

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREET

Monday, January 22th, 2018 at 6:30 p.m.

6:30 PM - City Council Meeting

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.

1. CALL MEETING TO ORDER: Mayor Schneider

Pledge of Allegiance
Roll Call

2. APPROVAL OF AGENDA

3. Approval of Consent Agenda

- 3a) Minutes from 1-8-18 and 1-10-18
- 3b) Expenditures for 01-22-18 **pg 6**

4. Public Forum

Comments from the Public will only be taken at this time. No action can be taken on any items not on the agenda. When recognized to speak, approach the podium, state and spell your first and last name before proceeding. Time is limited to 3 minutes per person.

5. Committee Reports:

RVFD- December Update **pg 10**
P & Z Minutes 1-10-18 **pg 11**

6. Riverside Auto Spa late fee refund request **pg 12**

7. Community Building Sale Update

8. Public Hearing: Rezoning of Cherry Lane 2nd Addition Auditor's Parcel M, one from A-1 Agriculture to R-1 Single Family Residential, and one from A-1 Agriculture to P-1 Public

Open Public Hearing
Oral or Written Comments
Close Public Hearing

9. Res #012218-01 Approving Rezoning of Cherry Lane 2nd Addition – 1st Reading **pg 17**
Waiving of 2nd and 3rd Readings

10. Res #012218-02 Approving Preliminary Plat for Cherry Lane 2nd Addition **pg 20**

**11. MMS Consultants Project Discussion
Downtown Streetscape**

Review Plans

Alliant cost estimate of installing underground service. **pg 22**

Motion for MMS to send Project for Bids (Opening 2/4/18 at 2 pm)

12. Res #012218-03 Set date for Public Hearing for Plans Specs, Form of Contract, Estimated Cost for Downtown Streetscape **pg 24**

13. Northern Growth Area

Proposal from MMS for Engineering Services – Northern Growth Area **pg 25**

Authorize Clerk/Mayor to Recognize/Waive Potential Conflict of Interest with MMS

14. Res #012218-04 Approve Agreement with Iowa DOT for Hwy 22 Cost Share Project **pg 30**

15. PeopleService Monthly Water/Waste Water Report – Bill Stukekey **pg 40**

16. Motion to approve Annual Urban Renewal Report, FY 16-17.

17. City Clerk Update

18. Closing Comments

Announcements and City Staff Comments

Next City Council Meeting 02-05-18 6:30 PM

Downtown Streetscape Project Bid Letting 02/14/18 2:00 PM

City Council Comments & Requests for Information

19. Adjourn Council Meeting

Approved: _____
Allen Schneider, Mayor

Date: _____

RIVERSIDE CITY COUNCIL MEETING: January 8, 2018

Riverside City Council held a work session at 5:30 pm with MMS Consultants. Pioneer Street and Northern Development projects were discussed with council.

The Riverside City Council meeting opened at 6:35 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Bob Schneider Jr., Tom Sexton, Rob Weber, Jeanine Redlinger, and Andy Rodgers.

Motion by Sexton to approve the agenda, Second by Weber, passed 5-0.

Redlinger moved to approve the minutes from December 18th, and expenditures. Second by Weber, passed 4-1. Sexton opposed.

MMS Consultants, Glen Meisner and Ben Mitchell, updated the council on Pioneer Street, the Northern Development, and Cherry Lane 2nd Addition.

Council set work session for Monday, January 15, 2018 to go over final plans for the Pioneer Street Project starting at 6:00 pm.

Redlinger moved to have MMS prepare design plans for the Northern Development with a 50% cost share with APEX Construction. Second by Schneider, passed 4-1 Sexton opposed.

Redlinger moved to refer preliminary plat, and rezoning of Cherry Lane 2nd Addition, to P and Z. Second by Sexton, passed 5-0.

Sexton moved to pass Resolution #010818-02, Setting the date for the Public Hearing for Rezoning of Cherry Lane 2nd Addition for January 22, 2018. It will be during the Council Meeting beginning at 6:30 pm. Rezone from A-1 Agricultural to R-1 Single Family Residential. Second by Redlinger, passed 5-0.

Sale of Community Building to John Sojka is progressing. City is working on legal issues pertaining to ownership of building. Sojka stated that he is not responsible for the City obtaining the Abstract and Deed.

Terry Stumpf addressed the Council concerning tax abatements on the Ice House property.

Sexton moved to authorize the City Attorney to draw up agreement for 7 years of 100% tax abatement, not to exceed \$80,000.00. Second by Weber, passed 5-0.

Sexton moved to accept the resignation of City Clerk Lory Young. Second by Schneider, passed 4-1 Redlinger opposed.

Redlinger moved to pass Resolution #010818-03, Appointing Becky LaRoche as Interim City Clerk Finance Officer. Second by Weber, passed 5-0.

Sexton moved to pass Resolution #010818-05, Appointing William Sueppel Jr. of Meardon, Sueppel and Downer P.L.C. of Iowa City, IA as City Attorney. Second by Weber, passed 5-0.

Redlinger moved to pass Resolution #010818-06, Appointing "The News" as the official City newspaper, through December 2018. Second by Rodgers, passed 5-0.

Mayor Schneider made Council Appointments:

Mayor Pro Tem; Tom Sexton

Streets/Sidewalks/Equipment/Parks Committee; Bryan Lenz, Jay Stuelke, Tom Sexton, and Andy Rodgers.

911 Rep/Communications/Emergency Management Committee; Allen Schneider, alternate Jeanine Redlinger and Rob Weber.

Employee/Finance Committee; Allen Schneider, Rob Weber, and Bob Schneider.

Fire Department Representative; Bob Schneider and Andy Rodgers.

Planning and Zoning; Appointments deferred until next meeting.

Zoning Board of Adjustments; Appointments deferred until next meeting.

Redlinger moved to pass Resolution #010818-04, Appointing People's Trust and Savings Bank, and Hills Bank and Trust as the official depositories for all City Funds. Second by Weber, passed 5-0.

Hotel Feasibility Study was discussed. No action taken.

Weber moved to pay Lory Young for 80 hours of accrued vacation time. Second by Schneider, passed 5-0.

Weber asked about status of the fire damage building. Mayor will contact owner.

Redlinger moved to adjourn at 8:43 pm, second by Weber, passed 5-0.

Full content of Council Meetings can be viewed on the City web site;
www.cityofriversideiowa.com

Work Session – January 10, 2018 at 6:00 pm – City Clerk and Committees

Work Session – January 15, 2018 at 6:00 pm – Pioneer Street Project

Council Meeting – January 22, 2018 at 6:30 pm


Council Meeting – February 5, 2018 at 6:30 pm

Budget Work Session – February 12, 2018 at 6:00 pm

Council Meeting – Tuesday, February 20, 2018 at 6:30 pm

ATTEST:

Lory Young; City Clerk



Allen Schneider; Mayor

RIVERSIDE CITY SPECIAL COUNCIL MEETING: January 10, 2018

The Riverside City Council Special meeting opened at 6:05 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Tom Sexton, Jeanine Redlinger, and Andy Rodgers.

Motion by Redlinger to approve the agenda, Second by Sexton, passed 3-0.

Diane Poch addressed council on part time office assistance.

John Sokja discussed Community Building concerns with Council. He asked for accommodations to get some work done to the building before closing. He would like to get drop ceiling removed, paint walls, and get signage prepared.

Mayor will put items on the next agenda, as we continue to work for a closing.

Rob Weber arrived at 6:27 pm.

Sexton moved to hire Diane Poch as contract labor to fill in office needs at \$12.00 per hour starting 1-16-18 subject to attorney approval. Second by Redlinger, passed 4-0.

Redlinger moved to hire Tim Long, Consultant, for 8 hours a week at \$40.00 per hour. Second by Weber, passed 4-0.

Council worked on Job Description for hiring a City Clerk.

Rodgers moved to post job opening as agreed upon. Second by Redlinger, passed 4-0.

Sexton moved to replace Brad Fuhrmann and Mike Schneider on the Planning and Zoning Commission with Ralph Schnoebelen and Chris Kirkwood, also replacing Joanne Waldschmidt and Diane Poch from the Zoning Board of Adjustments with Mike Schneider. Second by Redlinger, passed 4-0.

Council discussed citizen's request to have a walking path cleared on the City Trail.


Sexton moved to adjourn at 7:48 pm, second by Redlinger, passed 4-0.

Full content of Council Meetings can be viewed on the City web site;
www.cityofriversideiowa.com

ATTEST:



Lory Young, City Clerk



Allen Schneider; Mayor

CITY OF RIVERSIDE COUNCIL AGENDA

RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREE

WORK SESSION
MONDAY, JANUARY 15, 2018 at 6:00 pm

NOTICE TO THE PUBLIC:

This is a meeting of the City Council to conduct discussion about City Business.
Work Sessions are open to the public, but no public input is allowed at a work session.
ALL decisions and votes will be held in the next regular Council Meeting.

MMS: DOWNTOWN STREETScape 2018

Mayor Schneider opened work session at 6:00 pm.

Attendance: Mayor Schneider, Andy Rodgers, Tom Sexton, Jeanine Redlinger, Bob Schneider, and
Glen Meisner.

Glen went through the project plans with council. See attached notes.

Work Session closed at 8:04 pm



Becky LaRoche, Interim City Clerk

CITY of RIVERSIDE
2018 DOWNTOWN STREETScape IMPROVEMENTS

PAGE	PERSON	COMMENTS
1	GM	UPDATE TITLE PAGE -ANDY, BECKY, BILL STUKEY
2		OK
3		OK - WALLS SAME AS LAST YEAR
4	GM	ROCK BASE W/ 1/4" SEALCOAT, CURBS-3" DRIVE OVER
5	BS	CHECK WASHBURN & HWY22- McDOLE PROPERTY DRAIN
6		OLD HWY 22 WATER MAIN? FILL IN?
7		DEMO OK
8		DEMO OK
9	TS	GRADING OK, CONCRETE TRUCK WASH OUT?
10		GRADING, ERROSION CONTROL?
11	TS	1/4 CIRCLE POWER POLE?
12	GM	8' VS 9' WALL? 110 S/BE 11.1, LEFT SIDE SIDE WALK IS 3.9 WHY NOT 4.0?
13		OK
14		MURPHY'S STEP?
15	TS	EAST SIDE SIDE WALK STOPS AT CAR WASH/ CONTINUE TO ELLA STREET
16	GM	BANK PARKING? ASPHALT OR SEAL COAT?
17		OK
18		GRADES ARE ADA COMPLIANT
19	BS	WEST OF WASHBURN AND ELLA- MOVE PARKING WEST-REMOVE 1 STALL
20	TS	MURPHY'S 2ND FLOOR STAIRS? GET OPTIONS FOR CEMENT BARCADES IN ALLEY
21	TS	CHECK OUT CAR WASH SIDEWALK - CONTINUE TO ELLA
22	TS	CHECK BANK PARKING, WE? = WATER EXISTING?
23		INTAKES/ FLAT GRADES? Move parking west. STORM DRAIN vs HANDICAP STALL?
		CROSS WALK PAINTING.
24		OK
25	TS	PROPERTY OWNERS; NO SURPRISES, BUILDING FOUNDATION WALLS?
26	BS	OK. USE CITY MANHOLE
27		OK
28		BANK - HOT MIX
29		LIGHTS; TEMP LIGHTINGDURING PROJECT? DO EXISTING POSTS FIRST.
	NOTES	TIMELINE W/TREKFEST 6-29&30
		GOOD DIRT STAYS IN CITY
		MURPHY'S ACCESS DURING PROJECT? TWO FIRE EXITS?
		PUBLIC INFORMATION MEETING: JANUARY 17, 2018 @ 6 PM
		CALLS WILL BE MADE TO HOMEOWNERS- WEBSITE- MARKEE SIGN

EXPENDITURES 1-22-18				
COUNCIL MEETING				
UNPAID BILLS				
B & B AUTO	TIRE/BLOWER MOTOR	001-5-210-6331	\$	142.00
BOYSE DOZING	8-8-17 & 9-6-17 WATER BREAK	600-5-810-6499	\$	1,200.00
BOYSE DOZING	1/2/18 WATER BREAK - GREENE	600-5-810-6499	\$	1,200.00
HEIMAN FIRE EQUIP.	ELEVATOR KEYS-EKS-12	001-5-150-6356	\$	220.60
IOWA CITY LANDFILL	1.16TN	001-5-210-6417	\$	55.10
IOWA SOLUTIONS	1ST QTR E-MAIL HOSTING	001-5-650-6497	\$	60.00
ITECH	DEC. SERVICE	001-5-650-6497	\$	205.00
KALONA AUTO	RVFD	001-5-150-6352	\$	852.52
KALONA OIL CO.	TRUCK FUEL	110-5-210-6331	\$	950.36
KALONIAL LAWN CARE	TRAIL CLEAN -UP	001-5-430-6320	\$	2,635.00
MENARDS	SHOP	001-5-210-6372	\$	51.49
MIDWEST FRAME	SNOW PLOW	110-5-210-6331	\$	77.90
MMS CONSULTANTS	GENERAL ENGINEERING	600-5-810-6407	\$	151.25
MMS CONSULTANTS	HWY 22 STREETScape	301-5-750-6785	\$	23,973.88
MMS CONSULTANTS	SEWER- NORTHERN DEVEL.	301-5-750-6793	\$	400.67
MMS CONSULTANTS	HWY 22 RE-SURFACING	301-5-750-6785	\$	4,985.25
MMS CONSULTANTS	CHERRY #2	301-5-750-6772	\$	12,741.50
MUSSER CONCRETE	RVFD SIDEWALK REPAIR	001-5-150-6310	\$	4,200.00
NORTHERN SECURITIES	FINANCIAL PLANNING	001-5-650-6499	\$	1,500.00
PAWS & MORE	3RD & 4TH QTR	001-5-190-6413	\$	324.00
REC	SIGN	001-5-520-6510	\$	89.64
REC	SEWER	610-5-815-6371	\$	3,882.40
REC	SHOP	001-5-210-6371	\$	39.58
REC	WATER PLANT	600-5-810-6371	\$	3,787.70
REC	CASINO LIFT	610-5-815-6371	\$	214.00
REC	TRAFIC LIGHT	001-5-230-6371	\$	150.17
RTM	RFVD FUEL	001-5-150-6350	\$	68.00
STANDARD PEST CONTROL	JAN. SERVICE	001-5-650-6310	\$	55.00
STOREY KENWORTHY	W2 FORMS	001-5-650-6506	\$	47.57
VAN METER	RVFD LED LIGHTING	001-5-150-6310	\$	5,567.72
VISA	Ustream	001-5-650-6497	\$	99.00
VISA	L of CITIES- TS/AR	001-5-610-6240	\$	160.00
VISA	CODE BOOKS	001-5-170-6499	\$	69.00
VISA	OFFICE	001-5-650-6506	\$	205.23
VISA	SHOP	001-5-210-6372	\$	34.95
VISU-SEWER	CLEAN LS #5 & FIRE STATION BOX	610-5-815-6499	\$	3,540.00
WASH. CO. AUDITOR	LAW ENFORCEMENT	001-5-110-6499	\$	13,272.25
WASH. CO. AUDITOR	COMMUNICATIONS	001-5-110-6490	\$	10,256.75
WINDSTREAM	SHOP	001-5-210-6373	\$	148.70
WINDSTREAM	SIGN	001-5-520-6510	\$	61.96
WINDSTREAM	SEWER	610-5-815-6373	\$	136.75
			\$	97,812.89
IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2017 DEC		\$	624.00
IOWA DEPT OF REVENUE	IOWA SALES TAX - 2017 DEC		\$	2,770.56
IPERS	CONTRIBUTIONS - 2017 DEC		\$	2,016.92
IRS	941 TAX DEPOSIT - 2017 DEC		\$	5,021.14
PAYROLL	PAYCHECKS - 2017 DEC		\$	11,476.11
	TOTAL EXPENDITURES		\$	119,721.62
MTD TREASURERS REPORT Dec-17				
		REVENUES	EXPENSES	
GENERAL FUND		\$ 33,426.38	\$ 39,899.71	
ROAD USE TAX FUND		\$ 9,945.67	\$ 2,257.36	
LOCAL OPTION SALES TAX		\$ 8,592.23	\$ -	
CASINO REVENUE RUND		\$ 142,826.69	\$ 5,000.00	
DEBT SERVICE			\$ 10,900.00	
CAPITAL PROJECTS FUND		\$ 11,857.95	\$ 70,372.52	
WATER FUND		\$ 29,867.87	\$ 23,244.75	
SEWER FUND		\$ 27,218.64	\$ 19,405.14	
GARBAGE/LANDFILL FUND		\$ 1,898.59	\$ 1,874.25	
STORM WATER FUND		\$ 1,516.50	\$ -	
TOTAL		\$ 267,150.52	\$ 172,953.73	

*v w/ H-P
BQ*

CITY OF RIVERSIDE
 MID TREASURERS REPORT
 AS OF: DECEMBER 31ST, 2017

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	2,453,605.41	33,426.38	39,899.71	2,447,132.08	1,100.00	407.76	2,446,439.84
110-ROAD USE TAX	422,221.45	9,945.67	2,257.36	429,909.76	0.00	0.00	429,909.76
121-LOCAL OPTION SALES TAX	279,971.41	8,592.23	0.00	288,563.64	0.00	0.00	288,563.64
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	1,116,367.37	142,826.69	5,000.00	1,254,194.06	0.00	0.00	1,254,194.06
200-DEBT SERVICE	0.00	0.00	10,900.00	(10,900.00)	0.00	0.00	(10,900.00)
301-CAPITAL PROJECTS	(800,867.98)	11,857.95	70,372.52	(859,382.55)	0.00	0.00	(859,382.55)
600-WATER FUND	759,197.46	29,867.87	23,244.75	765,820.58	0.00	65.97	765,886.55
610-SEWER FUND	279,326.34	27,218.64	19,405.14	287,139.84	0.00	65.94	287,205.78
670-LANDFILL/GARBAGE	8,467.77	1,898.59	1,874.25	8,492.11	0.00	0.00	8,492.11
680-STORM WATER	24,729.85	1,516.50	0.00	26,246.35	0.00	0.00	26,246.35
GRAND TOTAL	4,543,019.08	267,150.52	172,953.73	4,637,215.87	1,100.00	539.67	4,636,655.54

*** END OF REPORT ***

CITY OF RIVERSIDE
 POOLED CASH REPORT (FUND 999)
 AS OF: DECEMBER 31ST, 2017

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	2,453,605.41 (7,165.57)	2,446,439.84
110-1110	CHECKING ACCT-ROAD USE TAX	422,221.45	7,688.31	429,909.76
121-1110	CHECKING ACCT-LOST	279,971.41	8,592.23	288,563.64
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	1,116,367.37	137,826.69	1,254,194.06
200-1110	CHECKING ACCT-DEBT SERVICE	0.00 (10,900.00) (10,900.00)
301-1110	CHECKING ACCT-CAP PROJECTS	(800,867.98) (58,514.57) (859,382.55)
600-1110	CHECKING ACCT-WATER	759,197.46	6,689.09	765,886.55
610-1110	CHECKING ACCT-SEWER	279,326.34	7,879.44	287,205.78
670-1110	CHECKING ACCT-GARBAGE	8,467.77	24.34	8,492.11
680-1110	CHECKING ACCT-STORM WATER	<u>24,729.85</u>	<u>1,516.50</u>	<u>26,246.35</u>
TOTAL CLAIM ON CASH		<u>4,543,019.08</u>	<u>93,636.46</u>	<u>4,636,655.54</u>

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK	1,169,651.93	81,661.00	1,251,312.93
999-1112	PEOPLES BANK MONEY MARKET	2,096,793.57	1,513.71	2,098,307.28
999-1114	HILLS BANK	710,066.06	10,450.66	720,516.72
999-1115	CB FUND	15,362.81	11.09	15,373.90
999-1116	COMMUNITY BUILDING CD #18936	279,785.75	0.00	279,785.75
999-1117	COMMUNITY BUILDING CD#18975	<u>271,358.96</u>	<u>0.00</u>	<u>271,358.96</u>
SUBTOTAL CASH IN BANK - POOLED CASH		<u>4,543,019.08</u>	<u>93,636.46</u>	<u>4,636,655.54</u>

WAGES PAYABLE

999-2010	WAGES PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
SUBTOTAL WAGES PAYABLE		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

TOTAL CASH IN BANK - POOLED CASH		<u>4,543,019.08</u>	<u>93,636.46</u>	<u>4,636,655.54</u>
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DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	<u>4,543,019.08</u>	<u>93,636.46</u>	<u>4,636,655.54</u>
TOTAL DUE TO OTHER FUNDS		<u>4,543,019.08</u>	<u>93,636.46</u>	<u>4,636,655.54</u>

CITY OF RIVERSIDE
 POOLED CASH REPORT (FUND 999)
 AS OF: DECEMBER 31ST, 2017

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>DUE TO POOLED CASH</u>				
001-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
110-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
121-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
125-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
145-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
200-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
301-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
600-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
610-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
670-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
680-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
TOTAL DUE TO POOLED CASH		0.00	0.00	0.00
<u>DUE FROM OTHER FUNDS</u>				
999-1330	DUE FROM OTHER FUNDS	0.00	0.00	0.00
TOTAL DUE FROM OTHER FUNDS		0.00	0.00	0.00
<u>ACCOUNTS PAYABLE - POOLED CASH</u>				
999-2020	ACCOUNTS PAYABLE CONTROL	0.00	0.00	0.00
TOTAL ACCOUNTS PAYABLE POOLED CASH		0.00	0.00	0.00

*** PROOF CASH BALANCES ***

(A)		(B)		(C)	
CLAIM ON CASH	4,636,655.54	CLAIM ON CASH	4,636,655.54	CASH IN BANK	4,636,655.54
CASH IN BANK	4,636,655.54	DUE TO OTHER FUNDS	4,636,655.54	DUE TO OTHER FUNDS	4,636,655.54
DIFFERENCE	0.00		0.00		0.00

*** PROOF ACCOUNTS PAYABLE BALANCES ***

(D)		(E)		(F)	
AP PENDING	0.00	AP PENDING	0.00	DUE FROM OTHER FUNDS	0.00
DUE FROM OTHER FUNDS	0.00	ACCOUNTS PAYABLE	0.00	ACCOUNTS PAYABLE	0.00
DIFFERENCE	0.00		0.00		0.00

*** END OF REPORT ***

RIVERSIDE FIRE DEPARTMENT

FIRE / RESCUE / EMS / HAZMAT



December 2017 Update

Calls for Service, Includes medicals, car accidents, structure fires, carbon monoxide leaks

Medical - 16

Fire - 5

Training

Members completed a 4 hour HAZMAT operations refresher class with the Muscatine Fire Department. This is a required class for all members to maintain their HAZMAT Operations certification. The members also completed quarterly EMS hands on skills with instruction from Washington County Ambulance staff.

RESA

The members will begin planning for 2018 projects and pancake breakfast.

Other News

The department got invited to the Washington Riverboat Foundation fall grant meeting on December 6th. The department was awarded a casino grant in the amount of \$70,000, this is to purchase new air packs for the department. The air packs have been ordered and should arrive in March. The department is making plans for putting on some new members in 2018. This is needed due to the department losing 6 to 8 members by the end of 2017 due to new jobs, moving out of town and retiring after serving the community for several years. There will be more information on this process at the first of the year at a council meeting. Members have been working on getting plans together for a possible fire burn training structure out by the city maintenance building. This structure will be constructed out of metal shipping containers and will provide the department with a structure to conduct live fire training which is vital to our operations. This building will last the department over 20 years, I will have more information on this project at our annual meeting on February 19th with the council.

CITY OF RIVERSIDE
PLANNING AND ZONING MEETING MINUTES
RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREET
Wednesday, January 10th, 2018 at 5:30 pm

The Riverside Planning and Zoning Commission met on Wednesday, January 10th, 2018 at 5:30 pm at the Riverside City Council Chambers. The meeting was called to order by Vice Chairperson Nate Robinson at 5:35 pm. Members present were Nate Robinson, by phone, Mike O'Leary, Mike Schneider and Marcy Musser. Other people present were Mayor Allen Schneider, Lory Young, Becky LaRoche and Scott Pottorff from MMS Consultants.

The Commission reviewed the documentation for the Rezoning of Cherry Lane Subdivision Second Addition and the Preliminary Plat. After a short discussion agreeing that the land use meets the needs of the City as laid out in the Comprehensive Plan, Nate Robinson moved to refer the rezoning and the preliminary plat to the City Council for Approval. The motion was seconded by Mike O'Leary. Motion passed 4-0.

Motion to adjourn by Nate Robinson, seconded by Mike Schneider. Meeting adjourned at 5:48pm.

Signed: _____
Nate Robinson, Vice Chairperson

Date: _____

Attest: Lory Young
Lory Young, City Clerk

Date: 1/11/18

Account Management - (View)

File Edit Options Functions Consoles Help

Account Number: 08-0080-01 New Occupant

Address: 3078 HWY 22 E

Zone: 01 Notes

Name: RACE ENTERPRISES LLC

General | Metered | Non-Metered | Financial | Information | Comments | History | Consumption History | Service Orders | Devices

Pending Activity: 0.00 Balance: 0.00 Filter

Drag a column header here to group by that column

Date	Packet	Type	Receipt #	Reference	Debits	Credits	Balance
01/08/2018	005612	Payment		2884		701.02	0.00
12/31/2017	005601	Bill		11/15-12/15 01/15	701.02		701.02
12/06/2017	005569	Payment		2874		2,462.27	0.00
12/06/2017	005569	Memo		Ex CUT-PMT 2,462.2...			2,462.27
11/30/2017	005563	Bill		10/15-11/15 12/15	627.62		2,462.27
11/30/2017	005562	Payment		CK 2868		26,647.12	1,834.65
11/20/2017	005547	Payment		2862		830.06	28,481.77
11/17/2017	005546	Late Charge			2,664.71		29,311.83
10/31/2017	005520	Bill		9/15-10/15 11/15	830.06		26,647.12
09/30/2017	005512	Adjustment		APPLY CREDITS			25,817.06
09/30/2017	005512	Bill-Adjust...		8/15- 9/15 MANUAL	1,497.38		25,817.06
09/30/2017	005512	Bill-Reverse		8/15- 9/15 MANUAL		5,265.80	24,319.68
08/31/2017	005512	Bill-Adjust...		7/15- 8/15 MANUAL	1,049.76		29,585.48
08/31/2017	005512	Bill-Reverse		7/15- 8/15 MANUAL		84.86	28,535.72
07/31/2017	005512	Bill-Adjust...		6/15- 7/15 MANUAL	945.92		28,620.58
07/31/2017	005512	Bill-Reverse		6/15- 7/15 MANUAL		110.66	27,674.66

Edit This Record

View cityasst

Print

Printer

Name: LANIER MP

Status: Toner low; 0 c

Type: LANIER MP C

Where: 192.168.1.108

Comment

Print range

All

Pages from:

Selection

10/11/17 1482.34
 11/14 830.06
 12-6 2462.27

CITY OF RIVERSIDE

FROM	TO	BILLING DATE	PREV BALANCE	
08/15/17	09/19/17	09/30/17	0.00	
READINGS		USED	CODE	AMOUNT
PREVIOUS	PRESENT			
26274	366199	339925	WA	2,631.40
SEWER		339925	SW	2,631.40
STORM WATER			ST	3.00

RETURN SERVICE REQUESTED

ACTIVE

ACCOUNT NUMBER	DUE UPON RECEIPT
08-0080-01	10/15/2017
TAX	DELINQUENT AFTER THE 15TH
0.00	5,792.38
PENALTY	AMOUNT DUE NOW
526.58	5,792.38 1492.34

LOCATION: 3078 HWY 22 E

PLEASE RETURN BOTTOM STUB WITH PAYMENT
SEE REVERSE SIDE FOR CODE EXPLANATION

CITY OF RIVERSIDE

FROM	TO	BILLING DATE	PREV BALANCE	
10/16/17	11/16/17	11/30/17	1,834.65	
READINGS		USED	CODE	AMOUNT
PREVIOUS	PRESENT			
PAST DUE				1,834.65
416725	463372	46647	WA	291.88
SEWER		46647	SW	291.88
STORM WATER			ST	3.00
TAX			TX	40.86
***** HAPPY HOLIDAYS *****				
CITY HALL WILL BE CLOSED 12-25 & 12-26 AND 01-01 & 01-02 FOR THE HOLIDAYS				

RETURN SERVICE REQUESTED

ACTIVE

ACCOUNT NUMBER	DUE UPON RECEIPT
08-0080-01	12/15/2017
TAX	DELINQUENT AFTER THE 15TH
40.86	2,645.41
PENALTY	AMOUNT DUE NOW
183.14	2,462.27

627.62

LOCATION: 3078 HWY 22 E

PLEASE RETURN BOTTOM STUB WITH PAYMENT
SEE REVERSE SIDE FOR CODE EXPLANATION



November 13th, 2017

Mr. Bill Steig
9 Wrexham Drive
Iowa City, IA 52246

Dear Mr. Steig,

This letter is about your property located at 3078 Hwy 22 E here in Riverside.

On October 6th, 2017, you met with our Water Superintendent, Bill Stukey to research an issue with your water bill. The following Monday, you returned and came into City Hall to discuss the issue. When we were in the office, we contacted our City Attorney to explain the issue to him. In that conversation, you were notified that you were being incorrectly billed since you purchased the car wash on April 24th, 2006. Since that time, you have been under billed approximately \$140,000.00 for your water usage.

At the City Council meeting on November 6th, 2017 you addressed the City Council members about the issue. At the meeting you were notified the City can go back two years in order to collect the difference in the utility bills. After the billing error was corrected and your minimal payments applied the current balance due is \$26,647.12.

We are willing to make a monthly payment arrangement of \$3,330.89, due the 15th of each month to get the past due balance paid by June 30th, 2018. Since we are so close to the 15th of November, this payment will be due by November 30th. If this arrangement is acceptable, please sign the bottom of this letter and return it to City Hall. If this arrangement is not acceptable, please contact City Hall by November 30th, 2017 to notify us of your intentions to resolve this issue.

Your prompt attention to this matter is appreciated. Please accept our apology for any inconvenience this has may have caused.

Respectfully,

Lory Young
City Clerk

Signature: _____
Bill Steig DBA Riverside Auto Spa

Riverside Auto Spa

3078 Highway 22

Riverside, IA 52327

November 15, 2017

Riverside City Hall

60 North Greene Street

Riverside, IA 52327

To Whom It May Concern,

I received your letter dated November 13th requesting that I make a separate water payment of \$3,330.89 each month to pay for the water that you neglected to bill me for during the last 11 years. My business is not in a position to pay this amount monthly. I would propose that I pay you \$200.00 per month. At this point I will probably have to put the business up for sale. I'm not sure how anyone can be expected to make the kind of monthly payment that you have proposed.

Respectfully,

Bill Steig

RACE ENTERPRISES LLC
319-339-7404
9 WREX HAM DRIVE
IOWA CITY, IA 52246

11-30 2017

2868

72-2094/739

Pay to the
Order of

CITY OF RIVERSIDE

\$ 26,647.13

TWENTY SIX THOUSAND SIX HUNDRED FORTY SEVEN AND 13/100 DOLLARS



PEOPLES TRUST and SAVINGS BANK
"Riverside's Community Bank"
RIVERSIDE, IOWA 52327 * 319/646-2221
MEMBER FDIC

FOR

B.K. Steig

⑆073920942⑆

0033701⑈ 2868

RECEIVED
NOV 30 2017
BY: _____

11/30/17

ly

RESOLUTION #012218-01

RESOLUTION TO APPROVE REZONING of Cherry Lane 2nd Addition Auditor's Parcel M, one from A-1 Agriculture to R-1 Single Family Residential, and one from A-1 Agriculture to P-1 Public

Whereas, the City of Riverside City Council approves the Rezoning of Cherry Lane 2nd Addition Auditor's Parcel M, one from A-1 Agriculture to R-1 Single Family Residential, and one from A-1 Agriculture to P-1 Public

Therefore, be it resolved the City of Riverside City Council does hereby approve the rezoning of Cherry Lane 2nd Addition after the public hearing was held and recommendation from the Planning and Zoning Commission.

It was moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution.

Roll Call Vote: Redlinger, Schneider, Sexton, Weber, Rodgers

Ayes:

Nays:

Absents:

Passed and Approved by the city Council of Riverside, Iowa on this 22nd day of January, 2018

Signed: _____

Allen Schneider, Mayor

Attest: _____

Becky LaRoche, Interim City Clerk

RESOLUTION #012218-02

**RESOLUTION APPROVING THE PRELIMINARY PLAT FOR
CHERRY LANE 2nd ADDITION**

WHEREAS, on this 22nd day of January, 2018 the City Council of Riverside, reviewed and accepted the Preliminary Plat for Cherry Lane 2nd Addition.

THEREFORE, BE IT RESOLVED, The City of Riverside City Council, hereby approves the Preliminary Plat for Cherry Lane 2nd Addition prepared by MMS Consultants and recommended to the Riverside City Council by the Planning and Zoning Commission.

IT WAS MOVED BY Councilperson _____, seconded by Councilperson _____ that the foregoing resolution be adopted.

Roll Call Vote: Schneider, Sexton, Redlinger, Weber, Rodgers

Ayes:

Nays:

Absent:

Passed and Approved by the City Council of Riverside, Iowa and approved this 22nd day of January, 2018.

SIGNED: _____ Date: _____
Allen Schneider, Mayor

ATTEST: _____ Date: _____
Becky LaRoche, Interim City Clerk

Pioneer St Project

NUBIES-ERP Non-Utility Billing System for ERP

Exhibit B Estimate 120090 Worksheet - In Aid

Customer: CITY OF RIVERSIDE Attn: LORI YOUNG
PO BOX 188
RIVERSIDE, IA 52327

Customer Account: 6165735841000
Invoice Status: Not Yet Invoiced

Description: ESTIMATE OF COST DIFFERENCE FOR OVERHEAD VS. UNDERGROUND ELECTRIC

Labor Expenses		Material Expenses		Other Expenses				
Total Bare Labor:	\$6,123.40	Bare Materials:	\$8,147.11	Charge	Sales Tax	Other Tax	Item Total	
Total Labor Overhead:	\$3,729.15	Overhead total:	\$2,712.99	Estimate Total:	\$11,439.35	\$0.00	\$0.00	\$11,439.35
Subtotal:	\$9,852.55	Subtotal:	\$10,860.10	Engineering and Supervision:				\$0.00
General and Administrative:	\$423.66	Administrative and General:	\$466.98	Admin and General:				\$491.89
Total Labor Charge:	\$10,276.21	Total Materials Cost:	\$11,327.08	Total Other Cost:				\$11,931.24
Vehicle Expenses								
Total Bare Vehicle Cost:	\$6,525.88							
Total Vehicle Overhead:	\$0.00							
Burdened Subtotal:	\$6,525.88							
Administrative and General:	\$280.61							
Total Vehicles Cost:	\$6,806.49							

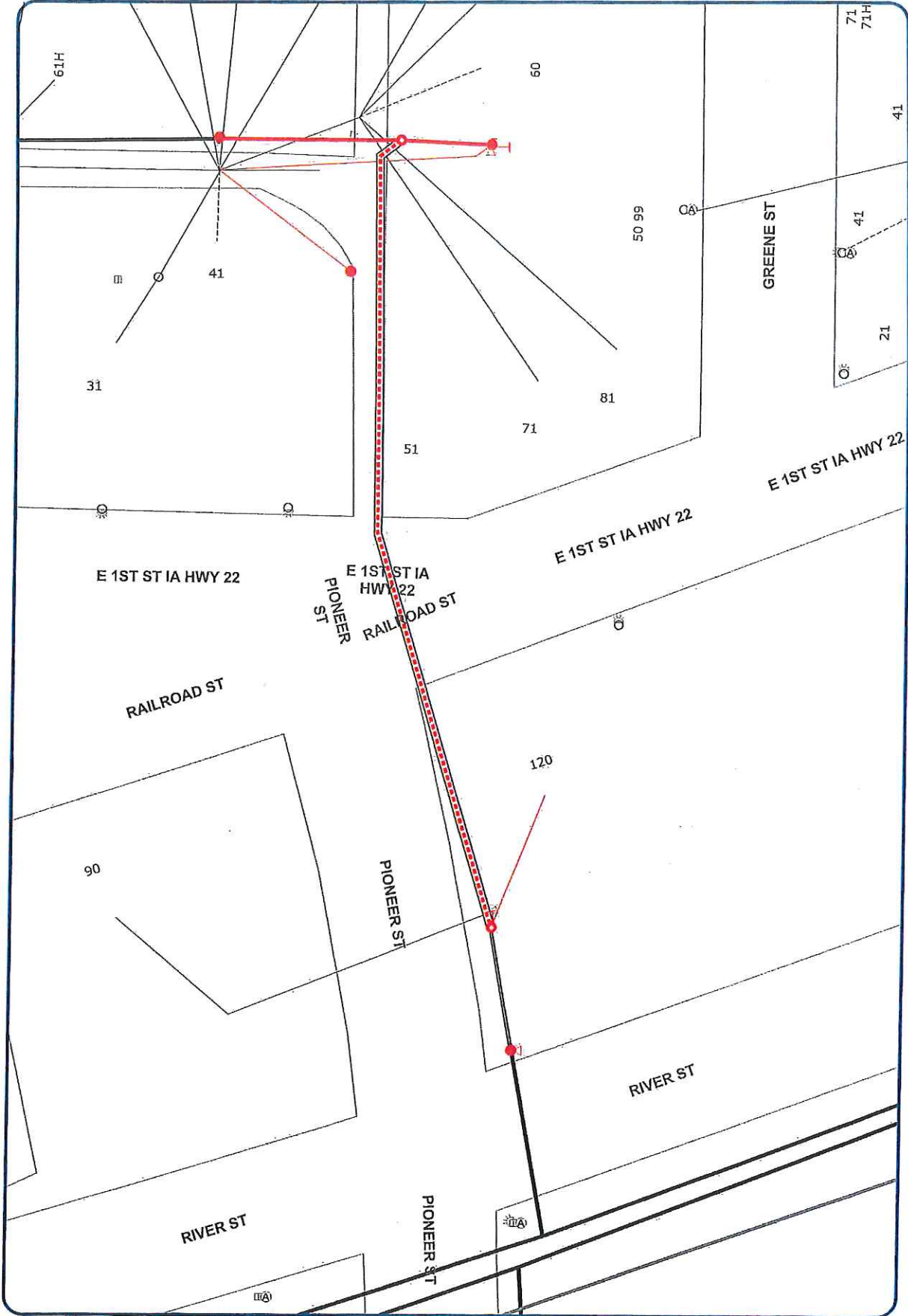
Summary

Total Labor:	\$10,276.21
Total Materials:	\$11,327.08
Total Vehicles:	\$6,806.49
Total Other:	\$11,931.24
Total Misc:	\$0.00
T&M Subtotal:	\$40,341.02

In Aid Type: Contribution	Tax Adder Used: 123.34%
Total Cards:	\$0.00
Less Future Revenue:	\$0.00
Less Deposit Amount:	\$0.00
Cards Remainder:	\$0.00
Total T&M:	\$49,756.61
Less Future Revenue:	\$0.00
Less Deposit Amount:	\$0.00
T&M Remainder:	\$49,756.61

Taxes Paid By Alliant	
Sales Tax on Materials:	\$461.16
State Tax on Other Services:	\$0.00
Other Tax on Other Services:	\$0.00

Interstate Power and Light Company (IPL) and Wisconsin Power and Light Company (WPL) both Alliant Energy utility companies and hereafter referred to as the Utilities assume no liability and make no warranty of representation whatsoever as to the accuracy or completeness of the information contained on this map. Any data provided is for general information only and any use of this data is at your own risk. Any intention to excavate requires compliance with state law including contacting the appropriate one call notification center. Prior to excavation, the actual physical location of buried facilities must be determined pursuant to the requirements of applicable law. This map constitutes limited protected nonpublic data that is confidential and proprietary to the Utilities. By one of the Utilities issuing you a copy of this map, you are deemed to have agreed to treat this information as confidential and to use and disclose it only for the specific project identified in your request for the map and as further restricted below. (If you disagree, please destroy this map and inform the Alliant Energy representative that sent it to you that you cannot comply, that your copy has been removed from all storage mechanisms, and that you will not further use this map.) This map may only be copied or reproduced for internal use by the Utilities or copied, reproduced, or disclosed by you subject to the terms of a nondisclosure or confidentiality agreement between your organization and those to whom you intend to disclose such information for a specific project, whereby the potential recipients agree to use this map only for the specific project identified in the request for the map and to treat this map as the Utilities' confidential and proprietary information restricted from further use, copying or disclosure indefinitely. Any other use, copying or reproduction is strictly forbidden.



Alliant Energy Confidential
 Classification: Confidential
 1:483

Map Title



RESOLUTION #012218-03

**RESOLUTION TO SET THE DATE FOR PUBLIC HEARING
FOR PLAN SPECS, FORM OF CONTRACT AND ESTIMATED
COSTS FOR DOWNTOWN STREETScape**

WHEREAS, the City Council of Riverside, Iowa, will hold a public hearing on February 5th, 2018 during the City Council Meeting beginning at 6:30 pm, to accept the plan specifications, form of contract and estimated costs for the Downtown Streetscape.

THEREFORE, BE IT RESOLVED, The City of Riverside City Council, hereby approves the date for the Public Hearing.

IT WAS MOVED BY Councilperson _____, seconded by Councilperson _____ that the foregoing resolution be adopted.

ROLL CALL VOTE: Schneider, Sexton, Rodgers, Weber, Redlinger

Ayes:

Nays:

Absent:

Passed and Approved by the City Council of Riverside, Iowa and approved this 22nd day of January, 2018.

Signed: _____
Allen Schneider, Mayor

Date: _____

Attest: _____
Becky LaRoche, Interim City Clerk

Date: _____

MMS CONSULTANTS, INC.

Professional Services Agreement

This is an Agreement made as of _____, 2018, between MMS Consultants, Inc. (MMS) and the City of Riverside, Iowa. (CLIENT - legally responsible party). CLIENT hereby engages MMS Consultants, Inc. to perform services as outlined and according to the terms and conditions expressed herein.

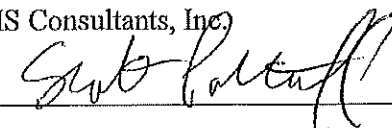
Services: Annexation, Rezoning, Preliminary Plat for North Growth Area (Approximately 28 Acres) and Final Design and Permitting for North Growth Area Phase One (12 Lots) - Riverside, Iowa

MMS and CLIENT agree:

1. **Scope of Services.** MMS shall perform the services as stated in Exhibit 1, which shall hereinafter be referred to as the "Project." In the event the scope of services changes during the term of this Agreement, the parties shall execute a written change order specifying the nature of the change in the scope of services and any associated change in the payment required.
2. **Compensation and Payment.** Client shall compensate MMS for MMS's services as stated in Exhibit 2.
3. **Terms and Conditions.** MMS shall provide professional services in accordance with the terms and conditions stated in Exhibit 3. The terms and conditions contained within this Agreement shall apply to all change orders related to this project.
4. The following exhibits are attached to and made part of this Agreement:

Exhibit 1 – Scope of Services
Exhibit 2 – Compensation
Exhibit 3 – Standard Terms & Conditions

IN WITNESS WHEREOF, the parties below have executed this Agreement as of the day and year first above written.

MMS Consultants, Inc.
By: 

Client Acceptance:

Signed By: _____

Printed Name: _____

Address for giving notices:

City of Riverside
60 N. Greene Street
Riverside, IA 52327

If CLIENT is a public body, attach evidence of authority to sign and resolution or other document authorizing execution of AGREEMENT.

MMS CONSULTANTS, INC.
Professional Services Agreement
Exhibit 1 – Scope of Services

Services: Annexation, Rezoning, Preliminary Plat for North Growth Area (Approximately 28 Acres) and Final Design and Permitting for North Growth Area Phase One (12 Lots) - Riverside, Iowa

BASIC SERVICES SHALL INCLUDE:

A. ANNEXATION, REZONING and PRELIMINARY PLAT

1. Prepare exhibits with legal descriptions for annexation and rezoning areas
2. Prepare lot layout concepts for review by City staff and developer
3. Prepare preliminary plat based on agreed upon lot layout concept
4. Prepare preliminary grading plan and storm water management plan for the entire site
5. Attend meetings with City staff and developer as required
6. Attend Planning and Zoning meeting where annexation, rezoning and preliminary plat are discussed
7. Attend City Council meetings where annexation, rezoning and preliminary plat are discussed

B. FINAL DESIGN AND PERMITTING PHASE ONE (12 LOTS)

1. Prepare construction plans for public improvements, including site grading, sanitary sewer, water main, storm sewer, street paving, ADA sidewalk curb ramp/erosion control and storm water management facilities
2. Meet as required to review construction plans with City staff and developer and incorporate feedback gained
3. Prepare final storm water management plan for Phase One
4. Attend City Council meetings as required to discuss proposed construction plans
5. Prepare NPDES permit paperwork and initial SWPPP for the site
6. Prepare Iowa DNR construction permit forms for sanitary sewer and water mains
7. Prepare estimate of probable construction cost for improvements shown on construction plans

The following services are not included in the Scope of Services but can be negotiated separately if these services are required:

1. Bidding or contracting services
2. Construction administration, staking or inspection
3. Preparation of final plat or setting lot pins
4. Wetlands delineation reports, permitting or mitigation plans
5. Negotiating of easements with property owners and preparation of offsite easement plats
6. Soils investigation
7. Permit fees

MMS CONSULTANTS, INC.
Professional Services Agreement
Exhibit 2 – Compensation and Payment

Services: Annexation, Rezoning, Preliminary Plat for North Growth Area (Approximately 28 Acres) and Final Design and Permitting for North Growth Area Phase One (12 Lots) - Riverside, Iowa

1.0 Client shall pay MMS as follows:

- A. Lump sum in the amount of \$23,500 for the scope outlined in Item A in Exhibit 1. This fee does not include application or permit fees, outside services, equipment or materials.

Lump sum in the amount of \$18,500 for the scope outlined in Item B in Exhibit 1. This fee does not include application or permit fees, outside services, equipment or materials.

All additions and changes to scope of services shall be agreed upon by use of a Change Order signed by both MMS and Client. All conditions for payment of Change orders will be the same as the conditions for payment within the original Agreement.

- B. Invoices will be prepared monthly in accordance with MMS standard invoicing practices and submitted to City and Developer (Client). Monthly invoices will be split in half with half of the invoice sent to each the City and Developer. Invoices are due upon receipt. If City or Developer fails to make any payment due to MMS for services and expenses within 60 days after date of MMS invoice, the amounts due MMS will be increased at the rate of 1.5% per month from the 60th day after invoice date. In addition, MMS may, without liability and not in lieu of any other rights MMS may have at law or in equity, after giving seven days written notice to Client, suspend services under this Agreement until MMS has been paid in full all amounts due for services, expenses, and other related charges. In addition, in any action to collect unpaid amounts due pursuant to this Agreement, Client shall pay all cost of collection including but not limited to court costs and MMS's attorney's fees. Payments will be credited first to interest and then to principal.
- C. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion shall be paid.
- D. Upon complete execution of this Agreement, MMS shall have the right to commence the performance of its services immediately and shall continue its performance of said services thereafter until said services are complete. Client shall not have the right to terminate this Agreement or to cancel MMS's services unless the entire project of which MMS's services are a component part has been ceased or cancelled. In said event, Client shall give MMS written notice of the termination of the project and MMS shall be entitled to payment for any services performed or expenses incurred prior to receipt of said written notice.

MMS CONSULTANTS, INC.

Professional Services Agreement

Exhibit 3 – Terms and Conditions

Services: Annexation, Rezoning, Preliminary Plat for North Growth Area (Approximately 28 Acres) and Final Design and Permitting for North Growth Area Phase One (12 Lots) - Riverside, Iowa

Standard of Care will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. MMS makes no warranties, express or implied, under this Agreement or otherwise, in connection with services required to be performed by this Agreement. MMS and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers and suppliers.

A. MMS shall not at any time supervise, direct or have control over any contractor's work, nor shall MMS have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. MMS neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Client and such contractor.

D. MMS Shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except MMS's own employees) at the Project site or otherwise furnishing or performing any construction work in connection with the Project; or for any decision made based on interpretations or clarifications of the construction contract given by Owner without consultation with and advice of MMS.

E. All design documents prepared or furnished by MMS are instruments of service and MMS retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

F. To the fullest extent permitted by law, Client and MMS (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that MMS's total liability to Client under this Agreement shall be limited to the total amount of the compensation received by MMS pursuant to this Agreement.

G. The information and services provided by MMS pursuant to this Agreement are intended for use only by Client. No third party shall have any right arising from this Agreement or the documents produced pursuant to this Agreement. As additional consideration for the performance the services called for hereunder, Client agrees to hold harmless and indemnify MMS and its employees, officer, directors, and agents for all costs, expenses, legal fees, awards, settlements, and judgments in any legal proceeding brought by any third party who claims that he or she relied on representations made in such documents and was damaged thereby. Client's request that MMS release copies of documents produced pursuant to the terms of this Agreement shall be at Client's risk with respect to the contents of this paragraph.

H. If Client claims that MMS has made an error in any of the services provided hereunder, Client will inform MMS of the alleged error and allow MMS to inspect the property before Client takes any action to correct the alleged error or which would otherwise make it difficult or impossible for MMS to evaluate the existence of the alleged error. If Client repairs or otherwise provides a remedy for such alleged error or further disturbs the property such that it becomes impossible for MMS to confirm the existence or otherwise evaluate the alleged error, Client waives any and all actions against MMS for such alleged error.

I. Client shall indemnify and reimburse MMS for any and all costs and expenses associated with any civil action arising under this Agreement, including but not limited to attorney's fees, costs, and expenses, unless Client unilaterally prevails in a court of competent jurisdiction.

J. Upon complete execution of the Agreement, MMS shall have the right to commence the performance of its services immediately and shall continue its performance of said services thereafter until said services are complete. Client shall not have the right to terminate this Agreement or to cancel MMS's services unless the entire project of which MMS's services are a component part has been ceased or cancelled. In said event, Client shall give MMS written notice of the termination of the project and MMS shall be entitled to payment for any services performed or expenses incurred prior to receipt of said written notice.

RESOLUTION #012218-04

RESOLUTION TO APPROVE COOPERATIVE AGREEMENT WITH IOWA DOT FOR HWY 22 PROJECT

WHEREAS, the City of Riverside City Council agrees to enter into a Cooperative Agreement with the Iowa Department of Transportation for Primary Road Project, Iowa Highway 22 in Washington County, Iowa.

THEREFORE, be it resolved the City of Riverside City Council does hereby approve to enter into this attached agreement for Hot Mix Asphalt resurfacing on Iowa 22 from the west corporation limits to the east corporation limits within the City of Riverside. The DOT will contribute up to \$800,000 toward the project cost.

IT WAS MOVED BY Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution.

ROLE CALL VOTE: Redlinger, Schneider, Sexton, Weber, Rodgers

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa and approved this 22nd day of January, 2018.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, Interim City Clerk

**IOWA DEPARTMENT OF TRANSPORTATION
Cooperative Agreement
For Primary Road Project**

County	<u>Washington</u>
City	<u>Riverside</u>
Project No.	<u>STPN-022-2(80)--2J-92</u>
Iowa DOT	
Agreement No.	<u>2018-16-157</u>
Staff Action No.	<u></u>

This Agreement, is entered into by and between the Iowa Department of Transportation, hereinafter designated the "DOT", and the city of Riverside, Iowa, a Local Public Agency, hereafter designated the "LPA" in accordance with Iowa Code Chapters 28E, 306, 306A and 313.4 as applicable;

The LPA proposes to establish or make improvements to Iowa 22 within Washington County, Iowa; and

The LPA and the DOT are willing to jointly participate in said project, in the manner hereinafter provided; and

This Agreement reflects the current concept of this project which is subject to modification by mutual agreement between the LPA and the DOT; and

Therefore, it is agreed as follows:

1. Project Information

- a. The LPA shall be the lead local governmental agency for carrying out the provisions of this agreement.
- b. All notices required under this agreement shall be made in writing to the DOT's and/or the LPA's contact person. The DOT's contact person shall be the District 5 Staff Engineer, Jim Phillips The LPA's contact person shall be the City Clerk, Lory Young.
- c. The LPA shall be responsible for the development and completion of the following described primary highway project:
 - Hot Mix Asphalt (HMA) resurfacing on Iowa 22 from the west corporation limits to the east corporation limits within Riverside.

2. Project Costs

- a. The DOT shall contribute up to \$800,000 or the contract award amount, whichever is less, toward the project costs which represents the cost to HMA overlay the proposed roadway and update the pedestrian ramps to ADA standards.
- b. The LPA will bear all costs except those allocated to the DOT under other terms of this Agreement.

3. Environmental, Right-of-Way, Permits and Other Requirements

- a. The LPA shall be responsible for obtaining any necessary permits from the DOT, such as the Work Within the Right-of-Way Permit, Access Connection/Entrance Permit, Utility Accommodation Permit, Application for Approval of a Traffic Control Device, or other construction permits required for the project prior to the start of construction. Neither the approval of funding nor the signing of this Agreement shall be construed as approval of any required permit from the DOT.

- b. The LPA shall obtain all project permits and / or approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, or other State or Federal agencies as may be required.
- c. If the project requires utility relocations, subject to the approval of and without expense to the DOT, the LPA agrees to perform or cause to be performed all relocations, alterations, adjustments or removals of existing utility facilities, including but not limited to power, telephone lines, fiber optics lines, natural gas pipelines, water mains and hydrants, curb boxes, utility accesses, storm water intakes, sanitary sewers, and related poles, installations and appurtenances, whether privately or publicly owned, and all parking meters, traffic signals and other facilities or obstructions which are located within the limits of an established street or alley and which will interfere with construction of the project and the clear zone. All utility relocations shall be accomplished in accordance with the DOT's Utility Accommodation Policy, as set forth in 761 Iowa Administrative Code, Chapter 115.
- d. If the LPA has completed a Flood Insurance Study (FIS) for an area which is affected by the proposed Primary Highway project and the FIS is modified, amended or revised in an area affected by the project after the date of this Agreement, the LPA shall promptly provide notice of the modification, amendment or revision to the DOT. If the LPA does not have a detailed Flood Insurance Study (FIS) for an area which is affected by the proposed Primary Highway project and the LPA does adopt an FIS in an area affected by the project after the date of this Agreement, the LPA shall promptly provide notice of the FIS to the DOT.

4. Project Design

- a. The LPA or its consultant shall be responsible for the design of all proposed improvements.
- b. The project plans, specifications and engineer's cost estimate shall be prepared and certified by a Professional Engineer licensed to practice in the State of Iowa.
- c. All proposed highway or street improvements shall be designed using good engineering judgment and the American Association of State Highway and Transportation Officials (AASHTO) "Policy on Geometric Design of Highways and Streets", (latest edition).
- d. The project design shall comply with the "Manual on Uniform Traffic Control Devices for Streets and Highways", by the Federal Highway Administration, as adopted by DOT, as per 761 Iowa Administrative Code, Chapter 130.
- e. The project shall be designed and constructed using the DOT's Standard Specifications for Highway and Bridge Construction (most current edition). Prior to their use in the bidding documents, any Special Provisions or other modifications to the Standard Specifications shall be approved by the DOT.

5. Bid Letting

- a. The LPA shall submit the plans, specifications, and all other contract documents for review and approval prior to letting by the LPA. The project may be submitted for letting in phases, in the order of preference as determined by the LPA. The DOT shall review said submittal(s) recognizing the LPA's development schedule and shall, after satisfactory review, authorize in writing the LPA to proceed with implementation of the project.
- b. For portions of the project let to bid, the LPA shall conduct the project bid letting in compliance with applicable laws, ordinances, and administrative rules. The LPA shall advertise for bidders, make a good faith effort to get at least three (3) bidders, hold a public letting and award contracts for the project work. DOT concurrence in the award must be obtained prior to the award. The LPA shall provide the DOT file copies of project letting documents within five (5) days after letting.

- c. The LPA shall include in their Notice to Bidders that Sales Tax Exemption Certificates will be issued, as provided for by Iowa Code section 423.3, subsection 80. The LPA shall be responsible for obtaining the sales tax exemption certificates through the Iowa Department of Revenue and Finance. The LPA shall issue these certificates to the successful bidder and any subcontractors to enable them to purchase qualifying materials for the project free of sales tax.
- d. The LPA shall be the contracting authority.

6. Construction & Maintenance

- a. The LPA shall be responsible for the daily inspection of the project, including the compilation of a daily log of materials, equipment, and labor used on the project.
- b. The LPA shall comply with the procedures and responsibilities for materials testing and construction inspection according to DOT's Materials Instructional Memorandums (I.M.'s) and the Construction Manual. If requested, the DOT may be able to perform some testing services. If performed, the DOT will bill the LPA for testing services according to its normal policy.
- c. The work on this project shall be in accordance with the approved plans and specifications. Any substantial modification of these plans and specifications must be approved by the DOT prior to the modification being put into effect.
- d. The LPA, in cooperation with the DOT, will take whatever steps may be required with respect to alteration of the grade lines of the new highway facilities constructed under the project in accordance with Iowa Code section 364.15. The DOT and LPA will work together to minimize potential impacts to properties that may occur as a result of the project.
- e. Subject to the provisions hereof, the LPA in accordance with 761 Iowa Administrative Code sections 150.3(1)c and 150.4(2) will remove or cause to be removed all encroachments or obstructions in the existing primary highway right of way. The LPA will also prevent the erection and/or placement of any structure or obstruction on said right of way or any additional right of way which is acquired for this project including but not limited to private signs, buildings, pumps, and parking areas.
- f. With the exception of service connections no new or future utility occupancy of project right-of-way, nor any future relocations of or alterations to existing utilities within said right-of-way (except service connections), will be permitted or undertaken by the LPA without the prior written approval of the DOT. All work will be performed in accordance with the Utility Accommodation Policy and other applicable requirements of the DOT.
- g. Upon completion of the project, no changes in the physical features thereof will be undertaken or permitted without the prior written approval of the DOT.
- h. After the project construction is complete and prior to final acceptance of the project by the DOT, the LPA shall furnish three sets of "as-built" plans to the DOT's contact person.
- i. Future maintenance of the primary highway within the project area will be carried out in accordance with the terms and conditions contained in 761 Iowa Administrative Code Chapter 150.

7. Traffic Control

- a. Iowa 22 through-traffic will be maintained during the construction.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" as per 761 Iowa Administrative Code, Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.

8. Payments and Reimbursements

- a. The LPA shall be responsible for making initial payments to the consultant(s) and contractor(s) for all project costs incurred in the development and construction of the project. After payments have been made, the LPA may submit to the DOT an itemized claim for reimbursement for eligible project activities. Reimbursement claims shall include certification by a Professional Engineer licensed to practice in the State of Iowa that all eligible project activities for which reimbursement is requested have been paid in full and completed in substantial compliance with the terms of this agreement.
- b. The DOT shall reimburse the LPA for properly documented and certified claims for eligible project activity costs less a retainage of not more than five percent, either by state warrant, or by crediting other accounts from which payment may have been made initially. If, upon audits of contracts, the DOT determines the LPA is overpaid, the LPA shall reimburse the overpaid amount to the DOT.
- c. Upon completion of the project, a Professional Engineer licensed to practice in the State of Iowa shall certify in writing to the DOT that the project activities were completed in substantial compliance with the plans and specifications set out in this agreement.

9. General Provisions

- a. The LPA shall maintain records, documents, and other evidence in support of the work performed under the terms of this agreement. All accounting practices applied and all records maintained will be in accordance with generally accepted accounting principles and procedures. Documentation shall be made available for inspection and audit by authorized representatives of the DOT and / or the Federal Highway Administration (FHWA), or their designees at all reasonable times. The LPA shall provide copies of said records and documents to the DOT upon request. The LPA shall also require its contractors to permit authorized representatives of the DOT and / or the FHWA to inspect all work materials, records, and any other data with regard to agreement related costs, revenues and operating sources.
- b. In accordance with Title VI of the Civil Rights Acts of 1964 and Iowa Code Chapter 216 and associated subsequent nondiscrimination laws, regulations and executive orders, the LPA shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.
- c. The LPA shall use positive efforts to solicit proposals or bids from and to utilize Targeted Small Business (TSB) enterprises as consultants or contractors and ensure that the consultants or contractors make positive efforts to utilize these enterprises as subconsultants, subcontractors, suppliers or participants in the work covered by this agreement. Efforts shall be made and documented in accordance with Exhibit A which is attached hereto and by this reference incorporated into this agreement.
- d. The LPA agrees to indemnify, defend and hold the DOT harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend and hold harmless applies to all aspects of the DOT's application review and approval process, plan and construction reviews, and funding participation.
- e. If any part of this agreement is found to be void and unenforceable then the remaining provisions of this agreement shall remain in effect.
- f. This agreement is not assignable without the prior written consent of the DOT.
- g. It is the intent of both (all) parties that no third party beneficiaries be created by this Agreement.
- h. In case of dispute concerning the terms of this agreement, the parties shall submit the matter to arbitration pursuant to Iowa Code Chapter 679A. Either party has the right to submit the matter to arbitration after ten (10) days notice to the other party of their intent to seek arbitration. The written

February 2017

notice must include a precise statement of the disputed question. The DOT and the LPA agree to be bound by the decision of the appointed arbitrator. Neither party may seek any remedy with the State or Federal courts absent exhaustion of the provisions of this paragraph for arbitration.

- i. This Agreement may be executed in (two) counterparts, each of which so executed will be deemed to be an original.
- j. This Agreement, as well as the unaffected provisions of any previous agreement(s), addendum(s), and/or amendment(s); represents the entire Agreement between the LPA and DOT regarding this project. All previously executed agreements will remain in effect except as amended herein. Any subsequent change or modification to the terms of this Agreement will be in the form of a duly executed amendment to this document.

IN WITNESS WHEREOF, each of the parties hereto has executed Agreement No. 2018-16-157 as of the date shown opposite its signature below.

CITY OF RIVERSIDE:

By: Alta Schmitz Date January 8, 2018.
Title: Mayor

I, _____, certify that I am the Clerk of the City, and that _____, who signed said Agreement for and on behalf of the City was duly authorized to execute the same on the day of _____, 20____.

Signed: _____
City Clerk of Riverside, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION:

By: _____ Date _____, 20____.
Jim Armstrong
District Engineer
District 5

**UTILIZATION OF TARGETED SMALL BUSINESS (TSB) ENTERPRISES
ON NON-FEDERAL AID PROJECTS
(THIRD-PARTY STATE-ASSISTED PROJECTS)**

In accordance with Iowa Code Section 19B.7, it is the policy of the Iowa Department of Transportation (Iowa DOT) that Targeted Small Business (TSB) enterprises shall have the maximum practicable opportunity to participate in the performance of contracts financed in whole or part with State funds.

Under this policy the Recipient shall be responsible to make a positive effort to solicit bids or proposals from TSB firms and to utilize TSB firms as contractors or consultants. The Recipient shall also ensure that the contractors or consultants make positive efforts to utilize TSB firms as subcontractors, subconsultants, suppliers, or participants in the work covered by this agreement.

The Recipient's "positive efforts" shall include, but not be limited to:

1. Obtaining the names of qualified TSB firms from the Iowa Economic Development Authority (515-725-3132) or from its website at: <https://www.iowa.gov/tsb/index.php/home>.
2. Notifying qualified TSB firms of proposed projects involving State funding. Notification should be made in sufficient time to allow the TSB firms to participate effectively in the bidding or request for proposal (RFP) process.
3. Soliciting bids or proposals from qualified TSB firms on each project, and identifying for TSB firms the availability of subcontract work.
4. Considering establishment of a percentage goal for TSB participation in each contract that is a part of this project and for which State funds will be used. Contract goals may vary depending on the type of project, the subcontracting opportunities available, the type of service or supplies needed for the project, and the availability of qualified TSB firms in the area.
5. For construction contracts:
 - a) Including in the bid proposals a contract provision titled "TSB Affirmative Action Responsibilities on Non-Federal Aid Projects (Third-Party State-Assisted Projects)" or a similar document developed by the Recipient. This contract provision is available on-line at:

http://www.dot.state.ia.us/local_systems/publications/tsb_contract_provision.pdf
 - b) Ensuring that the awarded contractor has and shall follow the contract provisions.
6. For consultant contracts:
 - a) Identifying the TSB goal in the Request for Proposal (RFP), if one has been set.
 - b) Ensuring that the selected consultant made a positive effort to meet the established TSB goal, if any. This should include obtaining documentation from the consultant that includes a list of TSB firms contacted; a list of TSB firms that responded with a subcontract proposal; and, if the consultant does not propose to use a TSB firm that submitted a subcontract proposal, an explanation why such a TSB firm will not be used.

The Recipient shall provide the Iowa DOT the following documentation:

1. Copies of correspondence and replies, and written notes of personal and/or telephone contacts with any TSB firms. Such documentation can be used to demonstrate the Recipient's positive efforts and it should be placed in the general project file.
2. Bidding proposals or RFPs noting established TSB goals, if any.
3. The attached "Checklist and Certification." This form shall be filled out upon completion of each project and forwarded to: Iowa Department of Transportation, Civil Rights Coordinator, Office of Employee Services, 800 Lincoln Way, Ames, IA 50010.

CHECKLIST AND CERTIFICATION
For the Utilization of Targeted Small Businesses (TSB)
On Non-Federal-aid Projects (Third-Party State-Assisted Projects)

Recipient: _____ Project Number: _____

County: _____ Agreement Number: _____

1. Were the names of qualified TSB firms obtained from the Iowa Department of Inspections and Appeals?
 YES NO

If no, explain _____

2. Were qualified TSB firms notified of project? YES NO

If yes, by letter, telephone, personal contact, or other (specify) _____

If no, explain _____

3. Were bids or proposals solicited from qualified TSB firms? YES NO

If no, explain _____

4. Was a goal or percentage established for TSB participation? YES NO

If yes, what was the goal or percentage? _____

If no, explain why not: _____

5. Did the prime contractor or consultant use positive efforts to utilize TSB firms on subcontracts? YES NO

If no, what action was taken by Recipient? _____

Is documentation in files? YES NO

6. What was the dollar amount reimbursed to the Recipient
from the Iowa Department of Transportation? \$ _____
What was the final project cost? \$ _____
What was the dollar amount performed by TSB firms? \$ _____

Name(s) and address(es) of the TSB firm(s) _____
(Use additional sheets if necessary)

Was the goal or percentage achieved? YES NO

If no, explain _____

As the duly authorized representative of the Recipient, I hereby certify that the Recipient used positive efforts to utilize TSB firms as participants in the State-assisted contracts associated with this project.

Title

Signature

Date



Date: January 8, 2018

To: Riverside Council

From: Bill Stuke, Operator

O & M Report: December 2017

Water Operation & Maintenance

- On 12-15-17 there was an alarm for the ultra-sonic sensor on the clear well. I recalibrated the sensor and reset the controls. Unit is working properly now.
- Located a curb stop on highway 22 for MMS Consultants.
- On 12-27-17 the pressure switch at the water tower froze. The panel is heated but was unable to keep up with the extreme cold temperatures. I was able to thaw the sensor with a heat gun and placed a heat lamp on the outside of the panel to help keep the unit warm enough. The result of the sensor freezing prevents the high service pumps from filling the tower.
- PSI interviewed 3 candidates for the open position in Riverside. An offer was made and accepted for the position. The new hire will start on 1-16-17.
- Automatic Systems was on site to start troubleshooting the plc at the water plant. It was found that there is a short in one of the automatic valves for well 8 and it was tripping the fuse. Automatic Systems advised we hire a local electrician to fix the problem as they would be cheaper. I have placed a service request with Doug Michel at Precision Electric.
- 10 locates- all completed.
- I helped Bryan and Jay plow snow on December 28th, 29th and 30th.

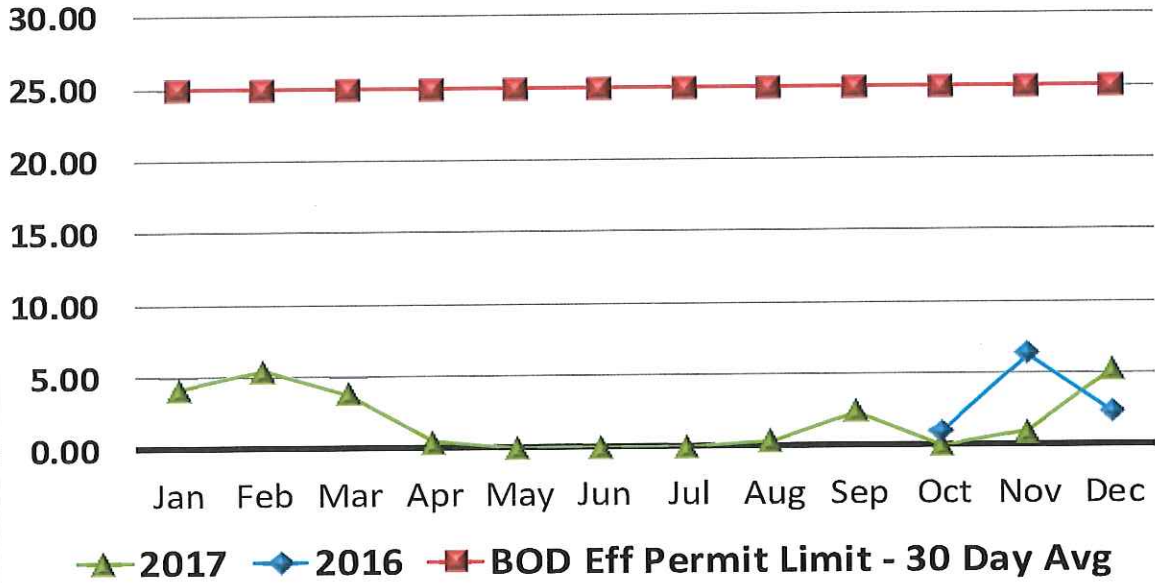
Wastewater Operation & Maintenance

- Visu-Sewer completed annual cleaning for all lift stations. Lift stations 2, 3 and 4 were clean and they recommended we may try cleaning every other year. Lift stations 1 and 5 were very dirty and recommended we clean every 6 months.

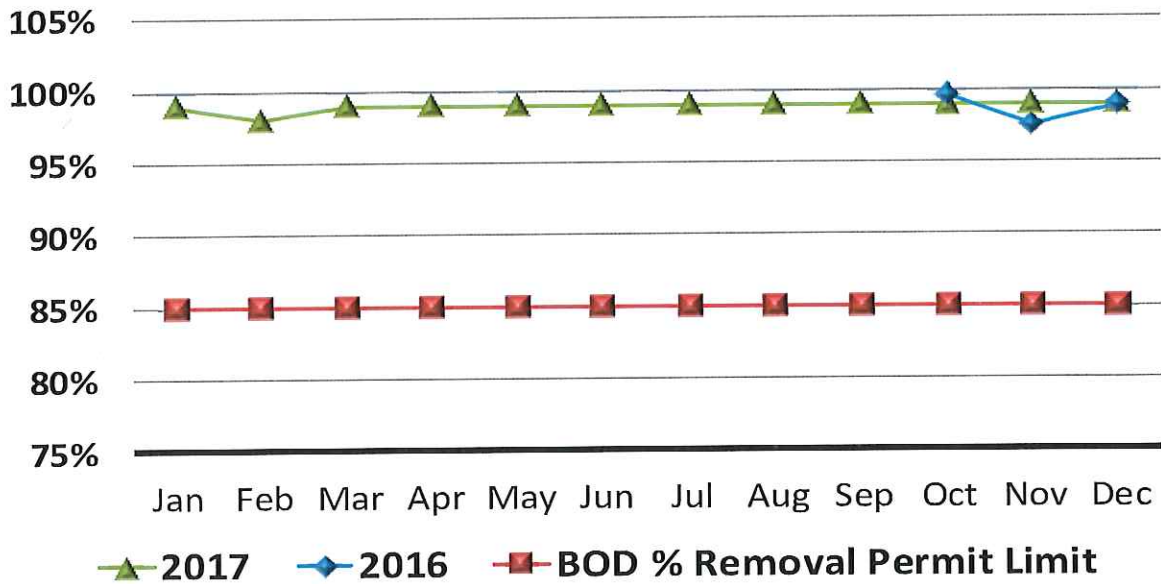


- I cleaned and pressure washed the concrete structures and SBR tanks at the wastewater plant. The concrete was covered in dirt and algae.
- I received several alarms between the 29th through the 1st of January at lift stations 1, 2 and 5. Lift stations 1 and 2 were unable to stay warm enough with the subzero temperatures. The VFDs were getting too cold and shutting down. I had to by-pass the VFDs and use direct drive to get the pumps to run. Operating in this manner will not harm the pumps but could result in a higher electric bill. VFDs were returned to service on January 4th after temperatures returned to season normals.
- Lift station 5 had alarm for high wet well level. I was first called on 12-30-17 at 11 PM and found the pressure transducer was no longer working. I have ordered a new pressure transducer and expect it to arrive on 1-8-17. Lift station is currently being operated on the back up float system.

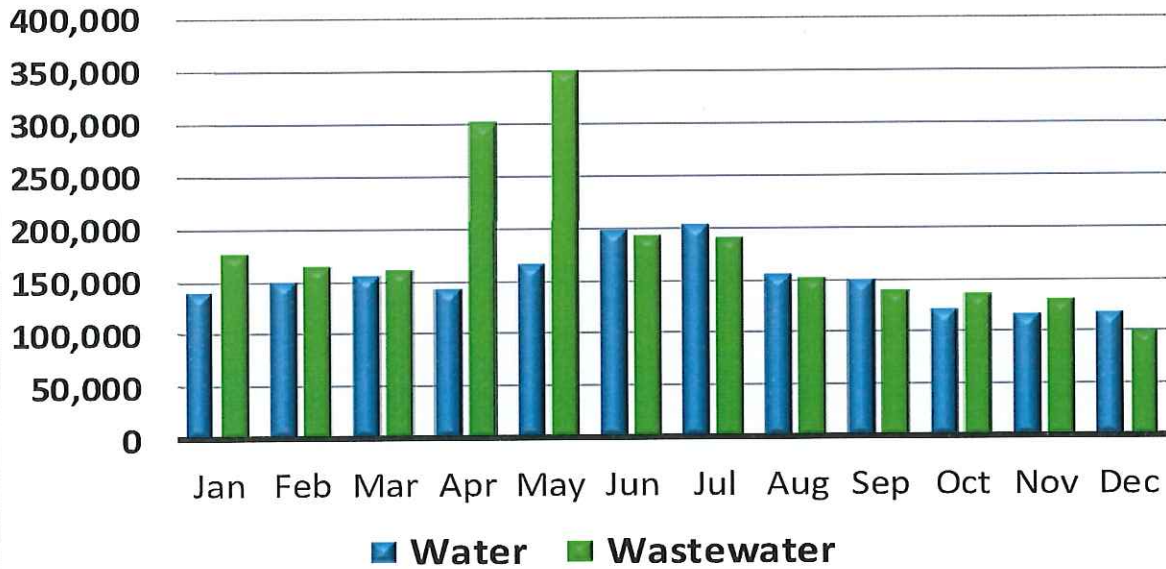
BOD Effluent



BOD % Removal



**Average Daily Water Pumped vs. Wastewater
In Gallons**



Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$24,576.00	\$8,584.95	35%	50%
Maintenance Budget	\$20,480.00	\$5,853.02	29%	50%
Total	\$45,056.00	\$14,437.97	32%	50%

PeopleService INC.

Water & Wastewater Professionals

		December-17	November-17	December-16
Water				
Water	Units			
Total Monthly Pumped	gallons	3,672,000	3,487,000	4,275,000
Average Daily Pumped	gallons	118,450	116,230	137,900
Maximum Daily Pumped	gallons	220,000	156,000	420,000
Minimum Daily Pumped	gallons	39,000	27,000	0
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	2.36	2.10	1.86
Chlorine - Total Avg Residual System	mg/L	1.61	1.33	1.00
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	136.00	130.00	178.00
Iron				
Iron - Avg Raw	mg/L	1.24	1.27	1.63
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	1.44	2.49	2.16
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	8.00	10.50	13.00
Water Loss				
Water Billed	gallons	0	0	0
Water used in main breaks/hydrant flushing	gallons	0	0	0
Water used at city buildings	gallons	0	0	0
Loss	gallons	100%	100%	100%
Wastewater				
BOD				
BOD Influent Avg	mg/L	579	508	201
BOD Effluent Avg	mg/L	5	1.0	2
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.00%	99.00%	98.85%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	546	536	157
TSS Effluent Avg	mg/L	5	2	3
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	99.08%	99.72%	98.03%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	1	0	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	10	8	10
Influent Flow				
Total Monthly	gallons	3,122,000	3,887,800	4,937,200
Average Daily	gallons	100,709	129,593	159,264
Maximum Daily	gallons	123,300	436,200	221,300
Minimum Daily	gallons	79,400	85,000	50,400
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000



RIVERSIDE - DECEMBER '17

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
12/21/17	First National Bank, VISA	Supplies	\$10.68
		Total	\$10.68

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Water Plant Maintenance	\$10.68
Water System Maintenance	\$0.00
WW Plant Maintenance	\$0.00
WW System Maintenance	\$0.00
Month Total	<u>\$10.68</u>

Annual Maintenance Budget \$20,480.00

Total Maintenance Dollars Spent Year to Date \$5,853.02

Percent Maintenance Budget Spent Year to Date 29%





RIVERSIDE - DECEMBER '17

Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
12/15/17	Hawkins	Sodium Hypochlorite	\$382.50
		Total	\$382.50

Wastewater System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		Total	\$0.00

Water System Chemicals	\$382.50
WW System Chemicals	\$0.00
Month Total	\$382.50

Annual Chemical Budget \$24,576.00

Total Chemical Dollars Spent Year to Date **\$8,584.95**

Percent Chemical Budget Spent Year to Date **35%**

Maintenance Month Total	\$10.68
Chemical Month Total	\$382.50
Month Total	\$393.18

Annual Budget **\$45,056.00**

Total Spent Year to Date **\$14,437.97**

Percent Budget Spent Year to Date **32%**



Completed Work Order List Report

Completed	Equipment Name	Task	WO#
12/11/2017	5310-LS-5	MONTHLY-PM	14783
12/11/2017	5310-LS-4	MONTHLY-PM	14783
12/11/2017	5310-LS-3	MONTHLY-PM	14783
12/11/2017	5310-LS-2	MONTHLY-PM	14783
12/11/2017	5310-LS-1	MONTHLY-PM	14783
12/5/2017	6310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	14799
12/5/2017	6310-DEH	MONTHLY PREVENTATIVE MAINTENANCE	14795
12/4/2017	6310-PUM-HS-4	MONTHLY PREVENTATIVE MAINTENANCE	14801
12/4/2017	6310-PUM-HS-3	MONTHLY PREVENTATIVE MAINTENANCE	14801
12/4/2017	6310-PUM-HS-2	MONTHLY PREVENTATIVE MAINTENANCE	14801
12/4/2017	6310-PUM-HS-1	MONTHLY PREVENTATIVE MAINTENANCE	14801
12/4/2017	6310-FE	MONTHLY PREVENTATIVE MAINTENANCE	14796
12/4/2017	5310-SCREEN	MONTHLY PREVENTATIVE MAINTENANCE	14786
12/4/2017	5310-SAMP-INF	MONTHLY PREVENTATIVE MAINTENANCE	14785
12/4/2017	5310-SAMP-EFF	MONTHLY PREVENTATIVE MAINTENANCE	14784
12/4/2017	5310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	14781
12/4/2017	5310-FE	MONTHLY PREVENTATIVE MAINTENANCE	14780
12/4/2017	5310-BLW-3	MONTHLY PREVENTATIVE MAINTENANCE	14779
12/4/2017	5310-BLW-2	MONTHLY PREVENTATIVE MAINTENANCE	14779
12/4/2017	5310-BLW-1	MONTHLY PREVENTATIVE MAINTENANCE	14779
12/1/2017	6310-PUM-INT-3	ANNUAL PM	14802
12/1/2017	6310-PUM-INT-2	ANNUAL PM	14802
12/1/2017	6310-PUM-INT-1	ANNUAL PM	14802
12/1/2017	6310-HTR	PREVENTATIVE MAINTENANCE	14800
12/1/2017	6310-FIL-CART-3	MONTHLY PREVENTATIVE MAINTENANCE	14798
12/1/2017	6310-FIL-CART-2	MONTHLY PREVENTATIVE MAINTENANCE	14798
12/1/2017	6310-FIL-CART-1	MONTHLY PREVENTATIVE MAINTENANCE	14798
12/1/2017	6310-FIL-BAG-2	MONTHLY PREVENTATIVE MAINTENANCE	14797
12/1/2017	6310-FIL-BAG-1	MONTHLY PREVENTATIVE MAINTENANCE	14797
12/1/2017	5310-UV	MONTHLY PREVENTATIVE MAINTENANCE	14787

CITY OF RIVERSIDE FY 17/18

ACTION PENDING

DATE	NAME	INV #	PROJECT	COMPLETED DATE
2017			SECURITY/ALARMS FOR CITY PROPERTY	
2017			UPDATE/FIX COUNCIL AUDIO	
7/16/2017	PAUL GREUFE	1450	RESEARCH \$350.00	
8/18/2017	PAUL GREUFE	1464	RESEARCH \$2350.00	
9/13/2017	PAUL GREUFE	1478	RESEARCH \$1900.00 TOTAL \$4600.00	
9/11/2017	J. REDLINGER		CIVIL RIGHTS STATEMENT	
9/18/2017	R. WEBER		STUDENT AMBASSADOR PROGRAM	
10/2/2017	SEXTON		WEST SIDE WELCOME SIGN	
10/2/2017	R. SCHNEIDER		DOG PARK	
10/2/2017	R. SCHNEIDER		SOLAR POWER	
10/2/2017	R. SCHNEIDER		TRAVELING WATER METER	
10/2/2017	R. SCHNEIDER		Murphy alley- 1 way north	
10/2/2017	R. WEBER		HALL PARK SHELTER	
10/16/2017	R. SCHNEIDER		SIDEWALK N OF CITY HALL	
10/16/2017	COUNCIL		STICK PICK-UP 2018	
10/16/2017	R. SCHNOEBELEN		AGREEMENT W/WALKERS SIGNED	
11/6/2017	#110617	TABLED	ITEMIZED BILL - KALONIAL LAWN CARE	
11/20/2017	SEXTON		MMS-\$\$\$ ALTERNATE-SAFE SCHOOL ROUTE	
11/20/2017	ALLIANT ENERGY	50%	COST OF ALLEY REPAIR	
12/4/2017	WORK SESSION		UPDATE EMPLOYEE HAND BOOK -2018	
12/11/2017	KALONIAL LAWN	TABLED	TRAIL CLEAN-UP \$2635.00	
12/11/2017		TABLED	BARN QUILT TO 1-8-18	
12/11/2017		TABLED	NUISANCE PROPERTY-ITEMIZED BILL	
12/11/2017	R WEBER		STUMPF CONS.-SIGN CLEAN-UP	
1/8/2018	WEBER		STATUS OF FIRE DAMAGE BUILDING	

Becky LaRoche

From: Scott Pottorff <S.pottorff@mmsconsultants.net>
Sent: Tuesday, January 16, 2018 11:59 AM
To: becky@cityofriversideiowa.com; mayor@cityofriversideiowa.com
Cc: g.meisner@mmsconsultants.net
Subject: Agenda Items 1/22/18

Cherry Lane 2nd Addition

Public Hearing for Rezoning for Cherry Lane 2nd Addition (Need to make sure we publish the proper notices)
Consider 1st Reading of Ordinance for Rezoning for Cherry Lane 2nd Addition
Consider Waiving 2nd and 3rd Readings for Rezoning for Cherry Lane 2nd Addition
Review and consider approval of Preliminary Plat for Cherry Lane 2nd Addition (Only proceed if Rezoning is adopted)

Downtown Streetscape

Review Plans
Discuss Cost for Underground Electric Downtown from Alliant
Authorize MMS to Send out for Bids (Bid Date 2/14 at 2 PM)
Set Public Hearing on Plans/Specs/ Form of Contract/Estimated Cost for February 5th

North Growth Area

Consider Proposal for Engineering Services from MMS for the North Growth Area
Authorize Clerk/Mayor to Recognize/Waive Potential Conflict of Interest with MMS

Highway 22 Project

Review/Approve Agreement with Iowa DOT for Cost Share

Let me know if there is anything else you guys think of that we are forgetting.

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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

www.mmsconsultants.net

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Mobile: (319) 631-0365

S.pottorff@mmsconsultants.net

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Becky LaRoche

From: Glen Meisner <G.meisner@mmsconsultants.net>
Sent: Tuesday, January 16, 2018 2:21 PM
To: 'Scott Pottorff'; becky@cityofriversideiowa.com; mayor@cityofriversideiowa.com
Cc: b.mitchell@mmsconsultants.net
Subject: RE: Agenda Items 1/22/18

Scott,

Allen called at 2:00 to discuss the Agenda Items for January 22 Council Meeting.

We need to send the following:

1. Rezoning map and Preliminary Plat for Cherry Lane Second Addition for the council packet.
2. PDF of the plans for Pioneer. (Becky will change the Resolutions from last meeting) We should assist with making sure the publications are to the proper place.
3. Engineering proposal for North Development area. Could wait two weeks if necessary.
4. Becky can include the Highway 22 agreement that Allen has signed and sent to us.

Allen asked us to revisit Ella for the February meeting to improve drainage with costs.

Thanks Scott.

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

www.mmsconsultants.net

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From: Scott Pottorff [<mailto:S.pottorff@mmsconsultants.net>]
Sent: Tuesday, January 16, 2018 11:59 AM
To: becky@cityofriversideiowa.com; mayor@cityofriversideiowa.com
Cc: g.meisner@mmsconsultants.net
Subject: Agenda Items 1/22/18

Cherry Lane 2nd Addition

Public Hearing for Rezoning for Cherry Lane 2nd Addition (Need to make sure we publish the proper notices)

Consider 1st Reading of Ordinance for Rezoning for Cherry Lane 2nd Addition

Consider Waiving 2nd and 3rd Readings for Rezoning for Cherry Lane 2nd Addition

Review and consider approval of Preliminary Plat for Cherry Lane 2nd Addition (Only proceed if Rezoning is adopted)

Downtown Streetscape

Review Plans

Becky LaRoche

From: Scott Pottorff <S.pottorff@mmsconsultants.net>
Sent: Wednesday, January 17, 2018 8:34 AM
To: 'Becky LaRoche'; g.meisner@mmsconsultants.net; mayor@cityofriversideiowa.com
Subject: RE: AGENDA DRAFT

Items #6 and 10 are the same. We can probably get rid of #6 since we are now calling it the Downtown Streetscape Project.

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Scott Pottorff, P.E.

Project Manager

Office: (319) 351-8282

Mobile: (319) 631-0365

S.pottorff@mmsconsultants.net

www.mmsconsultants.net

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From: Becky LaRoche [<mailto:becky@cityofriversideiowa.com>]
Sent: Tuesday, January 16, 2018 4:39 PM
To: g.meisner@mmsconsultants.net; Scott Pottorff; mayor@cityofriversideiowa.com
Subject: AGENDA DRAFT

Please find enclosed a draft of Monday's agenda.
I'm not sure if some of the motions require Resolutions.
Let me know your changes/edits.
Thanks,

Becky LaRoche

Utility Billing Clerk

City of Riverside

P.O. Box 188

Riverside, Ia 52327

319-648-3501

Annual Urban Renewal Report, Fiscal Year 2016 - 2017

Levy Authority Summary

Local Government Name: RIVERSIDE
 Local Government Number: 92G886

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
RIVERSIDE URBAN RENEWAL	92001	0

TIF Debt Outstanding: 0

TIF Sp. Rev. Fund Cash Balance		Amount of 07-01-2016 Cash Balance
as of 07-01-2016:	0	Restricted for LMI

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	0

Rebate Expenditures:	0
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	0

TIF Sp. Rev. Fund Cash Balance		Amount of 06-30-2017 Cash Balance
as of 06-30-2017:	0	Restricted for LMI

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 0

Urban Renewal Area Data Collection

Local Government Name: RIVERSIDE (92G886)
 Urban Renewal Area: RIVERSIDE URBAN RENEWAL
 UR Area Number: 92001

UR Area Creation Date: 02/1993

UR Area Purpose: To stimulate private investment within the community. To stabilize and strengthen the City's economic base. To promote affordable housing stock, attract new comm/industrial development. To enhance quality of life and increase employment opportunities.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
--	-------------	------------------	----------------------------

Urban Renewal Area Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016:	0	0	Amount of 07-01-2016 Cash Balance Restricted for LMI
---------------------------------------------------------	----------	----------	-------------------------------------------------------------

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	0

Rebate Expenditures:	0
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2017:	0	0	Amount of 06-30-2017 Cash Balance Restricted for LMI
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