



CITY OF PANORAMA PARK

COUNCIL MEETING AGENDA

April 11, 2020 – 9:00 a.m.

Agenda Approval

Discussion and approval of Council Meeting Agenda for Saturday, April 11, 2020.

Presentations

Chris Cooper of MSA Services will review the Sanitary Sewer Report and respond to questions.

Public Comments to the Council

Mayor's Report

Presentation on the condition of streets and planned repairs.

Committee Reports

Unfinished Business

1. Discussion and approval to survey the boundaries for North Street.
2. Discussion of solutions to prevent mail theft.

New Business

1. Discussion of COVID-19 impact.
2. Discussion of sanitary sewer system presentation and report.
3. Discussion of storm water drainage issues.
4. Discussion and approval of Resolution 2020-09 to accept the proposed FY2020 Budget Amendment.
5. Discussion and approval of Resolution 2020-10 to reinvest CD's that mature in April 2020.
6. Discussion and approval of minutes from the March 14, 2020 FY2021 Budget Hearing.
7. Discussion and approval of minutes from the March 14, 2020 Council Meeting.
8. Discussion and approval for payment of expenses.
9. Discussion and approval of monthly financial statements.

Adjournment

Pursuant to Code of Iowa Section 362.3 [1], the regular or special City Council meeting agendas for April 11, 2020 have been posted at least once, not less than four nor more than twenty days before the date of the meeting in the three public places per Code of Ordinances, Panorama Park, Iowa, Chapter 18, Section 18.05 [2].

I certify under penalty of perjury and pursuant to the laws of the state of Iowa that the preceding is true and correct.

Affiant: _____ Date: _____ Witness: _____ Date: _____



CITY OF PANORAMA PARK

RESOLUTION 2020-09

April 11, 2020

RESOLUTION 2020-09 APPROVAL OF FISCAL YEAR 2019-2020 BUDGET AMENDMENT #1

WHEREAS, the Panorama Park City Council has considered the proposed FY2019-2020 city budget amendment #1, and

WHEREAS, a public hearing concerning the proposed city budget amendment #1 was held on April 11, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Panorama Park, Iowa, that the city budget amendment #1 for FY2019-2020, as set forth in the budget amendment summary, is hereby adopted and that the Panorama Park City Treasurer is directed to file said budget with the Scott County Auditor and the Iowa Department of Management.

PASSED BY THE COUNCIL THE 11TH DAY OF APRIL, 2020, AND APPROVED THIS 11TH DAY OF APRIL, 2020.

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. 2020-09 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 April, 2020.

Gary Gleason, Treasurer/Clerk



CITY OF PANORAMA PARK

RESOLUTION 2020-10

April 11, 2020

RESOLUTION 2020-10 TO AUTHORIZE THE TREASURER TO CASH-OUT CERTIFICATES OF DEPOSIT GSB-1816, GSB-1824, GSB-1832, GSB-1840, GSB-1859 AND DEPOSIT ALL PRINCIPAL AND ACCUMULATED INTEREST INTO THE SAVINGS ACCOUNT.

WHEREAS, the Certificates of Deposit (CD) GSB-1824, GSB-1832, GSB-1840, GSB-1840, GSB-1859 will reach maturity on April 11, 2020 and

WHEREAS, the monies are to be used to pay expenses or to be reinvested at a future date and

WHEREAS, the Treasurer, Gary Gleason shall cash-out the aforementioned CDs and deposit all principal and accumulated interest into the savings 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 2020-10 is hereby approved and adopted, and Treasurer, Gary Gleason is hereby authorized and directed to transfer all monies from CDs GSB-1999, GSB-2006, GSB-2014, GSB-2022 to the savings account.

PASSED BY THE COUNCIL THE 11TH DAY OF APRIL, 2020, AND APPROVED THIS 11TH DAY OF APRIL, 2020.

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. 2020-09 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 April, 2020.

Gary Gleason, Treasurer/Clerk



CITY OF PANORAMA PARK

BUDGET HEARING MINUTES

March 14, 2020 – 9:00 a.m.

The City Council of Panorama Park, Iowa met in special session at 9:00 a.m., Saturday, March 14, 2020 in the City Hall.

In Attendance: S. Rice, D. Smith, D. White

Council Members Absent: T. Huber, S. Perry

Also Present: Mayor Ronald Rice, Susan Dazey, Samantha Dazey, Elaine Schilling, Betty Leach, Larry Porter

Presiding: Mayor Ronald Rice

Call to Order

Mayor Rice called the meeting to order at 9:04 a.m. A quorum was reached.

Agenda Approval

Mayor Rice asked if there were any questions or changes regarding the agenda and hearing none, asked for a motion to approve. *A motion was made by S. Rice, seconded by D. Smith to approve the Agenda as presented. With no further discussion Roll Call: D. White-aye. The agenda was approved.*

Presentations

Mayor Rice presented and took questions regarding the proposed budget for fiscal year 2021.

Public Comments to the Council

None

Council Discussion

None

Adjournment

With no other discussion or questions on the budget, Mayor Rice called for adjournment of the meeting at 9:37a.m. *A motion was made by D. Smith and seconded by D. White to adjourn. Roll call: S. Rice- aye, the motion was approved.*

Approved: _____
Ronald D. Rice, Mayor

Attest: _____
Gary Gleason, City Clerk/Treasurer



CITY OF PANORAMA PARK

COUNCIL MEETING MINUTES

March 14, 2020 – 9:30 a.m.

The City Council of Panorama Park, Iowa met in regular session at 9:30 a.m., Saturday, March 14, 2020 in the City Hall.

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

Council Members Absent: S. Perry

Also Present: Mayor Ronald Rice, Susan Dazey, Samantha Dazey, Elaine Schilling, Betty Leach, Larry Porter

Presiding: Mayor Ronald Rice

Call to Order

Mayor Rice called the meeting to order at 9:38 a.m. A quorum was reached.

Agenda Approval

Mayor Rice asked if there were any questions or changes regarding the agenda. The presentation by Chris Cooper from MSA Professional Services was postponed. Mayor Rice asked for a motion to approve the agenda with the change. *A motion was made by S. Rice, seconded by D. Smith to approve the Agenda as presented. With no further discussion Roll Call: D. White-aye, T. Huber-aye. The agenda was approved.*

Presentations

None

Public Comments to the Council

Elaine Schilling asked about Metro Net's legal access to easements. She was concerned that the company may block the streets and cause damage to the private drives. S. Rice will find out when the construction is scheduled and bring the concerns to the company.

Larry Porter asked about mailbox theft. T. Huber updated his case. Susan Dazey reported that she had no problems, as previously reported, with the mail. Mayor Rice stated that the mail concerns would be discussed in new business.

Mayor's Report

None

Committee Reports

Culture and Recreation: S. Rice reported that the next event will be scheduled in April to make May baskets.

Unfinished Business

None

New Business

1. Discussion and approval of Resolution 2020-07 to accept the proposed FY2021 Budget. Mayor Rice asked if there were any questions or corrections to the proposed budget. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by D. White. With no further discussion, Roll Call: S. Rice-aye, T. Huber-aye. The motion was approved.*
2. Discussion and approval of Resolution 2020-08 to reinvest CD's that mature on March 21, 2020. Mayor Rice explained that the balances would go in the savings account to pay expenses or be reinvested at a future date. Mayor Rice asked if there were any questions or corrections to the resolution. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by T. Huber and seconded by D. Smith. With no further discussion, Roll Call: S. Rice-aye, D. White-aye. The motion was approved.*
3. Discussion and approval to survey the boundaries for North Street. The council discussed that before improvements to North Street could be done, a survey would be needed. Mayor Rice asked if there were any questions. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by S. Rice and seconded by D. White. With no further discussion, Roll Call: D. Smith-aye, T. Huber-aye. The motion was approved.*
4. Discussion and approval to excavate the drainage ditch for North Street. The council discussed that after the road is surveyed, excavating a ditch would prevent erosion to North Street. Mayor Rice asked if there were any questions and hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by D. White. With no further discussion, Roll Call: S. Rice-aye, T. Huber-aye. The motion was approved.*

5. Discussion of solutions to prevent mail theft. Mayor Rice referred to the previous council’s proposal of locking mailbox banks on the city lot and at city hall. An informal poll of the residents and council present was conducted: five were opposed, four agreed. The council discussed having a drop box at the city hall for outgoing mail, since the mail theft was outgoing mail. S. Rice will ask the postmaster about the viability of the plan and report at the next meeting.
6. Discussion and approval of minutes from the February 8, 2020 FY2021 Property Tax Levy Meeting. 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. Smith and seconded by T. Huber. With no further discussion, Roll Call: S. Rice-aye, D. White-aye. The motion was approved.*
7. Discussion and approval of minutes from the February 8, 2020 Council Meeting. 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. Smith and seconded by D. White. With no further discussion, Roll Call: S. Rice-aye, T. Huber-aye. The motion was approved.*
8. Discussion and approval of Expenses. Mayor Rice asked if there were any questions or corrections to the expenses. D. White asked if the MSA payment was the final payment for services. Mayor Rice reported that the payment to MSA was a payment to date, but the city would continue to pay for MSA services as the sewer project progressed. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by D. White. With no further discussion, Roll Call: S. Rice-aye, T. Huber-aye. The motion was approved.*
9. Discussion and approval of monthly Financial Statements. Mayor Rice asked if there were any questions or corrections to the financial statements. Hearing no other comments, Mayor Rice called for a vote. *A motion was made by D. Smith and seconded by D. White. With no further discussion, Roll Call: S. Rice-aye, T. Huber-aye. The motion was approved.*

Adjournment

With no other business before the council, Mayor Rice called for adjournment of the meeting at 11:14 a.m. *A motion was made by T. Huber and seconded by D. White to adjourn. Roll call: S. Rice- aye, D. Smith-aye. The motion was approved.*

Approved: _____
 Ronald D. Rice, Mayor

Attest: _____
 Gary Gleason, City Clerk/Treasurer

Expenses:

ADVANTAGE TREE SERVICE \$560.00	CITY OF DAVENPORT \$527.64	IOWA AMERICAN WATER \$14.00
MIDAMERICAN ENERGY \$110.88	MSA SERVICES \$1,110.00	REPUBLIC SERVICES \$724.08

CITY OF PANORAMA PARK
Balance Sheet
As of March 31, 2020

	<u>Mar 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Certificates	
General Fund	41,889.96
Road Fund	61,266.76
Sewer Fund	162,236.57
	<hr/>
Total Certificates	265,393.29
Checking	
General Fund GSB	2,348.40
Road Fund GSB	653.90
	<hr/>
Total Checking	3,002.30
Savings	
General Fund GSB	15,962.92
Road Fund GSB	19,792.02
Sewer Fund GSB	30,411.36
	<hr/>
Total Savings	66,166.30
Savings - General Fund FCU	25.00
	<hr/>
Total Checking/Savings	334,586.89
Other Current Assets	492.94
	<hr/>
Total Current Assets	335,079.83
	<hr/>
TOTAL ASSETS	335,079.83
	<hr/> <hr/>
LIABILITIES & EQUITY	335,079.83

CITY OF PANORAMA PARK

Budget vs. Actual

July 2019 through March 2020

	Jul '19 - Mar 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
1 TAXES			
General Property Taxes	17,623	27,377	64%
Other City Taxes			
4060 Utility Excise Tax	4	2,001	0%
4065 Utility Franchise Tax	594	800	74%
4090 Local Option Sales Tax	16,184	18,500	87%
Total Other City Taxes	16,781	21,301	79%
Total 1 TAXES	34,405	48,678	71%
3 USE OF MONEY & PROPERTY	5,426	6,000	90%
4 INTERGOVERNMENTAL			
State Shared Revenues			
4430 Road Use Taxes	13,089	16,000	82%
Total State Shared Revenues	13,089	16,000	82%
Total 4 INTERGOVERNMENTAL	13,089	16,000	82%
5 CHARGES FOR SERVICES	2,185	0	100%
Billable Expense Income	125		
Total Income	55,230	70,678	78%
Gross Profit	55,230	70,678	78%
Expense			
1 GOVERNMENTAL ACTIVITIES			
a. Public Safety	125	4,550	3%
b. Public Works			
210 Roads, Bridges, Sidewalks	0	2,200	0%
230 Street Lighting	555	800	69%
250 Snow Removal	3,380	5,000	68%
290 Garbage	5,793	10,000	58%
299 Other Public Works	18	100	18%
Total b. Public Works	9,746	18,100	54%
d. Culture & Recreation	2,505	5,260	48%
f. General Government			
610 Mayor & Council	259	1,500	17%
620 Clerk, Treasurer, Finance	203	1,500	14%
630 Elections	0	650	0%
640 Legal Services & City Attor	575	2,000	29%
650 City Hall / General Buildin	774	3,500	22%
660 Tort Liability	1,527	2,500	61%
699 Other General Government	839	600	140%
Total f. General Government	4,177	12,250	34%
Total 1 GOVERNMENTAL ACTIVITIES	16,552	40,160	41%

CITY OF PANORAMA PARK
Budget vs. Actual
July 2019 through March 2020

	<u>Jul '19 - Mar 20</u>	<u>Budget</u>	<u>% of Budget</u>
2. BUSINESS TYPE ACTIVITIES			
Sewer Utility	<u>44,432</u>	<u>9,250</u>	<u>480%</u>
Total 2. BUSINESS TYPE ACTIVITIES	<u>44,432</u>	<u>9,250</u>	<u>480%</u>
Total Expense	<u>60,985</u>	<u>49,410</u>	<u>123%</u>
Net Ordinary Income	<u>(5,755)</u>	<u>21,268</u>	<u>(27)%</u>
Net Income	<u>(5,755)</u>	<u>21,268</u>	<u>(27)%</u>

CITY OF PANORAMA PARK
Expenses by Vendor Detail

March 2020

Date	Memo	Account	Class	Paid Amount
ADVANTAGE TREE SERVICE				
03/16/2020	Snow Removal 02/13/2020	250 Snow Removal	ROAD FUND	560.00
Total ADVANTAGE TREE SERVICE				560.00
CITY OF DAVENPORT				
03/25/2020		6413 Payments to other Agencies	SEWER FUND	527.64
Total CITY OF DAVENPORT				527.64
GREAT SOUTHERN BANK				
03/01/2020	Deposit	4300 Interest	GENERAL FUND	-26.06
03/20/2020	Interest Income GSB2022-20200321	4300 Interest	SEWER FUND	-130.36
03/20/2020	Interest Income GSB1999-20200321	4300 Interest	SEWER FUND	-521.42
03/20/2020	Interest Income GSB2014-20200321	4300 Interest	SEWER FUND	-130.36
03/20/2020	Interest Income GSB2006-20200321	4300 Interest	GENERAL FUND	-260.71
03/23/2020	Interest Income GSB2022-20200321	4300 Interest	SEWER FUND	-0.73
03/23/2020	Interest Income GSB1999-20200321	4300 Interest	SEWER FUND	-2.93
03/23/2020	Interest Income GSB2014-20200321	4300 Interest	SEWER FUND	-0.73
03/23/2020	Interest Income GSB2006-20200321	4300 Interest	GENERAL FUND	-1.46
03/31/2020	Deposit	4300 Interest	GENERAL FUND	-30.69
Total GREAT SOUTHERN BANK				-1,105.45
IOWA AMERICAN WATER CO.				
03/16/2020	City Hall Water 01/17/2020 to 02/17/2020	6374 Water / Sewer Expense	GENERAL FUND	14.00
Total IOWA AMERICAN WATER CO.				14.00
MIDAMERICAN ENERGY				
03/16/2020	City Hall 01/14/2020 to 02/13/2020	6371 Electric / Gas Expense	GENERAL FUND	49.45
03/16/2020	02/04/2020 to 03/05/2020	230 Street Lighting	ROAD FUND	61.43
Total MIDAMERICAN ENERGY				110.88
MSA PROFESSIONAL SERVICES, INC.				
03/25/2020	Invoice # R19924000.0-4	6499 Other Contractual Service	SEWER FUND	1,110.00
Total MSA PROFESSIONAL SERVICES, INC.				1,110.00
REPUBLIC SERVICES				
03/16/2020	Garbage & Recycling 02/01/2020 to 02/29/2020	290 Garbage	GENERAL FUND	724.08
Total REPUBLIC SERVICES				724.08
VOID *** VOID *** VOID				
03/21/2020	VOID:	Ask Accountant - Expense	GENERAL FUND	0.00
Total VOID *** VOID *** VOID				0.00
WELLS FARGO BANK				
03/13/2020	Cash Back Credit	4340 Other Misc Use	GENERAL FUND	-0.70
Total WELLS FARGO BANK				-0.70
TOTAL				1,940.45