

**CITY OF RIVERSIDE COUNCIL TENTATIVE AGENDA  
RIVERSIDE CITY HALL COUNCIL CHAMBERS  
60 N GREENE STREET**

**Monday, January 4, 2015 at 6:30 pm**

**NOTICE TO THE PUBLIC:**

**This is a meeting of the City Council to conduct the regular business of the City. Every item on the agenda is an item of discussion and action if needed.**

**When citizens are recognized to speak, please approach the podium, spell your first and last name. Time is limited to 3 minutes. Reminder to citizens, this is a privilege, not a right.**

CALL TO ORDER: Mayor Schneider

Pledge of Allegiance

ROLL CALL:

APPROVAL OF AGENDA:

1. Approve Consent Agenda
  1. a) Expenditures 01-04-16
  1. b) Minutes from 12-07-15
  1. c) Murphy's Alcohol Permit
2. Committee Reports:
3. Citizens Comments
4. Committee Appointments **pg 9**
5. MMS Consultants – Engineering Updates and Discussion **pg 12**
  - Board of Supervisor's Meeting – STP Funds
  - Yordi Excavating & Boise Street Project
  - Cherry Lane Updates
  - Ella Street Infrastructure Project
  - Pioneer Street Drainage Project
  - Water Plant Repairs Updates
  - Casey's Sewer Issue
  - General Comments & Discussion

6. Resolution #01042016-01 Yordi Excavating - Pay Estimate #4 pg 26
7. Resolution #01042016-02 Mileage Reimbursement pg 30
8. Resolution #01042016-03 Appointing Depository Bank - People's & Hills Bank pg 32
9. Resolution #01042016-04 Appointing Official Newspaper pg 33
10. Resolution #01042016-05 Appointing City Attorney pg 35
11. Resolution #01042016-06 Library Contract pg 38
12. Terrus Realty Contract pg 41
13. Set the date for Budget work sessions.
14. City Clerk Comments
15. City Council Comments & Requests for Information with a majority vote
16. Adjourn Council Meeting

NEXT COUNCIL MEETING IS SCHEDULED FOR JANUARY 18<sup>TH</sup>, 2016 AT 6:30 PM

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Allen Schneider, Mayor

Posted in box December 31<sup>th</sup>, 2015 at 11:00 AM

Narrative for Council Meeting 01-04-2016

4. Committee appointments: We have some spaces left that need filled. Please think about where you would like to serve. The list provided is just suggestions.

5. Glen from MMS will be at the meeting to talk about several things.

6. Pay estimate for Yordi excavating for the Boise Street Project.

Items #7 through #11 are yearly resolution down at the beginning of each New Year.

12. We had a contract with Terrus Realty for our commercial lots out by the medical clinic and it has expired. They would like to know if the City would like to sign another contract with them.

13. We will need to have 2-3 work sessions to work on the Budget. I was thinking January 12<sup>th</sup> or 13<sup>th</sup> for a brainstorming session to talk about what direction we would like to go. I will have Glen also attend.

If you have any questions please call the office on Monday.

Thanks,

Lory

EXPENDITURES 01-04-16				
COUNCIL MEETING				
UNPAID BILLS				
ALLIANT ENERGY	DECEMBER BILLING	610-5-815-6371	\$1,106.95	
ALLIANT ENERGY	DECEMBER BILLING	600-5-810-6371	\$155.70	
ALLIANT ENERGY	DECEMBER BILLING	001-5-150-6330	\$556.27	
ALLIANT ENERGY	DECEMBER BILLING	001-5-230-6371	\$1,181.12	
ALLIANT ENERGY	DECEMBER BILLING	001-5-430-6371	\$376.64	
ALLIANT ENERGY	DECEMBER BILLING	001-5-650-6371	\$247.21	
ALLIANT ENERGY	DECEMBER BILLING	001-5-460-6371	\$102.43	\$3,726.32
HACH	WATER PLANT	600-5-810-6501	\$503.02	
JAY STUELKE	INSPECTIONS	001-5-170-6499	\$122.50	
JOHN'S	PICNIC TABLE LUMBER	001-5-430-6325	\$101.25	
JOHNSON COUNTY REFUSE	STICKERS	670-5-840-6372	\$600.00	
KOCH BROS	COPY MACHINE	001-5-650-6496	\$630.09	
KOS EXCAVATING	HOLDERNESS CLEAN-UP	145-5-650-6427	\$3,640.00	
LORY YOUNG	CELL PHONE STIPEND	001-5-650-6373	\$50.00	
OMNI SITE	1 YR WIRELESS REPORTING LS #3 AND CASINO PUMP	610-5-815-6507	\$552.00	
PSC DIST.	WATER PLANT	600-5-810-6374	\$34.80	
SCHIMBERG CO.	WATER PLANT	600-5-810-6507	\$1,446.86	
THREE CHICKS	DECEMBER BILLING	001-5-650-6402	\$125.81	
US CELLULAR	DECEMBER BILLING	001-5-210-6373	\$66.52	
US CELLULAR	DECEMBER BILLING	600-5-810-6373	\$66.52	\$133.04
VEENSTRA & KIMM, INC	WATER PLANT REPAIR	600-5-810-6374	\$1,410.00	
WATER SOLUTIONS UNLIMITED	3 DEHUMIDIFIERS	600-5-810-6374	\$9,949.85	
ZEE MEDICAL	SHOP KIT	001-5-210-6372	\$30.35	
	TOTAL UNPAID BILLS		\$23,055.89	
PAID BILLS				
ABSOLUTE GRAPHICS	PARK SUPPLIES	001-5-430-6325	\$45.00	
BRINDLEE MOUNTAIN FIRE	BROKER FEE FOR SELLING OLD FIRE TRUCK	001-5-150-6358	\$10,185.00	
CRESCENT ELECTRIC	SHOP SUPPLIES	001-5-210-6372	\$19.23	
LINCOLN NATIONAL	LIFE, AD&D INS PREMIUMS FOR JAN 2016	600-5-810-6150	\$80.43	
LINCOLN NATIONAL	LIFE, AD&D INS PREMIUMS FOR JAN 2016	610-5-815-6150	\$80.42	
LINCOLN NATIONAL	LIFE, AD&D INS PREMIUMS FOR JAN 2016	001-5-620-6150	\$36.41	
LINCOLN NATIONAL	LIFE, AD&D INS PREMIUMS FOR JAN 2016	001-5-210-6150	\$51.88	
LINCOLN NATIONAL	LIFE, AD&D INS PREMIUMS FOR JAN 2016	001-5-430-6150	\$51.89	\$301.03
KATHY LINDHORST	DECORATIONS FOR HOLIDAY PLANTERS	001-5-430-6325	\$67.00	
MEDIACOM	PHONE & INTERNET SERVICE	001-5-460-6373	\$33.91	
MEDIACOM	PHONE & INTERNET SERVICE	001-5-650-6373	\$240.10	\$274.01
MIDAMERICAN ENGERY	MONTHLY SERVICE - SHOP	001-5-210-6371	\$128.66	
MIDAMERICAN ENGERY	MONTHLY SERVICE - FIRE DEPARTMENT	001-5-150-6330	\$180.61	
MIDAMERICAN ENGERY	MONTHLY SERVICE - CITY HALL	001-5-650-6371	\$58.64	
MIDAMERICAN ENGERY	MONTHLY SERVICE - COMMUNITY BUILDING	001-5-460-6371	\$51.16	\$419.07
UPS	SHIPPING SEWER SAMPLES	610-5-815-6508	\$32.10	
US BANK EQUIPMENT	COPY MACHINE	001-5-650-6496	\$166.37	
WASHINGTON TITLE CO	HOLDERNESS PROPERTY	145-5-650-6427	\$265.00	
WASHINGTON TITLE CO	ALLEY VACATE BEHIND HOLDERNESS	145-5-650-6427	\$190.00	\$455.00
WINDSTREAM	MONTHLY SERVICE - FIRE DEPARTMENT	001-5-150-6332	\$132.79	
ALTORFER	GENERATOR REPAIRS	610-5-815-6507	\$526.78	
ARAMARK	UNIFORMS & SHOP TOWELS	001-5-650-6310	\$375.04	
ARAMARK	UNIFORMS & SHOP TOWELS	001-5-210-6372	\$177.08	
ARAMARK	UNIFORMS & SHOP TOWELS	600-5-810-6181	\$216.89	
ARAMARK	UNIFORMS & SHOP TOWELS	610-5-815-6181	\$216.88	
ARAMARK	UNIFORMS & SHOP TOWELS	001-5-210-6181	\$193.29	
ARAMARK	UNIFORMS & SHOP TOWELS	001-5-430-6181	\$193.29	\$1,372.47
BUSINESS RADIO	FIRE DEPARTMENT EQUIPMENT	001-5-150-6356	\$455.76	
COMPASS MINERALS	SALT FOR STREETS	110-5-210-6335	\$1,556.33	
GA INDUSTRIES	SUPPLIES FOR WATER PLANT	600-5-810-6507	\$942.36	
HOLIDAY INN	RON-WASTE WATER CONFERENCE	610-5-815-6240	\$347.10	
INTERSTATE POWER	REPAIR GENERATOR AT FIRE STATION	001-5-150-6312	\$1,158.77	
IOWA ONE CALL	LOCATES	600-5-810-6374	\$29.30	
IOWA ONE CALL	LOCATES	610-5-815-6374	\$29.30	\$58.60
KALONA AUTO PARTS	VEHICLE MAINTENANCE - STREETS	001-5-210-6331	\$62.78	
KALONA AUTO PARTS	VEHICLE MAINTENANCE - FIRE DEPARTMENT	001-5-150-6352	\$211.43	\$274.21
KALONA GRAPHICS	ENVELOPES	001-5-650-6506	\$197.63	
MEARDON, SUEPPEL & DOWNER	LEGAL FEES - CHERRY LANE	301-5-750-6772	\$1,947.00	
MEARDON, SUEPPEL & DOWNER	LEGAL FEES - GENERAL	001-5-640-6411	\$2,753.00	\$4,700.00
MEDIACOM	PHONE & INTERNET SERVICE - FIRE DEPARTMENT	001-5-150-6332	\$109.90	
MENARDS	SHOP SUPPLIES	001-5-210-6372	\$228.51	
MENARDS	PARK SUPPLIES	001-5-430-6325	\$357.93	\$586.44
MMS CONSULTANTS	BOISE STREET PROJECT	301-5-750-6783	\$2,250.00	
MMS CONSULTANTS	ELLA STREET PROJECT	301-5-750-6782	\$1,200.00	
MMS CONSULTANTS	PIONEER STREET DRAINAGE	301-5-750-6781	\$1,800.00	

MMS CONSULTANTS	CHERRY LANE PROJECT	301-5-750-6772	\$2,355.00	
MMS CONSULTANTS	CAPITAL IMPROVEMENTS PLAN	301-5-750-6779	\$704.40	
MMS CONSULTANTS	ENGINEERING EXP - WATER	600-5-810-6407	\$1,520.95	
MMS CONSULTANTS	ENGINEERING EXP - WATER	600-5-810-6407	\$117.00	
MMS CONSULTANTS	ENGINEERING EXP - SEWER	610-5-815-6407	\$424.25	
MMS CONSULTANTS	ENGINEERING EXP - GENERAL	001-5-650-6407	\$123.90	
MMS CONSULTANTS	ENGINEERING EXP - GENERAL	001-5-650-6407	\$177.50	\$10,673.00
MUNICIPAL SUPPLY	OPERATING SUPPLIES - WATER	600-5-810-6507	\$102.25	
N & N SANITATION	HOLDERNESS PROPERTY	145-5-650-6427	\$3,655.00	
PYRAMID SERVICES	SHOP SUPPLIES	001-5-210-6372	\$42.00	
REC	ELECTRIC - RIVERSIDE SIGN	001-5-430-6371	\$93.90	
REC	HWY 22 LIFT STATION	610-5-815-6371	\$110.94	
REC	SEWER PLANT	610-5-815-6371	\$4,761.90	
REC	CITY SHOP	001-5-210-6371	\$25.96	
REC	WATER PLANT	600-5-810-6371	\$2,312.20	
REC	CASINO LIFT STATION	610-5-815-6371	\$253.74	
REC	CASINO TRAFFIC LIGHT	001-5-230-6371	\$151.16	\$7,709.80
RIVERSIDE TRAVEL MART	FUEL - FIRE DEPARTMENT	001-5150-6350	\$57.76	
STATE HYGIENIC LAB	SAMPLE TESTING - WATER	600-5-810-6490	\$247.00	
STATE HYGIENIC LAB	SAMPLE TESTING - SEWER	610-5-815-6490	\$929.50	\$1,176.50
STUMPF CONSTRUCTION	LIGHTS FOR WATERMAIN BREAK	600-5-810-6374	\$75.00	
THREE CHICKS	PUBLISHING	001-5-650-6402	\$383.79	
UPS	SHIPPING SEWER SAMPLES	610-5-815-6508	\$109.48	
USA BLUEBOOK	OPERATING SUPPLIES - WATER	600-5-810-6507	\$286.93	
VISA	CREDIT CARD BILL - USTREAM	001-5-650-6497	\$99.00	
WINDSTREAM	MONTHLY SERVICE - SEWER PLANT	610-5-815-6373	\$27.21	
WINDSTREAM	MONTHLY SERVICE - WATER PLANT	600-5-810-6373	\$127.44	
WINDSTREAM	MONTHLY SERVICE - SHOP	001-5-210-6373	\$349.42	\$504.07
YORDI EXCAVATING	WATERMAIN BREAK	600-5-810-6374	\$9,980.00	
	TOTAL PAID BILLS FOR DECEMBER 2015		\$59,237.53	
	TOTAL EXPENDITURES		\$82,293.42	

RIVERSIDE CITY COUNCIL MEETING; December 7, 2015

The Riverside City Council held a work session at 5:30 pm on December 7, 2015. Discussion was held concerning the Cherry Lane Covenants, and the 28E agreements with Townships.

The regular Council meeting opened at 6:40 PM in City Hall with Mayor Poch requesting roll call. Council members present were: Ralph Schnoebelen, Nate Kasdorf, Bob Schneider Jr., Chris Kirkwood, and Tom Sexton.

Motion by Sexton, second by Schnoebelen to approve agenda. Passed 5-0.

Motion by Kirkwood to approve consent agenda, minutes, and accept expenditures with the exclusion of Schnoebelen bill. Second by Sexton, passed 5-0. Kirkwood moved to pay the Schnoebelen bill. Second by Schneider, passed 4-0 Schnoebelen abstained.

Mayor opened Public Hearing at 6:40 for Budget Amendment #1. There were no written or oral objections from the public or council. Mayor closed Open Hearing at 6:52 pm. Schnoebelen moved to pass Resolution 12072015-08 Budget Amendment #1. Second by Kasdorf, passed 5-0.

Committee Reports: Dawn McCoy of the Riverside Community Foundation addressed council on fundraising efforts for the new Community Center. Mayor stated that he would like to have a sign made to show the progress on fundraising. Next meeting of foundation will be held on Wednesday, December 16<sup>th</sup>, 6:30 pm at Community Building. They would like to see more residents involved. Larry Simon reported on Visioning Committee project of holiday signage. Next meeting will be January 14<sup>th</sup>, 2016.

Mayor Poch issued the Oath of Office to Allen Schneider, Jeannie Redlinger, Rob Weber, and Robert Schneider to take effect on January 1, 2016.

Glen Meisner, of MMS updated council on several projects. Mike Schnoebelen water rates have been adjusted to the correct rate as stated in ordinance. Dirt work has been started on Cherry Lane. The contractor is trying to get in water, sewer, and storm drains before the winter freeze.

Designs have begun for Ella Street. There are several trees in the City Right of Way that need to be removed. Schneider moved to proceed with the removal of trees, second by Kasdorf, passed 5-0. Showalter's sewer repair came in at a cost of \$30,000. MMS will look into other options. All under ground work has been completed on Boise Street. Contractor will return in spring to finish landscape and seeding. Casey's sewer line discussed. Schneider moved to have MMS contact Casey's about service line. Second by Sexton, passed 5-0. Parking and drainage at Hilltop Apartments was brought to the council's attention. Hilltop parking is on the City's Right of Way. Handicap parking sign is not compliant with state and federal guidelines. Sign must be removed. Schneider moved to have MMS look into cost of bringing Ella Street project around the north side of the ditch. Second by Sexton, passed 5-0.

Kirkwood moved to pass Resolution 12072015-01 Change Order #8 for Yordi Construction in the amount of \$4865.00. Second by Schnoebelen, passed 5-0.

Kirkwood moved to pass Resolution 12072015-02 Pay Estimate #3 to Yordi Construction for 25,699.40. Second by Schnoebelen, passed 5-0.

Kasdorf moved to table Cherry Lane Covenants, second by Schnoebelen. Passed 5-0.

Kasdorf moved to table 28E agreements. Motion died due to lack of a second. Schneider moved to approve the 28E agreements with changes. Second by Schnoebelen, passed 4-1 Kasdorf opposed.

Kirkwood moved to pass Resolution 12072015-05 Wellmark Medical Insurance for 2016. Second by Schneider, passed 5-0.

Kirkwood moved to pass Resolution 12072015-06 Delta Dental Insurance for 2016. Second by Schneider, passed 5-0.

Kirkwood moved to pass Resolution 12072015-07 Lincoln Financial Life Insurance for 2016. Second by Sexton, passed 5-0.

Discussion held on status of partial fence in the city property north of city owned lot at 131 W 4<sup>th</sup> Street. Schnoebelen moved to have city replace fence if needed in the future. Motion died due to lack of a second.

Kasdorf moved to order de-humidifiers as requested by Hembry by lowest bid. Second by Sexton, passed 5-0.

Sexton moved to close office for a half hour lunch, and on Wednesday afternoons, and to post on door. Second by Kirkwood, passed 3-2. Schneider and Schnoebelen opposed.

Mayor adjourned meeting at 8:57 pm

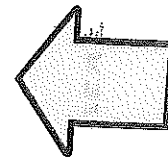
Full content of Council Meetings can be viewed on the City Web Site; [www.cityofriversideiowa.com](http://www.cityofriversideiowa.com)

NEXT CITY COUNCIL MEETING –January 4, 2016 at 6:30 pm.

ATTEST:

Lory Young: City Clerk

Bill M. Poch; Mayor



**Lory Young**

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**From:** Licensing@IowaABD.com  
**Sent:** Saturday, December 12, 2015 1:32 AM  
**To:** rusty@cityofriversideiowa.com  
**Cc:** Licensing@IowaABD.com  
**Subject:** [POSSIBLE SPAM] Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

<b>License #</b>	<b>License Status</b>	<b>Business Name</b>
LC0027526	Submitted to Local Authority	Murphys Bar And Grill (71 East 1st Street Riverside Iowa, 52327-0000)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally 515.281.7400 (select option 1).

For assistance by email contact [Licensing@IowaABD.com](mailto:Licensing@IowaABD.com)

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2015.0.6176 / Virus Database: 4483/11163 - Release Date: 12/12/15



**CITY ADMINISTRATION****January 2016**

**Mayor:** Allen Schneider – January 2016-December 2018 Cell: 319-330-2102  
[SchneiderforRiverside@gmail.com](mailto:SchneiderforRiverside@gmail.com)

**Mayor Pro Tem:** Ralph Schnoebelen Cell: 319-330-0500

**City Council Members:**

Rob Weber - January 2016-December 2019 Cell: 319-  
[robert.j.weber.42.mil@mil.mil](mailto:robert.j.weber.42.mil@mil.mil)

Tom Sexton - January 2014-December 2017 Cell: 319-430-4548  
[tomlsexton@mchsi.com](mailto:tomlsexton@mchsi.com)

Bob Schneider - January 2016-December 2019 Cell: 319-936-0367  
[backtalk@sharontc.net](mailto:backtalk@sharontc.net)

Ralph Schnoebelen - January 2014-December 2017 Cell: 319-330-0500  
[jan@schnoebelen.net](mailto:jan@schnoebelen.net)

Jeanine Redlinger - January 2016-December 2019 Cell: 319-  
[mjrediowa@gmail.com](mailto:mjrediowa@gmail.com)

**City Clerk Finance Officer:** Lory Young Cell: 319-330-6490  
[lory@cityofriversideiowa.com](mailto:lory@cityofriversideiowa.com)

**Utility Billing Clerk:** Becky LaRoche Cell: 319-330-3091  
[becky@cityofriversideiowa.com](mailto:becky@cityofriversideiowa.com)

**Streets & Parks Dept:** Bryan Lenz Cell: 319-325-9287  
[bryan@cityofriversideiowa.com](mailto:bryan@cityofriversideiowa.com)

**Water Department:** Kevin Engle Cell: 319-325-9285  
[kevin@cityofriversideiowa.com](mailto:kevin@cityofriversideiowa.com)

**Waste Water Department:** Ron Hembry Cell: 563-357-2397  
[ron@cityofriversideiowa.com](mailto:ron@cityofriversideiowa.com)

**Committees and Representatives**

**911 Reps:** 1.) 2.)

**Communications Reps:** 1.) 2.)

**Emergency Management Reps:** 1.) 2.)

**Employee Committee:** Bob Schneider, Allen Schneider, Jeanine Redlinger

**English River Water Shed Reps:** 1.) 2.)

**Equipment Committee:** Ralph Schnoebelen, Rob Weber, Allen Schneider

**Finance Committee:** Allen Schneider, Jeanine Redlinger, Bob Schneider

**Fire Department Reps:** Ralph Schnoebelen, Rob Weber

**Parks Committee:** Bryan Lenz, Jeanine Redlinger, Becky LaRoche

**Streets & Sidewalks:** Bryan Lenz, Bob Schneider, Tom Sexton

**Water & Sewer:** Kevin Engle, Ralph Schnoebelen, Tom Sexton

**Commission Appointments**

**Building Inspector:** Jay Stuelke      Cell: 319-331-3467

**Planning and Zoning Commission: 3 year terms**

Ryan Rogerson	Ellen Cloyed
Nate Robinson	Mike O'Leary
Brad Fuhrman	Phyllis Latta
Marcy Musser	

**Board of Adjustments Commission: 5 year terms**

Bill Poch	Mike Schneider	Joanne Waldschmidt
Denny Bush	Linmarie Eden	



Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

Washington County, Iowa

Washington County Estimated Population 2014 22,070

Population of Cities/Towns in Washington County

Wellman	1408
Kalona	2363
Riverside	993
Richmond	---
West Chester	146
Washington	7266
Rubio	---
Brighton	652
Coppack	47
Crawfordsville	264
Ainsworth	567
TOTAL	13,706

Rural Population of Washington County

$22,070 - 13,706 = 8,362$

Washington County Population without the City of Washington

$22,070 - 7,266 = 14,804$

Cities except the City of Washington

$13,706 - 7,266 = 6,440$

Percentages

Washington Rural  $8364 \div 14,804 = 56.5\%$

Riverside  $993 \div 14,804 = 6.7\%$

Other Cities in Washington Co.  $6440 \div 14,804 = 43.5\%$

Washington County should be entitled to 56.5% of the money each funding period.

If there is \$900,000 available each round (four years); Washington County should get:

$\$900,000 \times 56.5\% = \$508,500$

Other Cities should get: \$391,500



# MMS Consultants, Inc.

Experts in Planning and Development Since 1975

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

The STP program has been in existence since 1998, which has been 18 years. If there are four years per cycle, that would be four cycles. If Washington County received \$900,000 per cycle for four cycles, Washington County has received:  
 $\$900,000 \times 4 = \$3.6 \text{ million}$

Add in the next cycle of \$900,000:  
 $\$900,000 \text{ total} - \$400,000 \text{ Riverside} = \$500,000 \text{ Washington County}$

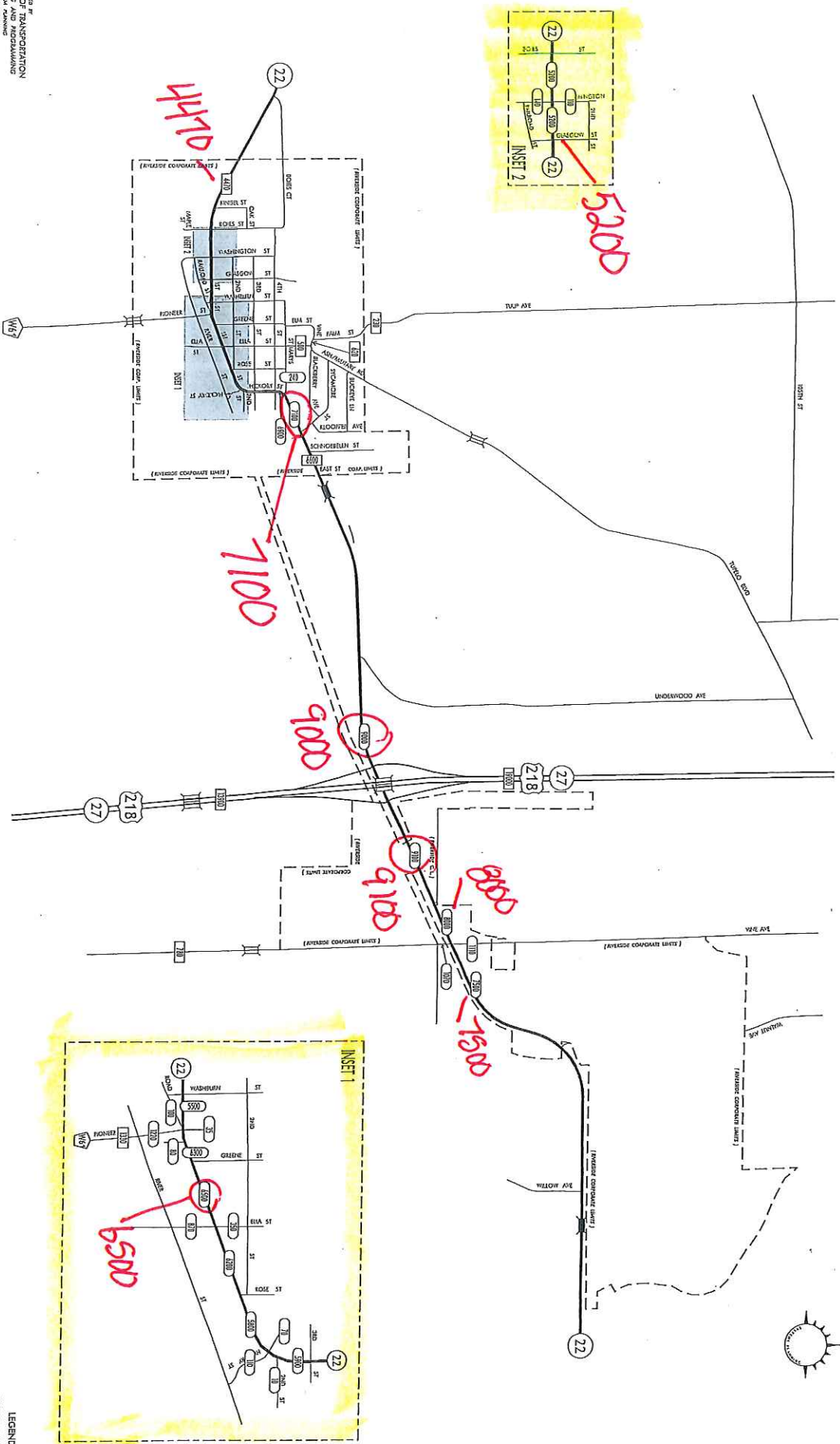
Total them:  
 $\text{Washington County } \$4,100,000 + \text{Riverside } \$400,000 = \$4,500,000$

$\text{Riverside } \$400,000 \div \$4,500,000 = 8.89\%$

Washington County 91.11%

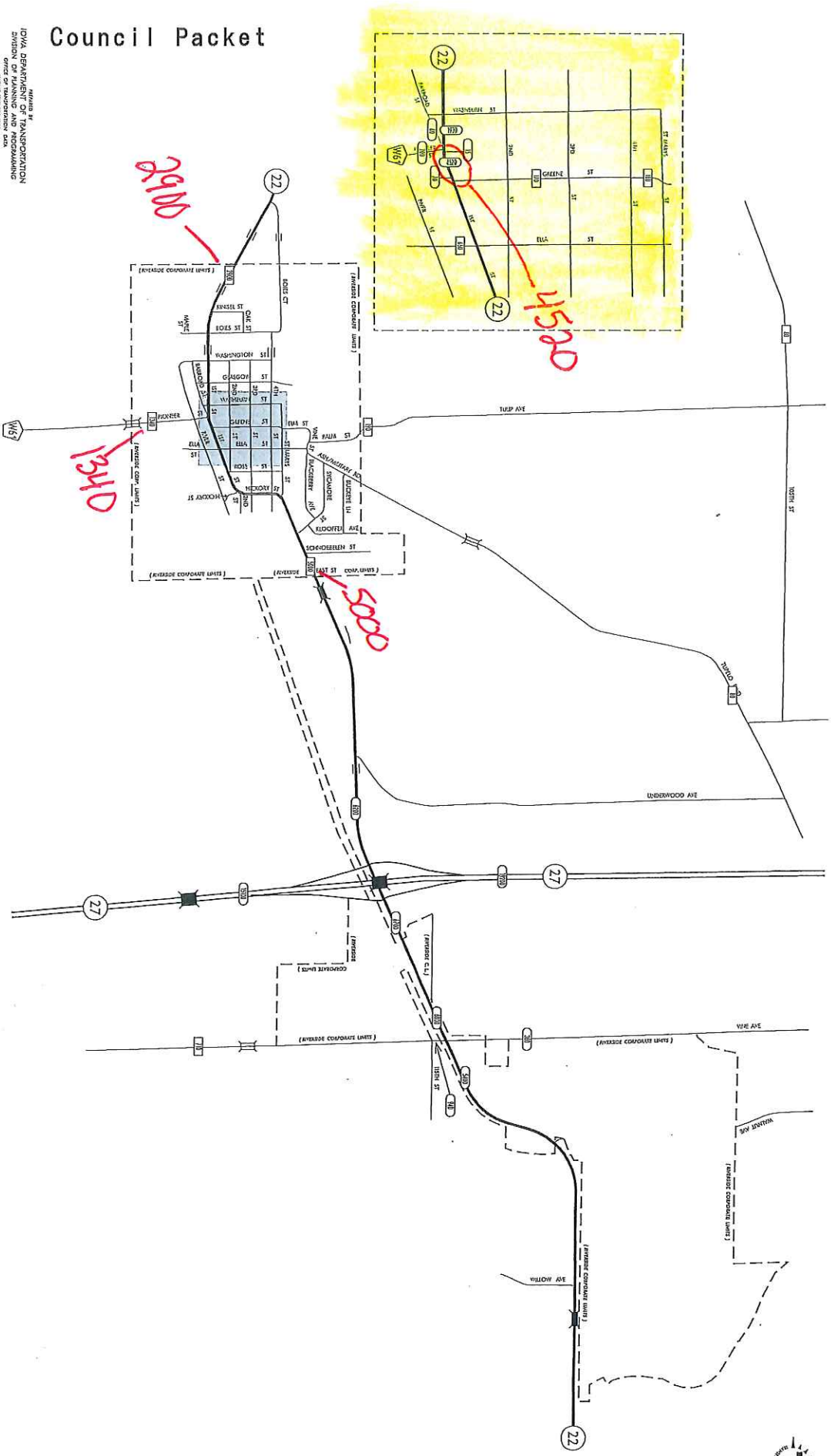
IOWA DEPARTMENT OF TRANSPORTATION  
DIVISION OF PLANNING AND PROGRAMMING  
FIELD DISTRICT

TRAFFIC FLOW MAP OF  
RIVERSIDE  
WASHINGTON COUNTY  
2014 ANNUAL AVERAGE DAILY TRAFFIC



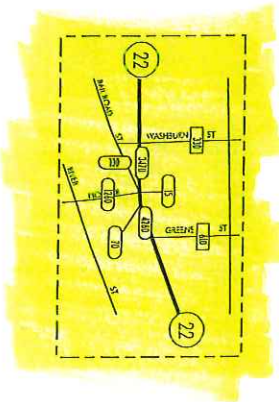
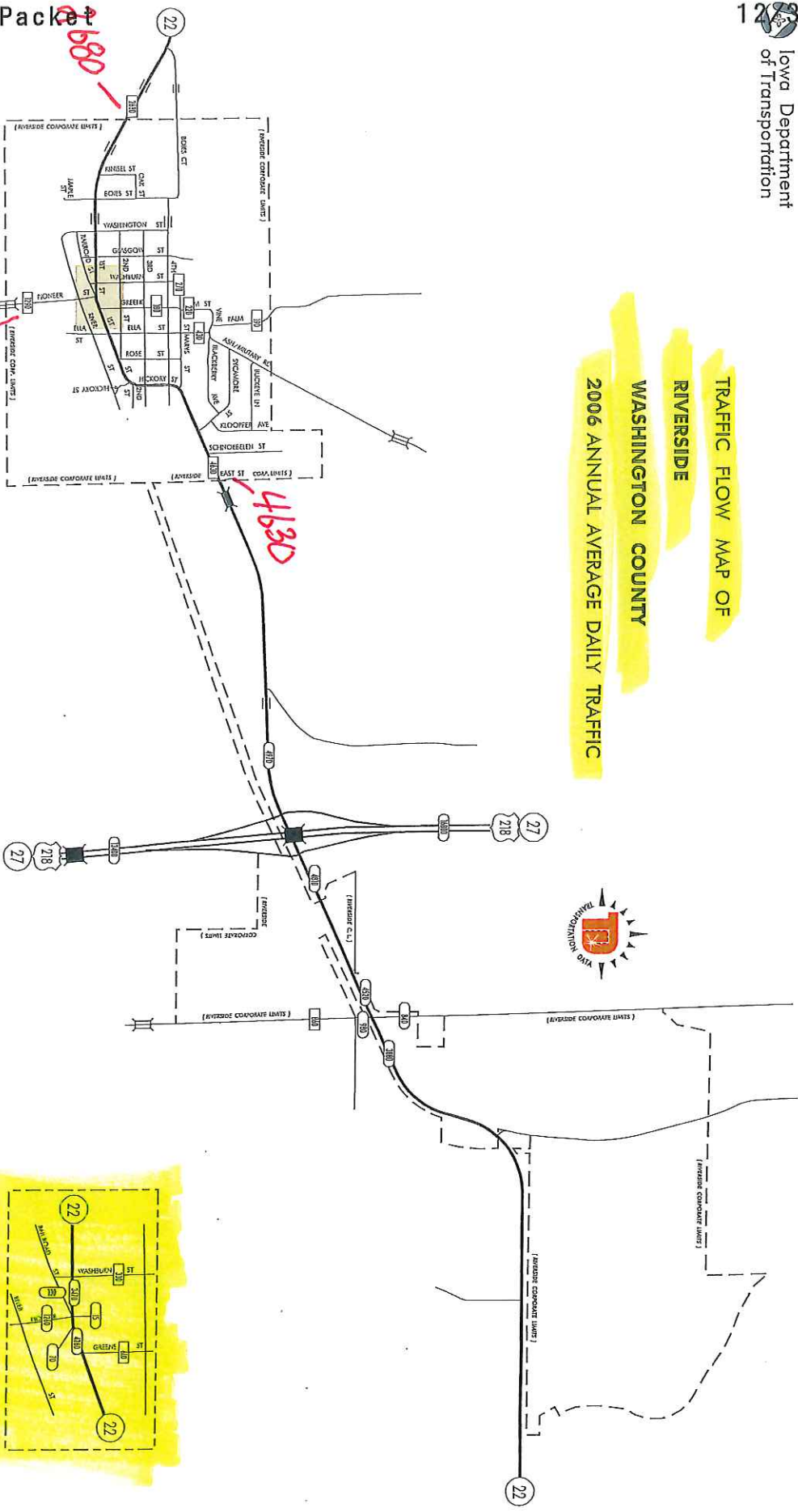
LEGEND  
RECORD ONLY  
MANUAL COUNT

TRAFFIC FLOW MAP OF RIVERSIDE WASHINGTON COUNTY 2010 ANNUAL AVERAGE DAILY TRAFFIC





TRAFFIC FLOW MAP OF RIVERSIDE WASHINGTON COUNTY 2006 ANNUAL AVERAGE DAILY TRAFFIC



PREPARED BY IOWA DEPARTMENT OF TRANSPORTATION DIVISION OF PLANNING AND PROGRAMMING OFFICE OF TRANSPORTATION DATA PHONE (515) 281-2889

LEGEND RECORDED ONLY MANUAL COUNT

Council Packet #1680



**Lory Young**

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**From:** Mary Rump <mary.rump@ecicog.org>  
**Sent:** Tuesday, December 29, 2015 8:48 AM  
**To:** 'Glen Meisner'  
**Cc:** billpoch@aol.com; lory@cityofriversideiowa.com; 'Scott Pottorff'  
**Subject:** RE: applications

Glen -

The regional STP program has been in existence since 1995. We began officially suballocating funds to each county in our region in 2003. A small community in Washington County hasn't used these funds, because no city has previously applied.

Mary

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**From:** Glen Meisner [<mailto:G.meisner@mmsconsultants.net>]  
**Sent:** Monday, December 28, 2015 3:19 PM  
**To:** 'Mary Rump'  
**Cc:** [billpoch@aol.com](mailto:billpoch@aol.com); [lory@cityofriversideiowa.com](mailto:lory@cityofriversideiowa.com); 'Scott Pottorff'  
**Subject:** RE: applications

Hi Mary,

The City of Riverside is meeting with the Washington County Board of Supervisors on this Wednesday at 1:30PM concerning STP.

Can you verify how long the STP funding program has existed and according to your records has any small community used the STP funds in Washington County other than the City of Washington?

Thanks in advance.

Glen



**MMS Consultants, Inc.**

*Experts in Planning and Development Since 1975*

**Glen Meisner, P.L.S. & P.E.**

*Partner*

Office: (319) 351-8282

Mobile: (319) 631-2705

[G.meisner@mmsconsultants.net](mailto:G.meisner@mmsconsultants.net)

[www.mmsconsultants.net](http://www.mmsconsultants.net)

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**From:** Mary Rump [<mailto:mary.rump@ecicog.org>]  
**Sent:** Friday, December 11, 2015 3:15 PM

**FILE COPY**

**Region 10  
Regional Planning Affiliation**

**Application for Regional  
Surface Transportation Program (STP)  
  
FY 2017-2020**

**General Information**

Applicant Agency: Riverside, Iowa

Contact (Name and Title): Lory Young, City Clerk/ Finance Officer

Complete Mailing Address: PO Box 188

	<small>Street Address and/or PO Box No.</small>		
<u>Riverside</u>	<u>Iowa</u>	<u>52327</u>	<u>(319) 648-3501</u>
<small>City</small>	<small>State</small>	<small>Zip</small>	<small>Daytime Phone No.</small>

If more than one agency or organization is involved in this project, please state the name, contact person, mailing address, and telephone number of the second agency. (Attach an additional page if more than two agencies are involved.)

Agency: Iowa Department of Transportation

Contact (Name and Title): Jim Armstrong, District 5 Engineer

Complete Mailing Address: 307 W. Briggs, PO Box 587

	<small>Street Address and/or PO Box No.</small>		
<u>Fairfield</u>	<u>Iowa</u>	<u>52556</u>	<u>(641) 472-4171</u>
<small>City</small>	<small>State</small>	<small>Zip</small>	<small>Daytime Phone No.</small>

Project Title: Iowa State Highway 22 (First Street) Resurfacing and Storm Sewer Improvements

Proposed Federal Fiscal Year for Funding  
(October 1-September 30 fiscal year):  
 FY 2017  FY 2018  
 FY 2019  FY 2020

**Project Description: (including length if applicable):**

This project is for the improvement of Iowa Highway #22 from Boise Street on the west end of Riverside, Iowa easterly 0.36 mile to the east side of Ella Street. Resurfacing, improved surface drainage, storm piping, improved parking areas and sidewalk improvements are elements of this project.

**Project Category**

Check all boxes that apply to your project.

**STP Projects**

- New road construction
- Road replacement or reconstruction
- New bridge construction
- Bridge replacement or reconstruction
- Expansion of transit facilities
- Purchase of transit capital

**Project Cost**

1. Indicate projected project cost:

Item	Cost	Explanation
Land/site acquisition costs	\$0	NA
Construction/material costs	\$900,000	
Engineering/consulting costs	\$150,000	
Capital acquisition (explain)	\$0	NA
Other (explain)	\$0	NA
<b>Total Cost</b>	<b>\$1,050,000</b>	

2. Indicate proposed cost share (the total of local and federal share shall equal the project cost shown above):

	Local Share	Federal Share Requested	Total
Project Cost	\$IDOT - \$300,000 Riverside - \$350,000 Total - \$650,000	\$400,000	\$1,050,000
% of Project Cost	61.9%	38.1%	100%

**Narrative Information**

1. Write a brief narrative of the project. Describe the current conditions and an outline of the proposed project concept. In addition, describe the existing demand for the project (i.e. description of users, current service conditions, anticipated service counts). Include a description of the anticipated time schedule for planning, design, and proposed completion of the project.

Iowa Highway 22 through Riverside, Iowa was originally paved in 1931. The original pavement width was 18 feet wide. An asphaltic surface was last applied in 1988. The surface has been widened to various widths throughout the project.

The drainage and storm sewer pipes within the project are substandard and are in dire need of repair and/or replacement. The parking areas adjacent to the road surface have standing water during and after every rain event. The parking areas and adjacent sidewalks are ADA noncompliant.

The Iowa Department of Transportation surfaced this section of road in 1988. As of today that

surface is 27 years old. The normal life of an asphaltic surface is 20-25 years. The timing of this project is perfect for the Iowa Department of Transportation to partner with the City of Riverside to improve the downtown area of Riverside, Iowa. This project is located in the heart of downtown Riverside, Iowa. Many businesses are located on this highway, which utilize the adjacent street parking and sidewalk area. The Senior Citizen Center is also located on the project corridor and the access is ADA noncompliant.

The traffic count on Highway 22 through Riverside was 2690 VPD in 1998 and are 4680 VPD according to the 1998 and 2014 Traffic Flow maps respectively. The traffic volumes have increased by approximately 175% since 1998.

There is a large amount of agricultural truck traffic through Riverside that accesses the grain elevator located on this project on the south side of Iowa Highway 22.

It is anticipated that planning and design would occur during FY 2017 and construction would occur during FY 2018 with completion targeted at the end of FY 2018.

2. Describe below why the sponsoring agency is applying for funding. Include a description of how this project will allow the sponsor to meet the stated need (i.e. transportation safety improvements, improved economic development opportunities, reductions in energy consumption, development of alternative transportation modes, improved mobility of the general public and/or persons with disabilities, enhanced distribution of regional products, or improved inter-regional cooperation).

The City of Riverside for many years recognized the problems on Iowa State Highway 22 as it related to standing water on the roadway, poor surface conditions, traffic safety, the need for improved mobility of the general public and/or persons with disabilities and the need for better traffic flows and access to the business area. The City of Riverside had no control as to when a project could be completed as the Iowa Department of Transportation controls the traveled portion of Iowa State Highway 22.

After numerous meetings with the IDOT it became apparent that the timing for the need to resurface Highway 22 was concurrent with the timing of the STP program application. Riverside views this project as a high priority for the sustainability of the downtown area of its City. The IDOT and the City of Riverside will form a partnership dependent on IDOT approval and outside funding to complete the important project for the City.

In summary, the City will be able to revitalize their downtown area with the cooperation of a partnering agency. The partnership is probably the only avenue to complete this project while improving economic development opportunities and improving the mobility of general public and/or persons with disabilities.

3. Has any part of this project been started?       No       Yes, explain below



**Certification**

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the participating local authority. I understand that this endorsement binds the participating local government(s) to assume responsibility for adequate maintenance of any new or improved facilities.

I understand that although this information is sufficient to secure a commitment of funds, an executed contract between the applicant and the Iowa Department of Transportation (Iowa DOT) is required prior to the authorization of funds. I also understand that any expenses incurred prior to said contract will not be eligible for reimbursement. In addition, if the project contract with the Iowa DOT is not signed within three years of the original programming, I understand that funding may be withdrawn.

Representing the City of Riverside  
Lory Young 12/11/15  
Signature Date  
Lory Young City Clerk 12/11/15  
Typed Name and Title Date













[www.iowadot.gov](http://www.iowadot.gov)

**District 5 Office**

307 W Briggs, PO Box 587 | Fairfield, Iowa 52556-0587  
Phone: 641.472.4171 | Email: James.Armstrong@dot.iowa.gov

December 2, 2015

Lory Young  
City Clerk / Finance Officer  
City of Riverside  
PO Box 188  
Riverside, IA 52327

Dear Ms. Young:

The Iowa Department of Transportation (DOT) foresees a potential partnership between the DOT and the City of Riverside for a project along Iowa 22 from approximately Boise Street east to Ella Street.

It is our understanding that the City of Riverside will be applying for Surface Transportation Program (STP) funds through East Central Iowa Council of Governments (ECICOG).

Although the DOT does not have a proposed project in this area, the DOT is in full support of this application from the City of Riverside utilizing STP funds that are distributed by ECICOG for the proposed project. The DOT anticipates being able to contribute \$300,000 towards this project along Iowa 22 pending the DOT Commission approval for the appropriate year for programming.

Sincerely,



Jim Armstrong  
District 5 Engineer

Cc: Mark Van Dyke, District 5 Assistant Engineer  
Jason Huddle, Transportation Planner  
Cathy Cutler, Transportation Planner  
Glen Meisner, MMS Consultants



**Lory Young**

---

**From:** Scott Pottorff <S.pottorff@mmsconsultants.net>  
**Sent:** Wednesday, December 30, 2015 11:01 AM  
**To:** Lory Young; becky@cityofriversideiowa.com  
**Cc:** 'Glen Meisner'  
**Subject:** Boise Street Water Main Pay Request #4  
**Attachments:** 2245011payrequest4.pdf; \_Certification\_.htm

Please find attached pay request #4 for Yordi for the Boise Street project. This pay request just pays for the change order approved at the last Council meeting.

We have had discussions with Yordi about closing the project out. He wants to get it closed out because he is changing bonding companies and this is the last project with the old bonding company. We have concerns that the final grading and seeding is not done yet and we do not want to try to get someone else in the spring. We would rather keep him on the hook for that work.

Yordi has proposed to write the City a check for \$5,000 to cover the remaining seeding and final grading work which he will complete in the spring. The City would hold the check until he completes the work. Once the work is completed the City could destroy or send him back the check. If he does not come back to complete the work, the City could cash the check and then hire someone to finish the work. This will allow the project to be closed out and retainage released but still keep him on the hook for the remaining seeding work in the spring. We would hope to have the check from Yordi before the Council meeting on the 18<sup>th</sup> and we could close the project out and release retainage at that meeting.

Glen will discuss this with the Council Monday night to make sure they are OK with that plan.

Feel free to contact me with any questions or if you need anything else from us for the meeting Monday night.

[Sign up for our newsletter](#) – We promise short, meaningful updates just six times a year.



**MMS Consultants, Inc.**  
*Experts in Planning and Development Since 1975*

**Scott Pottorff, P.E.**

*Project Manager*

Office: (319) 351-8282

Mobile: (319) 631-0365

[S.pottorff@mmsconsultants.net](mailto:S.pottorff@mmsconsultants.net)

[www.mmsconsultants.net](http://www.mmsconsultants.net)

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**RESOLUTION #01042016-01**

**RESOLUTION APPROVING PAY ESTIMATE #4 FOR YORDI  
EXCAVATING ON THE BOISE STREET WATER MAIN PROJECT**

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this Pay Estimate #4 in the amount of \$4,621.75.

**Therefore**, be it resolved the City of Riverside City Council does hereby approves Pay Estimate #4 to Yordi Excavating in the amount of \$4,621.75.

**Moved by** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_ to adopt the foregoing resolution.

Roll Call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 4th day of January, 2016.

Signed: \_\_\_\_\_

Allen Schneider, Mayor

Attest: \_\_\_\_\_

Lory Young, City Clerk

CONSTRUCTION PROGRESS PAYMENT

Project Description

Boise Street Water Main Improvements

PN: 2245011

Contract Date

3-Aug-15

Contractor: Yordi Excavating

Owner: City of Riverside

Address: 6518 Harrison Road SW

Attn: \_\_\_\_\_

City, St., Zip: Cedar Rapids, Iowa 52404

Address: 60 N. Greene Street

Phone: 319-826-4632

City, St., Zip: Riverside, IA 52327

Fax: \_\_\_\_\_

Phone: 319-648-3501

Fax: \_\_\_\_\_

Estimate #

<input type="checkbox"/>	4
<input checked="" type="checkbox"/>	x
<input type="checkbox"/>	

Partial Payment  
Final Payment

FOR PERIOD:

FROM: 11/26/15

TO: 12/25/15

Owner PN

Federal PN

State PN

Base Contract Price	\$164,376.00
---------------------	--------------

Materials on Hand	\$ -
-------------------	------

Change #	1	\$9,000.00
Change #	2	\$4,850.00
Change #	3	\$2,475.00
Change #	4	\$5,200.00
Change #	5	\$740.00
Change #	6	\$1,500.00
Change #	7	\$10,695.00
Change #	8	\$4,865.00
Total Contract		\$203,701.00

Construction Completed	\$205,331.00
Total Earned	\$205,331.00
Less Retainage	\$10,266.55
Less Previous Payment	\$190,442.70
Amount Due This Est	\$4,621.75

Requested by:

Dennis Yordi

Approved by:

\_\_\_\_\_

Title:

Owner

Title:

\_\_\_\_\_

Date:

\_\_\_\_\_

Date:

\_\_\_\_\_

Recommended by:

Scott Pottorff

Attested by:

\_\_\_\_\_

Title:

Project Engineer

Title:

\_\_\_\_\_

Date:

\_\_\_\_\_

Date:

\_\_\_\_\_

MMS Consultants, Inc.  
1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

Boise Street Water Main Improvements

4

Pay Estimate No.:

Payable to: Yordi Excavating  
 Date: December 30, 2015  
 Week Ending: 12/25/15/2015

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
1	Traffic Control	LS	1	\$4,000.00	4,000.00	-	-	1.00	4,000.00
2	Mobilization	LS	1	\$5,000.00	5,000.00	-	-	1.00	5,000.00
3	Excavation, Class 13	CY	50	\$20.00	1,000.00	-	-	-	-
4	Below Grade Excavation (Core Out)	CY	20	\$20.00	400.00	-	-	-	-
5	Subgrade Preparation	SY	160	\$5.00	800.00	-	-	160.00	800.00
6	Subbase, Modified	Tons	20	\$25.00	500.00	-	-	20.00	500.00
7	Macadam Stone Base, 6" Thick	SY	188	\$10.00	1,880.00	-	-	188.00	1,880.00
8	Class A Crushed Stone Base, 3" Thick	SY	188	\$9.00	1,692.00	-	-	188.00	1,692.00
9	Sanitary Sewer Gravity Main, Trenched, PVC (SDR 26), 8" Dia.	LF	143	\$100.00	14,300.00	-	-	143.00	14,300.00
10	Remove Existing Sanitary Sewer	LF	143	\$4.00	572.00	-	-	143.00	572.00
11	Water Main, Trenched, PVC (DR 18), 6" Dia.	LF	952	\$35.00	33,320.00	-	-	760.00	26,600.00
12	Water Main, Trenchless, Restrained Joint PVC, 6" Dia.	LF	410	\$75.00	30,750.00	-	-	605.00	45,375.00
13	Water Service Stub, Main to Curb Stop Short, 1" Copper (Type K)	EA	6	\$1,400.00	8,400.00	-	-	6.00	8,400.00
14	Water Service Stub, Main to Curb Stop Long, 1" Copper (Type K), Trenchless *	EA	2	\$3,000.00	6,000.00	-	-	3.00	9,000.00
15	Water Service Stub, Main to Curb Stop Long, 2" Copper (Type K), Trenchless	EA	1	\$4,000.00	4,000.00	-	-	1.00	4,000.00
16	Valve, AWWA C-509, 6" Dia.	EA	2	\$2,000.00	2,000.00	-	-	3.00	3,000.00
17	Fire Hydrant Assembly	EA	1	\$5,500.00	5,500.00	-	-	1.00	5,500.00
18	Cut in 6" Valve in Existing Main	EA	1	\$4,000.00	4,000.00	-	-	1.00	4,000.00
19	Remove Existing Valve Box	EA	4	\$2,500.00	10,000.00	-	-	4.00	10,000.00
20	Sanitary Manhole, Type SW-301, 48" Dia	EA	2	\$6,000.00	12,000.00	-	-	2.00	12,000.00
21	Remove Existing Manhole	EA	2	\$700.00	1,400.00	-	-	2.00	1,400.00
22	Removal of Sidewalk	SY	70	\$10.00	700.00	-	-	47.00	470.00
23	Sidewalk, PCC, 5"	SY	70	\$45.00	3,150.00	-	-	47.00	2,115.00
24	Detectable Warnings	SF	32	\$30.00	960.00	-	-	-	-
25	Granular Driveway, 4"	SY	87	\$10.00	870.00	-	-	87.00	870.00
26	Bituminous Seal Coat	SY	188	\$14.00	2,632.00	-	-	188.00	2,632.00
27	Seeding, Fertilizing and Mulching, Type 1	AC	1.0	\$3,300.00	3,300.00	-	-	-	-
28	SWPPP Maintenance	LS	1	\$500.00	500.00	-	-	1.00	500.00
29	Silt Fence	LF	500	\$2.50	1,250.00	-	-	480.00	1,200.00
30	Removal of Silt Fence	LF	500	\$1.00	500.00	-	-	-	-
	<b>TOTAL CONTRACT</b>				<b>161,376.00</b>				<b>165,806.00</b>
C.O. #1	Water Service 390 1st Street	LS	1,000	\$6,500.00	6,500.00	-	-	1.00	6,500.00
	Water Service 260 1st Street	LS	1,000	\$5,500.00	5,500.00	-	-	1.00	5,500.00
	<b>TOTAL CHANGE C.O. #1</b>				<b>12,000.00</b>				<b>12,000.00</b>
C.O. #2	Remove and Reinstall Hydrant	LS	1,000	\$1,900.00	1,900.00	-	-	1.00	1,900.00
	Remove and Reinstall Valve with Restrained Fittings	LS	1,000	\$450.00	450.00	-	-	1.00	450.00
	Add 45 Degree Bends with Restrained Joints	LS	1,000	\$2,500.00	2,500.00	-	-	1.00	2,500.00
	<b>TOTAL CHANGE C.O. #2</b>				<b>4,850.00</b>				<b>4,850.00</b>

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
C.O. #3	Repair Water Service (Along Maple Street)	LS	1,000	\$2,475.00	2,475.00	-	-	1.00	2,475.00
	TOTAL CHANGE C.O. #3				2,475.00				2,475.00
C.O. #4	Grout Existing Water Main	LS	1,000	\$2,400.00	2,400.00	-	-	-	-
	Replace Failed Storm Sewer with 8" ADS N-12	LF	140,000	\$20.00	2,800.00	-	-	1.00	2,400.00
	TOTAL CHANGE C.O. #4				5,200.00				2,400.00
C.O. #5	1" Copper Water Service	LF	37,000	\$20.00	740.00	-	-	37.00	740.00
	TOTAL CHANGE C.O. #5				740.00				740.00
C.O. #6	Remove Concrete	LS	1,000	\$1,000.00	1,000.00	-	-	1.00	1,000.00
	8"x6" Replaces	EACH	2,000	\$250.00	500.00	-	-	2.00	500.00
	TOTAL CHANGE C.O. #6				1,500.00				1,500.00
C.O. #7	8" ADS N-12 Storm Sewer	LF	155,000	\$65.00	10,075.00	-	-	155.00	10,075.00
	Remove Existing Storm Sewer	LF	155,000	\$4.00	620.00	-	-	155.00	620.00
	TOTAL CHANGE C.O. #7				10,695.00				10,695.00
C.O. #8	PCC Patching in Highway 22	LS	1,000	\$4,865.00	4,865.00	1.00	4,865.00	1.00	4,865.00
	TOTAL CHANGE C.O. #8				4,865.00		4,865.00		4,865.00
	TOTAL CONTRACT WITH CHANGE ORDERS				203,701.00		4,865.00		208,566.00

\* Bid quantity changed per CO #1

Retainage \_\_\_\_\_ 5% \$ 10,266.55

Total Value of Completed Work Less Retainage \$ 195,064.45

Pay Estimate #1  
 Pay Estimate #2  
 Pay Estimate #3

\$ 54,031.25  
 \$ 110,772.05  
 \$ 25,698.40

Previous Payments \$ 190,442.70  
 Current Payment Due \$ 4,621.75

**RESOLUTION #01042016-02**

**RESOLUTION TO ESTABLISH MILEAGE REIMBURSEMENT**

**WHEREAS** the City of Riverside has determined that in fairness employees should be reimbursed for travel expenses when using their own personal vehicles while attending to city business, and

**WHEREAS** the Riverside City Council has determined that a fair and practical reimbursement should be the same as the reimbursement allowed by the Internal Revenue Service (IRS).

**NOW, THEREFORE, BE IT RESOLVED** that any employee or City Official of the City of Riverside attending to business by use of their personal vehicle shall submit a detailed mileage claim to the Council for reimbursement listing name, date, mileage, location, and reason for attending such business, and that the City of Riverside will reimburse aforementioned employee at the current Internal Revenue Service (IRS) allowable rate, and

**BE IT RESOLVED** that the mileage rate will be adjusted each year to coincide with the current standard Internal Revenue Service (IRS) allowable rate. For 2016 the IRS Rate has been set for .54 cents per mile.

**MOVED BY** Council Person \_\_\_\_\_, Seconded by Council Person \_\_\_\_\_.

Roll Call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absent:

**PASSED AND APPROVED** this 4th day of January, 2016 by the City Council of Riverside, IA.

Signed: \_\_\_\_\_  
Allen Schneider, Mayor

Attest: \_\_\_\_\_  
Lory Young, City Clerk





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## 2016 Standard Mileage Rates for Business, Medical and Moving Announced

IR-2015-137, Dec.17, 2015

WASHINGTON — The Internal Revenue Service today issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54 cents per mile for business miles driven, down from 57.5 cents for 2015
- 19 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
- 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased 3.5 cents per mile and the medical, and moving expense rates decrease 4 cents per mile from the 2015 rates. The charitable rate is based on statute.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical or charitable expense are in [Rev. Proc. 2010-51](#). [Notice 2016-01](#) contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

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Page Last Reviewed or Updated: 17-Dec-2015

**RESOLUTION #01042016-03**

**RESOLUTION APPOINTING DEPOSITORY**

**WHEREAS** the City of Riverside has determined it necessary to approve People’s Trust and Savings Bank and Hills Bank and Trust as the official depositories for all City funds.

**WHEREAS** the Riverside City Council hereby designate the following named banks to be depositories of the City of Riverside. The City of Riverside’s City Clerk, Utility Billing Clerk, Mayor and Mayor Pro Tem are hereby authorized to deposit, set up and sign for any checking, savings, money market and Certificate of Deposit accounts for the City of Riverside.

**NOW, THEREFORE, BE IT RESOLVED** the following people are authorized to conduct banking for the City of Riverside, IA: Allen Schneider as Mayor, Ralph Schnoebelen as Mayor Pro Tem, Lory Young as City Clerk, Becky LaRoche as Utility Billing Clerk. All banking is required to have two approved signatures and this resolution covers the calendar year of 2016.

**MOVED BY** Council Person \_\_\_\_\_, Seconded by Council Person \_\_\_\_\_ to approve the foregoing resolution.

**PASSED AND APPROVED** this 4th day of January, 2016 by the City Council of Riverside, IA.

Roll Call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absent:

Signed: \_\_\_\_\_  
Allen Schneider, Mayor

Attest: \_\_\_\_\_  
Lory Young, City Clerk



**RESOLUTION #01042016-04**

**RESOLUTION APPOINTING NEWSPAPER**

**WHEREAS**, the City of Riverside finds it necessary on an annual basis to designate a newspaper of general circulation within the community as the appropriate entity for the publication of all official notices and proceedings;

**NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, IOWA, as follows:**

That The Riverside Current be the official weekly newspaper for the City of Riverside, Iowa and that such designation shall be in effect for one year beginning with the first council meeting in January 2016.

**IT WAS MOVED BY** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_ that the foregoing Resolution be adopted.

Roll call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absent:

**PASSED AND APPROVED** by the City Council of Riverside, Iowa, on this 4th day of January, 2016.

Signed: \_\_\_\_\_  
Allen Schneider, Mayor

Attest: \_\_\_\_\_  
Lory Young, City Clerk

# Three Chicks Publications, LLC.

PO Box H, Riverside, IA 52327

ph. 319-648-2542 • fax 319-646-5904

*The Wellman Advance ~ The Riverside Current*

December 17, 2015

Dear Riverside City Council members -

I am writing to request *The Riverside Current* continue as the official newspaper for the City of Riverside. We continue to have a strong readership in Riverside and the surrounding area as the newspaper reaches approximately 1,740 people. We look forward to covering the city council in 2016 and bringing the news the area residents.

Sincerely,



Ranee Fladung  
Publisher of The Riverside Current

**RESOLUTION #01042016-05**

**RESOLUTION TO APPOINTING CITY ATTORNEY**

**WHEREAS** the City of Riverside has determined that it is necessary to appoint a City Attorney to advise the City Council and staff on matters of the City's legal business.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Riverside City Council of Riverside, IA designate William Sueppel Jr. as City Attorney for the City of Riverside, IA and

**BE IT RESOLVED** that designation shall be in effect for one year beginning January 1, 2016 at the rate of \$165.00 per hour.

**MOVED BY** Council Person \_\_\_\_\_, Seconded by Council Person \_\_\_\_\_ to approved the foregoing resolution.

**PASSED AND APPROVED** this 4th day of January, 2016 by the City Council of Riverside, IA.

Roll Call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absent:

Signed: \_\_\_\_\_  
Allen Schneider, Mayor

Attest: \_\_\_\_\_  
Lory Young, City Clerk

**Lory Young**

---

**From:** Bill J. Sueppel <billjs@mearndonlaw.com>  
**Sent:** Monday, December 28, 2015 1:16 PM  
**To:** Lory Young  
**Subject:** RE: Rates

They all just reappoint me.  
I would be happy to continue as Riverside's attorney if they will have me.

William J. Sueppel  
Meardon, Sueppel & Downer P.L.C.  
122 S. Linn St.  
Iowa City, IA 52240  
319-338-9222  
[billjs@mearndonlaw.com](mailto:billjs@mearndonlaw.com)

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Thank you.

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**From:** Lory Young [<mailto:lory@cityofriversideiowa.com>]  
**Sent:** Monday, December 28, 2015 1:15 PM  
**To:** Bill J. Sueppel  
**Subject:** RE: Rates

Do you usually send out a letter or do most cities just reappoint you every year???

---

**From:** Bill J. Sueppel [<mailto:billjs@mearndonlaw.com>]  
**Sent:** Monday, December 28, 2015 11:39 AM  
**To:** Lory Young  
**Subject:** RE: Rates

yes

William J. Sueppel  
Meardon, Sueppel & Downer P.L.C.  
122 S. Linn St.  
Iowa City, IA 52240  
319-338-9222  
[billjs@mearndonlaw.com](mailto:billjs@mearndonlaw.com)

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Thank you.

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**From:** Lory Young [<mailto:lory@cityofriversideiowa.com>]  
**Sent:** Monday, December 28, 2015 11:38 AM  
**To:** Bill J. Sueppel  
**Subject:** Rates

Bill,

I'm doing my annual resolutions, are your rates still going to be \$165/hr?

Thanks,

Lory Young, IaCMC, IaCMFO  
City Clerk/Finance Officer  
City of Riverside  
PO Box 188  
City of Riverside, IA 52327  
319-648-3501  
[lory@cityofriversideiowa.com](mailto:lory@cityofriversideiowa.com)

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**RESOLUTION #01042016-06**

**RESOLUTION FOR CONTRACT FOR LIBRARY SERVICES**

**WHEREAS** the City of Riverside does not have a public library in its community will contract with the Kalona Public Library for services to all Riverside residents.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Riverside City Council of Riverside, IA agrees to pay the sum of \$19,363.50 for the Fiscal Year 2016-2017 to the Kalona Public Library for all the residents of the City of Riverside to use all Library services provided.

**BE IT RESOLVED** this designation shall be effective July 1<sup>st</sup>, 2016 through June 30<sup>th</sup>, 2017.

**MOVED BY** Council Person \_\_\_\_\_, Seconded by Council Person \_\_\_\_\_ to approve the foregoing resolution.

**PASSED AND APPROVED** this 4th day of January, 2016 by the City Council of Riverside, IA.

Roll Call: Weber, Schneider, Sexton, Redlinger, Schnoebelen

Ayes:

Nays:

Absent:

Signed: \_\_\_\_\_  
Allen Schneider, Mayor

Attest: \_\_\_\_\_  
Lory Young, City Clerk

# Kalona Public Library

510 C Avenue · P.O. Box 1212 · Kalona, IA 52247  
Phone (319) 656-3501 [kaloplib@kctc.net](mailto:kaloplib@kctc.net) Fax (319) 656-3503

December 9, 2015

Riverside City Council  
Attention: City Clerk  
60 N. Greene Street  
P.O. Box 188  
Riverside, IA 52327



Enclosed is a new draft for the contract with the Kalona Public Library for library services for the fiscal year beginning July 1, 2016. We welcome the opportunity to provide library services for the citizens of Riverside.

We are basing our calculation of the amount this year on \$19.50 per capita. According to the latest figures available ("Iowa Public Library Statistics, July 2013-June 2014"), the state average for library costs for a city the size of Riverside is \$36.67 per capita. Kalona residents were paying \$60.37; Washington, \$47.83, and Wellman, \$53.60 per capita, according to the 13/14 figures. Our objective continues to be to gradually bring your contribution up to the county rural level, which is currently a per capital rate of \$19.75.

Based upon your population of 993 (2010 census), and using the rate of \$19.50 per capita, this would call for \$19,363.50, which is an increase of \$496.50 over the current year.

Please contact our Library Director, Anne Skaden, if you have questions (656-3501). If you wish, she would be willing to attend a meeting of your City Council to answer their questions as well.

Sincerely,

A handwritten signature in black ink that reads "Frank Slabaugh". The signature is written in a cursive, flowing style.

Frank Slabaugh, President, Kalona Library Board of Trustees  
319-656-2281  
[frank.slabaugh@gmail.com](mailto:frank.slabaugh@gmail.com)



**CONTRACT FOR LIBRARY SERVICES**

This contract is made and entered into this 4<sup>TH</sup> day of January, by and between the City of Riverside, Iowa, and the Board of Trustees of the Kalona Public Library.

**CONSIDERATIONS**

**WHEREAS**, the City of Riverside, Iowa, does not have a public library; and

**WHEREAS**, the Board of Trustees of the Kalona Public Library maintains a public library in its community that is in part supported by taxes levied upon the property located within its corporate boundaries, which tax meets the minimum standards set by §256.69 of the Code of Iowa; and

**WHEREAS**, the City of Riverside, Iowa, desires to avail itself for and on behalf of the residents of said city, use of the materials, services and facilities of the Kalona Public Library, and the Board of Trustees of the Kalona Public Library is willing to provide the same in accordance with the terms and conditions contained herein.

**NOW, THEREFORE, IT IS AGREED** by and between the parties that:

1. **APPROPRIATION.** The City of Riverside, Iowa, will provide an appropriation of Nineteen Thousand Three Hundred Sixty Three Dollars and Fifty Cents (\$19,363.50) for Fiscal Year July 1, 2016 through June 30, 2017, to the Board of Trustees of the Kalona Public Library for the use by all residents of the said city of the library materials and facilities within and under the jurisdiction and control of the Board of Trustees of the Kalona Public Library.

2. **PAYMENTS.** The City of Riverside, Iowa, will pay the appropriation in two equal halves, the first being due and payable by the end of the month of December, 2016 and the second by the end of the month of June, 2017.

3. **LIBRARY SERVICES PROVIDED.** The Board of Trustees of the Kalona Public Library agrees to furnish the use of Kalona Public Library materials, services, and facilities to all residents of the City of Riverside, Iowa, on the same terms and conditions as those now provided to the residents of the City of Kalona, Iowa.

The undersigned affirm that the foregoing contract has been approved by the City Council of the City of Riverside, Iowa and the Board of Trustees of the Kalona Public Library, and that they are duly authorized and directed to execute and thereby bind the parties hereto.

**CITY OF RIVERSIDE, IOWA**

**BOARD OF TRUSTEES OF  
THE KALONA PUBLIC LIBRARY**

By: \_\_\_\_\_  
**Allen Schneider, Mayor**

By: Frank Slabaugh  
**Frank Slabaugh, President**



**Lory Young**

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**From:** Caston, Jesse <Jesse.Caston@TERRUS.com>  
**Sent:** Wednesday, December 16, 2015 2:41 PM  
**To:** lory@cityofriversideiowa.com  
**Subject:** FW: Extension Letter - Riverside Listing (Hwy 22 & Commercial)  
**Attachments:** image002.jpg; image003.jpg

Do you know if the city wants us to continue to market the property for sale? Just let me know. Hopefully everything is going good for you.

Jesse Caston, CPM® | Vice President  
Cell Phone (319) 759-3244  
Terrus Real Estate Group  
100 Court Ave Suite 400  
Des Moines, IA 50309

[www.terruss.com](http://www.terruss.com)<[https://mail.terruss.com/owa/redir.aspx?C=0EqaQV1CRkO17S55opAGz7UW1VJ1gNEli05wLDEkizbhD8T\\_t\\_lcmdJiyjmQGckzeML54zcDYtE.&URL=http%3a%2f%2fwww.terruss.com](https://mail.terruss.com/owa/redir.aspx?C=0EqaQV1CRkO17S55opAGz7UW1VJ1gNEli05wLDEkizbhD8T_t_lcmdJiyjmQGckzeML54zcDYtE.&URL=http%3a%2f%2fwww.terruss.com)>

Licensed in the State of Iowa

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**From:** Goode, Sherri  
**Sent:** Tuesday, December 15, 2015 9:44 AM  
**To:** Caston, Jesse  
**Subject:** FW: Extension Letter - Riverside Listing (Hwy 22 & Commercial)

Have you spoken to the City of Riverside lately? We have not received the extension letter back yet. It was mailed to Lory Young on 11/6/15. Could you follow up with them? Thanks!

[images]

Sherri Goode | Marketing Manager  
Direct Phone (515) 471- 4310  
Licensed in the State of Iowa

[\[cid:image003.jpg@01D1371D.43287840\]](#)

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FYI

**Lory Young**

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**From:** Fisher Insurance <garyf@fisherins.com>  
**Sent:** Monday, December 14, 2015 12:19 PM  
**To:** 'Lory Young'  
**Subject:** RE: Fire Service Contract

Lory-

The fire trucks, vehicles, and/or trailers are covered for physical damage on an actual cash value basis as listed on the business auto policy. The fire department building (2,320,743) and business personal property BPP (102,000) within the building are listed/covered under the property policy. Coverage may be extended for fire department BPP while off premises and in transit up to \$100,000. Some items IE: the jaws of life, are specifically listed on the inland marine policy and therefore would be covered there. Currently there are two jaws of life listed @ \$25,000 each.

So technically, only the two jaws of life and the fire trucks are the "list of equipment", which are actually scheduled. I hope this is what you were looking for-

Gary Fisher

Fisher Insurance Agency  
[garyf@fisherins.com](mailto:garyf@fisherins.com)  
319-656-2262

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**From:** Lory Young [<mailto:lory@cityofriversideiowa.com>]  
**Sent:** Tuesday, December 08, 2015 11:14 AM  
**To:** [garyf@fisherins.com](mailto:garyf@fisherins.com)  
**Subject:** Fire Service Contract

Gary,

There was some discussion about a "list of equipment". Can you explain how the stuff at the Fire Station is insured?

Thanks,

Lory Young, IaCMC, IaCMFO  
City Clerk/Finance Officer  
City of Riverside  
PO Box 188  
City of Riverside, IA 52327  
319-648-3501  
[lory@cityofriversideiowa.com](mailto:lory@cityofriversideiowa.com)

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**To:** (tmulcahey@northlibertyiowa.org); Travis, Mark; Trout, Brent; Tucker, Gary; Umstead, Natalie; Van Maanen, Tom; Van Milligen, Mike; Van Waus, Matt; Varley, David; Vick, Tim; Wagner, Brian; Wagner, Philip; Wagner, Wade; Wallace, Angel; Waltzing, LeeAnn; Wetmore, Randy; Weuve, Brian; Wilkerson, Julie; Willett, Mary; William Wheeler (oscaadmin@iowatelecom.net); Wilson, Traci; Wiseman, Curt; Wolkow, Lori; Woodke, Marcia; Woods, Marylee; Wright, Brad; Wynja, Scott; Young, Lory; Zeutenhorst, Jim

**Cc:** Collins, Julie A

**Subject:** Save the Date - IMMI - March 16 - 18, 2016

Greetings!

As we approach the new year, I wanted to remind you that the 2016 Iowa Municipal Management Institute (IMMI) is scheduled for **March 16 – 18, 2016**, at the Sheraton Hotel in downtown **Iowa City**. The program is almost finalized and we believe it will provide you an excellent opportunity for professional development as well as networking with your colleagues. Information regarding conference registration, hotel reservations and the final program will be sent out in mid-January.

We would also like to remind you about some of the services the Institute of Public Affairs can provide cities.

Goal Setting and Strategic Planning – IPA assists cities by facilitating goal setting/strategic planning sessions. This process is beneficial in achieving council effectiveness by assisting policy leaders in developing a future focus, discussing issues and opportunities facing the community, setting strategic directions and determining priorities.

Council/Board/Commission Training – IPA provides training to elected officials and members of boards and commissions on important topics such as open meetings, public records, gift laws, duties and responsibilities and methods for enhancing board effectiveness.

Council/Board Effectiveness Training – IPA works directly with local government leaders to assess needs, evaluate and improve their effectiveness, build teamwork and promote overall organizational performance.

Customer Service Training - IPA provides staff training specifically geared to customer service in the public sector.

Citizen Surveys – IPA assists local governments in developing, tabulating and analyzing the results of citizen surveys to gauge public sentiment regarding important issues, determine the level of satisfaction with city services, and enhance communication with the public.

Other Public Policy and Organizational Assistance – IPA assists with specific public policy and organizational assistance of various kinds, ranging from capital project prioritization, economic development planning, facilitating community discussions on major issues such as budget and finance, public works, and public safety, and similar issues.

Please feel free to contact me to find out more about any of these services.

Best wishes for a joyous holiday season and a healthy and happy new year!

Jeff

Jeff Schott  
 Director, Institute of Public Affairs  
 The University of Iowa  
 124 Grand Avenue Court  
 Iowa City, IA 52240



Visiting Comm. Holiday Project.  
noted by Kirkwood -11-16-15 \$250.00

