



CITY OF PANORAMA PARK

COUNCIL MEETING AGENDA

MAY 12, 2021 - 7:00 PM

CALL TO ORDER

AGENDA APPROVAL

Discussion and approval (including additions and deletions) of the council meeting agenda for Wednesday, May 12, 2021.

PRESENTATIONS

PUBLIC COMMENTS TO THE COUNCIL

Individual comments limited to 5 minutes and group comments limited to 10 minutes. Please sign in if you wish to speak.

MAYOR'S REPORT

- Update on the Great American Recovery Act of 2021.
- Update on the sanitary sewer system repair project.

COMMITTEE REPORTS

- Update on "Big Garbage Day"
- Update on the community garage sale.

CONSENT AGENDA ITEMS

1. Approval of the April 14, 2021 council meeting minutes.
2. Approval of the monthly financial statements.
3. Approval for payment of outstanding bills.
4. Authorize the mayor to sign all documents adopted or approved at this meeting, and all documents required to implement council decisions made at this meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Discussion and approval of amendment to the MSA contract to manage the sanitary sewer repair project.
2. Discussion and approval of Resolution 2021-06 to cooperate with the City of Riverdale for sanitary sewer repairs.
3. Discussion of nuisance properties.
4. Discussion of traffic speed on Park Avenue.

ADJOURNMENT



CITY OF PANORAMA PARK

COUNCIL MEETING MINUTES

APRIL 14, 2021 – 7:00 PM

The City Council of Panorama Park, Iowa met in a regular session at 7:00 PM, Wednesday, April 14, 2021 in the City Hall.

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

Council Members Absent: D. White

Also Present: Mayor Ronald Rice, Treasurer, Gary Gleason, Chris Cooper w/MSA (via Zoom)

Presiding: Mayor Ronald Rice

CALL TO ORDER

Mayor Rice called the meeting to order at 7:03 PM. A quorum was reached.

AGENDA APPROVAL

Discussion and approval of the council meeting agenda for Wednesday, April 14, 2021. Mayor Rice asked if any item should be removed from the consent agenda or if there were any changes to the meeting agenda. Hearing no additional comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by T. Huber. Roll Call: S. Perry - aye, S. Rice - aye. The motion was approved.*

CONSENT AGENDA ITEMS

1. Approval of the March 10, 2021 Ordinance 21-001 hearing minutes.
2. Approval of the March 10, 2021 council meeting minutes.
3. Approval of the monthly financial statements.
4. Approval for payment of outstanding bills.
5. Authorize the mayor to sign all documents adopted or approved at this meeting, and all documents required to implement council decisions made at this meeting.

Mayor Rice called for a vote on the consent agenda. *A motion was made by S. Perry and seconded by S. Rice. Roll Call: T. Huber - aye, D. Smith - aye. The motion was approved.*

Presentations

Discussion with Chris Cooper of MSA regarding the sanitary sewer repair project. Chris Cooper reviewed the professional services agreement for MSA to manage the project and presented two options for the Council's consideration. Option 1 would make repairs to the areas designated in orange and red on the MSA schematic. Option 2 would repair the entire sanitary sewer system.

Mayor's Report

Information regarding the potential to receive federal stimulus money. Mayor Rice explained that Panorama Park is eligible for approximately \$44,000.00 under the American Rescue Plan Act of 2021. Mayor Rice will update the Council as more details are made available.

Committee Reports

None

Public Comments to the Council

None

Unfinished Business

None

New Business

1. Discussion and approval to contract with MSA to manage the sanitary sewer repair project. Chris Cooper recommended that the Council approve Option 1, as the cost for lining the entire system might exceed the budget available for repairs. S. Rice requested that MSA submit an amended proposal to include areas designated in yellow on their schematic. Mayor Rice asked that the Council consider the other options at a future meeting and approve the proposal to repair the areas designated in orange and red. *A motion was made by T. Huber and seconded by S. Perry. Roll Call: S. Rice - aye, D. Smith - aye. The motion was approved.*
2. Discussion and approval to purchase and construct a storage shed for City Hall. Due to the recent spike in building materials costs, Mayor Rice asked that the Council forgo the purchase of a shed at this time. *The storage shed was not approved due to a lack of a motion.*
3. Discussion and approval to purchase and construct a fence for City Hall. Due to the recent spike in building materials costs, Mayor Rice asked that the Council forgo the construction of a fence at this time. *The fence was not approved due to a lack of a motion.*
4. Discussion and approval to purchase a portable generator for City Hall. Due to a lack of a secure area to store a generator, Mayor Rice asked that the Council forgo the purchase at this time. *The storage shed was not approved due to a lack of a motion.*
5. Discussion and approval to purchase a VOIP phone adapter for City Hall. Mayor Rice requested to purchase this device to allow for phone service at City Hall. *A motion was made by T. Huber and seconded by S. Perry. Roll Call: S. Rice - no, D. Smith - aye. The motion was approved.*

ADJOURNMENT

With no other business before the Council, Mayor Rice called for adjournment of the meeting at 7:57 PM. *A motion was made by T. Huber and seconded by D. Smith. Roll Call: S. Perry - aye, S. Rice - aye. The motion was approved.*

THE COUNCIL MEETING MINUTES FOR APRIL 14,, 2021 WERE PASSED BY THE COUNCIL AND APPROVED THIS 11TH DAY OF MAY, 2021.

Approved: _____
Ronald D. Rice, Mayor

Attest: _____
Gary Gleason, City Clerk/Treasurer

Approved Expenses:

CITY OF DAVENPORT \$415.34
(sanitary sewer expenses)

IA-AMERICAN WATER \$14.00
(City Hall water)

LOWE'S \$40.57
(City Hall maintenance)

MEDIACOM \$19.99
(City Hall internet)

MIDAMERICAN ENERGY \$108.97
(street lighting & City Hall utilities)

REPUBLIC SERVICES \$753.20
(garbage & recycling collection)

SCOTT CO. LIBRARY \$2,537.50
(bookmobile service)

11:15 AM

04/30/21

Cash Basis

CITY OF PANORAMA PARK (FY2021)

Expenses by Vendor Detail

April 2021

Date	Memo	Account	Class	Paid Amount
CITY OF DAVENPORT				
04/16/2021	February 2021 Plant Operations	6413 Payments to other Agencies	SEWER FUND	(415.34)
	Total CITY OF DAVENPORT			(415.34)
IOWA AMERICAN WATER CO.				
04/16/2021	02/16/2021 to 03/15/2021	6374 Water / Sewer Expense	GENERAL FU...	(14.00)
	Total IOWA AMERICAN WATER CO.			(14.00)
MIDAMERICAN ENERGY				
04/16/2021	02/15/2021 to 03/17/2021	6371 Electric / Gas Expense	GENERAL FU...	(46.52)
04/16/2021	03/08/2021 to 04/06/2021	230 Street Lighting	ROAD FUND	(62.45)
	Total MIDAMERICAN ENERGY			(108.97)
REPUBLIC SERVICES				
04/16/2021	03/01/2021 to 03/31/2021	290 Garbage	GENERAL FU...	(753.20)
	Total REPUBLIC SERVICES			(753.20)
SCOTT COUNTY LIBRARY				
04/16/2021	Library Tax Levy	410 Library Services	GENERAL FU...	(2,537.50)
	Total SCOTT COUNTY LIBRARY			(2,537.50)
WELLS FARGO VISA				
04/01/2021	Mediacom (internet) 03/20/2021 to 04/19/2021	6373 Telecommunication	GENERAL FU...	(3.00)
04/16/2021	Mediacom (internet) 03/20/2021 to 04/19/2021	6373 Telecommunication	GENERAL FU...	(16.99)
04/16/2021	(1) Coax Connectors	6373 Telecommunication	GENERAL FU...	(5.98)
04/16/2021	(1) Coax Fasteners	6373 Telecommunication	GENERAL FU...	(2.98)
04/16/2021	(1) Wall Plate	6373 Telecommunication	GENERAL FU...	(3.98)
04/16/2021	(1) 50 ft. Coax Cable	6373 Telecommunication	GENERAL FU...	(24.98)
04/16/2021	Sales Tax	6373 Telecommunication	GENERAL FU...	(2.65)
	Total WELLS FARGO VISA			(60.56)
TOTAL				(3,889.57)

CITY OF PANORAMA PARK (FY2021)

Budget vs. Actual

July 2020 through April 2021

	Jul '20 - Apr 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
1 TAXES			
General Property Taxes	28,075	29,950	94%
Other City Taxes			
4060 Utility Excise Tax	1,568		
4065 Utility Franchise Tax	661	600	110%
4090 Local Option Sales Tax	19,228	20,000	96%
Total Other City Taxes	21,458	20,600	104%
Total 1 TAXES	49,532	50,550	98%
2 LICENSES AND PERMITS	10		
3 USE OF MONEY & PROPERTY	3,709		
4 INTERGOVERNMENTAL	16,315	17,000	96%
5 CHARGES FOR SERVICES	497		
Total Income	70,063	67,550	104%
Gross Profit	70,063	67,550	104%
Expense			
1 GOVERNMENTAL ACTIVITIES			
a. Public Safety		4,150	
b. Public Works			
210 Roads, Bridges, Sidewalks	18,535		
230 Street Lighting	627		
290 Garbage	7,532		
299 Other Public Works	1,588		
b. Public Works - Other		52,600	
Total b. Public Works	28,282	52,600	54%
d. Culture & Recreation	5,075	5,350	95%
f. General Government			
610 Mayor & Council		1,500	
620 Clerk, Treasurer, Finance	200	800	25%
640 Legal Services & City Attor	1,151	2,000	58%
650 City Hall / General Buildin	983	8,550	12%
660 Tort Liability	1,527	2,000	76%
699 Other General Government	614	600	102%
Total f. General Government	4,475	15,450	29%
Total 1 GOVERNMENTAL ACTIVITIES	37,832	77,550	49%
2. BUSINESS TYPE ACTIVITIES			
Sewer Utility	5,132	170,000	3%
Total 2. BUSINESS TYPE ACTIVITIES	5,132	170,000	3%
Total Expense	42,964	247,550	17%
Net Ordinary Income	27,099	(180,000)	(15)%
Other Income/Expense			
Net Income	27,099	(180,000)	(15)%

CITY OF PANORAMA PARK (FY2021)
Fund Balance Sheet
Apr 30, 21

Current Assets

General Fund

Certificates	\$	85,110.96	
Checking	\$	2,563.49	
Savings	\$	10,539.19	
		<hr/>	
Total General Fund			\$ 98,213.64

Road Fund

Certificates	\$	63,833.22	
Checking	\$	3,466.73	
Savings	\$	11,431.55	
		<hr/>	
Total Road Fund			\$ 78,731.50

Sewer Fund

Certificates	\$	-	
Checking	\$	-	
Savings	\$	187,377.84	
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Total Sewer Fund			\$ 187,377.84

Total Current Assets			\$ 364,322.98
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Amendment No. 1

**To: City of Panorama Park
Ronald Rice
120 Short Street
Panorama Park, Iowa 52722**

Date of Issuance: April 16, 2021

MSA Project No.: 1992402

This is an amendment to the Agreement dated March 18, 2021 and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

Project Name: Panorama Park Sanitary Sewer Rehabilitation – Alternative A

The project scope has changed due to: Authorized Preparation of Alternative A

The scope of the work authorized is: See Attachment A:

The schedule to perform the work is: Approximate Start: April 22, 2021
Approximate Completion: June 10, 2021

The lump sum fee for the work is: \$3,850.00

Authorization for the work described above shall amend the Agreement between MSA and OWNER. Any attachments or exhibits referenced in this Amendment are made part of the Agreement. Payment for these services will be on a lump sum basis.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

CITY OF PANORAMA PARK

Ronald Rice

Mayor

Date: _____

Clerk Name (Signature)

Clerk Name (Printed)

Date: _____

120 Short Street

Panorama Park, Iowa 52722

Phone: (563) 333-555

MSA PROFESSIONAL SERVICES, INC.

Kevin Bailey, P.E.

Team Leader

Date: April 16, 2021

2117 State Street

Bettendorf, Iowa 52722

Phone: (563) 424-3696

Attachment A: Scope of Work

By agreeing to this amendment (No. 1) the City of Panorama authorizes MSA to prepare contract documents for Alternative A. Alternative A is the cast-in-place-pipe lining of the sanitary sewers on 7th Street and Short Street. These are the sanitary sewers that have a rating of 3 and are indicated in "yellow" as shown on Figure ES-2 Sanitary Sewer Priority Rating Map. Also, Alternative A is the rehabilitation of Manholes 12714 and 12829. See Attachment B.

The additional scope of work includes the following:

1. Preparation of additional contract documents (plan sheets) for lining the sanitary sewers as indicated in the Scope of Work preamble.
2. Perform additional quantity take offs and prepare an opinion of the probable construction cost for the additional amount of construction work to be performed.
3. Include additional time in the bidding engineering effort to allow for additional requests for information (RFI's) that are associated with these plans.
4. Include additional time for standard engineering tasks (i.e. quality review, city meetings, document printing, etc.) to provide for the associated volume of work.

ASSUMPTIONS:

1. All assumptions listed in the original Professional Services Agreement for Panorama Park Sanitary Sewer Rehabilitation are applicable to this amendment (No. 1).



CITY OF PANORAMA PARK

RESOLUTION 2021-06

MAY 12, 2021

RESOLUTION OF PANORAMA PARK, IOWA ACCEPTING AND APPROVING OF THE MEMORANDUM OF UNDERSTANDING WITH THE CITY OF RIVERDALE FOR SANITARY SEWER REPAIRS.

WHEREAS, The City of Panorama Park previously entered into an agreement with MSA Services to manage the sanitary sewer repair project; and

WHEREAS, Chris Cooper of MSA has suggested that there could be significant cost savings and efficiencies in merging our repair project with repairs being performed within the City of Riverdale; and

WHEREAS, each respective city will be financially responsible for their portion of repairs performed within their city limits; and

WHEREAS, the City of Riverdale has agreed to cooperate on sanitary sewer repairs; and

WHEREAS, the Panorama Park City Council has considered the proposed memorandum of understanding with the City of Riverdale for sanitary sewer repairs.

NOW THEREFORE, BE IT RESOLVED by the City Council of Panorama Park, Iowa, that the memorandum of understanding agreement for sanitary sewer repairs with the City of Riverdale, is hereby adopted; and

BE IT FURTHER RESOLVED by the City Council of Panorama Park, Iowa, that Mayor Rice is authorized to sign the agreement.

T. Huber _____ S. Perry _____ S. Rice _____ D. Smith _____ D. White _____

ADOPTED BY THE COUNCIL AND APPROVED THIS 12TH DAY OF MAY, 2021.

Ronald D. Rice, Mayor

I, the undersigned, being duly appointed, qualified and acting City Clerk of Panorama Park, hereby certify that the foregoing Resolution No. 2021-06 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 12th day of May 2021.

Gary Gleason, City Clerk/Treasurer