



CITY OF PANORAMA PARK

TENTATIVE MEETING AGENDA
September 11, 2019 – 6:00 PM

Agenda Approval

Discussion and approval of Council Meeting Agenda for Wednesday, September 11, 2019

Presentations

Public Comments to the Council

Mayor's Report

- Street repair update
- North Street update
- Sewer system inspection update
- Health Nuisance Abatement Notices

Committee Reports

Culture and Recreation

Unfinished Business

1. Discussion and approval of bid to excavate the ditch along North Street. Tri-City Blacktop recommends that the ditch along North Street be excavated
2. Discussion of Health Abatement Plan for 5734 Valley Drive

New Business

1. Discussion and approval of Council Meetings Minutes from August 14, 2019
2. Discussion and approval of Expenses
3. Discussion and approval of monthly Financial Statements
4. Discussion and approval to purchase new accounting software
5. Discussion of the newly-formed dip in Park Avenue & 2nd Street and the potential repair costs

Adjournment



CITY OF PANORAMA PARK

MEETING MINUTES

AUGUST 14, 2019 – 6:00 PM

The City Council of Panorama Park, Iowa met in regular session at 6:00 PM, Wednesday, August 14, 2019 in the City Hall.

In Attendance: B. Elmore, J. Krause, S. Rice

Council Members Absent: M. Lauritzson, D. White

Also Present: Mayor Ronald Rice, Treasurer Gary Gleason, Clerk Susan Dazey, Steve Perry

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 J. Krause, seconded by S. Rice to approve the Agenda as presented. With no further discussion, Roll Call: B. Elmore – aye. Agenda was approved.*

Presentations

None

Public Comments to the Council

None

Mayor's Report

- North Street Update. Council Member, M. Lauritzson has notified Mayor Rice that the City of Bettendorf is accepting bids for repairs to their portion of North Street.
- Street Repairs. Tri-City Blacktop is waiting to schedule the street repairs pending the notification of the North Street ditch excavation.
- Health Nuisance Abatement. Jackquelynn Peters has given permission to the city to mow her property and has paid the invoice. The mowing was completed by Irvin Foltz for a cost of \$125.00. S. Rice contacted Republic Services and received a quote of \$400.00 per dumpster for abatement of junk piles at 5734 Valley Drive.
- Sewer Fees. Five properties were submitted to Scott County Treasurer for collection.
- Accounting Software & Equipment. Recommendation to switch from a cloud-based accounting software to a stand-alone software package utilizing the recently purchased computer.

Committee Reports

S. Rice stated that we need to set a date for the Fourth Annual Chili Cook-off. The date is subject to the availability of the Quarter Moon Tinsnips band.

Unfinished Business

1. Discussion and approval of a MSA's revised bid to inspect the sewer system. Mayor Rice reviewed MSA's bid with the City Council. Hearing no other comments, Mayor Rice called for a vote to approve the contract. *A motion was made by S. Rice, seconded by J. Krause, to approve MSA contract as presented. With no further discussion, Roll Call: B. Elmore – aye. The motion was approved.*
2. Discussion of FEMA floodplain as it pertains to the city-owned lot. S. Rice had requested and received additional information from FEMA regarding the removal of the city-owned lot from the floodplain. It will be necessary to have the lot surveyed as part of the process.

New Business

1. Discussion and approval of Council Meetings Minutes from July 10, 2019. Mayor Rice asked if there were any questions or corrections to the minutes. Steve Perry questioned the date of the previous meeting as stated in the agenda and the discrepancy was corrected. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by J. Krause and seconded by S. Rice to approve the July 10, 2019 meeting minutes as amended. With no further discussion, Roll Call: B. Elmore. The motion was approved.*
2. Discussion and approval of Expenses. Council members reviewed expenses. Mayor Rice asked if there were any questions. Hearing no other comments, Mayor Rice called for a vote to approve expenses. *A motion was made by J. Krause and seconded by B. Elmore to approve the July expenses as presented. With no further discussion, Roll Call: S. Rice – 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 S. Rice and seconded by J. Krause to approve the July Financial Statements as presented. With no further discussion, Roll Call: B. Elmore – aye, the motion was approved.*
4. Discussion and approval of bid to excavate the ditch along North Street. Tri-City Blacktop recommends that the ditch along N. Street be excavated. To date, no bids have been received. *A motion was made to table until bids have been received.*
5. Discussion and approval of Health Abatement Plan for 5734 Valley Drive. Home owners have made significant progress with abatement issues. *A motion was made to table, pending continuous improvements to the property.*
6. Discussion and approval of Resolution 2019-09 Street Financial Report. Mayor Rice reviewed the tentative 2019 Street Financial Report and asked if there were any questions or corrections. Hearing none, Mayor Rice called for a vote to approve Resolution 2019-09 Street Financial Report. *A motion was made by J. Krause, Seconded by B. Elmore to approve. With no further discussion, Roll Call: S. Rice – aye. The motion was approved.*

Adjournment

With no other business before the Council, Mayor Rice called to adjourn at 7:30 PM. *A motion was made by J. Krause and seconded by B. Elmore to adjourn the meeting. With no further discussion, Roll Call: S. Rice – aye.*

Approved: _____ Attest: _____
Ronald D. Rice, Mayor Susan Dazey, City Clerk

APPROVED Expenses

Wells Fargo Bank \$126.20	MidAmerican Energy \$34.28	Iowa American Water Co. \$14.00
Iowa One Call \$5.40	Republic Services \$724.00	K&K Hardware \$ 12.99
Irvin W Foltz \$170.00	Wells Fargo Bank \$ 510.01	MidAmerican Energy \$61.94

CITY OF PANORAMA PARK

BILL PAYMENT LIST

August 16 - September 11, 2019

DATE	NUM	VENDOR	AMOUNT
Checking			
General Fund GSB			
09/11/2019	1109	IRVIN W FOLTZ	-135.00
Total for General Fund GSB			\$ -135.00
Road Fund GSB			
09/11/2019	1110	MIDAMERICAN ENERGY	-61.90
Total for Road Fund GSB			\$ -61.90
Sewer Fund GSB			
08/26/2019	1106	CITY OF DAVENPORT	-552.18
08/19/2019	1107	IOWA AMERICAN WATER CO.	-14.00
09/03/2019	1108	REPUBLIC SERVICES	-724.16
Total for Sewer Fund GSB			\$ -1,290.34
Total for Checking			\$ -1,487.24

CITY OF PANORAMA PARK

BALANCE SHEET

As of September 9, 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	27,164.60
Road Fund GSB	13,662.43
Sewer Fund GSB	7,608.79
Total Checking	48,435.82
Savings	
General Fund FCU	25.00
Total Savings	25.00
z - Closed Bank Accounts	0.00
Total Bank Accounts	\$351,174.87
Other Current Assets	
Collections	238.06
Undeposited Funds	0.00
Total Other Current Assets	\$238.06
Total Current Assets	\$351,412.93
TOTAL ASSETS	\$351,412.93
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	\$510.01
Total Current Liabilities	\$510.01
Total Liabilities	\$510.01
Equity	\$350,902.92
TOTAL LIABILITIES AND EQUITY	\$351,412.93

CITY OF PANORAMA PARK

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

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	3,682	27,377	23,695	87.00 %									\$3,682	\$27,377	\$23,695	87.00 %
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	3,052	18,500	15,448	84.00 %									\$3,052	\$18,500	\$15,448	84.00 %
Total Other City Taxes	3,243	21,301	18,058	85.00 %									\$3,243	\$21,301	\$18,058	85.00 %
Total 1 TAXES	6,925	48,678	41,753	86.00 %									\$6,925	\$48,678	\$41,753	86.00 %
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					3,196	16,000	12,804	80.00 %					\$3,196	\$16,000	\$12,804	80.00 %
Total 4 INTERGOVERNMENTAL					3,196	16,000	12,804	80.00 %					\$3,196	\$16,000	\$12,804	80.00 %
5 CHARGES FOR SERVICES													\$0	\$0	\$0	0%
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%
9 UNCATEGORIZED INCOME									33		-33		\$33	\$0	\$-33	0%
Billable Expense Income	125		-125										\$125	\$0	\$-125	0%
Total Income	\$7,050	\$50,678	\$43,628	86.00 %	\$3,829	\$17,200	\$13,371	78.00 %	\$3,183	\$2,800	\$-383	-14.00 %	\$14,061	\$70,678	\$56,617	80.00 %
GROSS PROFIT	\$7,050	\$50,678	\$43,628	86.00 %	\$3,829	\$17,200	\$13,371	78.00 %	\$3,183	\$2,800	\$-383	-14.00 %	\$14,061	\$70,678	\$56,617	80.00 %
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%

	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
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						2,200	2,200	100.00 %					\$0	\$2,200	\$2,200	100.00 %
230 Street Lighting					186	800	614	77.00 %					\$186	\$800	\$614	77.00 %
250 Snow Removal						5,000	5,000	100.00 %					\$0	\$5,000	\$5,000	100.00 %
290 Garbage	1,448	10,000	8,552	86.00 %									\$1,448	\$10,000	\$8,552	86.00 %
299 Other Public Works	5	100	95	95.00 %									\$5	\$100	\$95	95.00 %
Total b. Public Works	1,454	10,100	8,646	86.00 %	186	8,000	7,814	98.00 %					\$1,639	\$18,100	\$16,461	91.00 %
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 Conferences		1,150	1,150	100.00 %									\$0	\$1,150	\$1,150	100.00 %
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	193	900	707	79.00 %									\$193	\$900	\$707	79.00 %
6371 Electric / Gas Expense	62	600	538	90.00 %									\$62	\$600	\$538	90.00 %
6373 Telecommunication	66	800	734	92.00 %									\$66	\$800	\$734	92.00 %
6374 Water / Sewer	28	200	172	86.00 %									\$28	\$200	\$172	86.00 %

	001 GENERAL FUND				110 ROAD FUND				610 SEWER FUND				TOTAL			
	ACTUAL	BUDGET	REMAINING	%	ACTUAL	BUDGET	REMAINING	%	ACTUAL	BUDGET	REMAINING	%	ACTUAL	BUDGET	REMAINING	%
			REMAINING	REMAINING			REMAINING	REMAINING			REMAINING	REMAINING			REMAINING	REMAINING
Expense																
Total 650 City Hall / General Buildings	349	3,500	3,151	90.00 %									\$349	\$3,500	\$3,151	90.00 %
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	919	12,250	11,331	92.00 %									\$919	\$12,250	\$11,331	92.00 %
Total 1 GOVERNMENTAL ACTIVITIES	2,498	32,160	29,662	92.00 %	186	8,000	7,814	98.00 %					\$2,683	\$40,160	\$37,477	93.00 %
2. BUSINESS TYPE ACTIVITIES																
Sewer Utility													\$0	\$0	\$0	0%
815 Sewer & Sewage Disposal													\$0	\$0	\$0	0%
6413 Payments to other Agencies									552	8,000	7,448	93.00 %	\$552	\$8,000	\$7,448	93.00 %
6499 Other Contractual Service										1,250	1,250	100.00 %	\$0	\$1,250	\$1,250	100.00 %
Total 815 Sewer & Sewage Disposal									552	9,250	8,698	94.00 %	\$552	\$9,250	\$8,698	94.00 %
Total Sewer Utility									552	9,250	8,698	94.00 %	\$552	\$9,250	\$8,698	94.00 %
Total 2. BUSINESS TYPE ACTIVITIES									552	9,250	8,698	94.00 %	\$552	\$9,250	\$8,698	94.00 %
Unapplied Cash Bill Payment Expense	126		-126										\$126	\$0	\$ -126	0%
Total Expenses	\$2,624	\$32,160	\$29,536	92.00 %	\$186	\$8,000	\$7,814	98.00 %	\$552	\$9,250	\$8,698	94.00 %	\$3,362	\$49,410	\$46,048	93.00 %
NET OPERATING INCOME	\$4,426	\$18,518	\$14,092	76.00 %	\$3,643	\$9,200	\$5,557	60.00 %	\$2,631	\$ -6,450	\$ -9,081	141.00 %	\$10,700	\$21,268	\$10,568	50.00 %
NET INCOME	\$4,426	\$18,518	\$14,092	76.00 %	\$3,643	\$9,200	\$5,557	60.00 %	\$2,631	\$ -6,450	\$ -9,081	141.00 %	\$10,700	\$21,268	\$10,568	50.00 %