S. Rice- aye, B. Elmore-aye. The motion was approved.*
8. Discussion and approval of bid to inspect the sewer system. The vote was tabled until MSA revises the bid to include secondary pipe inspection.
9. Discussion and approval of a study to improve stormwater runoff/drainage. A motion was not made.
10. Discussion of FEMA floodplain as it pertains to the city-owned lot.
The city received information from FEMA on current flood plain mapping and appealing the results. It appears that the city-owned property is in the flood plain. The city has 90 days to appeal. Council Member Rice will investigate the process for appeal and get estimates for surveying the property.

Adjournment

With no other business before the Council, Mayor Rice called to adjourn at 8:30 p.m. *A motion was made by B. Elmore and seconded by M. Lauritzson to adjourn the meeting. With no further discussion, Roll Call: S. Rice- aye, D. White- aye. The motion was approved.*

Approved: _____
Ronald D. Rice, Mayor

Attest: _____
Susan Dazey, City Clerk

Approved Expenses

Iowa League of Cities \$337.00	Brooks Law Firm \$339.25	Midamerican Energy \$61.98
Republic Services \$724.08	Iowa American Water Co. \$14.00	Midamerican Energy \$25.47
City of Davenport \$331.41	Wells Fargo Visa \$122.48	

CITY OF PANORAMA PARK

BILL PAYMENT LIST

July 11 - August 15, 2019

DATE	NUM	VENDOR	AMOUNT
Checking			
General Fund GSB			
07/26/2019	1099	WELLS FARGO BANK	-126.20
07/26/2019	1097	MIDAMERICAN ENERGY	-34.28
07/26/2019	1095	IOWA AMERICAN WATER CO.	-14.00
07/26/2019	1096	IOWA ONE CALL	-5.40
07/26/2019	1098	REPUBLIC SERVICES	-724.00
08/12/2019	1101	K&K HARDWARE	-12.99
08/15/2019	1102	IRVIN W FOLTZ	-170.00
08/15/2019	1104	WELLS FARGO BANK	-510.01
Total for General Fund GSB			\$ -1,596.88
Road Fund GSB			
08/15/2019	1103	MIDAMERICAN ENERGY	-61.94
Total for Road Fund GSB			\$ -61.94
Total for Checking			\$ -1,658.82
Credit Cards			
Wells Fargo Visa			
Ronald Rice			
07/26/2019		MEDIACOM	4.03
07/31/2019	1	SAM'S CLUB - DAVENPORT	6.98
08/07/2019	1	SAM'S CLUB - DAVENPORT	499.00
Total for Ronald Rice			\$510.01
Total for Wells Fargo Visa			\$510.01
Total for Credit Cards			\$510.01

CITY OF PANORAMA PARK

BALANCE SHEET

As of August 12, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Certificates	
General Fund	95,473.91
Road Fund	60,643.40
Sewer Fund	146,596.74
Total Certificates	302,714.05
Checking	0.00
General Fund GSB	23,353.81
Road Fund GSB	11,860.29
Sewer Fund GSB	8,865.85
Total Checking	44,079.95
Savings	25.00
z - Closed Bank Accounts	0.00
Total Bank Accounts	\$346,819.00
Other Current Assets	
Collections	238.06
Undeposited Funds	0.00
Total Other Current Assets	\$238.06
Total Current Assets	\$347,057.06
TOTAL ASSETS	\$347,057.06
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	\$510.01
Total Current Liabilities	\$510.01
Total Liabilities	\$510.01
Equity	\$346,547.05
TOTAL LIABILITIES AND EQUITY	\$347,057.06

CITY OF PANORAMA PARK

BUDGET VS. ACTUALS: FY2020 - FY20 P&L CLASSES

July 2019 - June 2020

	001 GENERAL FUND				110 ROAD FUND				610 SEWER FUND				TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING
Income																
1 TAXES													\$0	\$0	\$0	0%
General Property Taxes													\$0	\$0	\$0	0%
4000.4 Property Taxes - Current	751	27,377	26,626	97.00 %									\$751	\$27,377	\$26,626	97.00 %
Total General Property Taxes	751	27,377	26,626	97.00 %									\$751	\$27,377	\$26,626	97.00 %
Other City Taxes													\$0	\$0	\$0	0%
4060.4 Utility Excise Tax		2,001	2,001	100.00 %									\$0	\$2,001	\$2,001	100.00 %
4065.4 Utility Franchise Tax	191	800	609	76.00 %									\$191	\$800	\$609	76.00 %
4090.4 Local Option Sales Tax	1,464	18,500	17,036	92.00 %									\$1,464	\$18,500	\$17,036	92.00 %
Total Other City Taxes	1,655	21,301	19,646	92.00 %									\$1,655	\$21,301	\$19,646	92.00 %
Total 1 TAXES	2,406	48,678	46,272	95.00 %									\$2,406	\$48,678	\$46,272	95.00 %
3 USE OF MONEY & PROPERTY													\$0	\$0	\$0	0%
4300.2, 3, or 4 Interest		2,000	2,000	100.00 %	633	1,200	567	47.00 %	965	2,800	1,835	66.00 %	\$1,598	\$6,000	\$4,402	73.00 %
Total 3 USE OF MONEY & PROPERTY		2,000	2,000	100.00 %	633	1,200	567	47.00 %	965	2,800	1,835	66.00 %	\$1,598	\$6,000	\$4,402	73.00 %
4 INTERGOVERNMENTAL													\$0	\$0	\$0	0%
State Shared Revenues													\$0	\$0	\$0	0%
4430.2 Road Use Taxes					1,332	16,000	14,668	92.00 %					\$1,332	\$16,000	\$14,668	92.00 %
Total State Shared Revenues					1,332	16,000	14,668	92.00 %					\$1,332	\$16,000	\$14,668	92.00 %
Total 4 INTERGOVERNMENTAL					1,332	16,000	14,668	92.00 %					\$1,332	\$16,000	\$14,668	92.00 %
5 CHARGES FOR SERVICES													\$0	\$0	\$0	0%
Sewer Service													\$0	\$0	\$0	0%
4510.1 Non-metered Service									1,885		(1,885)		\$1,885	\$0	\$(1,885)	0%
4530.1 Forfeitures/Penalties									300		(300)		\$300	\$0	\$(300)	0%
Total Sewer Service									2,185		(2,185)		\$2,185	\$0	\$(2,185)	0%
Total 5 CHARGES FOR SERVICES									2,185		(2,185)		\$2,185	\$0	\$(2,185)	0%
Billable Expense Income	125		(125)										\$125	\$0	\$(125)	0%
Total Income	\$2,531	\$50,678	\$48,147	95.00 %	\$1,964	\$17,200	\$15,236	89.00 %	\$3,150	\$2,800	\$(350)	(13.00 %)	\$7,646	\$70,678	\$63,032	89.00 %
GROSS PROFIT	\$2,531	\$50,678	\$48,147	95.00 %	\$1,964	\$17,200	\$15,236	89.00 %	\$3,150	\$2,800	\$(350)	(13.00 %)	\$7,646	\$70,678	\$63,032	89.00 %
Expenses																
1 GOVERNMENTAL ACTIVITIES													\$0	\$0	\$0	0%
a. Public Safety													\$0	\$0	\$0	0%
110 Police Dept/Crime Prevention		1,500	1,500	100.00 %									\$0	\$1,500	\$1,500	100.00 %
150 Fire Department		2,800	2,800	100.00 %									\$0	\$2,800	\$2,800	100.00 %
190 Animal Control		250	250	100.00 %									\$0	\$250	\$250	100.00 %
199 Other Public Safety	125		(125)										\$125	\$0	\$(125)	0%
Total a. Public Safety	125	4,550	4,425	97.00 %									\$125	\$4,550	\$4,425	97.00 %
b. Public Works													\$0	\$0	\$0	0%
210 Roads, Bridges, Sidewalks													\$0	\$0	\$0	0%
6417 Street Maintenance Expense						2,200	2,200	100.00 %					\$0	\$2,200	\$2,200	100.00 %
Total 210 Roads, Bridges, Sidewalks						2,200	2,200	100.00 %					\$0	\$2,200	\$2,200	100.00 %
230 Street Lighting					124	800	676	85.00 %					\$124	\$800	\$676	85.00 %
250 Snow Removal						5,000	5,000	100.00 %					\$0	\$5,000	\$5,000	100.00 %
290 Garbage	724	10,000	9,276	93.00 %									\$724	\$10,000	\$9,276	93.00 %
299 Other Public Works	5	100	95	95.00 %									\$5	\$100	\$95	95.00 %
Total b. Public Works	729	10,100	9,371	93.00 %	124	8,000	7,876	98.00 %					\$853	\$18,100	\$17,247	95.00 %
d. Culture & Recreation													\$0	\$0	\$0	0%
410 Library Services		5,010	5,010	100.00 %									\$0	\$5,010	\$5,010	100.00 %
499 Other Culture & Recreation		250	250	100.00 %									\$0	\$250	\$250	100.00 %
Total d. Culture & Recreation		5,260	5,260	100.00 %									\$0	\$5,260	\$5,260	100.00 %
f. General Government													\$0	\$0	\$0	0%
610 Mayor & Council													\$0	\$0	\$0	0%
6210 Association Dues		350	350	100.00 %									\$0	\$350	\$350	100.00 %
6240 Meetings and		1,150	1,150	100.00 %									\$0	\$1,150	\$1,150	100.00 %

	001 GENERAL FUND				110 ROAD FUND				610 SEWER FUND				TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING	ACTUAL	BUDGET	REMAINING	% REMAINING
Conferences																
Total 610 Mayor & Council		1,500	1,500	100.00 %									\$0	\$1,500	\$1,500	100.00 %
620 Clerk, Treasurer, Finance													\$0	\$0	\$0	0%
6240 Meetings and Conferences		500	500	100.00 %									\$0	\$500	\$500	100.00 %
6401 Accounting & Auditing		750	750	100.00 %									\$0	\$750	\$750	100.00 %
6506 Office Supplies		250	250	100.00 %									\$0	\$250	\$250	100.00 %
Total 620 Clerk, Treasurer, Finance		1,500	1,500	100.00 %									\$0	\$1,500	\$1,500	100.00 %
630 Elections		650	650	100.00 %									\$0	\$650	\$650	100.00 %
640 Legal Services & City Attorney		2,000	2,000	100.00 %									\$0	\$2,000	\$2,000	100.00 %
650 City Hall / General Buildings													\$0	\$0	\$0	0%
6310 Building Maintenance & Repair		1,000	1,000	100.00 %									\$0	\$1,000	\$1,000	100.00 %
6320 Grounds Maintenance & Repair	58	900	842	94.00 %									\$58	\$900	\$842	94.00 %
6371 Electric / Gas Expense	34	600	566	94.00 %									\$34	\$600	\$566	94.00 %
6373 Telecommunication	66	800	734	92.00 %									\$66	\$800	\$734	92.00 %
6374 Water / Sewer Expense	14	200	186	93.00 %									\$14	\$200	\$186	93.00 %
Total 650 City Hall / General Buildings	173	3,500	3,327	95.00 %									\$173	\$3,500	\$3,327	95.00 %
660 Tort Liability													\$0	\$0	\$0	0%
6408 Insurance Expense		2,500	2,500	100.00 %									\$0	\$2,500	\$2,500	100.00 %
Total 660 Tort Liability		2,500	2,500	100.00 %									\$0	\$2,500	\$2,500	100.00 %
699 Other General Government													\$0	\$0	\$0	0%
6490 Other Professional Services		150	150	100.00 %									\$0	\$150	\$150	100.00 %
6505 Other Equipment	499	200	(299)	(150.00 %)									\$499	\$200	\$ (299)	(150.00 %)
6506 Office Supplies	7	50	43	86.00 %									\$7	\$50	\$43	86.00 %
6508 Postage / Shipping	64	100	36	36.00 %									\$64	\$100	\$36	36.00 %
6599 Other Supplies		100	100	100.00 %									\$0	\$100	\$100	100.00 %
Total 699 Other General Government	570	600	30	5.00 %									\$570	\$600	\$30	5.00 %
Total f. General Government	742	12,250	11,508	94.00 %									\$742	\$12,250	\$11,508	94.00 %
Total 1 GOVERNMENTAL ACTIVITIES	1,597	32,160	30,563	95.00 %	124	8,000	7,876	98.00 %					\$1,721	\$40,160	\$38,439	96.00 %
2. BUSINESS TYPE ACTIVITIES													\$0	\$0	\$0	0%
Sewer Utility													\$0	\$0	\$0	0%
815 Sewer & Sewage Disposal													\$0	\$0	\$0	0%
6413 Payments to other Agencies									8,000	8,000	100.00 %		\$0	\$8,000	\$8,000	100.00 %
6499 Other Contractual Service									1,250	1,250	100.00 %		\$0	\$1,250	\$1,250	100.00 %
Total 815 Sewer & Sewage Disposal									9,250	9,250	100.00 %		\$0	\$9,250	\$9,250	100.00 %
Total Sewer Utility									9,250	9,250	100.00 %		\$0	\$9,250	\$9,250	100.00 %
Total 2. BUSINESS TYPE ACTIVITIES									9,250	9,250	100.00 %		\$0	\$9,250	\$9,250	100.00 %
Unapplied Cash Bill Payment Expense	126		(126)										\$126	\$0	\$ (126)	0%
Total Expenses	\$1,723	\$32,160	\$30,437	95.00 %	\$124	\$8,000	\$7,876	98.00 %	\$0	\$9,250	\$9,250	100.00 %	\$1,847	\$49,410	\$47,563	96.00 %
NET OPERATING INCOME	\$808	\$18,518	\$17,710	96.00 %	\$1,841	\$9,200	\$7,359	80.00 %	\$3,150	\$ (6,450)	\$ (9,600)	149.00 %	\$5,799	\$21,268	\$15,469	73.00 %
NET INCOME	\$808	\$18,518	\$17,710	96.00 %	\$1,841	\$9,200	\$7,359	80.00 %	\$3,150	\$ (6,450)	\$ (9,600)	149.00 %	\$5,799	\$21,268	\$15,469	73.00 %

CITY OF PANORAMA PARK
A/R Aging Summary
As of July 31, 2019

	<u>Current</u>	<u>1 and over</u>	<u>Total</u>
504 PARK AVE		212.18	212.18
702 PARK AVE		193.23	193.23
5708 VALLEY DR		153.35	153.35
209 PARK AVE		91.43	91.43
117 2ND ST		33.28	33.28
TOTAL		\$683.47	\$683.47



CITY OF PANORAMA PARK
RESOLUTION 2019-09
AUGUST 14, 2019

RESOLUTION OF PANORAMA PARK, IOWA ACCEPTING AND APPROVING THE CITY STREET FINANCE REPORT FOR FISCAL YEAR ENDING JUNE 30, 2019.

WHEREAS, the City of Panorama Park, Iowa, has prepared a City Street Finance Report, detailing revenues and expenditures for the fiscal year July 1, 2019 to June 30, 2019 and

WHEREAS, it has been reviewed by the City Council.

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, 2019 is hereby approved and adopted, and the Mayor is hereby authorized and directed to file the adopted report with the Office of Local Systems of the Iowa Department of Transportation.

PASSED BY THE COUNCIL THE 14TH DAY OF AUGUST, 2019, AND APPROVED THIS 14TH DAY OF AUGUST, 2019.

Ronald D. Rice, Mayor

I, the undersigned, being duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the fore going Resolution No. 2019-09 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 August, 2019.

Susan Dazey, City Clerk