

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA**  
**RIVERSIDE CITY HALL COUNCIL CHAMBERS**  
**60 N GREENE STREET**  
REGULAR MEETING  
Monday, March 18, 2019 – 6:30 P.M.

**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
2. Approval of agenda
3. Consent agenda
  - a. Minutes from 2019-03-04
  - b. Expenditures for 2019-03-18
  - c. February Fire Report
4. **Public forum.** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. **Public hearing:** Ash/Tupelo street project
  - a. Resolution #031819-01; Accepting the plan specifications, form of contract and estimated costs for Ash/ Tupelo project **pg. 10**
6. PeopleServices – Feb. monthly report
7. MMS Consultants report
  - a. Northern Heights
    - i. Approve construction plans
  - b. Hwy 22 project
    - i. Resolutions for project easements
      1. Resolution #031819-02 Goody **pg. 19**
      2. Resolution #031819-03 Kiene **pg. 21**
      3. Resolution #031819-04 Ledger **pg. 23**
      4. Resolution #031819-05 Hall **pg. 25**
  - c. Tupelo Blvd project
  - d. Downtown streetlights
  - e. Don Prybil- Development Plans
8. Status of Deputy Clerk/City Administrator job search
  - a. Part-time temporary help in City Hall
  - b. City Administrator search proposal
9. Hotel/Motel Tax Grant Program Resolutions
  - a. Resolution #031819-06 Paws & More **pg. 29**
  - b. Resolution #031819-07 YMCA Camp Highland **pg. 30**
  - c. Resolution #031819-08 History Center/Museum **pg.31**
  - d. Resolution #031819-09 RACC **pg. 32**

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

10. City Hall LED light replacement proposal **pg. 34**
11. Junior Achievement Proclamation **pg.35**
12. Mayor's report
13. City Clerk's report
  - a. City Wide Garage Sales – May 4<sup>th</sup>, 2019
  - b. City Clean-up Day – May 18<sup>th</sup>, 2019
  - c. Iowa Municipal Finance officers Association –Spring Conference – April 10-12, 2019
14. City Council comments
15. Motion to adjourn

## COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: March 4, 2019

The Riverside City Council meeting opened at 6:30 pm in City Hall with Mayor Allen Schneider requesting roll call. Council members present were: Tom Sexton, Andy Rodgers, Bob Schneider Jr., Edgar McGuire, and Jeanine Redlinger.

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

Rodgers moved to approve the minutes of February 18<sup>th</sup>, and expenditures. Second by Redlinger, passed 5-0.

Schneider moved to open Public Hearing for Northern Heights Annexation at 6:40 pm. Second by Redlinger, passed 5-0.

Marge Schnoebelen urged Council to consider installing turning lanes for the development as Tupelo is a "farm to market road". There were no other written or oral comments.

Sexton moved to close Public Hearing at 6:42 pm. Second by Redlinger, passed 5-0.

Redlinger moved to pass Resolution #030419-01; Approving Voluntary annexation of Yeggy Roetlin Farms, LLC. known as Northern Height Subdivision. Second by Schneider, passed 5-0.

Sexton moved to open Public Hearing for rezoning Northern Heights Subdivision at 6:45 pm. Second by Redlinger, passed 5-0. There were no written or oral comments.

Schneider moved to close Public Hearing at 6:46 pm. Second by Redlinger, passed 5-0.

Schneider moved to adopt Ordinance #030419-02; Rezoning Yeggy Roetlin Farms LLC. Parcel (1) from A-1 Agriculture to R-2 Mixed Residential, and Parcel (2) from A-1 Agriculture to R-3 Multifamily Residential. Second by Redlinger, passed 5-0.

Schneider moved to waive 2<sup>nd</sup> and 3<sup>rd</sup> Ordinance readings. Second by Redlinger, passed 5-0.

Schneider moved to pass Resolution #030419-03; Approving Preliminary Plat for Northern Heights Subdivision. Second by Rodgers, passed 5-0.

Sexton moved to Open Public Hearing for Adopting FY19-20 Annual City Budget at 6:51 pm. Second by Redlinger, passed 5-0. Mayor read e-mail submitted by Kevin Kiene. There were no other written or oral comments. McGuire moved to close Public Hearing at 6:52 pm. Second by Sexton, passed 5-0.

Schneider moved to pass Resolution #030419-04; Adopting the annual City Budget for Fiscal Year July 1, 2019 through June 30, 2020. Second by Rodgers, passed 5-0.

Chad Smothers, Riverside Fire Chief presented Annual Fire District report for 2018.

Rodgers moved to approve Galileo Drive Covenants, as provide by City Attorney. Second by Sexton, passed 5-0.

## COUNCIL PACKET

Scott Pottorff, MMS Consultants updated Council on Northern Heights Construction plans.

Pottorff is compiling specifications for completing curb and gutter on east end of Hwy 22 from Schnoebelen Street to East Street. Storm drainage will be removed, and replaced with curb, gutter, and side walk. This will be added to project as a change order.

Rodgers moved to approve project plans for Tupelo Blvd. Second by McGuire, passed 5-0.

Rodgers moved to pass Resolution 3030419-06 Setting date of Public Hearing for Ash/Tupelo project on March 18, 2019 at City Council meeting beginning at 6:30 pm. Second by McGuire, passed 5-0.

City will hold a public informational meeting for the Ash/Tupelo project on March 13, 2019 at 6:00 pm with MMS Consultants. Notice will be posted with home owners affected by project.

Redlinger moved to pass Resolution #030419-05; Professional Services Agreement with MMS Consultants for the 4<sup>th</sup> Street Capital Improvement Project. Second by McGuire, passed 5-0.

Mayor reported on City Administrator. Applicant decided not to accept position. Council will meet with Hinson Consulting, LLC to discuss his proposal for hiring an administrator.

Redlinger moved to allow Mayor to work with Employee Committee to hire part time, temporary, Deputy Clerk for average of 20 hours per week at \$12.00 an hour. Second by McGuire, passed 5-0.

Mayor proclaimed March 8, 2019 as International Women's Day, and recognized March as Women's History Month.

Mayor explained his "Letter of Support" for Automated Driving Systems Demonstration Grant to the US Dept. of Transportation.

Council reviewed LED lighting proposal for City Hall. Clerk will check into additional bids.

Sexton moved to enter into Closed Session pursuant to Iowa Code 21.5 (i)(j) Real Estate at 9:23 pm. Second by Redlinger, passed 5-0.

Sexton moved to return to open session at 9:52 pm. Second by Redlinger, passed 5-0.

Schneider moved to allow Mayor to negotiate with Realtor. Second by Rodgers. Passed 5-0.

Mayor reported website RFP are due in on Wednesday. Washington County Housing Report is near completion. Report will be sent to Council when received.

Sexton inquired on status of planted trees, as per covenants, on Cherry Lane. Clerk will check with Building Inspector.

Redlinger moved to adjourn at 10:01 pm. Second by Sexton, passed 5-0.

COUNCIL PACKET

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

Tupelo Public Information Meeting – March 13, 2019 at 6:00 pm

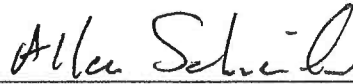
Council Work Session – March 13, 2019 at 7:00 pm

Council Meeting – Monday, March 18, 2019 at 6:30 pm

ATTEST:



Becky LaRoche; City Clerk



Allen Schneider; Mayor

# COUNCIL PACKET

EXPENDITURES 03/18/19					
	COUNCIL MEETING	UNPAID BILLS			
1	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 582.91	
2	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 2,000.74	
3	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 274.57	
4	ALLIANT ENERGY	40 2ND STREET RENTAL	001-5-470-6310	\$ 33.85	
5	ALLEN SCHNEIDER	MAILAGE	001-5-610-6240	\$ 104.40	
7	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 443.63	
8	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,442.20	
9	ALLIANT ENERGY	FIRE STATION	001-5-150-6330	\$ 503.68	\$ 4,803.07
10	BROWN SUPPLY	WATER PLANT PARTS	600-5-810-6374	\$ 182.50	
11	COLBERT TRUCKING	2 LOADS SAND	110-5-210-6335	\$ 185.17	
12	FERGASON	ANNUAL CONTRACT 4-30-20	600-5-810-6499	\$ 6,000.00	
13	FERGASON	ANNUAL CONTRACT 4-30-20	610-5-815-6499	\$ 6,000.00	\$ 12,000.00
16	INTERNATIONAL CODE COUNCIL	MEMBERSHIP	001-5-650-6240	\$ 230.00	
17	IOWA PAPER	OFFICE	001-5-650-6310	\$ 75.65	
18	IOWA SOLUTIONS	EMAIL HOST	001-5-650-6497	\$ 32.50	
19	ITECH	MONTHLY SERVICE	001-5-650-6497	\$ 225.00	
20	ITECH	FD MONITER	001-5-150-6356	\$ 144.43	
2	JOHNSON CO. MUTUAL AID	2019 MEMBERSHIP	001-5-150-6345	\$ 91.00	
122	JOHNSON COUNTY REFUSE	MARCH SERVICE	670-5-840-6499	\$ 1,874.25	
23	KALONA AUTO	SHOP	001-5-210-6372	\$ 166.47	
24	KALONA AUTO	RVFD	001-5-150-6352	\$ 68.40	\$ 234.87
25	KALONA OIL	FUEL	110-5-210-6331	\$ 1,198.50	
26	LEAF	COPIER LEASE	001-5-650-6496	\$ 156.50	
27	MENARDS	SHOP	001-5-210-6371	\$ 225.22	
28	MIDWEST FRAME	PLOE PARTS	110-5-210-6331	\$ 22.28	
29	MMS CONSULTANTS	NORTH GROWTH DEV.	301-5-750-6784	\$ 1,110.50	
30	MMS CONSULTANTS	ASH/TUPELO	301-5-750-6789	\$ 22,950.00	
31	MMS CONSULTANTS	ENGINEERING	001-5-650-6407	\$ 835.20	
32	MMS CONSULTANTS	HWY 22	301-5-750-6785	\$ 4,283.13	
33	NEWS	PUBLICATIONS	001-5-650-6402	\$ 404.47	
34	OFFICE EXPRESS	OFFICE	001-5-650-6506	\$ 237.42	
35	REC	SIGN	001-5-520-6510	\$ 79.61	
36	REC	SEWER	610-5-815-6371	\$ 3,676.65	
37	REC	SHOP	001-5-210-6371	\$ 39.52	
38	REC	WATER PLANT	600-5-810-6371	\$ 4,152.90	
39	REC	CASINO LIFT	610-5-815-6371	\$ 249.50	
40	REC	TRAFIC LIGHT	001-5-230-6371	\$ 164.17	\$ 8,362.35
41	RIVER PRODUCTS	4 LOADS SAND	110-5-210-6335	\$ 512.70	
42	RIVERSIDE GRAIN	ICE MELT	001-5-210-6417	\$ 96.80	
43	SCHNOEBELEN INC	MOWER / SKID LOADER	001-5-430-6504	\$ 191.13	
44	SE IOWA CLERKS ASSOC.	2019 MEMBERSHIP	001-5-650-6210	\$ 20.00	
45	STANDARD PEST CONTROL	MONTHLY SERVICE	001-5-650-6310	\$ 50.00	
47	VISA	FD TRAINING	001-5-150-6354	\$ 400.00	
48	VISA	U-STREAM	001-5-650-6497	\$ 105.93	
49	VISA	OFFICE	001-5-650-6506	\$ 43.15	
50	VISA	POSTAGE	001-5-650-6508	\$ 28.35	
51	VISA	CREDIT CHECK	001-5-640-6411	\$ 40.00	\$ 617.43
52	WASHINGTON CO. TREASURER	TAXES CHERRY LANE	301-5-750-6772	\$ 258.00	
53	WASHINGTON CO. TREASURER	40 E 2ND STREET	001-5-470-6310	\$ 1,088.00	\$ 1,346.00
54	WICK LLC.	2 LOADS SAND	110-5-210-6335	\$ 202.13	
		TOTAL BILLS		\$ 63,483.11	
					V A - P
55	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2019 FEB		\$ 507.00	
56	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2019 FEB		\$ 829.00	
57	IOWA DEPT OF REVENUE	IOWA WET TAX - 2019 FEB		\$ 1,540.00	
58	IPERS	CONTRIBUTIONS - 2019 FEB		\$ 1,950.68	
59	IRS	941 TAX DEPOSIT - 2019 FEB		\$ 2,812.33	
60	PAYROLL	PAYCHECKS - 2019 FEB		\$ 9,733.07	
61	SECRETARY OF STATE	NOTARY	001-5-650-6506	\$ 30.00	
		TOTAL PAID BILLS		\$ 17,402.08	
		TOTAL EXPENDITURES		\$ 80,885.19	

# COUNCIL PACKET

	MTD TREASURERS REPORT	2/28/2019	REVENUES	EXPENSES	
62	GENERAL FUND		\$ 49,327.55	\$ 12,920.97	
63	ROAD USE TAX FUND		\$ 10,736.80	\$ 2,902.48	
64	LOCAL OPTION SALES TAX		\$ 8,031.59		
65	CASINO REVENUE RUND		\$ 53,758.19	\$ 21,612.99	
66	CAPITAL PROJECTS FUND			\$ 41,456.88	
67	WATER FUND		\$ 27,986.81	\$ 22,299.39	
68	SEWER FUND		\$ 26,998.22	16612.35	
69	GARBAGE/LANDFILL FUND		\$ 1,917.65	\$ 1,874.25	
70	STORM WATER FUND		\$ 1,520.49		
	TOTAL		\$ 180,277.30	\$ 119,679.31	

MTD TREASURERS REPORT

AS OF: FEBRUARY 28TH, 2019

COUNCIL PACKET

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCUAL ENDING CASH BALANCE
001-GENERAL FUND	1,383,385.69	49,327.55	12,920.97	1,419,792.27	174.11	( 174.87)	1,419,443.29
110-ROAD USE TAX	231,412.15	10,736.80	2,902.48	239,246.47	0.00	0.00	239,246.47
121-LOCAL OPTION SALES TAX	191,665.41	8,031.59	0.00	199,697.00	0.00	0.00	199,697.00
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	14,642.08	53,758.19	21,612.99	46,787.28	0.00	0.00	46,787.28
200-DEBT SERVICE	218,850.00	0.00	0.00	218,850.00	0.00	0.00	218,850.00
301-CAPITAL PROJECTS	256,654.81	0.00	41,456.88	215,197.93	0.00	0.00	215,197.93
600-WATER FUND	676,862.77	27,986.81	22,299.39	682,550.19	0.00	0.00	682,550.19
610-SEWER FUND	146,167.41	26,998.22	16,612.35	156,553.28	0.00	0.00	156,553.28
670-LANDFILL/GARBAGE	8,722.03	1,917.65	1,874.25	8,765.43	0.00	0.00	8,765.43
680-STORM WATER	( 3,411.03)	1,520.49	0.00	( 1,890.54)	0.00	0.00	( 1,890.54)
GRAND TOTAL	3,124,951.32	180,277.30	119,679.31	3,185,549.31	174.11	( 174.87)	3,185,200.33

\*\*\* END OF REPORT \*\*\*



COUNCIL PACKET

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	1,383,385.69	36,057.60	1,419,443.29
110-1110	CHECKING ACCT-ROAD USE TAX	231,412.15	7,834.32	239,246.47
121-1110	CHECKING ACCT-LOST	191,665.41	8,031.59	199,697.00
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	14,642.08	32,145.20	46,787.28
200-1110	CHECKING ACCT-DEBT SERVICE	218,850.00	0.00	218,850.00
301-1110	CHECKING ACCT-CAP PROJECTS	256,654.81	41,456.88	215,197.93
600-1110	CHECKING ACCT-WATER	676,862.77	5,687.42	682,550.19
610-1110	CHECKING ACCT-SEWER	146,167.41	10,385.87	156,553.28
670-1110	CHECKING ACCT-GARBAGE	8,722.03	43.40	8,765.43
680-1110	CHECKING ACCT-STORM WATER	3,411.03	1,520.49	1,890.54
TOTAL CLAIM ON CASH		3,124,951.32	60,249.01	3,185,200.33
<u>7</u>				
<u>CASH IN BANK - POOLED CASH</u>				
999-1110	CASH IN BANK	155,630.90	44,136.81	199,767.71
999-1112	PEOPLES BANK MONEY MARKET	2,117,740.27	1,380.88	2,119,121.15
999-1114	HILLS BANK	169,293.78	12,937.30	182,231.08
999-1115	CB FUND	117,855.37	76.85	117,932.22
999-1116	COMMUNITY BUILDING CD #18936	286,862.42	0.00	286,862.42
999-1117	COMMUNITY BUILDING CD#18975	278,068.58	1,717.17	279,785.75
SUBTOTAL CASH IN BANK - POOLED CASH		3,125,451.32	60,249.01	3,185,700.33
<u>WAGES PAYABLE</u>				
999-2010	WAGES PAYABLE	0.00	0.00	0.00
SUBTOTAL WAGES PAYABLE		0.00	0.00	0.00
TOTAL CASH IN BANK - POOLED CASH		3,125,451.32	60,249.01	3,185,700.33
<u>DUE TO OTHER FUNDS - POOLED CASH</u>				
999-2100	DUE TO OTHER FUNDS	3,125,451.32	60,249.01	3,185,700.33
TOTAL DUE TO OTHER FUNDS		3,125,451.32	60,249.01	3,185,700.33

COUNCIL PACKET

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	CLAIM ON CASH	CASH IN BANK
3,185,700.33	3,185,200.33	3,185,700.33
CASH IN BANK	DUE TO OTHER FUNDS	DUE TO OTHER FUNDS
3,185,700.33	3,185,700.33	3,185,700.33
DIFFERENCE	500.00	0.00

**RIVERSIDE FIRE  
DEPARTMENT**

**FIRE / RESCUE / EMS / HAZMAT**



**February 2019 Update**

**Calls for Service:**

Medicals - 18

Structure Fire – 0

Car accidents – 2

Total calls – 20 calls for service in February

(Members were again very busy this month responding to all types of calls)

**Training:**

Members trained on search and rescue of victims trapped in a structure fire, they also trained on RIT (rapid intervention team) skills which cover rescuing a downed or trapped firefighter.

**RESA**

The members started planning for the annual pancake breakfast on April 14<sup>th</sup>, 2019. They had their annual meeting with the RESA board members to discuss 2018 funds and 2019 projects. RESA board set aside money for the replacement of 168 or primary medical vehicle, funds for fitness equipment and funds for training.

**Other News**

We will have 2 members attending training for the new Lucas device on March 8<sup>th</sup>, this a train the trainer class so they can instruct the entire department on how to use this. The Lucas device is a battery powered CPR machine that does chest compressions. The station lighting project for the interior is halfway done.

- Total calls in the City of Riverside 2018 – 110
- Calls on the 4<sup>th</sup> of July, 2018 – 1, this was a routine medical call non related to fireworks. We have not seen any real problems/emergency calls related to the sale or use of consumer fireworks.

Thanks

Fire Chief Smothers

RESOLUTION #031819-01

RESOLUTION TO ACCEPT PLANS AND SPECIFICATION DESIGN FOR ASH/TUPELO STREET DEVELOPMENT

WHEREAS, City of Riverside has contracted with MMS Consultants to plan and design the Ash/Tupelo Street Project for the City of Riverside. Project will be for street improvements from Blackberry Street and Galileo Drive.

On the 18<sup>th</sup> day of March, 2019 the City Council of the City of Riverside held a Public hearing at City Hall regarding this project at the Council Meeting starting at 6:30 PM.

THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, APPROVES THE Plans, Specifications and Contract for the Galileo Drive Street Project.

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

Roll call: Schneider, Sexton, Redlinger, Rodgers, McGuire

Ayes:

Nays:

Absent:

Passed by the City Council of Riverside, Iowa, and approved this 18<sup>th</sup> day of March, 2019.

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

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Becky LaRoche, City Clerk



Date: March 11, 2019

To: Riverside Council

From: Bill Stukey, Operator

O & M Report: February 2019

### **Water Operation & Maintenance**

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- Coby and I performed annual preventive maintenance and oil changes on all the high service pumps.
- Coby and I greased all the pumps for the reverse osmosis at the water plant.
- Pump 1 for RO skid 1 has a small seal leak. We will purchase a new seal and install when it arrives. Skid 1 is still operational with the leak.
- Coby found the anti-scale pump to be leaking. I found there was a tear in the diaphragm and not allowing it to pump. I rebuilt the pump and replaced the diaphragm. Pump is back in service and operational.
- I replaced two 3-way valves on RO skid 2 and 3 second stage side. The valves were leaking and found to have a small crack in both.
- RO skid 1 is currently down for a ruptured burst disk. A new burst disk is ordered and should arrive in the first week of March. The rupture was caused from a hard shutdown of the plant due to a no flow condition of the anti-scale. The no flow was caused by the torn diaphragm.
- 6 door postings and 1 disconnect for non-payment were completed.
- 2 locates were completed.
- Unable to provide a water loss report for this month due to an error in the billing system.

### **Wastewater Operation & Maintenance**

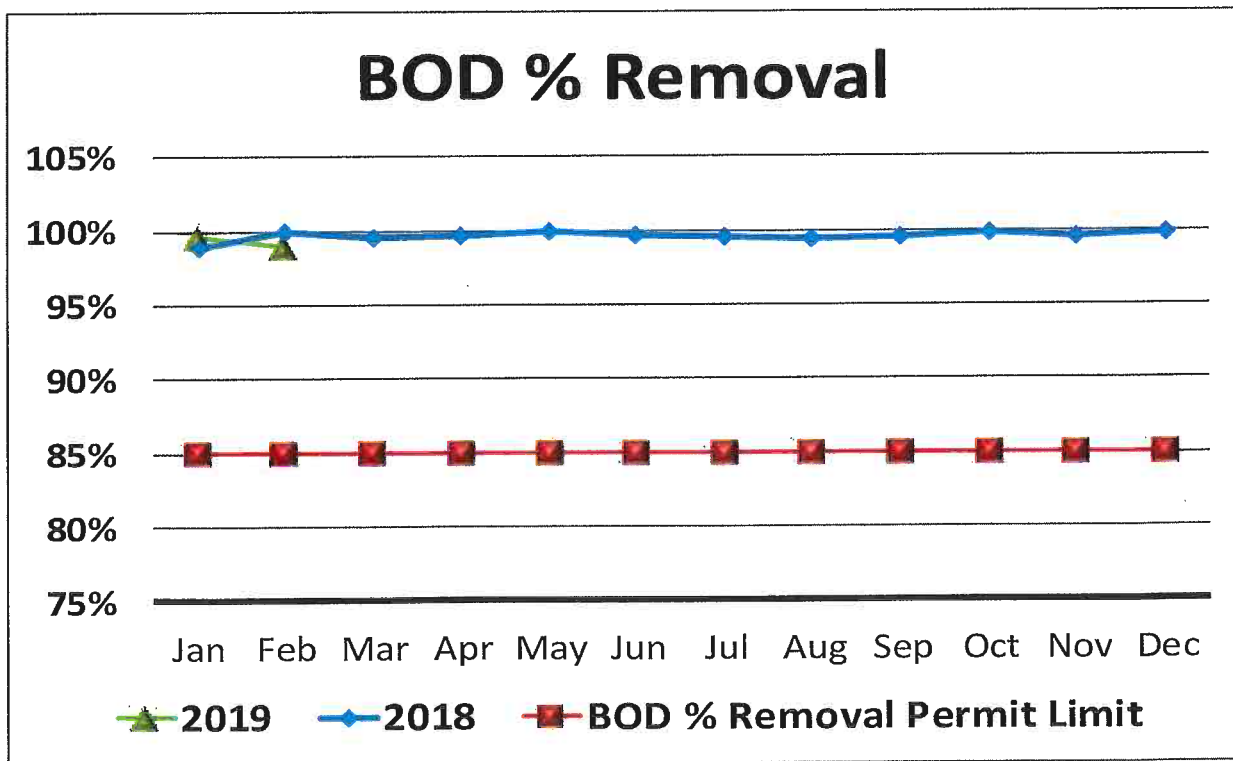
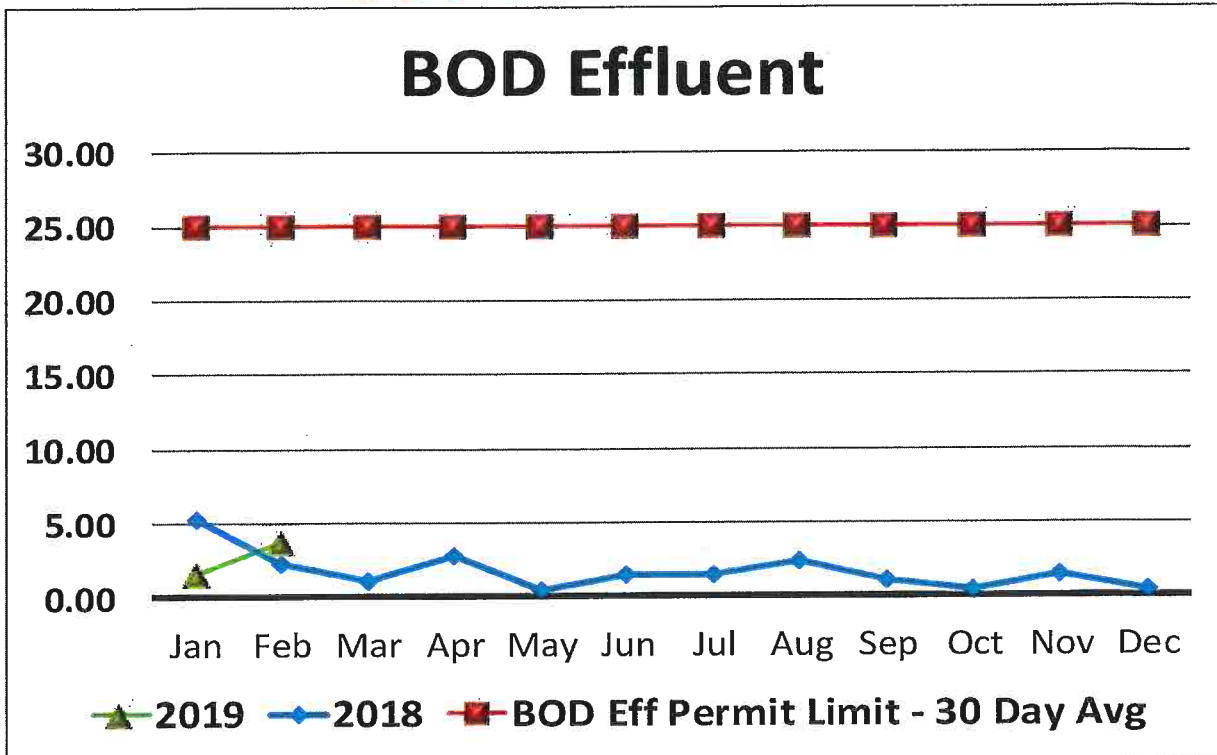
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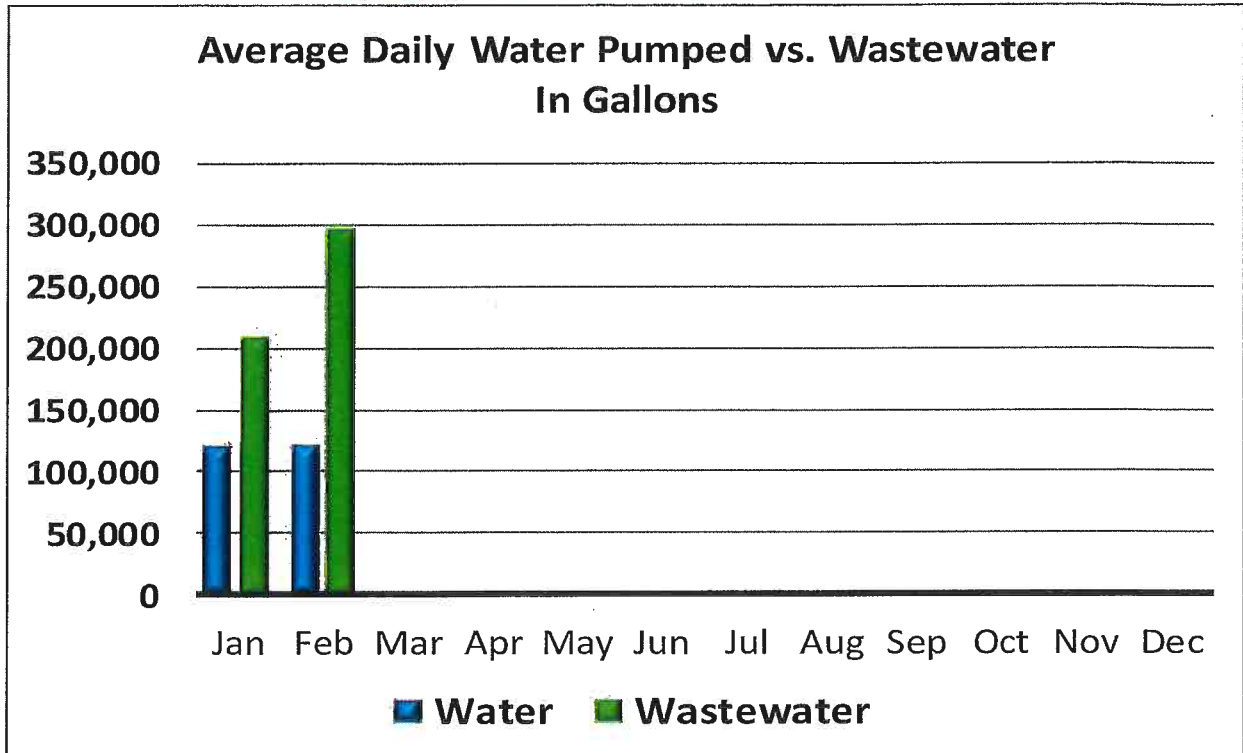
- Riverside Casino notified me on 2-28-19 of a discharge of glycol from their cooling system. Kurt Lebsack stated that approximately 75 gallons of diluted Wintrex was discharged to the city sewer



system due to a failed pump that leaked on 2-27-19. The mix was 22% Ethylene Glycol and 68% water. According to the SDS the product is biodegradable but advised to not discharge to any sanitary sewer. I do not expect any impact on at the wastewater plant or to the casino lift station. Kurt has provided me with a written report of the incident for documentation.

- Coby and I helped Bryan and Jay plow four times throughout the month.





Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$25,117.00	\$5,468.36	22%	67%
Maintenance Budget	\$20,931.00	\$9,524.72	46%	67%
<b>Total</b>	<b>\$46,048.00</b>	<b>\$14,993.08</b>	<b>33%</b>	<b>67%</b>





		January-19	December-18	January-18
<b>Water</b>				
	<b>Units</b>			
Total Monthly Pumped	gallons	3,701,000	3,986,000	3,876,000
Average Daily Pumped	gallons	119,390	128,580	125,030
Maximum Daily Pumped	gallons	199,000	214,000	254,000
Minimum Daily Pumped	gallons	101,000	66,000	0
<b>Chlorine</b>				
Chlorine - Total Avg Residual Plant	mg/L	1.10	1.34	2.19
Chlorine - Total Avg Residual System	mg/L	1.19	0.95	1.43
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	129.00	121.00	129.00
<b>Iron</b>				
Iron - Avg Raw	mg/L	1.72	1.86	1.36
<b>Polyphosphate</b>				
Polyphosphate - Avg Residual	mg/L	1.46	1.48	1.22
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	22.00	16.50	13.00
<b>Water Loss</b>				
Water Billed	gallons	2,935,504	2,931,236	0
Water used in main breaks/hydrant flushing	gallons	0	2,000	0
Water used at city buildings	gallons	98,852	295,292	0
Loss	gallons	18%	19%	0%
<b>Wastewater</b>				
<b>BOD</b>				
BOD Influent Avg	mg/L	353	349	450
BOD Effluent Avg	mg/L	2	0.5	5
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.57%	99.85%	98.83%
BOD % Removal Permit Limit	%	85%	85%	85%
<b>TSS</b>				
TSS Influent Avg	mg/L	332	187	279
TSS Effluent Avg	mg/L	2	2	7
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	99.32%	98.89%	97.40%
TSS % Removal Permit Limit	%	85%	85%	85%
<b>Nitrogen Ammonia</b>				
NA Effluent Avg	mg/L	0	0	5
NA Effluent Permit Limit - 30 Day Avg	mg/L	14	10	14
<b>Influent Flow</b>				
Total Monthly	gallons	6,479,600	9,174,400	3,785,400
Average Daily	gallons	209,019	295,948	122,109
Maximum Daily	gallons	422,200	914,100	292,000
Minimum Daily	gallons	132,200	156,500	62,600
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

COUNCIL PACKET



RIVERSIDE--FEBRUARY '19  
Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/8/19	USA Bluebook	Pipe Filter	\$80.02
2/23/19	First National Bank, VISA	Batteries, Cleaning Supplies	\$356.22
<b>Total</b>			<b>\$436.24</b>

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/23/19	First National Bank, VISA	Supplies	\$10.48
2/28/19	Keystone Labs	SOC & VOCs	\$660.40
<b>Total</b>			<b>\$670.88</b>

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/1/19	USA Bluebook	Pole Hangers	\$18.73
2/23/19	First National Bank, VISA	Supplies	\$87.47
<b>Total</b>			<b>\$106.20</b>

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/23/19	First National Bank, VISA	Supplies	\$5.48
<b>Total</b>			<b>\$5.48</b>

Water Plant Maintenance	\$436.24
Water System Maintenance	\$670.88
WW Plant Maintenance	\$106.20
WW System Maintenance	\$5.48
Month Total	\$1,218.80

Annual Maintenance Budget \$20,931.00

Total Maintenance Dollars Spent Year to Date \$9,524.72

Percent Maintenance Budget Spent Year to Date 46%





RIVERSIDE - FEBRUARY '19

Water System Chemicals

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

Wastewater System Chemicals

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

Water System Chemicals	\$0.00
W/W System Chemicals	\$0.00
Month Total	\$0.00

Annual Chemical Budget \$25,117.00

Total Chemical Dollars Spent Year to Date \$5,468.36

Percent Chemical Budget Spent Year to Date 22%

Maintenance Month Total	\$1,218.80
Chemical Month Total	\$0.00
Month Total	\$1,218.80

Annual Budget \$46,048.00

Total Spent Year to Date \$14,993.08

Percent Budget Spent Year to Date 33%



Completed Work Order List Report

Completed	Equipment Name	Task	WO#
2/4/2019	6310-PUM-HS-4	ANNUAL PM	16331
2/4/2019	6310-PUM-HS-3	ANNUAL PM	16331
2/4/2019	6310-PUM-HS-2	ANNUAL PM	16331
2/4/2019	6310-PUM-HS-1	ANNUAL PM	16331
2/4/2019	6310-HIGH SERVICE PUMPS 1,2,3,4	MONTHLY PREVENTATIVE MAINTENANCE	16332
2/4/2019	6310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	16333
2/4/2019	6310-FE	MONTHLY PREVENTATIVE MAINTENANCE	16334
2/4/2019	6310-DEH	MONTHLY PREVENTATIVE MAINTENANCE	16335
2/4/2019	6310-CARTRIDGE FILTERS 1,2,3	MONTHLY PREVENTATIVE MAINTENANCE	16336
2/4/2019	6310-BUG FILTER 1 & 2	MONTHLY PREVENTATIVE MAINTENANCE	16337
2/4/2019	5310-LS-MAIN	MONTHLY-PM	16350
2/5/2019	5310-SCREEN	MONTHLY PREVENTATIVE MAINTENANCE	16346
2/5/2019	5310-SAMP-INF	MONTHLY PREVENTATIVE MAINTENANCE	16347
2/5/2019	5310-SAMP-EFF	MONTHLY PREVENTATIVE MAINTENANCE	16348
2/5/2019	5310-LS-5	MONTHLY-PM	16349
2/5/2019	5310-LS-4	MONTHLY-PM	16349
2/5/2019	5310-LS-3	MONTHLY-PM	16349
2/5/2019	5310-LS-2	MONTHLY-PM	16349
2/5/2019	5310-LS-1	MONTHLY-PM	16349
2/5/2019	5310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	16351
2/5/2019	5310-FE	MONTHLY PREVENTATIVE MAINTENANCE	16352
2/5/2019	5310-BLOWERS 1,2,3	MONTHLY PREVENTATIVE MAINTENANCE	16353

RESOLUTION #031819-02

**RESOLUTION APPROVING AN EASEMENT AGREEMENT BETWEEN  
THE CITY OF RIVERSIDE AND KATHLEEN A. GOODY FOR A  
PERMENANT EASEMENT FOR STORM SEWER**

**WHEREAS**, the City of Riverside City Council and Kathleen A Goody has reviewed the easement documentation for a permanent storm sewer in the Hwy 22 Street project for the sum of \$1.00

**WHEREAS**, the location of easement is 451 E Hickory Street, Riverside, Washington County, Iowa

**THEREFORE**, be it resolved the City of Riverside City Council does hereby approve the easement agreement.

**MOVED BY** Council person \_\_\_\_\_, seconded by Council person \_\_\_\_\_, to approve the foregoing resolution.

**Roll Call:** Schneider, Sexton, Redlinger, Rodgers, McGuire

Ayes:

Nays:

Absents:

**Passed and Approved** by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March, 2019.

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

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

Allen Schneider, Mayor

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

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

Becky LaRoche, City Clerk



CIVIL ENGINEERS  
 LAND PLANNERS  
 LAND SURVEYORS  
 LANDSCAPE ARCHITECTS  
 ENVIRONMENTAL SPECIALISTS  
 1917 S. GILBERT ST.  
 IOWA CITY, IOWA 52240  
 (319) 351-8282  
 www.mmsconsultants.net

Date	Revision
12/11/18	PER JEL REVIEW - CAK

## 10.0' WIDE WATERMAIN EASEMENT

PORTIONS OF LOTS 8, AND 9 OF BLOCK 1 OF LOTS 5 AND 6(\*) LOCATED IN THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA.

Date:	12/10/18
Designed By:	SBP
Field Book No.:	1235
Drawn By:	CAK
Scale:	1"=50'
Checked By:	JEL
Street No.:	1
Project No.:	IC - 2245-038
	of: 1

# PLAT OF SURVEY 10.0' WIDE WATERMAIN EASEMENT RIVERSIDE, WASHINGTON COUNTY, IOWA

NOTES:  
 (\*) OF AUDITOR'S SUBDIVISION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W.

### LEGAL DESCRIPTION - 10.0' WIDE WATERMAIN EASEMENT

PORTIONS OF LOTS 8, AND 9 OF BLOCK 1 OF LOTS 5 AND 6 OF AUDITOR'S SUBDIVISION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA, DESCRIBED AS FOLLOWS:

Commencing at the Southwest Corner of Lot 8 of Block 1 of Lots 5 and 6 of Auditor's Subdivision of the Southwest Quarter of the Southwest Quarter of Section 8-77N-R6W, in accordance with the Plat thereof recorded in Plat Book 5, at Page 41, in the Records of the Washington County Recorder's Office; Thence N66°17'06"E, along the South line of said Lot 8, a distance of 80.07 feet, to the Point of Beginning; Thence N16°00'51"W, 10.09 feet; Thence N86°17'06"E, 127.94 feet, to a point on the East line of Lot 9; Thence S15°58'10"E, along the East line of said Lot 9, 10.09', to the Southeast Corner of said Lot 9; Thence S66°17'06"W, along the South lines of said Lots 8 and 9, a distance of 127.93 feet, to the Point of Beginning. Said 10.0' Wide Watermain Easement contains 0.03 acre (1,279 square feet), and is subject to easements and restrictions of record.

LOCATION: PORTIONS OF LOTS 8, AND 9 OF BLOCK 1 OF LOTS 5 AND 6(*) LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA.	SURVEY REQUESTED BY: THE CITY OF RIVERSIDE PO BOX 189 RIVERSIDE, IOWA 52327
LAND SURVEYOR, INCLUDING FIRM OR ORGANIZATION: JAMES E. LIGHTY P.L.S. MMS CONSULTANTS, INC. 1917 S. GILBERT STREET IOWA CITY, IOWA 52240 PHONE: 319-351-8282	PROPRIETOR OR OWNER: KATHLEEN A. COODY 531 E. HICKORY ST. RIVERSIDE, IOWA 52327
DOCUMENT RETURN INFORMATION: LAND SURVEYOR	

I, hereby certify that this land surveying document was prepared and executed in accordance with the laws of the State of Iowa by a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

JAMES E. LIGHTY  
P.L.S. Iowa Lic. No. 12287  
My license renewal date is December 31, 20\_\_\_\_.

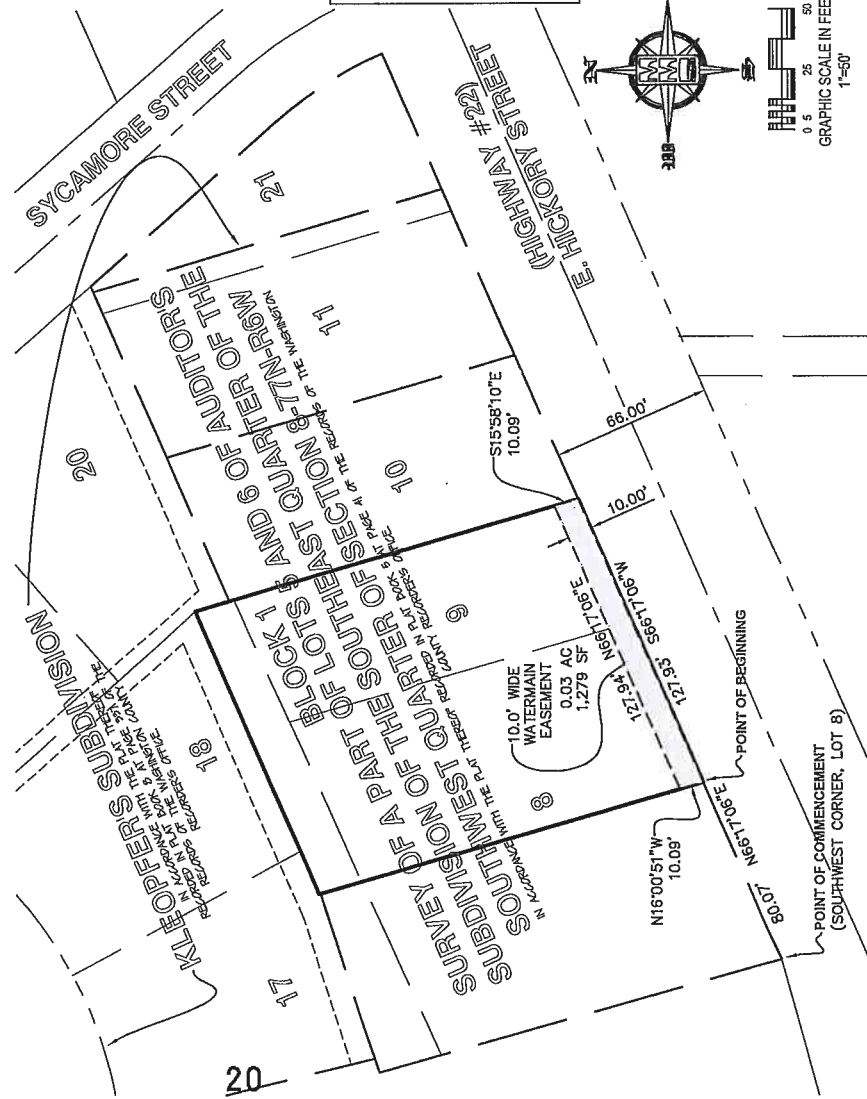
Pages or sheets covered by this seal:  
\_\_\_\_\_

SEAL

### LEGEND AND NOTES

△	CONGRESSIONAL CORNER, FOUND
△	CONGRESSIONAL CORNER, REESTABLISHED
○	CONGRESSIONAL CORNER, RECORDED LOCATION
○	PROPERTY CORNERS, FOUND (or noted)
○	PROPERTY CORNERS, SET
○	(2/8" Iron Pin w/ yellow, plastic LS Cap enclosed with "MMS")
○	PROPERTY &/or BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	BOUNDARY LINES
---	LOT LINES, INTERNAL
---	LOT LINES, PLATTED OR BY REE
---	EXISTING EASEMENT LINES, PURPOSE NOTED
---	RECORDED DIMENSIONS
---	RECORDED DIMENSIONS, PURPOSE NOTED
---	CURVE SEGMENT NUMBER
---	C22-1

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDRETHS



PREPARED BY AND RETURN TO: MMS CONSULTANTS, INC. 1917 S. GILBERT ST. IOWA CITY, IOWA 52240 (319)351-8282



**RESOLUTION #031819-03**

**RESOLUTION APPROVING AN EASEMENT AGREEMENT BETWEEN THE CITY OF RIVERSIDE AND PHILIP D. AND DIANE L. KIENE FOR A PERMENANT EASEMENT FOR STORM SEWER**

**WHEREAS**, the City of Riverside City Council and Philip D. and Diane L. Kiene has reviewed the easement documentation for a permanent storm sewer in the Hwy 22 Street project for the sum of \$1.00

**WHEREAS**, the location of easement is 441 E Hickory Street, Riverside, Washington County, Iowa

**THEREFORE**, be it resolved the City of Riverside City Council does hereby approve the easement agreement.

**MOVED BY** Council person \_\_\_\_\_, seconded by Council person \_\_\_\_\_, to approve the foregoing resolution.

**Roll Call:** Schneider, Sexton, Redlinger, Rodgers, McGuire

Ayes:

Nays:

Absents:

**Passed and Approved** by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March, 2019.

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

Allen Schneider, Mayor

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

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

Becky LaRoche, City Clerk

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



CIVIL ENGINEERS  
 LAND PLANNERS  
 LAND SURVEYORS  
 LANDSCAPE ARCHITECTS  
 ENVIRONMENTAL SPECIALISTS  
 1817 S. GILBERT ST.  
 IOWA CITY, IOWA 52240  
 (319) 351-8282  
 www.mmsconsultants.net

Date 12/11/18  
 Revision PER/JEL REVIEW - CAK

**10.0' WIDE WATERMAIN EASEMENT**

A PORTION OF LOT 8 OF BLOCK 1 OF LOTS 5 AND 6 (A) LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, RANGE 6 WEST OF SECTION 6, TOWNSHIP 77 NORTH, 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA.  
**MMS CONSULTANTS, INC.**

Date: 12/10/18  
 Designed by: SBP Field Book No: 1235  
 Drawn by: CAK Scale: 1"=50'  
 Checked by: JEL Sheet No: 1  
 Project No: IC 2245-038 of: 1

**PLAT OF SURVEY  
 10.0' WIDE WATERMAIN EASEMENT  
 RIVERSIDE, WASHINGTON COUNTY, IOWA**

NOTES:  
 (\*) OF AUDITOR'S SUBDIVISION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W.

**LEGAL DESCRIPTION - 10.0' WIDE WATERMAIN EASEMENT**

PORTIONS OF LOTS 8, OF BLOCK 1 OF LOTS 5 AND 6 OF AUDITOR'S SUBDIVISION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA, DESCRIBED AS FOLLOWS:

Beginning at the Southwest Corner of Lot 8 of Block 1 of Lots 5 and 6 of Auditor's Subdivision of the Southeast Quarter of the Southwest Quarter of Section 8-77N-R6W, in accordance with the Plat thereof recorded in Plat Book 5, at Page 41, in the Records of the Washington County Recorder's Office; Thence N15°33'01"W, along the West line of said Lot 8, a distance of 10.10 feet; Thence N66°17'06"E, 79.99 feet; Thence S16°00'51"E, 10.09 feet, to a point on the South line of said Lot 8; Thence S66°17'16"W, along the South line of said Lot 8, a distance of 80.07 feet, to the Point of Beginning. Said 10.0' Wide Watermain Easement contains 0.02 acre (800 square feet), and is subject to easements and restrictions of record.

LOCATION: A PORTION OF LOT 8 OF BLOCK 1 OF LOTS 5 AND 6 (A) LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA. LAND SURVEYOR, INCLUDING FIRM OR ORGANIZATION: JAMES E. LIGHTY P.L.S. MMS CONSULTANTS INC. 1817 SOUTH GILBERT STREET IOWA CITY, IOWA 52240 PHONE: 319-351-8282	SURVEY REQUESTED BY: THE CITY OF RIVERSIDE PO BOX 188 RIVERSIDE, IOWA 52327 PROPRIETOR OR OWNER: PHILIP D. KEHE DANIE L. KEHE 454 E. HICKORY ST. RIVERSIDE, IOWA 52227
DOCUMENT RETURN INFORMATION: LAND SURVEYOR	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct supervision and in accordance with the standards of a Licensed Professional Land Surveyor under the laws of the State of Iowa. JAMES E. LIGHTY P.L.S., Iowa Lic. No. 13287 My license renewal date is December 31, 20____.

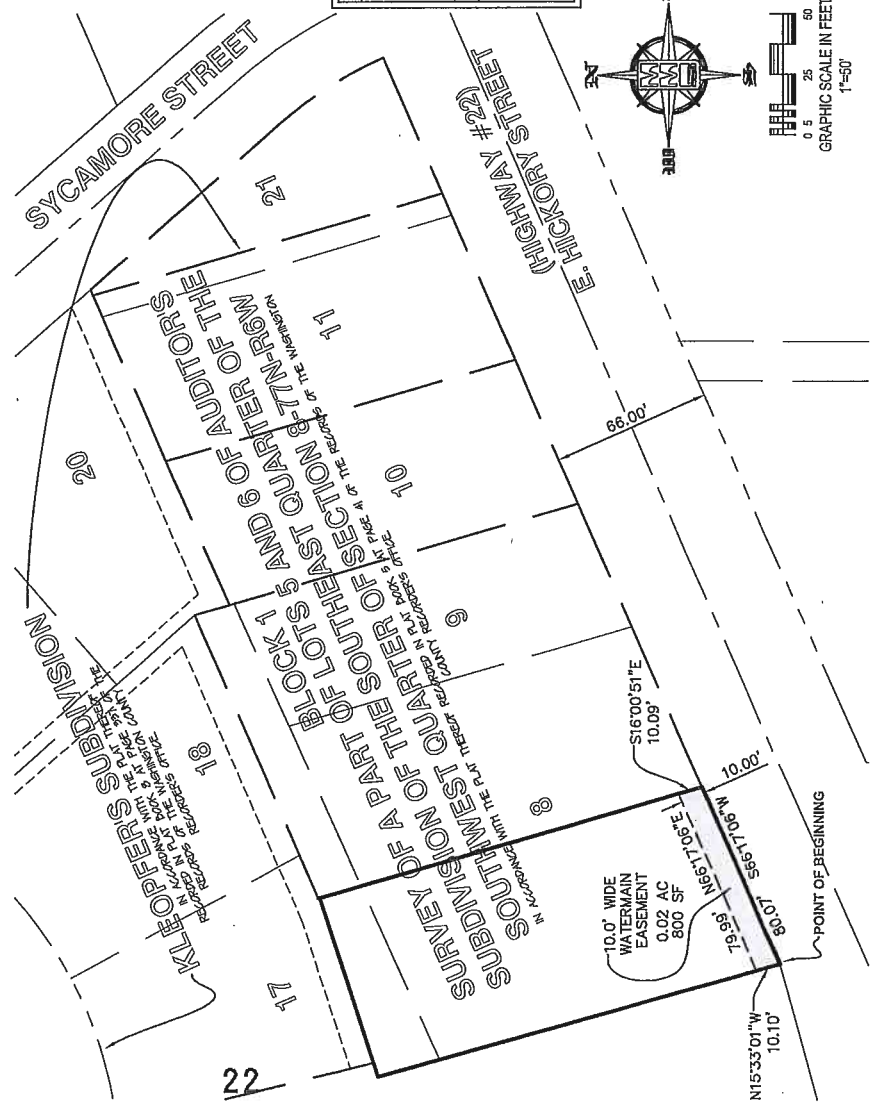
SEAL

Pages or sheets covered by this seal: \_\_\_\_\_

**LEGEND AND NOTES**

▲	CONGRESSIONAL CORNER FOUND
△	CONGRESSIONAL CORNER REESTABLISHED
○	PROPERTY CORNER FOUND (or noted)
○	PROPERTY CORNER SET
○	(5/8" Iron Pin w/ yellow plastic LS Cap embossed with "MMS")
○	PROPERTY &/or BOUNDARY LINES
---	PROPERTY SECTION LINES
---	PROPERTY SURVEY LINES
---	ENTERED SURVEY LINES
---	LOT LINES, INTERNAL
---	OR BY DEED
---	EXISTING EASEMENT LINES, PURPOSE NOTED
---	RECORDED DIMENSIONS
---	CURVE SEGMENT NUMBER
---	C22-1

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDRETHS





**RESOLUTION #031819-04**

**RESOLUTION APPROVING AN EASEMENT AGREEMENT BETWEEN THE CITY OF RIVERSIDE AND ADAM N. LEDGER FOR A PERMENANT EASEMENT FOR STORM SEWER**

**WHEREAS**, the City of Riverside City Council and Adam N. Ledger has reviewed the easement documentation for a permanent storm sewer in the Hwy 22 Street project for the sum of \$1.00

**WHEREAS**, the location of easement is 503 E Hickory Street, Riverside, Washington County, Iowa

**THEREFORE**, be it resolved the City of Riverside City Council does hereby approve the easement agreement.

**MOVED BY** Council person \_\_\_\_\_, seconded by Council person \_\_\_\_\_, to approve the foregoing resolution.

**Roll Call:** Schneider, Sexton, Redlinger, Rodgers, McGuire

Ayes:

Nays:

Absents:

**Passed and Approved** by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March, 2019.

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

Allen Schneider, Mayor

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

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

Becky LaRoche, City Clerk

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



**RESOLUTION #031819-05**

**RESOLUTION APPROVING AN EASEMENT AGREEMENT BETWEEN THE CITY OF RIVERSIDE AND JEFFREY R. AND KATIE L. HALL FOR A PERMENANT EASEMENT FOR STORM SEWER**

**WHEREAS**, the City of Riverside City Council and Jeffery R. and Katie L. Hall has reviewed the easement documentation for a permanent storm sewer in the Hwy 22 Street project for the sum of \$1.00

**WHEREAS**, the location of easement is 513 E Hickory Street, Riverside, Washington County, Iowa

**THEREFORE**, be it resolved the City of Riverside City Council does hereby approve the easement agreement.

**MOVED BY** Council person \_\_\_\_\_, seconded by Council person \_\_\_\_\_, to approve the foregoing resolution.

**Roll Call:** Schneider, Sexton, Redlinger, Rodgers, McGuire

Ayes:

Nays:

Absents:

**Passed and Approved** by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March, 2019.

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

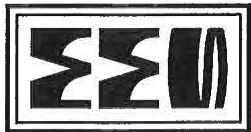
Allen Schneider, Mayor

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

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

Becky LaRoche, City Clerk

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



CIVIL ENGINEERS  
 LAND PLANNERS  
 LAND SURVEYORS  
 LANDSCAPE ARCHITECTS  
 ENVIRONMENTAL SPECIALISTS  
 1917 S. GILBERT ST.  
 IOWA CITY, IOWA 52240  
 (319) 351-8282  
 www.mmsconsultants.net

Date	Revision
12/11/18	PER JEL REVIEW - CAK

**10.0' WIDE WATERMAIN EASEMENT**

PORTIONS OF LOTS 11 OF BLOCK 1 OF LOTS 5 AND 6(A), AND LOT 21 IN KLEOPFER'S SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA.

**MMS CONSULTANTS, INC.**

Date:	12/10/18
Designed by:	SBP
Field Book No.:	12335
Drawn by:	CAK
Scale:	1"=50'
Checked by:	JEL
Sheet No.:	1
Project No.:	IC - 2245-038
of:	1

**10.0' WIDE WATERMAIN EASEMENT**  
 RIVERSIDE, WASHINGTON COUNTY, IOWA

(\*) OF AUDITOR'S SUBDIVISION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W.

**LEGEND AND NOTES**

---	PROPERTY &/OR BOUNDARY LINES
---	RIGHT-OF-WAY LINES
---	CENTER LINES
---	LOT LINES, PLATTED OR BY DEED
---	EASEMENT LINES, WIDTH & PURPOSE NOTED
---	EXISTING EASEMENT LINES, PURPOSE NOTED
(R)	RECORDED DIMENSIONS
(M)	MEASURED DIMENSIONS
---	CURVE SEGMENT NUMBER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS

**LEGAL DESCRIPTION - 10.0' WIDE WATERMAIN EASEMENT**

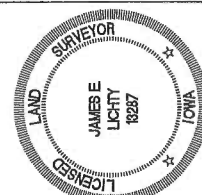
PORTIONS OF LOTS 11 OF BLOCK 1 OF LOTS 5 AND 6 OF AUDITOR'S SUBDIVISION OF THE SOUTHWEST QUARTER OF SECTION 8-77N-R6W, AND LOT 21 IN KLEOPFER'S SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA, DESCRIBED AS FOLLOWS:

Beginning at the Southwest Corner of Lot 11 of Block 1 of Lots 5 and 6 of Auditor's Subdivision of the Southwest Quarter of the Southwest Quarter of Section 8-77N-R6W, in accordance with the Plat thereof recorded in Plat Book 5, at Page 41, in the Records of the Washington County Recorder's Office; Thence N16°01'59"W, along the Southwesterly line of said Lot 11, a distance of 10.09 feet; Thence N66°17'06"E, 134.64 feet, to a point on the East line of said Lot 21, Kleopfer's Subdivision in accordance with the Plat thereof recorded in Plat Book B, at Page 337, in the Records of the Washington County Recorder's Office; Thence Southeasterly, 10.01 feet, along the East line of said Lot 21, and an arc of a 175.00 foot radius curve, concave Southwesterly, whose 10.00 foot chord bears S25°26'10"E, to the Southeast Corner of said Lot 21; Thence S66°17'06"W, along the South line of said Lots 21, and 11, a distance of 136.29 feet, to the Point of Beginning. Said 10.0' Wide Watermain Easement contains 0.03 acre (1,355 square feet), and is subject to easements and restrictions of record.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

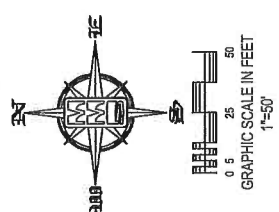
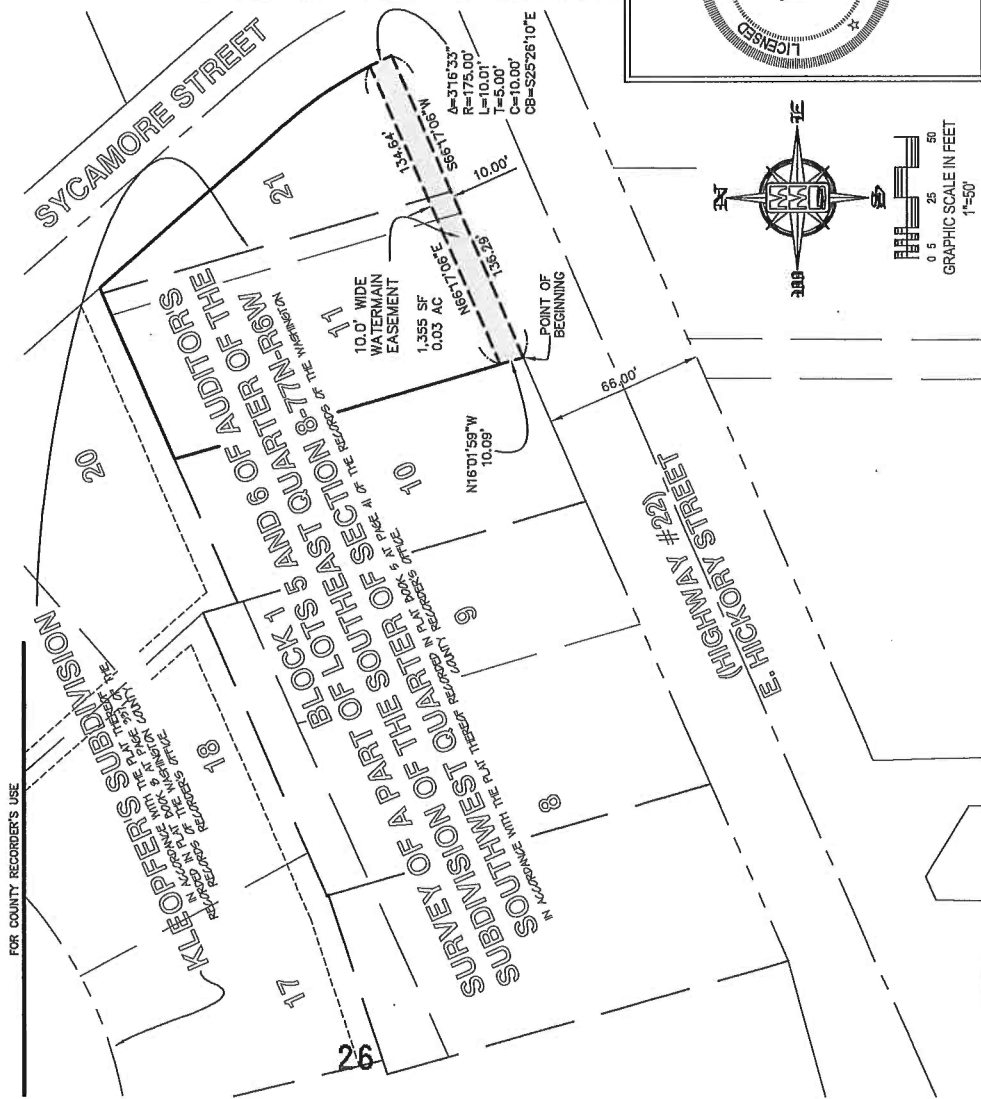
JAMES E. LICHTY  
 P.L.S. Iowa Lic. No. 13287  
 My license renewal date is December 31, 20\_\_.

Pages or sheets covered by this sect.:



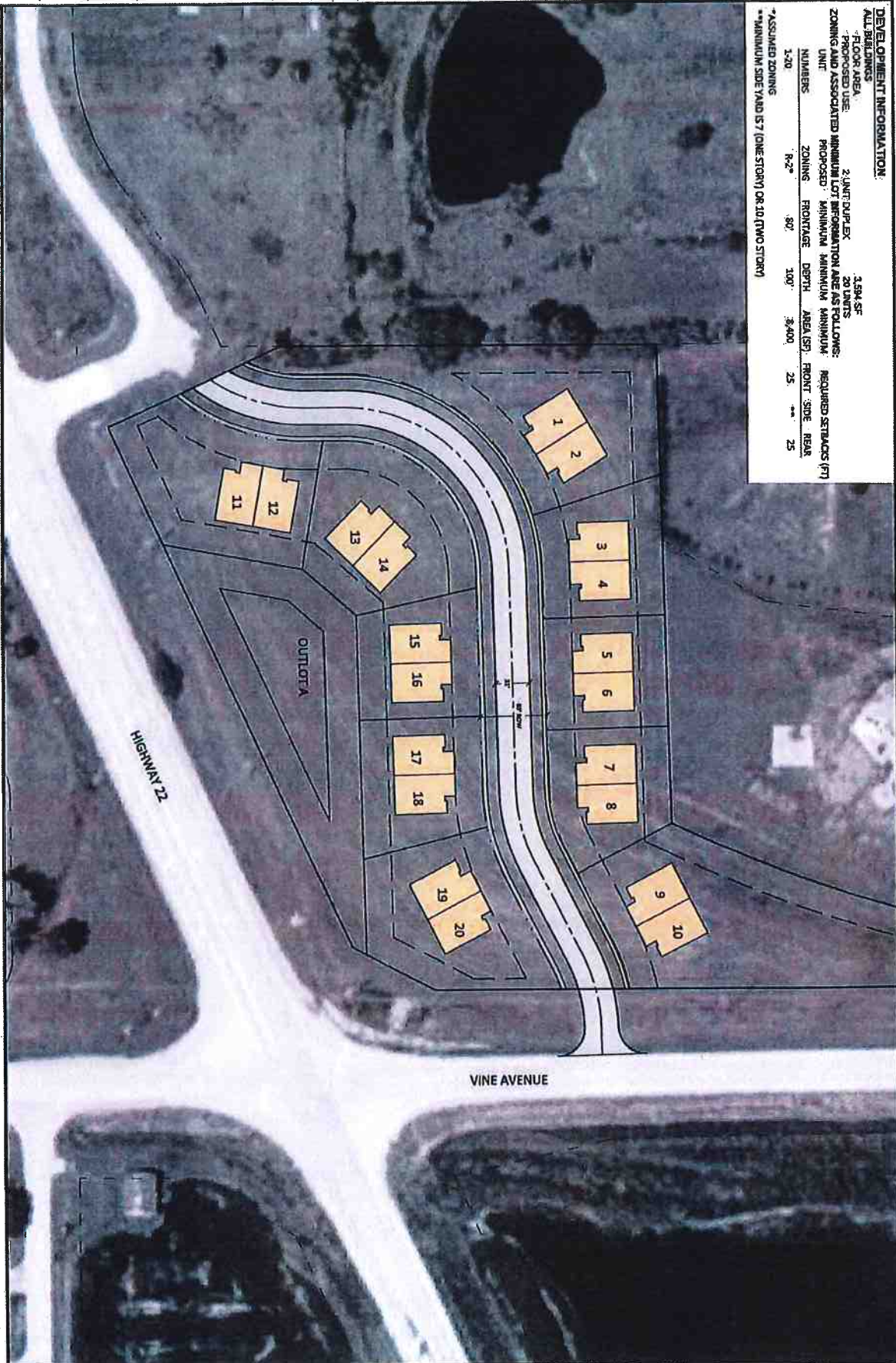
SEAL

<b>LOCATION:</b> PORTIONS OF LOTS 11 OF BLOCK 5 AND 6(A), AND LOT 21 IN KLEOPFER'S SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 77 NORTH, OF RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, RIVERSIDE, WASHINGTON COUNTY, IOWA.	<b>SURVEY REQUESTED BY:</b> THE CITY OF RIVERSIDE PO BOX 186 RIVERSIDE, IOWA 52327
<b>LAND SURVEYOR, INCLUDING FIRM OR ORGANIZATION:</b> JAMES E. LICHTY P.L.S. MMS CONSULTANTS, INC. 1917 S. GILBERT STREET IOWA CITY, IOWA 52240 PHONE: 319-351-8282	<b>PROPRIETOR OR OWNER:</b> JEFFREY R. HALL KATE L. HALL 513 RI HICKORY ST E RIVERSIDE, IOWA 52327
	<b>DOCUMENT RETURN INFORMATION:</b> LAND SURVEYOR





# COUNCIL PACKET



**DEVELOPMENT INFORMATION:**

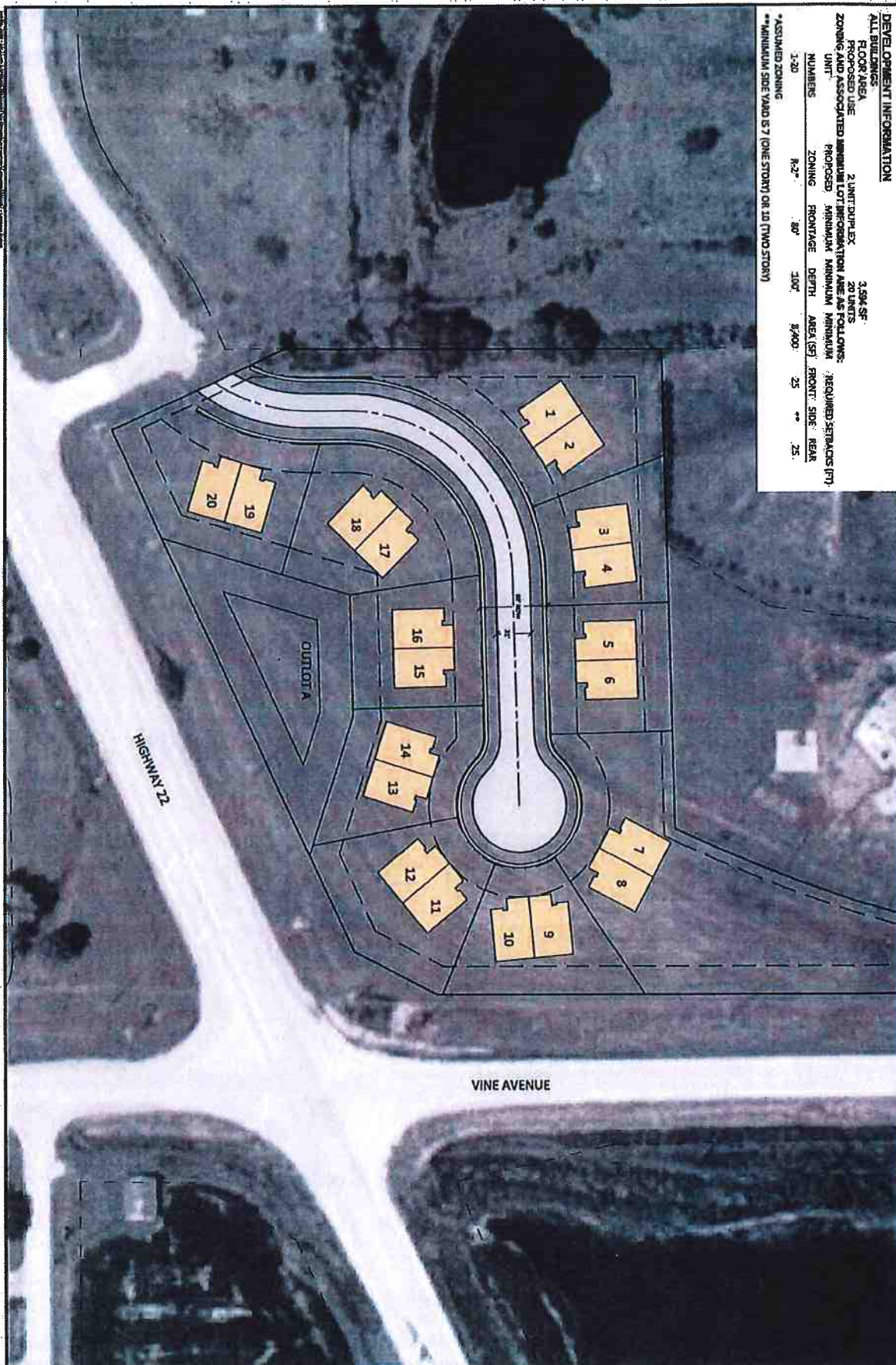
ALL BUILDINGS: 1.5M SF  
 FLOOR AREA: 2 UNIT DUPLEX  
 20 UNITS  
 ZONING AND ASSOCIATED MINIMUM LOT INFORMATION ARE AS FOLLOWS:  
 UNIT: PROPOSED: MINIMUM MINIMUM MINIMUM: REQUIRED SETBACKS (FT)  
 NUMBERS: ZONING: FRONTAGE: DEPTH: AREA (SQ): FRONT: SIDE: REAR  
 1-20: R-2: 80' 100' 3,400' 25' 25'

\* ASSUMED ZONING  
 \*\* MINIMUM SIDE YARD 15' (ONE STORY) OR 30' (TWO STORY)

<p>PROJECT NAME: CONCERT C</p> <p>PROJECT NUMBER: 18-0097</p> <p>DATE: 1/9/2019</p>	<p>PROJECT NAME: PROJECT NAME</p> <p>CLIENT: CLIENT REVISION</p> <p>DATE: JANUARY 9, 2019</p>	<p>NOT FOR CONSTRUCTION</p> <p>DATE: JANUARY 9, 2019</p>	<p>CRAWLING LOG</p> <table border="1"> <thead> <tr> <th>REV</th> <th>DESCRIPTION OF CHANGES</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	REV	DESCRIPTION OF CHANGES	DATE										<p>AXIOM CONSULTANTS</p> <p>WWW.AXIOCONS.COM   (315) 519-4120</p>
REV	DESCRIPTION OF CHANGES	DATE														



# COUNCIL PACKET



**DEVELOPMENT INFORMATION**

ALL BUILDINGS: 2 UNIT DUPLEX  
 FLOOR AREA: 2,594 SF  
 PROPOSED USE: 20 UNITS  
 ZONING AND ASSOCIATED MINIMUM LOT INFORMATION ARE AS FOLLOWS:  
 UNIT: PROPOSED MINIMUM MINIMUM AREA (SF): REQUIRED SETBACKS (FT)  
 NUMBERS: ZONING FRONTAGE DEPTH AREA (SF) FRONT. SIDE REAR  
 1-20 R-27 80' 100' 8,200' 25' \*\* 25'

\*ASSUMED ZONING  
 \*\*MINIMUM SIDE YARD IS 7' (ONE STORY) OR 10' (TWO STORY)

<p>DATE: 1/9/2019</p> <p>PROJECT: CONCEPT D</p> <p>1 OF 1</p>	<p>PROJECT NAME</p> <p>BETTS</p>	<p>CLIENT REVISION</p> <p>NOT FOR CONSTRUCTION</p> <p>JANUARY 9, 2019</p>	<p>DATE: 1/9/2019</p> <p>PROJECT: CONCEPT D</p> <p>1 OF 1</p>	<p>CLIENT: Axiom Consultants</p> <p>WWW.AXIOM-CONSULTANTS.COM   (919) 518-8270</p>
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RESOLUTION #031819-06

RESOLUTION APPROVING FY 19-20 HOTEL MOTEL TAX REQUEST FOR DONATION TO PAWS & MORE ANIMAL SHELTER

Whereas, the City of Riverside City Council approved the Request of Donation to Paws & More animal Shelter in the amount of \$2,500 for FY 19-20.

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds for a donation to Paws & More Animal Shelter.

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

Roll Call: Redlinger, Schneider, Sexton, Rodgers, McGuire

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March 2019.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

RESOLUTION #031819-07

RESOLUTION APPROVING FY 19-20 HOTEL MOTEL TAX GRANT APPLICATION FOR THE YMCA OF WASHINGTON COUNTY FOR CAMP HIGHLAND

Whereas, the City of Riverside City Council agrees to donate \$10,000.00 to the YMCA of Washington County to administer Camp Highland, a 11-week summer program for children for the summer of 2019.

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax Funds for the Camp Highland programs administered by the YMCA of Washington County.

Moved by Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution, with the stipulation that the YMCA of Washington County set aside \$5000.00 of grant funds to be used for the City of Riverside scholarships.

Roll Call: Redlinger, Schneider, Sexton, Rodgers, McGuire

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City of Riverside City Council on this 18<sup>th</sup> day of March, 2019.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



RESOLUTION #031819-08

RESOLUTION APPROVING FY 19-20 HOTEL MOTEL TAX GRANT APPLICATION FOR THE RIVERSIDE HISTORY CENTER

Whereas, the City of Riverside City Council approved the Hotel Motel Grant Application from the Riverside History Center in the amount of \$19,000.00.

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds to the Riverside History Center in reimbursement of paid invoices up to \$19,000.00 presented to the City Clerk.

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

Roll Call: Redlinger, Schneider, Sexton, Rodgers, McGuire

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 18<sup>th</sup> day of March, 2019.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

RESOLUTION #031819-09

RESOLUTION APPROVING FY 19-20 HOTEL MOTEL TAX GRANT APPLICATION FOR THE RIVERSIDE AREA COMMUNITY CLUB

Whereas, the City of Riverside City Council approved the Hotel Motel Grant Application from the Riverside Area Community Club in the amount of \$29,500.00 for;

TrekFest XXXV - \$18,500.00

Fireworks - \$7000.00

Summer Hall Park Events - \$4000.00

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds to the Riverside Area Community Club.

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

Roll Call: Redlinger, Schneider, Sexton, Rodgers, McGuire

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 18<sup>th</sup>, day of March, 2019.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

**Update Lighting to New LED Technology at the City Hall in Riverside**  
Reduce maintenance by eliminating fluorescent ballasts

**TARGET: SAVE ENERGY, REDUCE MAINTENANCE, AND INCREASE LIGHTING**

- Energy savings will help keep more money in the General Fund
- Increased lighting will make daily tasks easier
- Updating emergency exit lights
- New LED panels will create a modern look throughout the building
- Annual energy savings are estimated at \$1,003.04 with a lighting run time of 2,978 hours per year and kWh rate of \$.11
- U.S. Department of Energy estimates a cost of \$2.37 per lamp annually in bulb and ballast maintenance, thus another \$322.32 in annual maintenance savings by removing the ballast
- The City of Riverside will receive \$2,000.00 in estimated Alliant Energy rebates, covering 36.4% of the project cost
- Sitler's LED Supplies will handle all rebate paperwork with Alliant Energy and provide a 10-year replacement warranty on LED tube lighting and a 5-year replacement warranty on all other LED products backed by our 41-years in the lighting business

Over the last five years, Sitler's LED Supplies has supplied LED lighting to many government entities. Sitler's has helped Marion and Mahaska counties convert almost all of their buildings to LED lighting. We have also helped convert over 35 school districts to LED lighting.

This lighting project should take 3-5 days to complete. Installation will be completed at the discretion of the City of Riverside and payment will be due when the product is delivered.

Given the quick installation time, incentives available, and savings once the lighting is installed, it is our recommendation that this lighting project be completed as soon as possible.

**FINANCIAL:** Total Project Cost to equal \$5,494.60. After the Alliant Energy rebate estimated at \$2,000.00, the estimated Out of Pocket Expense will be \$3,494.60.

Simple Payback: 3.5 years  
Return on Investment: 28.7%

Savings to Investment Ratio: 3.3  
Net Present Value: \$8,004.00

\*Financial findings based on 10-year analysis and 3% inflation

**STATUS:** Sitler's LED Supplies can have all items in inventory within six weeks of the project's approval.

**ACTION:** Sitler's LED Supplies will wait on approval from the City of Riverside.

# Sitler's Supplies, Inc

111 Westview Dr  
 Washington, IA 52353  
 800-426-3938 - FAX 319-653-3198

## Price Quote

Date	Quote #	Rep
2/11/2019	7001285	AP

Prepared For:  
 Riverside City Hall  
 Becky LaRoche  
 PO Box 188  
 Riverside, IA 52327

Featuring quality replacement bulbs and batteries from:

Visit Our Website! - [www.sitlersledsupplies.com](http://www.sitlersledsupplies.com)

Description	Qty	Unit Cost	Total
2X2 MC LED Edgelit 30W 5000K	46	56.25	2,587.50
2X4 GDL LED Panel 5K (45 watt 5000K)	10	75.00	750.00
SBCK8LED4L30MMNS *** non- shunted	3	20.00	60.00
NEW KITS			
4' 18w 5000K CL/DF MC LED Tube	14	12.50	175.00
Standard Exit Sign w/LED Emergency Light Combo	3	40.00	120.00
Royal Pacific 4" LED Cylinder Up& Down Light model# 4426BK-30-4k 30Watt our cost \$147.00/piece	6	227.85	1,367.10
Espen 8' LED Lamp Fa8 Base 42w 5000k 325° Beam 10/box	12	36.25	435.00
Estimated Alliant rebate \$2000.00			
Subtotal			\$5,494.60
Sales Tax (7.0%)			\$0.00
<b>Total</b>			<b>\$5,494.60</b>

*Thank you for this opportunity to be your bulb and fixture supplier.  
 Please call us with any questions you may have.*

Signature \_\_\_\_\_



## PROCLAMATION

WHEREAS, the City of Riverside recognizes Junior Achievement of the Heartland's purpose to inspire and prepare young people to succeed in a global economy.

WHEREAS, the City of Riverside will observe JA Day on April 4, 2019, as an opportunity to recognize and celebrate Junior Achievement of the Heartland for empowering our young people to own their economic success.

WHEREAS, Junior Achievement of the Heartland's educational contribution equips our young people to become the next generation of productive employees and self-sufficient citizens to ensure the economic prosperity of Riverside.

WHEREAS, Junior Achievement of the Heartland includes opportunities for educators, parents and community volunteers to connect classroom learning to life after graduation.

WHEREAS, it is fitting for Riverside to support the goals of Junior Achievement of the Heartland, and we encourage the continuing partnership of business, education, and community in achieving these said goals.

WHEREAS, it is fitting for parents, educators, businesses and other members of the community to join the celebration in an effort to ensure the future success and economic health of our young people and the communities in which they live.

NOW, THEREFORE, I, Allen Schneider, Mayor of Riverside, do hereby proclaim official recognition of April 4, 2019 as "Junior Achievement Day" in the City of Riverside, Iowa.

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

Allen Schneider, Mayor



**IMFOA**  
Iowa Municipal Finance  
Officers Association

## Spring Conference 2019: April 10-12

### Holiday Inn Des Moines Airport

6111 Fleur Drive | Des Moines, IA 50321

(800) 248-4013

Rooms: \$90 single | \$100 double

*booked*

*x2 nights*

*Cont. fee \$125.00*

*W/cg from:  
SEICCA*

*3-13-19  
JGZ, CW*

Registration is now available.

Agenda

Menus

Vendor Booths

Registered Attendees

Event Policies

IMFOA By The Numbers

## SPRING 2019 IMFOA CONFERENCE HIGHLIGHTS

### APRIL 10-12, 2019

#### Wednesday, April 10

#### 9:00 a.m. - 3:30 p.m. - Athenian Leadership Dialogue: An American Original: Walt Disney

IMFOA will be hosting an Athenian Leadership Dialogue on Wednesday, April 10, from 9 a.m.- 3:30 p.m. The book selection is An American Original: Walt Disney, by Bob Thomas, and it will be facilitated by Charles E. Tokar, IIMC Past President and Mayor/Retired Clerk of Chicago Ridge, Illinois. The dialogue is eligible for IMFOA and IIMC education credits. Book details and separate registration materials are available.

#### 4 - 4:30 p.m. - First Timer's Reception

For those who are attending their first IMFOA conference, an orientation will be held in the President's Suite-Room #393. This will give you a chance to meet other First Timers and receive your welcome bag of "goodies."

#### 4:30 - 7:00 p.m. - Welcome Reception - Vendor Village

Step into Vendor Village and get all the help you need to take the mystery out of discovering resources for your City! Join in the game of "Mystery Match" by finding the item in each Vendor booth that

*Bucca 7878 #  
Fairfield*

**COUNCIL PACKET**

doesn't belong there. Turn in your completed game form for a chance to win a gift basket and other fun prizes!

**Thursday, April 11**

**9 a.m. – Welcome by President Ondrea Elmquist**

**9:15 - 10 a.m. – Legislative Update**

Iowa League of Cities Staff will provide an update from the 2019 Legislature.

**10 – 10:30 a.m. – Break with vendors**

**10:30 a.m. – 12 p.m. – Fraud Awareness - Oversight Tips and Best Practices**

This session, conducted by Annette Campbell, of the Office of the Auditor of State, will review the daily and monthly operations of cities and the duties and expectations of City Clerks and Finance Officers including oversight duties and tips. The session will also identify red flags and notification requirements if fraud is suspected.

**12 - 1 p.m. - Lunch with Vendors: Buffet line in the Iowa Foyer, Seating in the Ballroom, Ballroom Foyer and Iowa A.**

**BREAKOUT SESSIONS:**

**1 – 2 p.m. – FINANCE TRACK –RFP, RFQ, and Public Bidding**

RFQ's, RFP's, Public Bidding, oh my! Never fear Danielle Haindfield with Ahlers & Cooney, P.C. and a Contributing Author/Editor of "ABC's of Public Contract Bidding and Construction Law" is here to take the stress out of the public bidding process. She will help participants understand when to use a RFP vs RFQ and how to walk through the many steps of public bidding.

**2 - 3 p.m. – Financial Policies**

Patrick Callahan, Municipal Consultant for Callahan Municipal Consultants, LLC, will be presenting this session. Financial policies are designed to provide an overall direction and establish parameters within which the city can make informed decisions regarding its financial operations. Some financial policies are required by state law, while others are optional. This session will focus on how to prepare the policy, sources of information & examples, and how to obtain City Council acceptance & approval. Examples of financial policies include internal control, purchasing, fund balances, depositories, investments, capital improvements planning, debt limits, fund transfers, segregation of duties, petty cash, and capital reserve funds.

**1 – 2 p.m. – CLERK TRACK – Innovative Park and Recreation Ideas**

Break out of the status quo by tapping into those creative juices. Prepare for the Millennials and Generation Z by looking to the future of recreational opportunities and parks. Steven Jordison, CEO of the Iowa Parks and Recreation Association, will provide tools to encourage people to live, work, and play in your community.

**2 – 3 p.m. – How Iowa Prison Industries Can Help Your City**

An overview will be given of the Iowa Prison Industries work training program and the products, services, and skills learned in their production. Bob Fairfax, Director of Sales and Marketing, and Customer Service Representative Karen Donahue will also review the Iowa Department of Transportation's sign retro-reflectivity standards and sign replacement grant program.

**3 – 3:15 p.m. – Break****3:15 – 4:15 p.m. – Excel (Beginner and Advanced Sessions)**

Presenting the Beginner Excel Session will be Brittany Tiffey, a student at Des Moines Area Community College in Ankeny. Whether you are in the beginning stage or simply need to brush up your skills, this Beginner's Excel session will help you navigate, edit and use the basic tools to become a functional user of Microsoft Excel. Learn the basics and practical applications to help you navigate the spreadsheets and reports used daily in your job. This session will walk you through preparing an easy-to-use spreadsheet for a simple budget.

Chad Jarvi, President of Civic Systems, LLC, will present the Advanced Excel Session. Not new to Excel, but you want to learn more about how to better utilize Excel. Topics like parsing, flash fill, sparklines, data validation, graphing, vlookup, macros, and more will be covered. These topics will be taught using real-life examples on how to enhance your budget spreadsheets and creating a calculator in Excel.

**4:15 p.m. – Door Prizes****6 – 6:45 p.m. – Friendship Hour**

Enjoy a cocktail before dinner with your colleagues.

**6:45 – 8 p.m. – Banquet****8 – 10 p.m. – Entertainment - Dueling Pianos****Friday, April 12****8 – 9:30 a.m. – Leading a Productive 2019; Rediscovering Your Possibilities**



**COUNCIL PACKET**

Growth and comfort cannot coexist because evolving who you are takes guts. That is why we create an environment that encourages you to get out of your comfort zone and take risks. For over 100 years, our principles, techniques, and expertise have changed the lives of people and businesses around the world. You will be engaged, in every stage of your career and life, and shown how to tap into the best parts of yourselves. You will leave with real-world, practical, time-tested tools you can put to good use, immediately. Presenting this session will be Michelle Grinda, an International Master Trainer for Dale Carnegie & Associates.

**9:30 – 9:45 a.m. – Break**

**9:45 – 11 a.m. – Leading a Productive 2019; Rediscovering Your Possibilities** (*continued*)

**11 a.m. - Annual Business Meeting – Door Prizes**



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[Home](#) [Attendee Registration](#) [Vendor Registration](#)