



CITY OF PANORAMA PARK

TENTATIVE MEETING AGENDA

October 9, 2019 – 6:00 PM

Agenda Approval

Discussion and approval of Council Meeting Agenda for Wednesday, October 9, 2019

Presentations

Public Comments to the Council

Mayor's Report

- North Street update
- Sanitary sewer system inspection update
- Health Nuisance Abatement update
- Parking complaints

Committee Reports

Culture and Recreation

Unfinished Business

1. Discussion and approval of bid to excavate the ditch along North Street. This agenda item was tabled from the September 11, 2019 meeting.
2. Discussion of Health Abatement Plan for 5734 Valley Drive

New Business

1. Discussion and approval of Council Meetings Minutes from September 11, 2019
2. Discussion and approval of Expenses
3. Discussion and approval of monthly Financial Statements

Adjournment



CITY OF PANORAMA PARK

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

The City Council of Panorama Park, Iowa met in regular session at 6:00 pm, Wednesday, September 11, 2019 in the City Hall.

In Attendance: B. Elmore; J. Krause; M. Lauritzson; S. Rice; D. White

Council Members Absent: None

Also Present: Mayor Ronald Rice; Treasurer Gary Gleason; Clerk Susan Dazey;

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

Presentations

None

Public Comments to the Council

None

Mayor's Report

- Street repair update. Tri-City Blacktop recommends that the ditch along North Street be excavated. Mayor Rice will meet with Ed Evans (Tri-city Blacktop) to discuss the status of the road repair.
- North Street update. The City of Bettendorf is still getting bids to make repairs to their portion of North Street.
- Sanitary Sewer System update. Mayor Rice suspects that a sewer line rupture may be the cause of the deterioration of Park Avenue at Second Street. It is Chris Cooper of MSA's opinion that it may be necessary to excavate the site to confirm this is the issue.
- Health Nuisance Abatement Notice. 5734 Valley Drive is now keeping the property mowed, but there are still piles of junk that have not been disposed of. 106 6th Street has been mowed, but tall weeds are still present.

Committee Reports

Culture and Recreation. S. Rice stated that the 4th Annual Chili Cook Off will be held at the City Hall October 4, 2019 at 6:00 PM and volunteers will be needed to help clean up the City Hall afterwards.

Unfinished Business

1. Discussion and approval of bid to excavate the ditch along North Street. Tri-city Blacktop recommends that the North Street ditch be excavated prior to road repairs. The city of Panorama Park has received two bids to dig this ditch; \$1700.00 from a Corlson Excavating; \$400.00 from Brad Rice. *A motion was made by B. Elmore to table this pending more information and J. Krause seconded the motion. With no further discussion, Roll Call: M. Lauritzson – aye, S. Rice – aye, D. White – aye.*
2. Discussion of Health Abatement Plan for 5734 Valley Drive. Final notice has been sent July 11th to clean up the 4 piles of junk or the city will have it removed and charge the homeowner. They are currently in violation.

New Business

1. Discussion and approval of Council Meeting Minutes from August 14, 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 S. Rice and seconded by J. Krause to approve the August 14, 2019 meeting minutes as presented. With no further discussion, Roll Call: M. Lauritzson – aye, D. White – aye. 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 M. Lauritzson to approve the August expenses as presented. With no further discussion, Roll Call: S. Rice – aye, D. White – 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 correction and hearing none, Mayor Rice called for a vote. *A motion was made by D. White and seconded by J. Krause to approve the August Financial Statements as presented. With no further discussion, Roll Call: M. Lauritzson – aye, S. Rice – aye, the motion was approved.*
4. Discussion and approval to purchase new accounting software. Mayor Rice discussed the expense of purchasing the desktop version of Quickbooks versus using Quickbooks Online. The saving is substantial. 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 purchase of the desktop version Quickbooks. With no further discussion, Roll Call: M. Lauritzson – aye, D. White – aye. The motion was approved.*
5. Discussion of the newly-formed dip at Park Avenue & Second Street and the potential repair costs. Chris Cooper of MSA and Mayor Rice opened the manhole cover and performed a visual inspection of the sanitary sewer system. They observed some sand build up which may indicate that there may be a problem with the sewer line. Bettendorf Public Works may not be available to perform a video sewer inspection for a couple of months. D. White suggested consulting another contractor to do the video sewer inspection. Mayor Rice will contact Enviromark for a bid. If repairs are needed, an alternate route for traffic will need to be considered.

Adjournment

With no other business before the Council, Mayor Rice adjourned the meeting at 7:10 PM.

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

APPROVED Expenses

Iowa American Water Co. \$14.00	Republic Services \$724.16	Irvin W Foltz \$135.00
MidAmerican Energy \$61.90	City of Davenport \$552.18	USPS \$7.45

9:00 AM
 10/09/19
 Cash Basis

CITY OF PANORAMA PARK
Expenses by Vendor Detail
 September 12 through October 9, 2019

Date	Num	Memo	Account	Class	Paid Amount
CINCINNATI INSURANCE					
09/24/2019			6408 · Insurance Expense	001 General Fund	1,527.00
Total CINCINNATI INSURANCE					1,527.00
CITY OF DAVENPORT					
09/24/2019	1319997		6413 · Payments to other Agencies	610 Sewer Fund	2.52
10/09/2019	1320173	Plant Operational Fund - August 2019	6413 · Payments to other Agencies	610 Sewer Fund	490.52
10/09/2019	1320177	Plant Operational Fund - July 2019	6413 · Payments to other Agencies	610 Sewer Fund	359.79
Total CITY OF DAVENPORT					852.83
IOWA AMERICAN WATER					
09/24/2019			6374 · Water/Sewer Expense	001 General Fund	14.00
Total IOWA AMERICAN WATER					14.00
IRVIN W FOLTZ					
10/09/2019	109	Mowing 09/20/2019	6320 · Grounds Maintenance & Repair	001 General Fund	45.00
10/09/2019	110	Mowing 10/01/2019	6320 · Grounds Maintenance & Repair	001 General Fund	45.00
Total IRVIN W FOLTZ					90.00
MIDAMERICAN ENERGY					
09/24/2019	391303470		6371 · Electric/Gas Expense	001 General Fund	26.83
10/09/2019	391980294	8/30/2019 to 10/01/2019	230 · Street Lighting	110 Road Fund	61.75
Total MIDAMERICAN ENERGY					88.58
REPUBLIC SERVICES					
09/24/2019			290 · Garbage	001 General Fund	724.08
Total REPUBLIC SERVICES					724.08
WELLS FARGO BANK					
09/13/2019		Cash Back Credit	4340 · Other Misc Use	001 General Fund	-9.91
Total WELLS FARGO BANK					-9.91
TOTAL					<u>3,286.58</u>

CITY OF PANORAMA PARK
Balance Sheet
 As of October 9, 2019

	Oct 9, 19
ASSETS	
Current Assets	
Checking/Savings	
CERTIFICATES	
General Fund CDs	
20200321-GSB1999	20,000.00
20200321-GSB2006	10,000.00
20200321-GSB2014	5,000.00
20230321-FCU2500	20,157.97
20230321-FCU2501	20,157.97
20230321-FCU2502	20,157.97
Total General Fund CDs	95,473.91
Road Fund CDs	
20191230-SENB5269	20,000.00
20200411-GSB1816	20,321.78
20200411-GSB1824	20,321.62
Total Road Fund CDs	60,643.40
Sewer Fund CDs	
20200321-GSB2022	5,000.00
20200411-GSB1832	20,321.62
20200411-GSB1840	20,321.62
20200411-GSB1859	20,321.62
20230321-FCU2496	20,157.97
20230321-FCU2497	20,157.97
20230321-FCU2498	20,157.97
20230321-FCU2499	20,157.97
Total Sewer Fund CDs	146,596.74
Total CERTIFICATES	302,714.05
CHECKING	
General Fund GSB	25,079.98
Road Fund GSB	15,392.24
Sewer Fund GSB	7,896.62
Total CHECKING	48,368.84
SAVINGS	
General Fund FCU	25.00
Total SAVINGS	25.00
Total Checking/Savings	351,107.89
Total Current Assets	351,107.89
TOTAL ASSETS	351,107.89
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	340,835.59
Net Income	10,272.30
Total Equity	351,107.89
TOTAL LIABILITIES & EQUITY	351,107.89

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

	001 General Fund			110 Road Fund			610 Sewer Fund			TOTAL		
	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget
Ordinary Income/Expense												
Income												
1 TAXES												
General Property Taxes												
4000 - Property Taxes - Current	3,682	27,377	13%							3,682	27,377	13%
4001 - Property Taxes - Prior												
General Property Taxes - Other												
Total General Property Taxes	3,682	27,377	13%							3,682	27,377	13%
Other City Taxes												
4060 - Utility Excise Tax		2,001									2,001	
4065 - Utility Franchise Tax	191	800	24%							191	800	24%
4090 - Local Option Sales Tax	4,639	18,500	25%							4,639	18,500	25%
Other City Taxes - Other												
Total Other City Taxes	4,830	21,301	23%							4,830	21,301	23%
1 TAXES - Other												
Total 1 TAXES	8,512	48,678	17%							8,512	48,678	17%
2 LICENSES AND PERMITS												
Building Structure & Equipment												
4120 - Building & Construction												
Building Structure & Equipment - Other												
Total Building Structure & Equipment												
2 LICENSES AND PERMITS - Other												
Total 2 LICENSES AND PERMITS												
3 USE OF MONEY & PROPERTY												
4300 - Interest		2,000		633	1,200	53%	965	2,800	34%	1,598	6,000	27%
4340 - Other Misc Use	10		100%							10		100%
3 USE OF MONEY & PROPERTY - Other												
Total 3 USE OF MONEY & PROPERTY	10	2,000	0%	633	1,200	53%	965	2,800	34%	1,608	6,000	27%
4 INTERGOVERNMENTAL												
State Shared Revenues												
4430 - Road Use Taxes		16,000		5,049	16,000	32%				5,049	32,000	16%
State Shared Revenues - Other												
Total State Shared Revenues		16,000		5,049	16,000	32%				5,049	32,000	16%
4 INTERGOVERNMENTAL - Other												
Total 4 INTERGOVERNMENTAL		16,000		5,049	16,000	32%				5,049	32,000	16%
5 CHARGES FOR SERVICES												
Sewer Service												
4510 - Non-metered Service							1,073		100%	1,073		100%
Sewer Service - Other												
Total Sewer Service							1,073		100%	1,073		100%
5 CHARGES FOR SERVICES - Other												
							428		100%	428		100%
Total 5 CHARGES FOR SERVICES							1,502		100%	1,502		100%
7 MISCELLANEOUS												
4770 - Court Fines												
7 MISCELLANEOUS - Other												
Total 7 MISCELLANEOUS												
9 UNCATEGORIZED INCOME												
Total Income	8,522	66,678	13%	5,682	17,200	33%	2,467	2,800	88%	16,671	86,678	19%

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

Expense	001 General Fund			110 Road Fund			610 Sewer Fund			TOTAL		
	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget
1 GOVERNMENTAL ACTIVITIES												
a. Public Safety												
110 · Police Dept/Crime Prevention		1,500									1,500	
140 · Flood Control												
150 · Fire Department		2,800									2,800	
190 · Animal Control		250									250	
199 · Other Public Safety	125		100%							125		100%
a. Public Safety - Other												
Total a. Public Safety	125	4,550	3%							125	4,550	3%
b. Public Works												
210 · Roads, Bridges, Sidewalks												
6417 · Street Maintenance Expense					2,200						2,200	
210 · Roads, Bridges, Sidewalks - Other												
Total 210 · Roads, Bridges, Sidewalks					2,200						2,200	
230 · Street Lighting				248	800	31%				248	800	31%
250 · Snow Removal					5,000						5,000	
260 · Highway Engineering												
290 · Garbage	2,172	10,000	22%							2,172	10,000	22%
299 · Other Public Works	5	100	5%							5	100	5%
b. Public Works - Other												
Total b. Public Works	2,178	10,100	22%	248	8,000	3%				2,425	18,100	13%
c. Health & Social Services												
d. Culture & Recreation												
410 · Library Services		5,010									5,010	
499 · Other Culture & Recreation		250									250	
d. Culture & Recreation - Other												
Total d. Culture & Recreation		5,260									5,260	
e. Community & Economic Develop												
f. General Government												
610 · Mayor & Council												
6210 · Association Dues												
6240 · Meetings & Conferences												
610 · Mayor & Council - Other		1,500									1,500	
Total 610 · Mayor & Council		1,500									1,500	
620 · Clerk, Treasurer, Finance												
6240 · Meetings & Conferences												
6401 · Accounting & Auditing												
6506 · Office Supplies												
620 · Clerk, Treasurer, Finance - Other		1,500									1,500	
Total 620 · Clerk, Treasurer, Finance		1,500									1,500	
630 · Elections		650									650	
640 · Legal Services & City Attorney		2,000									2,000	
6490 · Other Professional Services												
650 · City Hall/General Buildings												
6310 · Building Maintenance & Repair												
6320 · Grounds Maintenance & Repair	283		100%							283		100%
6371 · Electric/Gas Expense	89		100%							89		100%
6373 · Telecommunication	66		100%							66		100%
6374 · Water/Sewer Expense	42		100%							42		100%
650 · City Hall/General Buildings - Other		3,500									3,500	
Total 650 · City Hall/General Buildings	480	3,500	14%							480	3,500	14%
660 · Tort Liability												
6408 · Insurance Expense	1,527		100%							1,527		100%
660 · Tort Liability - Other		2,500									2,500	
Total 660 · Tort Liability	1,527	2,500	61%							1,527	2,500	61%
699 · Other General Government												
6506 · Office Supplies	24		100%							24		100%
6505 · Other Equipment	499		100%							499		100%
6508 · Postage/Shipping	71		100%							71		100%
6599 · Other Supplies												
699 · Other General Government - Other		600									600	
Total 699 · Other General Government	594	600	99%							594	600	99%

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

	001 General Fund			110 Road Fund			610 Sewer Fund			TOTAL		
	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget	Jul 1 - Oct 9, 19	Budget	% of Budget
f. General Government - Other												
Total f. General Government	2,601	12,250	21%							2,601	12,250	21%
g. Debt Service												
1 GOVERNMENTAL ACTIVITIES - Other												
Total 1 GOVERNMENTAL ACTIVITIES	4,904	32,160	15%	248	8,000	3%				5,152	40,160	13%
2 BUSINESS TYPE ACTIVITIES												
Sewer Utility												
815 - Sewer & Sewage Disposal												
6413 - Payments to other Agencies							1,405	100%	1,405	1,405	9,250	100%
6499 - Other Contractual Service												
815 - Sewer & Sewage Disposal - Other											9,250	
Total 815 - Sewer & Sewage Disposal							1,405	15%	1,405	1,405	9,250	15%
Sewer Utility - Other												
Total Sewer Utility							1,405	15%	1,405	1,405	9,250	15%
2 BUSINESS TYPE ACTIVITIES - Other												
Total 2 BUSINESS TYPE ACTIVITIES							1,405	15%	1,405	1,405	9,250	15%
66000 - Payroll Expenses												
Total Expense	4,904	32,160	15%	248	8,000	3%	1,405	15%	6,557	6,557	49,410	13%
Net Ordinary Income	3,618	34,518	10%	5,434	9,200	59%	1,062	-16%	10,114	10,114	37,268	27%
Other Income/Expense												
Other Income												
ASK ACCOUNTANT - INCOME	125		100%				33	100%	158	158		100%
Total Other Income	125		100%				33	100%	158	158		100%
Other Expense												
ASK ACCOUNTANT - EXPENSE												
Total Other Expense												
Net Other Income	125		100%				33	100%	158	158		100%
Net Income	3,743	34,518	11%	5,434	9,200	59%	1,095	-17%	10,272	10,272	37,268	28%