



# CITY OF PANORAMA PARK

## TENTATIVE MEETING AGENDA

December 11, 2019 – 6:00 PM

### **Agenda Approval**

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

### **Presentations**

City Attorney Jeff McDaniel to discuss and field questions regarding the Animal Control Ordinance

### **Public Comments to the Council**

### **Mayor's Report**

28E Sewer Agreement  
Sanitary sewer system inspection update

### **Committee Reports**

Culture and Recreation

### **Unfinished Business**

### **New Business**

1. Discussion and approval of Council Meetings Minutes from November 13, 2019
2. Discussion and approval of Expenses
3. Discussion and approval of monthly Financial Statements
4. Resolution 2019-14 to authorize the Treasurer to cash-out CD 20191230-SENBxxxx and deposit all principal and accumulated interest to the Sewer Fund Checking Account.
5. Discussion of the Animal Control Ordinance
6. Oath of Office for incoming Mayor and Council Members

### **Adjournment**



# CITY OF PANORAMA PARK

## MEETING MINUTES

### November 13, 2019 – 6:00 PM

The City Council of Panorama Park, Iowa met in regular session at 6:00 pm, Wednesday, November 13, 2019 in the City Hall.

**In Attendance:** B. Elmore, J. Krause, S. Rice, D. White

**Council Members Absent:** M. Lauritzson

**Also Present:** Mayor Ronald Rice, Treasurer Gary Gleason, Steve Perry, David Smith, Tim Huber, Jerry Scheese

**Presiding:** Mayor Ronald Rice

#### **Call to Order**

Mayor Rice called the meeting to order at 6:04 PM. A quorum was reached.

#### **Agenda Approval**

Mayor Rice added discussion and approval for new Council Members to attend the Municipal Leadership Academy workshop as New Business item 10 to the Agenda. Mayor Rice asked if there were any additional questions regarding the agenda and hearing none, asked for a motion to approve. *A motion was made by S. Rice, seconded by J. Krause, to approve the Agenda as presented. With no further discussion, Roll Call: B. Elmore – aye, D. White – aye. Agenda was approved.*

#### **Presentations**

Advantage Tree Service presented their quotation for FY2019-2020 plowing season. Jerry Scheese from Advantage brought a new contract to meeting and stayed to answer questions. The bid was the same as last year's bid, but the city requested that salt be used for every snow event. The city also requested that Short St. be plowed wider, following the markers in a resident's lawn. J. Krause suggested that the city send out a notice to residents to warn against street parking during snow removal.

#### **Public Comments to the Council**

None

#### **Mayor's Report**

- Election Results. Per the Scott County Auditor's office, 27 votes were cast at the Tanglewood Pavilion polling place. Ronald Rice received 27 votes for Mayor. David Smith received 27 votes, Shawn Rice 26 votes, David White 26 votes, Steven Perry 25 votes, and Tim Huber received 14 write-in votes for City Council.
- Sanitary Sewer/Road Repairs. The repairs took longer than expected due to waiting on parts, frigid weather, and an unexpected problem with erosion under the street. The sewer repairs are completed, but the road work cannot be completed until the frigid weather subsides, which should be next week.
- Sanitary Sewer System inspection update
- The Bettendorf Public Works Department has completed the video inspection of the sanitary sewer system. MSA is evaluating the video and they have been paid the first of three installments for their services.

#### **Committee Reports**

Culture and Recreation. S. Rice reported that the Halloween event was a success despite the cold weather.

#### **Unfinished Business**

None

#### **New Business**

1. Discussion and approval to accept the snow plowing bid of \$480 guaranteed, \$80 per hour, and \$30 per bag for salt from Advantage Tree Service. Mayor Rice asked if there were any questions or concerns and hearing none he called for a vote. *A motion was made by D. White and seconded by B. Elmore to approve the Advantage Tree Service snow plowing quote as presented. With no further discussion, Roll Call: J. Krause – aye, S. Rice - aye. The motion was approved.*
2. Discussion and approval of Resolution 2019-10 to accept the resignation of Susan Dazey as City Clerk. Mayor Rice shared Susan Dazey's resignation letter with the Council and called for a vote. *A motion was made by S. Rice and seconded by J. Krause to approve Resolution 2019-10 as presented. With no further discussion, Roll Call: B. Elmore – aye, D. White – aye. The motion was approved.*

3. Discussion and approval of Resolution 2019-11 to appoint Gary Gleason as City Clerk/Treasurer. Mayor Rice asked if there were any questions or concerns and hearing none he called for a vote. *A motion was made by J. Krause and seconded by D. White to approve Resolution 2019-11 as presented. With no further discussion, Roll Call: B. Elmore – aye, S. Rice - aye. The motion was approved.*
4. Discussion and approval of the Regular Meeting Minutes from October 9, 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 October 9, 2019 meeting minutes as presented. With no further discussion, Roll Call: B. Elmore – aye, J. Krause – aye. The motion was approved.*
5. Discussion and approval of Special Meeting Minutes from October 15, 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 J. Krause and seconded by B. Elmore to approve the October 15, 2019 meeting minutes as presented. With no further discussion, Roll Call: S. Rice – aye, D. White – aye. The motion was approved.*
6. 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 S. Rice and seconded by D. White to approve the expenses as presented. With no further discussion, Roll Call: B. Elmore – aye, J. Krause – aye. The motion was approved.*
7. 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 J. Krause and seconded by B. Elmore to approve the Financial Statements as presented. With no further discussion, Roll Call: S. Rice – aye, D. White – aye, the motion was approved.*
8. Discussion and approval of Resolution 2019-12 to accept the Annual Financial Report, AFR for the Fiscal Year ended June 30, 2019. Council members reviewed the AFR. 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 Financial Statements as presented. With no further discussion, Roll Call: B. Elmore – aye, D. White – aye, the motion was approved.*
9. Discussion and approval of Resolution 2019-13 to accept a new intergovernmental agreement providing for operations, maintenance and improvements for the joint use interceptor sewers, regional water pollution control plant, and appurtenances. Mayor Rice reviewed the concerns and recommendations of City Attorney Jeff McDaniel. D. White expressed his concerns about liability exposure from customers located in the other municipalities. Mayor Rice stated that he would follow up with the City Attorney and the city's insurance provider. Mayor Rice then called for a vote. *A motion was made by S. Rice and seconded by J. Krause to approve the Financial Statements as presented. With no further discussion, Roll Call: B. Elmore – aye, D. White – aye, the motion was approved.*
10. Discussion and approval for new Council Members to attend the Municipal Leadership Academy workshop. Mayor Rice reviewed the materials provided by the Iowa League of Cities and recommended that the newly elected Council Members attend at a cost not to exceed \$200 each. With no additional questions or comments from the Council, Mayor Rice called for a vote. *A motion was made by J. Krause and seconded by B. Elmore to approve the new Council Members to attend the workshop. With no further discussion, Roll Call: S. Rice – aye, D. White – aye. The motion was approved.*

**Adjournment**

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

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

Attest: \_\_\_\_\_  
 Gary Gleason, City Clerk/Treasurer

City of Davenport \$418.80  
 MidAmerican Energy \$86.11  
 Sam's Club \$61.98

Godaddy.com \$146.57  
 MSA Professional Services \$4625.00

Iowa American Water \$18.44  
 Republic Services \$724.08

11:09 AM  
12/07/19  
Cash Basis

**CITY OF PANORAMA PARK**  
**Expenses by Vendor Detail**  
November 14 through December 11, 2019

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
<b>ADVANTAGE TREE SERVICE</b>				
12/04/2019	Snow Removal 11/11/2019	250 Snow Removal	GENERAL FUND	230.00
Total ADVANTAGE TREE SERVICE				230.00
<b>BROOKS LAW FIRM</b>				
12/04/2019	Invoice No: 11	640 Legal Services & City Attor	GENERAL FUND	44.25
Total BROOKS LAW FIRM				44.25
<b>IOWA AMERICAN WATER CO.</b>				
12/04/2019	City Hall 10/16/2019 to 11/14/2019	6374 Water / Sewer Expense	GENERAL FUND	14.00
Total IOWA AMERICAN WATER CO.				14.00
<b>IOWA LEAGUE OF CITIES</b>				
11/19/2019	Municipal Leadership Academy - Steven Perry	6240 Meetings and Conferences	GENERAL FUND	190.00
Total IOWA LEAGUE OF CITIES				190.00
<b>MEDIACOM</b>				
12/02/2019	Franchise Fee Payment 07/01/2019 to 09/30/2019	4065 Utility Franchise Tax	GENERAL FUND	-214.87
Total MEDIACOM				-214.87
<b>MIDAMERICAN ENERGY</b>				
11/14/2019	10/10/2019 to 11/08/2019	6371 Electric / Gas Expense	GENERAL FUND	32.62
Total MIDAMERICAN ENERGY				32.62
<b>REPUBLIC SERVICES</b>				
12/04/2019	Garbage & Recycling Collection for 11/01/2019 to 11/30/2019	290 Garbage	GENERAL FUND	724.08
Total REPUBLIC SERVICES				724.08
<b>USPS</b>				
12/03/2019	Stamps (20)	6508 Postage / Shipping	GENERAL FUND	11.00
Total USPS				11.00
<b>TOTAL</b>				<b>1,031.08</b>

**CITY OF PANORAMA PARK**  
**Balance Sheet**  
 As of December 9, 2019

	Dec 9, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Certificates</b>	
General Fund	95,631.88
Road Fund	60,637.72
<b>Sewer Fund</b>	
20191230-SENB5269	20,000.00
20200321-GSB1999	20,000.00
20200321-GSB2022	5,000.00
20200411-GSB1824	20,321.62
20200411-GSB1832	20,321.62
20200411-GSB1840	20,321.62
20200411-GSB1859	20,321.62
20230321-FCU2496	20,157.97
<b>Total Sewer Fund</b>	146,444.45
<b>Total Certificates</b>	302,714.05
<b>Checking</b>	
General Fund GSB	35,723.35
Road Fund GSB	19,918.39
Sewer Fund GSB	3,418.34
<b>Total Checking</b>	59,060.08
<b>Savings</b>	25.00
<b>Total Checking/Savings</b>	361,799.13
<b>Other Current Assets</b>	
Collections	492.94
<b>Total Other Current Assets</b>	492.94
<b>Total Current Assets</b>	362,292.07
<b>TOTAL ASSETS</b>	<b>362,292.07</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Credit Cards	201.00
<b>Total Current Liabilities</b>	201.00
<b>Total Liabilities</b>	201.00
<b>Equity</b>	
Opening Balance Equity	297,305.34
Retained Earnings	43,530.25
Net Income	21,255.48
<b>Total Equity</b>	362,091.07
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>362,292.07</b>

**CITY OF PANORAMA PARK**  
**Budget vs. Actual**  
 July 1 through December 9, 2019

	Jul 1 - Dec 9, 19	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>1 TAXES</b>			
General Property Taxes			
4000 Property Taxes - Current	15,216	27,377	56%
Total General Property Taxes	15,216	27,377	56%
Other City Taxes			
4060 Utility Excise Tax	0	2,001	0%
4065 Utility Franchise Tax	406	800	51%
4090 Local Option Sales Tax	9,266	18,500	50%
Total Other City Taxes	9,672	21,301	45%
<b>Total 1 TAXES</b>	24,888	48,678	51%
<b>3 USE OF MONEY &amp; PROPERTY</b>			
4300 Interest	1,598	6,000	27%
4340 Other Misc Use	10	0	100%
<b>Total 3 USE OF MONEY &amp; PROPERTY</b>	1,608	6,000	27%
<b>4 INTERGOVERNMENTAL</b>			
State Shared Revenues			
4430 Road Use Taxes	9,041	16,000	57%
Total State Shared Revenues	9,041	16,000	57%
<b>Total 4 INTERGOVERNMENTAL</b>	9,041	16,000	57%
<b>5 CHARGES FOR SERVICES</b>	2,185	0	100%
Billable Expense Income	125	0	100%
<b>Total Income</b>	37,847	70,678	54%
<b>Gross Profit</b>	37,847	70,678	54%
<b>Expense</b>			
<b>1 GOVERNMENTAL ACTIVITIES</b>			
a. Public Safety	125	4,550	3%
b. Public Works			
210 Roads, Bridges, Sidewalks	0	2,200	0%
230 Street Lighting	309	800	39%
250 Snow Removal	230	5,000	5%
290 Garbage	3,620	10,000	36%
299 Other Public Works	5	100	5%
Total b. Public Works	4,165	18,100	23%
d. Culture & Recreation	2,505	5,260	48%
f. General Government			
610 Mayor & Council			
6240 Meetings and Conferences	190	0	100%
610 Mayor & Council - Other	0	1,500	0%
Total 610 Mayor & Council	190	1,500	13%
620 Clerk, Treasurer, Finance	203	1,500	14%
630 Elections	0	650	0%
640 Legal Services & City Attor	44	2,000	2%
650 City Hall / General Buildin	569	3,500	16%
660 Tort Liability	1,527	2,500	61%
699 Other General Government			
6490 Other Professional Service	147	0	100%

**CITY OF PANORAMA PARK**  
**Budget vs. Actual**  
 July 1 through December 9, 2019

	Jul 1 - Dec 9, 19	Budget	% of Budget
6505 Other Equipment	499	0	100%
6506 Office Supplies	31	0	100%
6508 Postage / Shipping	137	0	100%
699 Other General Government - Other	0	600	0%
<b>Total 699 Other General Government</b>	<b>814</b>	<b>600</b>	<b>136%</b>
<b>Total f. General Government</b>	<b>3,348</b>	<b>12,250</b>	<b>27%</b>
<b>Total 1 GOVERNMENTAL ACTIVITIES</b>	<b>10,143</b>	<b>40,160</b>	<b>25%</b>
<b>2. BUSINESS TYPE ACTIVITIES</b>			
<b>Sewer Utility</b>			
815 Sewer & Sewage Disposal			
6413 Payments to other Agencies	1,824	0	100%
6499 Other Contractual Service	4,625	0	100%
<b>Total 815 Sewer &amp; Sewage Disposal</b>	<b>6,449</b>	<b>0</b>	<b>100%</b>
<b>Sewer Utility - Other</b>	<b>0</b>	<b>9,250</b>	<b>0%</b>
<b>Total Sewer Utility</b>	<b>6,449</b>	<b>9,250</b>	<b>70%</b>
<b>Total 2. BUSINESS TYPE ACTIVITIES</b>	<b>6,449</b>	<b>9,250</b>	<b>70%</b>
<b>Total Expense</b>	<b>16,592</b>	<b>49,410</b>	<b>34%</b>
<b>Net Ordinary Income</b>	<b>21,255</b>	<b>21,268</b>	<b>100%</b>
<b>Net Income</b>	<b>21,255</b>	<b>21,268</b>	<b>100%</b>



# CITY OF PANORAMA PARK

RESOLUTION 2019-14  
DECEMBER 11, 2019

**RESOLUTION 2019-14 TO AUTHORIZE THE TREASURER TO CASH OUT CERTIFICATE OF DEPOSIT 20191230-SENBxxxx AND DEPOSIT ALL PRINCIPAL AND ACCUMULATED INTEREST INTO THE SEWER FUND CHECKING ACCOUNT.**

**WHEREAS**, the Certificate of Deposit (CD) 20191230-SENBxxxx will reach maturity on December 30, 2019 and

**WHEREAS**, the monies are required to pay expenses for sanitary sewer system repairs and

**WHEREAS**, the Treasurer, Gary Gleason shall cash out CD 20191230-SENBxxxx and deposit all principal and accumulated interest into the Sewer Fund Checking Account and

**WHEREAS**, it has been reviewed by the City Council.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Panorama Park, Iowa, that Resolution 2019-14 is hereby approved and adopted, and Treasurer, Gary Gleason is hereby authorized and directed to transfer all monies from CD 20191230-SENBxxxx to the Sewer Fund Checking Account.

PASSED BY THE COUNCIL THE 11TH DAY OF DECEMBER, 2019, AND APPROVED THIS 11TH DAY OF DECEMBER, 2019.

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Ronald D. Rice, Mayor

I, the undersigned, being duly appointed, qualified and Mayor Pro Tem of Panorama Park, hereby certify that the foregoing Resolution No. 2019-14 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 11th day of December, 2019.

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David White, Mayor Pro Tem