



CITY OF PANORAMA PARK

CITY COUNCIL MEETING AGENDA

December 12, 2018 - 6:00 PM

A - Agenda Approval

Discussion and approval of Council Meeting Agenda for Wednesday, December 12, 2018

B - Presentations

C - Public Comments to the Council

D - Mayor's Report

Surety Bond; City Hall Sign/Message Center; "Focus on Safety" Program; Mediacom Rate Adjustments

E - Committee Reports

F - Unfinished Business

1. Discussion of Scott County Multi-jurisdictional Hazard Mitigation Plan

G - New Business

1. Discussion and approval of Council Meetings Minutes from November 28, 2018
2. Discussion and Approval of Expenses
3. Discussion and Approval of monthly Financial Statements
4. Discussion of FY2020 Budget

H – Adjournment



**City of Panorama Park
City Council Meeting Minutes
November 28, 2018**

The City Council of Panorama Park, Iowa met in regular session on Wednesday, November 28, 2018 in the City Hall at 6:00 p.m.

Council Members Present: Beth Elmore, Jacque Krause, Mandi Lauritzson, Shawn Rice, David White

Council Members Absent: none

Also Present: Treasurer, Gary Gleason

Presiding: Mayor Ronald Rice

Call to Order

Mayor Rice called the meeting to order at 6:00 p.m. 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 Lauritzson, seconded by Krause to approve the Agenda as presented. With no further discussion, Roll Call: Elmore – aye, Council Member Rice – aye, White – aye. Agenda was approved.*

Presentations

Mayor Rice welcomed and introduced Mr. Jerry Sheese of Advantage Tree Service, who provides snow removal service for the City. Mayor Rice had invited Mr. Sheese to the meeting to discuss the recent major snow storm and the resulting removal process from City streets. Mayor Rice raised several issues of concern including: plowing streets too early in the snow storm, then a gap until the next plowing; no salt spread on the streets; and no plowing of Short Street until the second day, and then only 1-car width.

Mr. Sheese said that Panorama Park is a priority and thanked the Council for allowing him to address these concerns. Mr. Sheese said with the first major snowfall, several of his trucks had become stuck early on, which was also the case for the City of Bettendorf and the City of Davenport, resulting in trucks being pulled from the road until the snow stopped falling. Mr. Sheese apologized for the lack of plowing on Short Street. He said he had plowed Panorama Park as the regular driver had become stuck elsewhere, but had not been aware of Short Street. Mr. Sheese said there would be a driver assigned to Panorama Park in the future who would be aware of all the roads that need to be plowed. Mr. Sheese said a possible factor in the one-car lane plowing might have been obstruction by garbage cans if it was a regular pick up day. Council members thought residents could be notified to move their garbage cans from the road in anticipation of snow plowing. Regarding the salt issue, Mr. Sheese said Panorama Park was contracted as 'salt upon request' and any Council member could call and request additional salting. Council members agreed three areas should be salted: the entrance to Panorama Park off Valley Drive and the first hill up Park Avenue. Mr. Sheese provided his cell phone number to Council members to call with any concerns during a snowstorm. Mr. Sheese said normal policy is to plow roads when 2 inches of snow have fallen, until 10:00 p.m. when the trucks will stop. Mayor Rice asked Council members to notify him if they call for additional plowing so he can be informed if a resident calls him about the roads. Mr. Sheese thanked the Council again for allowing him to address their concerns. Mayor Rice thanked Mr. Sheese for coming and invited him to stay for the rest of the meeting.

Public Comments to the Council

No comments from the public.

Mayor's Report

- Still pursuing possible provider for Surety Bond.
- Continuing search for City Hall message center.
- Budget preparation to begin, Treasurer Gleason and Mayor attended budget workshop and found it helpful. Treasurer Gleason and Mayor will prepare a working draft.
- AFR is completed, and Resolution 2018-35 to approve the FY2018 report is on the agenda for Council approval.

Committee Reports

Culture and Recreation: Council member Rice reported several items: 1) City Hall has been reserved by a resident for their Thanksgiving gathering 2) the confirmed date for the 'Cookie Exchange' at City Hall is Saturday, December 8th from 10:00 a.m. to Noon. Council Member Rice raised the point that as more residents reserve City Hall for use, Council may need to approve a contract with a possible deposit required. Council will discuss further. No other committees reported.

Unfinished Business

1. No new discussion of the Scott County Multi-Jurisdictional Hazard Mitigation Plan. Council Member Rice said she was still reviewing the reports and hoped to have proposed amendments for the Council’s review in December, as the next opportunity to amend the plan is January 2019. Council members will discuss further.
2. Mayor Rice suggested putting the test speed enforcement until improved weather in the spring. Council members discussed and agreed to move forward with a test now. Mayor Rice will contact the Scott County Sheriff to determine when the test can be set up.
3. Council discussed proposed changes to the Sewer Ordinances. Further discussion will be held during the upcoming budget process.

New Business

1. Discussion and approval of Council meeting minutes from November 14, 2018. Mayor Rice asked if there were any questions or corrections to the minutes. Hearing none, he called for a vote. *A motion was made by Council Member Rice and seconded by Elmore to approve the November 14, 2018 meeting minutes as presented. With no further discussion, Krause – aye, Lauritzson - aye, White – aye and motion was approved.*
2. Discussion and approval of November expenses. Council members reviewed the check requests and invoices. Mayor Rice noted that the Iowa American water bill was for two months as no bill was received last month. Council briefly discussed the City’s three fire hydrants and when they were last flushed. White recalled that the fire hydrants were flushed about 8 to 10 years ago. Public Works Council member Lauritzson will confirm with Iowa American. Mayor Rice asked if there were any questions, and hearing none, called for a vote to approve expenses. *A motion was made by Elmore and seconded by White to approve November expenses as presented. With no further discussion, Krause – aye, Council Member Rice - aye, Lauritzson – aye, and motion was approved.*
3. Discussion and approval of **Resolution 2018-33** to modify the FY2019 Naming Depositories Policy list to include additional financial institutions. Mayor Rice noted that Ascentra Credit Union has been substituted by SENB Bank due to better rates. Mayor Rice asked if there were any questions, and hearing none, called for a vote to approve the amended list. *A motion was made by Council Member Rice and seconded by Krause to approve the amended FY2019 Naming Depositories Policy list as presented. With no further discussion, White – aye, Elmore - aye, Lauritzson – aye, and motion was approved.*
4. Discussion and approval of **Resolution 2018-34** to authorize the Treasurer to withdraw \$20,000 from Great Southern Bank checking account for purchase of Certificate of Deposit at SENB Bank at a rate of approximately 2.40% for a period of thirteen months. Treasurer Gary Gleason said additional funds can be added to the CD during the thirteen months. Mayor Rice asked if there were any questions, and hearing none, called for a vote to approve the resolution as presented. *A motion was made by Krause and seconded by Council Member Rice to approve Resolution 2018-34 as presented. With no further discussion, Elmore – aye, White - aye, Lauritzson – aye, and motion was approved.*
5. Discussion and approval of **Resolution 2018-35** to approve the City of Panorama Park Annual Financial Report for Fiscal Year ended June 30, 2018. Council reviewed the report. Mayor Rice said the report will be submitted to the State tomorrow. Mayor Rice asked if there were any questions, and hearing none, called for a vote to approve the resolution as presented. *A motion was made by Krause and seconded by Council Member Rice to approve Resolution 2018-34 as presented. With no further discussion, Elmore – aye, White - aye, Lauritzson – aye, and motion was approved.*

Mayor Rice noted that the next Council meeting scheduled for Wednesday, December 26th will be canceled as it is the day after Christmas, with the next meeting on Wednesday, January 9, 2019.

Adjournment

The meeting was adjourned at 7:25 p.m.

Approved: _____
Ronald D. Rice, Mayor

Attest: _____
Elaine Schilling, City Clerk

APPROVED Expenses:

Iowa American Water	\$23.58
Brooks Law Firm	\$73.75
Advantage	\$420.00

CITY OF PANORAMA PARK
Budget vs. Actuals: 2019 Budget - FY19 P&L Funds
 July 2018 - June 2019

	001 GENERAL FUND				110 ROAD FUND				610 SEWER FUND			
	Actual	Budget	Remaining	% Remaining	Actual	Budget	Remaining	% Remaining	Actual	Budget	Remaining	% Remaining
Income												
1 TAXES			0				0				0	
General Property Taxes			0				0				0	
4000.4 Property Taxes - Current	12,508	26,194	13,686	52.25%			0				0	
Total General Property Taxes	\$12,508	\$26,194	\$13,686	52.25%	\$0	\$0	\$0		\$0	\$0	\$0	
Other City Taxes			0				0				0	
4060.4 Utility Excise Tax	1,460	2,221	761	34.25%			0				0	
4065.4 Utility Franchise Tax	408	1,200	792	65.99%			0				0	
4090.4 Local Option Sales Tax	10,533	27,500	16,967	61.70%			0				0	
Total Other City Taxes	\$12,402	\$30,921	\$18,519	59.89%	\$0	\$0	\$0		\$0	\$0	\$0	
Total 1 TAXES	\$24,909	\$57,115	\$32,206	56.39%	\$0	\$0	\$0		\$0	\$0	\$0	
4 INTERGOVERNMENTAL			0				0				0	
State Shared Revenues			0				0				0	
4430.2 Road Use Taxes			0		8,709	16,000	7,291	45.57%			0	
Total State Shared Revenues	\$0	\$0	\$0		\$8,709	\$16,000	\$7,291	45.57%	\$0	\$0	\$0	
Total 4 INTERGOVERNMENTAL	\$0	\$0	\$0		\$8,709	\$16,000	\$7,291	45.57%	\$0	\$0	\$0	
5 CHARGES FOR SERVICES			0				0				0	
Sewer Service			0				0				0	
4510.1 Non-metered Service			0				0	6,656	17,000	10,344	60.85%	
Total Sewer Service	\$0	\$0	\$0		\$0	\$0	\$0	\$6,656	\$17,000	\$10,344	60.85%	
Total 5 CHARGES FOR SERVICES	\$0	\$0	\$0		\$0	\$0	\$0	\$6,656	\$17,000	\$10,344	60.85%	
Total Income	\$24,909	\$57,115	\$32,206	56.39%	\$8,709	\$16,000	\$7,291	45.57%	\$6,656	\$17,000	\$10,344	60.85%
Gross Profit	\$24,909	\$57,115	\$32,206	56.39%	\$8,709	\$16,000	\$7,291	45.57%	\$6,656	\$17,000	\$10,344	60.85%
Expenses												
1 GOVERNMENTAL ACTIVITIES			0				0				0	
a. Public Safety			0				0				0	
140 Flood Control		1,000	1,000	100.00%			0				0	
150 Fire Department	2,742	3,000	258	8.61%			0				0	
190 Animal Control		250	250	100.00%			0				0	
Total a. Public Safety	\$2,742	\$4,250	\$1,508	35.49%	\$0	\$0	\$0		\$0	\$0	\$0	
b. Public Works			0				0				0	
210 Roads, Bridges, Sidewalks			0			8,500	8,500	100.00%			0	
230 Street Lighting			0		250	1,500	1,250	83.30%			0	
250 Snow Removal			0		420	6,000	5,580	93.00%			0	
290 Garbage	3,480	10,000	6,520	65.20%			0				0	
299 Other Public Works	1,500	3,000	1,500	50.00%			0				0	
Total b. Public Works	\$4,980	\$13,000	\$8,020	61.69%	\$670	\$16,000	\$15,330	95.81%	\$0	\$0	\$0	
d. Culture & Recreation			0				0				0	

410 Library Services	2,473	5,000	2,528	50.55%			0			0		
499 Other Culture & Recreation		1,000	1,000	100.00%			0			0		
Total d. Culture & Recreation	\$2,473	\$6,000	\$3,528	58.79%	\$0	\$0	\$0	\$0	\$0	\$0		
f. General Government			0				0			0		
620 Clerk, Treasurer, Finance	1,828	15,000	13,172	87.82%			0			0		
640 Legal Services & City Attorney	295	10,000	9,705	97.05%			0			0		
650 City Hall / General Buildings	54	7,500	7,446	99.28%			0			0		
699 Other General Government	600	5,000	4,400	87.99%			0			0		
Total f. General Government	\$2,777	\$37,500	\$34,723	92.59%	\$0	\$0	\$0	\$0	\$0	\$0		
Total 1 GOVERNMENTAL ACTIVITIES	\$12,972	\$60,750	\$47,778	78.65%	\$670	\$16,000	\$15,330	95.81%	\$0	\$0	\$0	
2. BUSINESS TYPE ACTIVITIES			0				0			0		
Sewer Utility			0				0			0		
815 Sewer & Sewage Disposal			0				0	2,148	9,500	7,352	77.39%	
Total Sewer Utility	\$0	\$0	\$0		\$0	\$0	\$0	\$2,148	\$9,500	\$7,352	77.39%	
Total 2. BUSINESS TYPE ACTIVITIES	\$0	\$0	\$0		\$0	\$0	\$0	\$2,148	\$9,500	\$7,352	77.39%	
Total Expenses	\$12,972	\$60,750	\$47,778	78.65%	\$670	\$16,000	\$15,330	95.81%	\$2,148	\$9,500	\$7,352	77.39%
Net Operating Income	\$11,938	\$-3,635	\$-15,573	428.40%	\$8,038	\$0	\$-8,038		\$4,508	\$7,500	\$2,992	39.89%
Net Income	\$11,938	\$-3,635	\$-15,573	428.40%	\$8,038	\$0	\$-8,038		\$4,508	\$7,500	\$2,992	39.89%

Wednesday, Dec 12, 2018 09:04:23 AM GMT-8 - Cash Basis

CITY OF PANORAMA PARK

PROFIT AND LOSS BY CLASS

July - November, 2018

	001 GENERAL FUND	110 ROAD FUND	610 SEWER FUND	TOTAL
Income				
1 TAXES	197.00			\$197.00
General Property Taxes	376.93			\$376.93
4000.4 Property Taxes - Current	12,507.53			\$12,507.53
Military Credit	64.40			\$64.40
Rollback Replacement Credit	2.73			\$2.73
Total 4000.4 Property Taxes - Current	12,574.66			\$12,574.66
Total General Property Taxes	12,951.59			\$12,951.59
Other City Taxes				\$0.00
4060.4 Utility Excise Tax	1,460.34			\$1,460.34
4065.4 Utility Franchise Tax	408.15			\$408.15
4090.4 Local Option Sales Tax	10,533.34			\$10,533.34
Total Other City Taxes	12,401.83			\$12,401.83
Total 1 TAXES	25,550.42			\$25,550.42
3 USE OF MONEY & PROPERTY				\$0.00
4300.2, 3, or 4 Interest	65.75			\$65.75
4340.2, 3, or 4 Other Misc Use	60.37			\$60.37
Total 3 USE OF MONEY & PROPERTY	126.12			\$126.12
4 INTERGOVERNMENTAL				\$0.00
State Shared Revenues				\$0.00
4430.2 Road Use Taxes		7,210.60		\$7,210.60
Total State Shared Revenues		7,210.60		\$7,210.60
Total 4 INTERGOVERNMENTAL		7,210.60		\$7,210.60
5 CHARGES FOR SERVICES				\$0.00
Sewer Service				\$0.00
4510.1 Non-metered Service			6,048.62	\$6,048.62
4530.1 Forfeitures/Penalties			71.37	\$71.37
Total Sewer Service			6,119.99	\$6,119.99
Total 5 CHARGES FOR SERVICES			6,119.99	\$6,119.99
Total Income	\$25,676.54	\$7,210.60	\$6,119.99	\$39,007.13
GROSS PROFIT	\$25,676.54	\$7,210.60	\$6,119.99	\$39,007.13
Expenses				
1 GOVERNMENTAL ACTIVITIES				\$0.00
a. Public Safety				\$0.00
150 Fire Department	2,741.71			\$2,741.71
Total a. Public Safety	2,741.71			\$2,741.71
b. Public Works				\$0.00
210 Roads, Bridges, Sidewalks				\$0.00
6417 Street Maintenance Expense		2,905.00		\$2,905.00
Total 210 Roads, Bridges, Sidewalks		2,905.00		\$2,905.00
230 Street Lighting		187.91		\$187.91

	001 GENERAL FUND	110 ROAD FUND	610 SEWER FUND	TOTAL
250 Snow Removal		420.00		\$420.00
290 Garbage	2,784.32			\$2,784.32
299 Other Public Works	1,500.00			\$1,500.00
Total b. Public Works	4,284.32	3,512.91		\$7,797.23
d. Culture & Recreation				\$0.00
410 Library Services	2,472.50			\$2,472.50
Total d. Culture & Recreation	2,472.50			\$2,472.50
f. General Government				\$0.00
620 Clerk, Treasurer, Finance	1,827.54			\$1,827.54
6240 Meetings and Conferences	135.00			\$135.00
Total 620 Clerk, Treasurer, Finance	1,962.54			\$1,962.54
640 Legal Services & City Attorney	295.00			\$295.00
650 City Hall / General Buildings	54.28			\$54.28
6310 Building Maintenance & Repair	3,347.13			\$3,347.13
6320 Grounds Maintenance & Repair	31.26			\$31.26
6371 Electric / Gas Expense	88.44			\$88.44
6374 Water / Sewer Expense	72.23			\$72.23
Total 650 City Hall / General Buildings	3,593.34			\$3,593.34
660 Tort Liability				\$0.00
6408 Insurance Expense	1,527.00			\$1,527.00
Total 660 Tort Liability	1,527.00			\$1,527.00
699 Other General Government	539.74			\$539.74
6506 Office Supplies	58.94			\$58.94
6508 Postage / Shipping	150.00			\$150.00
6599 Other Supplies	188.57			\$188.57
Total 699 Other General Government	937.25			\$937.25
Total f. General Government	8,315.13			\$8,315.13
Total 1 GOVERNMENTAL ACTIVITIES	17,813.66	3,512.91		\$21,326.57
2. BUSINESS TYPE ACTIVITIES				\$0.00
Sewer Utility			575.00	\$575.00
815 Sewer & Sewage Disposal			2,147.84	\$2,147.84
Total Sewer Utility			2,722.84	\$2,722.84
Total 2. BUSINESS TYPE ACTIVITIES			2,722.84	\$2,722.84
Unapplied Cash Bill Payment Expense	1,039.52			\$1,039.52
Total Expenses	\$18,853.18	\$3,512.91	\$2,722.84	\$25,088.93
NET OPERATING INCOME	\$6,823.36	\$3,697.69	\$3,397.15	\$13,918.20
NET INCOME	\$6,823.36	\$3,697.69	\$3,397.15	\$13,918.20

CITY OF PANORAMA PARK

BALANCE SHEET

As of November 30, 2018

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Certificates	
General Fund	
CD 20190319-654 GSB	75,346.42
Total General Fund	75,346.42
Road Fund	
CD 20190711-816 GSB	20,000.00
CD 20190711-824 GSB	20,000.00
CD 20191230-269 SENB	20,000.00
Total Road Fund	60,000.00
Sewer Fund	
CD 20190319-646 GSB	75,000.00
CD 20190711-832 GSB	20,000.00
CD 20190711-840 GSB	20,000.00
CD 20190711-859 GSB	20,000.00
Total Sewer Fund	135,000.00
Total Certificates	270,346.42
Checking - GSB	0.00
General Fund	24,763.64
Road Fund	7,426.69
Sewer Fund	10,003.16
Total Checking - GSB	42,193.49
Total Bank Accounts	\$312,539.91
Other Current Assets	
Collections	-486.58
Undeposited Funds	25.00
Total Other Current Assets	\$ -461.58
Total Current Assets	\$312,078.33
TOTAL ASSETS	\$312,078.33
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Cards	
Wells Fargo Visa	
Ronald Rice	20.01
Total Wells Fargo Visa	20.01
Total Credit Cards	20.01
Total Credit Cards	\$20.01

	TOTAL
Total Current Liabilities	\$20.01
Total Liabilities	\$20.01
Equity	
Opening Balance Equity	297,305.34
Retained Earnings	-973.08
Net Income	15,726.06
Total Equity	\$312,058.32
TOTAL LIABILITIES AND EQUITY	\$312,078.33

CITY OF PANORAMA PARK

BILL PAYMENT LIST

November 2018

DATE	NUM	VENDOR	AMOUNT
Checking - GSB			
General Fund			
11/14/2018	1004	MIDAMERICAN ENERGY	-62.61
11/14/2018	1005	MIDAMERICAN ENERGY	-32.45
11/14/2018	1006	WELLS FARGO BANK	-1,039.52
11/14/2018	1008	BETTENDORF OFFICE PRODUCTS	-36.00
11/14/2018	1009	K&K HARDWARE	-7.98
11/28/2018	1011	IOWA AMERICAN WATER CO.	-23.58
11/28/2018	1012	BROOKS LAW FIRM	-73.75
Total for General Fund			\$ -1,275.89
Road Fund			
11/28/2018	1015	ADVANTAGE TREE SERVICE	-420.00
Total for Road Fund			\$ -420.00
Sewer Fund			
11/14/2018	1010	CITY OF DAVENPORT	-352.63
Total for Sewer Fund			\$ -352.63
Total for Checking - GSB			\$ -2,048.52
Not Specified			
11/14/2018	1007	CITY OF DAVENPORT	0.00
Total for Not Specified			\$0.00

CITY OF PANORAMA PARK
A/R Aging Summary
As of December 12, 2018

	Current	1 - 60	61 - 120	121 and over	Total
515 PARK AVE	25.00	74.13	52.54	25.50	177.17
504 PARK AVE	25.00	68.57	51.51		145.08
740 PARK AVE	25.00	63.40			88.40
702 PARK AVE	25.00	58.42	3.15		86.57
119 2ND ST	25.00	57.75			82.75
5708 VALLEY DR	25.00	44.85			69.85
429 PARK AVE	25.00	27.50			52.50
5808 VALLEY DR	25.00	27.50			52.50
926 PARK AVE	25.00	27.45	-0.53		51.92
209 PARK AVE	25.00	3.96			28.96

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