



# **CITY OF PANORAMA PARK**

## **COUNCIL MEETING AGENDA**

**September 12, 2020 – 9:00 a.m.**

### **Agenda Approval**

Discussion and approval of Council Meeting Agenda for Saturday, September 12, 2020.

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

### **Presentations**

City Attorney, Jeff McDaniel will field questions from the Council on a variety of topics.

### **Mayor's Report**

- Update on City street repairs
- Update on sanitary sewer system repairs

### **Committee Reports**

### **Unfinished Business**

### **New Business**

1. Discussion and approval of Resolution 2020-12 accepting and approving the City Street Finance Report for the fiscal year ending June 30, 2020.
2. Discussion of on-street parking.
3. Discussion and approval of Resolution 2020-13 to install a road closed barrier on Second Street.
4. Discussion and approval of Resolution 2020-14 authorizing a 28E agreement with the City of Bettendorf for snow removal.
5. Discussion and approval of the minutes from the August 15, 2020 Council Meeting.
6. Discussion and approval of the monthly financial statements.
7. Discussion and approval for payment of outstanding bills.

### **Adjournment**



## **CITY OF PANORAMA PARK**

RESOLUTION 2020-12  
SEPTEMBER 12, 2020

**RESOLUTION ACCEPTING AND APPROVING THE CITY STREET FINANCE REPORT FOR FISCAL YEAR ENDING JUNE 30, 2020.**

**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, 2020; 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, 2020 is hereby approved and adopted, and the Treasurer or Mayor is hereby authorized and directed to file the adopted report with the Office of Local Systems of the Iowa Department of Transportation.

Passed, Approved and Adopted this 12th day of September, 2020.

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Ronald D. Rice, Mayor

Attest:

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Gary Gleason, Treasurer/Clerk

Street Finance Report for Panorama Park 2020

Summary	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Beginning Balance		\$71,619					\$71,619
Expense		\$8,122					\$8,122
Revenue		\$18,492					\$18,492
Ending Balance		\$81,989					\$81,989

Resolution Number:

Execution Date:

Signature:



## **CITY OF PANORAMA PARK**

RESOLUTION 2020-13  
SEPTEMBER 12, 2020

**RESOLUTION AUTHORIZING AND DIRECTING THE INSTALLATION OF A BARRICADE AND DEAD-END SIGNAGE ON THE EXISTING DEAD-END STREET KNOWN AS SECOND STREET.**

**WHEREAS**, Second Street is an existing dead end street located off of Park Avenue; and

**WHEREAS**, Second Street is a residential street and installing a dead-end sign to indicate the actual condition of the Street will help ensure the safety of residents, pedestrians and drivers; and

**WHEREAS**, the Mayor would like to request that a barricade and dead-end signage be installed at the appropriate location(s) on Second Street to provide notice to motorists of the Street's dead-end designation; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City of Panorama Park, Iowa, that the Mayor or his designee is authorized and directed to install a barricade and dead-end signage at the appropriate location(s) on Second Street.

Passed, Approved and Adopted this 12th day of September, 2020.

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Ronald D. Rice, Mayor

Attest:

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Gary Gleason, Treasurer/Clerk



## **CITY OF PANORAMA PARK**

RESOLUTION 2020-14  
SEPTEMBER 12, 2020

**RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO SIGN A 28E INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF PANORAMA PARK AND THE CITY OF BETTENDORF FOR SNOW AND ICE REMOVAL OF CITY STREETS WITHIN THE CITY LIMITS OF PANORAMA PARK**

**WHEREAS**, Panorama Park desires to have Bettendorf provide snow and ice removal service on City streets within the City limits of Panorama Park; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Panorama Park, Iowa, that the Mayor is hereby authorized and directed to sign an updated intergovernmental agreement between the City of Panorama Park, Iowa and the City of Bettendorf, Iowa for snow and ice removal of City streets within the City limits of Panorama Park.

Passed, Approved and Adopted this 12th day of September, 2020.

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Ronald D. Rice, Mayor

Attest:

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Gary Gleason, Treasurer/Clerk



# CITY OF PANORAMA PARK

## COUNCIL MEETING MINUTES

August 15, 2020 – 9:00 a.m.

The City Council of Panorama Park, Iowa met in regular session at 9:00 a.m., Saturday, August 15, 2020.

**In Attendance:** T. Huber, S. Perry, S. Rice, D. Smith, D. White

**Council Members Absent:** None

**Also Present:** Mayor Ronald Rice, Treasurer Gary Gleason, Betty Leach, Eric Nichols, Susie Nichols, Jennifer Frantz, and Jacob Lund

**Presiding:** Mayor Ronald Rice

### **Call to Order**

Mayor Rice called the meeting to order at 9:00 a.m. A quorum was reached.

### **Agenda Approval**

Discussion and approval of the Council Meeting Agenda for Saturday, August 15, 2020. Mayor Rice announced that City Attorney Jeff McDaniel could not attend and withdrew his questions and answer session with the Council. Mayor Rice asked if there were any other questions or changes regarding the agenda. Hearing no comments, Mayor Rice called for a vote. *A motion was made by D. White and seconded by S. Perry. Roll Call: T. Huber - aye, S. Rice - aye, D. White - aye. The motion was approved.*

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

Mayor Rice asked if any residents or guests would like to address the Council, subject to a five minute limit per speaker.

- Jennifer Frantz of Bettendorf, stated that she was told by the Scott County Sheriff's Office that Mayor Rice was unwilling to enforce a City ordinance that would prohibit the resident at 119 Second Street from double-parking in front of his home at the dead-end.

Mayor Rice responded that the City does not have an ordinance that prohibits parking on Second Street or double-parking at a dead-end. The Mayor also stated that he had told the Scott County Deputy Sheriff, that if there were an applicable county or state ordinance, the deputy should enforce that law.

Ms. Frantz played a voicemail to prove her assertion. The voicemail was a Scott County Deputy Sheriff stating that there were no such ordinances and that the resident had parked legally. The deputy went on to state that he had spoken with the resident, who was willing to move the cars when Ms. Frantz would like access to the road.

Ms. Frantz stated that she would like to access Second Street from her grassy hill for emergency purposes and for her convenience. Ms. Frantz also stated that she has a relative that lives on Second Street and it is convenient for her to drive through her yard to Second Street in order to visit. She stated that her regular access to Valley Drive had been blocked once for tree trimming by the utility company. Additionally, it was recently blocked by Metronet Internet and perhaps one other time. She is an EMT and she stated that it is important for her to get to her job. Neither of the obstructions lead her to be late or miss work.

Ms. Franz stated that her house has old wiring and may be a fire hazard. She believes the guardrails on each side of her driveway would make it difficult for a fire truck to enter her property and that it would be easier for a fire truck to access her property from Second Street.

Mr. Lund, Ms. Frantz's son stated that they once had a small fire at the house, but had put it out themselves. Ms. Frantz also showed the council a picture from that morning of the resident's car parked on one side of the dead end and his motorcycle parked to block the other side of the dead end.

Mayor Rice asked Ms. Frantz what she wanted from the City of Panorama Park and she answered that she would like Second Street to be clear so that she could access it from her property.

- Ms. Frantz's uncle stated that the road has been open for 65 years and that it is a public street. He recounted a time several years ago that the previous owner had a medical problem and the EMT's had a difficult time getting up the driveway. He berated the city for allowing the resident to park at the dead-end and added that residents should not be able to park in their yards either. He stated that "you know and I know it's wrong" and "what kind of city are you running here?"
- Ms. Leach inquired about the background regarding the parking situation on 2nd Street. Ms. Frantz was admonished by Mayor Rice for interrupting and was reminded that she already had fifteen minutes to address the council. Ms. Leach went on to express her concern about trees on a property adjacent to hers that were damaged during the August 10, 2020 storm. Ms. Leach is concerned that the trees could pose a hazard to life and property.

### **Presentations**

City Attorney Jeff McDaniel was invited to attend the meeting and respond to questions from the Mayor and City Council. Jeff McDaniel was unable to attend.

### **Mayor's Report**

- Update on city street repairs. Due to numerous weather events this summer, Tri-City Blacktop has delayed the street repairs. It is expected that this work will be completed by August 31st.
- Update on sanitary sewer system repairs. Mayor Rice suggested that the Council reconsider contracting with MSA to manage the sanitary sewer repairs.
- Update for repairs and purchases of office equipment. Due to continued malfunctions with the City Hall printer and notebook computer, Mayor Rice purchased a new printer, as well as a new battery and power supply for the notebook computer.

### **Committee Reports**

S. Rice thanked everyone who pitched-in to help their neighbors cleanup following the Derecho storm event that occurred on Monday, August 10th.

### **Unfinished Business**

1. Discussion of snow removal for winter of 2020/2021. S. Rice volunteered to contact Advantage and request an updated quote. Mayor Rice will begin negotiations with the City of Bettendorf to establish a 28E agreement for snow removal.

### **New Business**

1. Discussion of listing for sale of the city-owned lot at 2nd & Park Avenue. The City has spent nearly \$1000 on grading and grass seed in the past calendar year. There is also a dying tree that needs to be removed. Due to the ongoing maintenance costs associated with the lot, Mayor Rice suggested that the City list the lot for sale with a realtor. Mayor Rice will investigate the possible options and provide a list of candidates for discussion at the next meeting.

2. Discussion of installation for a fence at City Hall. Mayor Rice suggested that any work on expanding the fence surrounding City Hall should be postponed until the road and sanitary sewer projects are completed.
3. Discussion and approval of minutes from the July 11, 2020 Council Meeting. Mayor Rice asked if there were any questions or corrections to the minutes. Hearing no comments, Mayor Rice called for a vote. *A motion was made by D. White and seconded by S. Perry. Roll Call: T. Huber - abstained, S. Rice - aye, D. Smith - abstained. The motion was approved.*
4. Discussion and approval of monthly Financial Statements. Mayor Rice noted an error on the balance sheet that will be corrected and asked if there were any other questions or corrections to the financial statements. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. White and seconded by S. Perry. Roll Call: T. Huber, S. Rice - aye, D. Smith - aye. The motion was approved.*
5. Discussion and approval of Expenses. Mayor Rice asked if there were any questions or corrections to the expenses. Hearing no comments, Mayor Rice called for a vote. *A motion was made by D. White and seconded by D. Smith. Roll Call: Tim Huber - aye, S. Rice aye, S. Perry - aye. The motion was approved.*

**Adjournment**

With no other business before the Council, Mayor Rice called for adjournment of the meeting at 10:20 a.m. *A motion was made by D. Smith and seconded by T. Huber. Roll Call: S. Perry - aye, S. Rice aye, D. White - aye. The motion was approved.*

THE COUNCIL MEETING MINUTES FOR AUGUST 15, 2020 WERE PASSED BY THE COUNCIL SEPTEMBER 12, 2020, AND APPROVED THIS 12TH DAY OF SEPTEMBER, 2020.

Approved: \_\_\_\_\_ Attest: \_\_\_\_\_  
 Ronald D. Rice, Mayor Gary Gleason, City Clerk/Treasurer

Expenses:

AMAZON \$239.68	IOWA AMERICAN WATER \$14.00	IOWA ONE CALL \$20.70
K&K HARDWARE \$25.99	MEDIACOM \$42.30	MIDAMERICAN ENERGY \$27.51
REPUBLIC SERVICES \$753.20		



**CITY OF PANORAMA PARK**  
**Balance Sheet**  
As of August 31, 2020

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	<u>Aug 31, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Certificates</b>	
General Fund	42,528.82
Road Fund	41,583.84
Sewer Fund	161,908.38
<b>Total Certificates</b>	<u>246,021.04</u>
<b>Checking</b>	
General Fund GSB	3,577.61
Road Fund GSB	3,533.89
<b>Total Checking</b>	<u>7,111.50</u>
<b>Savings</b>	
General Fund FCU	25.00
General Fund GSB	19,872.39
Road Fund GSB	40,279.90
Sewer Fund GSB	27,194.48
<b>Total Savings</b>	<u>87,371.77</u>
<b>Total Checking/Savings</b>	<u>340,504.31</u>
<b>Other Current Assets</b>	
Collections	492.94
<b>Total Other Current Assets</b>	<u>492.94</u>
<b>Total Current Assets</b>	<u>340,997.25</u>
<b>TOTAL ASSETS</b>	<b><u>340,997.25</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	340,997.25
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>340,997.25</u></b>

## CITY OF PANORAMA PARK

## Budget vs. Actual

July through August 2020

	Jul - Aug 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
1 TAXES			
General Property Taxes	431	29,950	1%
Other City Taxes			
4065 Utility Franchise Tax	204	600	34%
4090 Local Option Sales Tax	3,336	20,000	17%
Total Other City Taxes	3,540	20,600	17%
Total 1 TAXES	3,972	50,550	8%
2 LICENSES AND PERMITS	10	0	100%
3 USE OF MONEY & PROPERTY	41	0	100%
4 INTERGOVERNMENTAL	3,534	17,000	21%
Total Income	7,556	67,550	11%
Gross Profit	7,556	67,550	11%
Expense			
1 GOVERNMENTAL ACTIVITIES			
a. Public Safety	0	4,150	0%
b. Public Works			
210 Roads, Bridges, Sidewalks	0	33,000	0%
230 Street Lighting	125	1,000	13%
250 Snow Removal	0	8,000	0%
290 Garbage	1,506	10,500	14%
299 Other Public Works	21	100	21%
Total b. Public Works	1,652	52,600	3%
d. Culture & Recreation	0	5,350	0%
f. General Government			
610 Mayor & Council	0	1,500	0%
620 Clerk, Treasurer, Finance	0	800	0%
640 Legal Services & City Attor	192	2,000	10%
650 City Hall / General Buildin	328	8,550	4%
660 Tort Liability	0	2,000	0%
699 Other General Government	240	600	40%
Total f. General Government	760	15,450	5%
Total 1 GOVERNMENTAL ACTIVITIES	2,412	77,550	3%
2. BUSINESS TYPE ACTIVITIES			
Sewer Utility	295	170,000	0%
Total 2. BUSINESS TYPE ACTIVITIES	295	170,000	0%
Total Expense	2,707	247,550	1%
Net Ordinary Income	4,849	(180,000)	(3)%
Net Income	4,849	(180,000)	(3)%

10:46 AM

09/01/20

Cash Basis

**CITY OF PANORAMA PARK  
Expenses by Vendor Detail**

August 2020

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<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
<b>BROOKS LAW FIRM</b>				
08/28/2020	2nd Street Parking	640 Legal Services & City Attor	GENERAL FUND	191.75
Total BROOKS LAW FIRM				191.75
<b>K&amp;K HARDWARE</b>				
08/17/2020	(1) Straw Mat	6320 Grounds Maintenance & Repa	GENERAL FUND	25.99
Total K&K HARDWARE				25.99
<b>TOTAL</b>				<b>217.74</b>

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## CITY OF PANORAMA PARK

## Unpaid Bills Detail

As of September 10, 2020

Type	Date	Num	Due Date	Aging	Open Balance
<b>IOWA AMERICAN WATER CO.</b>					
Bill	08/19/2020		09/09/2020	1	14.00
Total IOWA AMERICAN WATER CO.					14.00
<b>K&amp;K HARDWARE</b>					
Bill	08/17/2020	153696	08/27/2020	14	5.00
Bill	08/17/2020	153694	09/30/2020		15.29
Total K&K HARDWARE					20.29
<b>MIDAMERICAN ENERGY</b>					
Bill	08/17/2020	50279...	09/08/2020	2	27.76
Bill	09/01/2020	50335...	09/11/2020		62.83
Total MIDAMERICAN ENERGY					90.59
<b>REPUBLIC SERVICES</b>					
Bill	08/15/2020	0400-...	09/04/2020	6	753.20
Total REPUBLIC SERVICES					753.20
<b>TRI-CITY BLACKTOP, INC</b>					
Bill	09/03/2020	35908	10/03/2020		18,535.00
Total TRI-CITY BLACKTOP, INC					18,535.00
<b>TOTAL</b>					<b>19,413.08</b>