

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE CITY HALL COUNCIL CHAMBERS
60 N GREENE STREET
REGULAR MEETING
Monday, December 16, 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 12-2-2019
 - b. Expenditures for 12-16-2019
 - c. Murphy's liquor license
4. Committee minutes
 - a. Fire Department minutes
5. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
6. People Service November Report-Bill Stukey **Pg. 9**
 - a. R.O. Service Estimate **Pg. 17**
7. Preliminary costs of the 4th Street Project
8. Updates on Sidewalks to School Project
9. Discussion on changes to engineering policy
10. Resolution #121619-01; to appoint City Attorney **Pg. 20**
11. Resolution #121619-02; to appoint Official Newspaper **Pg. 21**
12. Resolution #121619-03; to appoint Depository **Pg. 22**
13. Resolution #121619-04; to approve Life Insurance **pg. 23**
14. Resolution #121619-05; to approve Delta Dental Insurance **pg. 24**
15. New computer hardware and software upgrade
16. Discussion on No Parking on Streets to add to Codification **pg. 35**
17. WEDG participation
18. Set Budget Work Sessions
19. Update on dog issue
20. Update on Conservation Park repairs
21. Administrators Report

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

22. City Council Comments

23. Mayor Comments

24. Motion to adjourn

COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: December 2, 2019

The Riverside City Council meeting opened at 6:30 p.m. with Mayor Allen Schneider calling the meeting to order. Council members present for roll call were: Andy Rodgers, Edgar McGuire, Tom Sexton, Jeanine Redlinger, and Robert Schneider.

Motion made by Sexton, seconded by Schneider to approve agenda. Motion passed 5-0.

After review of the consent agenda, motion made by Rodgers, seconded by Schneider to approve consent agenda. Motion passed 5-0.

There were no committee minutes or public comments.

Motion made by Sexton, seconded by McGuire to approve Resolution #120219-04 to set Public Hearing for rezoning for January 6, 2020. Roll call. All yes. Resolution approved 5-0.

Fire Chief Chad Smothers updated council on the Fire Cadet Program. Smothers works with the school counselor to find candidates for the program. Adding the new members as volunteer firefighters would bring the numbers back up to 34- 36 members. Council member Schneider thanked Tina Butler for her service to the department. Spelling correction on volunteer firefighter-Felicia Bruer. Motion made by Rodgers, seconded by Redlinger to approve the appointment to the Fire Cadet Program and the appointments to the Volunteer Firefighters. All yes. Motion passed 5-0.

Yancey explained to council this completes the process for the Mitigation Plan. Motion made by Redlinger, seconded by McGuire to approve Resolution #120219-01 for the Washington County Multi-Jurisdictional Hazard Mitigation Plan for 2019-2024. Roll call. All yes. Resolution approved 5-0.

Mayor and Council discussed the presentation given at the last council meeting by the Highland Lego League for improvements to Conservation Park. This project may be eligible for the City grant program. Staff was directed to assess the structure of the building to determine if the project was feasible. Council deferred a decision to the December 16, 2019 council meeting.

Engineer Pottorff updated council on the delay for the final completion on the Highway 22 project as the DOT has recommended deductions to the project for smoothness. Due to the lateness of laying sod, contractor has agreed to a 15% retainage of the entire sod costs until spring until it is determine whether or not the sod will need replaced.

Engineer Pottorff updated council on the Ash/Tupelo project for sod and mulching. The contractor will review the site on December 3, 2019, and if sod is not an option, provide options to stabilize the soil. Engineer directed to update Yancey and Mayor Schneider and they will direct the engineer how to proceed. If sod will not be installed until spring, contractor is to remove all construction signage until spring. Motion made by McGuire, seconded by Sexton to approve Resolution #120219-02 Pay Request #5 in the amount of \$88,385.17. Roll call. All yes. Resolution approved 5-0.

Mayor Schneider updated council on discussions with staff and Redlinger, as members of the employee committee on the proposed changes to employee health insurance premiums. Redlinger recommended taking care of the city employees as they are the best resource for the city. Mayor Schneider stated the intent of the council last year was to scale back the city portion of the match to the employee HSA account, and recommended for this renewal to continue to fund the HSA accounts at a 2/1 ratio, city versus employee. Council Schneider cited this as a trend in the private sector. The Employee Handbook will be reviewed by the Employee Committee. Motion made by Redlinger, seconded by Rodgers, to approve Resolution #120219-03 Health Insurance Renewal Rates for January 2020-December 31, 2020. Roll call. All yes. Resolution approved 5-0.

COUNCIL PACKET

Bill Stukey, People Service, outlined the agreement from Visu-Sewer for sewer line and lift station cleaning. After further discussion, Motion made McGuire, seconded by Redlinger to approve the three year contract. All yes. Motion passed 5-0.

Yancey stated the vaccinations are up to date, the evaluation will take place December 3, 2019, and part of the fence has been installed. The installation date set by council was December 1, 2019. A building permit has been issued for the fence. Diana Schultz has asked for volunteers to help install the remaining portion of the fence. Sexton asked that there be a release of liability for any volunteers regarding installation of the fence. After further discussion, council consensus was to wait to hear the decision of the evaluator prior to asking for volunteers for fence installation.

Administrator's Report: There were questions on the winter seeding by Triple B on Galileo that has not taken place, and cracks on Cherry Street.

Council comments: Rodgers-website update, McGuire-Facebook page update, Sexton-trash program, tree in ROW needing attention, review streets for parking to aid in snow removal.

Motion made by Rodgers, seconded by Sexton to adjourn. All yes. Motion passed 5-0.

Meeting adjourned 7:58 p.m.

Full content of council meetings can be viewed on the City website www.cityofriversideiowa.com

ATTEST:

Christine Yancey, City Administrator

Allen Schneider, Mayor

COUNCIL PACKET

EXPENDITURES 12-16-19					
COUNCIL MEETING		UNPAID BILLS:			
1	BIG IRON	ATV HITCH	001-5-210-6331	\$ 52.34	
2	BRYAN LENZ	SHOE ALLOWANCE	001-5-430-6181	\$ 125.00	
3	CHRISTINE YANCEY	MILEAGE	001-5-650-6240	\$ 121.22	
4	DORSEY WHITNEY	URBAN RENEWAL	001-5-640-6411	\$ 4,115.00	
5	IA LEAGUE of CITIES	REDLINGER-CONFERENCE	001-5-610-6240	\$ 255.00	
6	IOWA RURAL WATER	2020 MEMBERSHIP	600-5-810-6210	\$ 225.00	
7	IOWA SOLUTIONS	EMAIL HOST	001-5-650-6497	\$ 50.00	
8	IPI	STREET SIGNS	110-5-210-6415	\$ 113.85	
9	KALONA AUTO	SHOP	001-5-210-6372	\$ 299.35	
10	KALONA AUTO	RVFD	002-5-150-6352	\$ 127.47	\$ 426.82
11	KALONA OIL	FUEL	110-5-210-6331	\$ 2,234.18	
12	LEAF	COPIER LEASE	001-5-650-6496	\$ 156.50	
13	MENARDS	PARKS	001-5-430-6325	\$ 70.28	
14	OFFICE EXPRESS	SUPPLY	001-5-650-6506	\$ 384.64	
15	REC	SIGN	001-5-520-6510	\$ 76.50	
16	REC	SEWER	610-5-815-6371	\$ 3,509.70	
17	REC	SHOP	001-5-210-6371	\$ 42.54	
18	REC	WATER PLANT	600-5-810-6371	\$ 3,570.65	
19	REC	CASINO LIFT	610-5-815-6371	\$ 241.95	
20	REC	TRAFFIC LIGHT	001-5-230-6371	\$ 178.36	\$ 7,619.70
21	RIVERSIDE GRAIN	BAIT	001-5-430-6325	\$ 8.10	
22	RTM	FD- FUEL	001-5-150-6350	\$ 88.00	
23	SCHNOEBELEN INC	SKID LOADER	001-5-210-6504	\$ 237.80	
24	STANDARD PEST CONTROL	NOV SERVICE	001-5-650-6310	\$ 60.00	
25	THE NEWS	PUBLICATIONS	001-5-650-6402	\$ 140.00	
26	UPPERCUT LAWN CARE	BLOCK WALL REPAIR	001-5-650-6310	\$ 1,800.00	
27	USA BLUEBOOK	RVFD	002-5-150-6356	\$ 297.24	
28	VISA	CONFERENCE	001-5-650-6240	\$ 296.00	
29	VISA	U-STREAM	001-5-650-6494	\$ 105.93	
30	VISA	STREETS	110-5-210-6331	\$ 795.83	
31	VISA	CITY HALL	001-5-650-6506	\$ 105.25	\$ 1,303.01
32	WASH CO AUDITOR	ELLECTION EXP	001-5-630-6490	\$ 1,111.72	
33	WASH CO RECORDER	RECORDING	001-5-650-6401	\$ 51.00	
34	YOTTY'S	SHOP	001-5-210-6372	\$ 27.98	
	*****	TOTAL UNPAID BILLS		\$ 21,074.38	
		PAID BILLS:			
35	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2019 NOV		\$ 750.00	
36	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2019 NOV		\$ 1,070.00	
37	IOWA DEPT OF REVENUE	IOWA WET TAX - 2019 NOV		\$ 1,701.00	
38	IPERS	CONTRIBUTIONS - 2019 NOV		\$ 2,714.34	
39	IRS	941 TAX DEPOSIT - 2019		\$ 4,008.49	
40	PAYROLL	PAYCHECKS - 2019 NOV		\$ 13,706.49	
41	1ST NAT'L BANK	HEALTH SAVINGS ACCOUNT		\$ 1,500.00	
42	WATER DEPOSITS	REFUND	CK 4872	\$ 33.05	
		TOTAL PAID BILLS			\$ 25,483.37
	*****	TOTAL EXPENDITURES		\$ 46,557.75	
43	"001"	GENERAL FUND		\$ 9,958.51	
44	"002"	FIRE DEPT.		\$ 424.71	
45	"110"	ROAD USE FUND		\$ 3,143.86	
46	"145"	CASINO FUNDS			
47	"301"	CAPITAL PROJECTS			
48	"600"	WATER FUND		\$ 3,795.65	
49	"610"	SEWER FUND		\$ 3,751.65	
50	"670"	LANDFILL			
	*****	TOTAL EXPENDITURES BY FUND		\$ 21,074.38	
51	MTD TREASURERS REPORT	11/1/2019	REVENUES	EXPENSES	
52	GENERAL FUND		\$ 21,473.25	\$ 44,542.72	
53	FIRE DEPT FUND		\$ 6.16	\$ 1,783.33	
54	ROAD USE TAX FUND		\$ 10,893.01	\$ 3,288.16	
55	LOCAL OPTION SALES TAX		\$ 9,632.85	\$ -	
56	CASINO REVENUE RUND		\$ 41,023.44	\$ 6,990.12	
57	DEBT SERVICE			\$ 6,500.00	
58	CAPITAL PROJECTS FUND		\$ 2,068.50	\$ 224,450.81	
59	WATER FUND		\$ 31,809.29	\$ 23,567.21	
60	SEWER FUND		29306.79	29608.23	
61	GARBAGE/LANDFILL FUND		\$ 1,944.49	1874.25	
62	STORM WATER FUND		\$ 1,554.32	\$ -	
	TOTAL		\$ 149,712.10	\$ 342,604.83	

COUNCIL PACKET

CITY OF RIVERSIDE

POOLED CASH REPORT (FUND 999)
AS OF: NOVEMBER 30TH, 2019

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	1,168,517.89 (21,077.66)	1,147,440.23
002-1110	CHECKING ACCT-FIRE DEP.	(22,457.70) (1,777.17) (24,234.87)
110-1110	CHECKING ACCT-ROAD USE TAX	128,985.13	7,604.85	136,589.98
121-1110	CHECKING ACCT-LOST	272,835.14	9,632.85	282,467.99
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	850,907.89	34,033.32	884,941.21
200-1110	CHECKING ACCT-DEBT SERVICE	0.00 (6,500.00) (6,500.00)
301-1110	CHECKING ACCT-CAP PROJECTS	(878,653.11) (222,382.31) (1,101,035.42)
600-1110	CHECKING ACCT-WATER	444,953.02	8,242.08	453,195.10
610-1110	CHECKING ACCT-SEWER	225,233.37 (301.44)	224,931.93
670-1110	CHECKING ACCT-GARBAGE	9,604.50	70.24	9,674.74
680-1110	CHECKING ACCT-STORM WATER	<u>10,530.46</u>	<u>1,554.32</u>	<u>12,084.78</u>
TOTAL CLAIM ON CASH		<u>2,210,456.59 (</u>	<u>190,900.92)</u>	<u>2,019,555.67</u>
		=====	=====	=====

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK	(5,412.52)	1,599.60 (3,812.92)
999-1112	PEOPLES BANK MONEY MARKET	1,121,836.66 (207,585.39)	914,251.27
999-1114	HILLS BANK	48,844.23	13,231.69	62,075.92
999-1115	CB FUND	417.94	0.00	417.94
999-1116	COMMUNITY BUILDING CD #18936	291,613.14	0.00	291,613.14
999-1117	COMMUNITY BUILDING CD#18975	283,380.15	1,853.18	285,233.33
999-1118	WATER RESERVES CD#921190	251,776.99	0.00	251,776.99
999-1119	COMMUNITY BUILDING CD#19068	<u>218,000.00</u>	<u>0.00</u>	<u>218,000.00</u>
SUBTOTAL CASH IN BANK - POOLED CASH		<u>2,210,456.59 (</u>	<u>190,900.92)</u>	<u>2,019,555.67</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>2,210,456.59 (</u>	<u>190,900.92)</u>	<u>2,019,555.67</u>
		=====	=====	=====

DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	<u>2,210,456.59 (</u>	<u>190,900.92)</u>	<u>2,019,555.67</u>
TOTAL DUE TO OTHER FUNDS		<u>2,210,456.59 (</u>	<u>190,900.92)</u>	<u>2,019,555.67</u>
		=====	=====	=====

COUNCIL PACKET
 CITY OF RIVERSIDE
 POOLED CASH REPORT (FUND 999)
 AS OF: NOVEMBER 30TH, 2019

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
002-2020	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	2,019,555.67	CLAIM ON CASH	2,019,555.67	CASH IN BANK	2,019,555.67
CASH IN BANK	2,019,555.67	DUE TO OTHER FUNDS	2,019,555.67	DUE TO OTHER FUNDS	2,019,555.67
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 ***

CITY OF RIVERSIDE
 MTD TREASURERS REPORT
 AS OF: NOVEMBER 30TH, 2019

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	1,168,517.89	21,473.25	44,542.72	1,145,448.42	156.41	1,835.40	1,147,440.23
002-FIRE DEPARTMENT	(22,457.70)	6.16	1,783.33	(24,234.87)	0.00	0.00	(24,234.87)
110-ROAD USE TAX	128,985.13	10,893.01	3,288.16	136,589.98	0.00	0.00	136,589.98
121-LOCAL OPTION SALES TAX	272,835.14	9,632.85	0.00	282,467.99	0.00	0.00	282,467.99
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	850,907.89	41,023.44	6,990.12	884,941.21	0.00	0.00	884,941.21
200-DEBT SERVICE	0.00	0.00	6,500.00	(6,500.00)	0.00	0.00	(6,500.00)
301-CAPITAL PROJECTS	(878,653.11)	2,068.50	224,450.81	(1,101,035.42)	0.00	0.00	(1,101,035.42)
600-WATER FUND	444,953.02	31,809.29	23,567.21	453,195.10	0.00	0.00	453,195.10
610-SEWER FUND	225,233.37	29,306.79	29,608.23	224,931.93	0.00	0.00	224,931.93
670-LANDFILL/GARBAGE	9,604.50	1,944.49	1,874.25	9,674.74	0.00	0.00	9,674.74
680-STORM WATER	10,530.46	1,554.32	0.00	12,084.78	0.00	0.00	12,084.78

GRAND TOTAL 2,210,456.59 149,712.10 342,604.83 2,017,563.86 (156.41) 1,835.40 2,019,555.67

*** END OF REPORT ***

COUNCIL PACKET

COUNCIL PACKET

Becky

From: Licensing@IowaABD.com
Sent: Friday, December 6, 2019 1:33 AM
To: becky@cityofriversideiowa.com
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

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

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

**RIVERSIDE FIRE
DEPARTMENT**

FIRE / RESCUE / EMS / HAZMAT



November 2019 Update

Calls for Service:

- Medicals - 10
- Vehicle Fire – 1
- Structure Fire – 1
- Rescue/Service Call - 1

Total calls – 13 calls for service in November

Members were again very busy this month responding to calls all hours of the day. The call volume continues to grow and the need to provide services as the community grows will need to be looked at.

Training:

The members of RFD conducted training on the following topics, forcible entry, ladders, search & rescue.

RESA:

The association is wrapping up things for the year and will be scheduling a meeting with its board of directors for 2020. The meeting will cover funds raised and spent in 2019 and projects for funding in 2020.

Other News

The Washington County Mutual Aid Association meeting was held at RFD on Nov. 26th. The meeting included a Chiefs meeting prior to the start of the general meeting. The topics covered included working on standardized mutual response, the need for a fire and EMS software to be put into the dispatch system. We also reviewed the progress on the new radio system, dispatch protocols and the 28E agreement which is being handled by Emergency Management. The general meeting had a presentation from the State of Iowa Urban Search & Rescue team. This team is available for assistance with natural disasters, specialized rescues, missing persons and several other specialized incidents. There continues to be work and progress on the county run ambulance service.

Thanks
Fire Chief Smothers

COUNCIL PACKET



Date: December 9, 2019

To: Riverside Council

From: Bill Stukey, Operator

O & M Report: November 2019

Water Operation & Maintenance

- Coby and I set up a new bulk tank for the antiscaling premix. The antiscaling requires to be mixed in a 2:1 ratio with RO permeate water before being pumped. Setting up the bulk tank will help conserve time and handling of the chemical.
- Coby and I helped plow for a few hours on 11-11-19.
- Coby and I helped Bryan and Jay set up the new speed signs on both ends of town
- We completed a walkthrough with MMS on the Ash/Tupelo project. There were few punch list items pertaining to water or sewer.
- 28 locates, all complete

Wastewater Operation & Maintenance

- I met with Garden and Associates to discuss the sewer layout for the Dollar General that will be going up. At this time the best option would be to bore under Highway 22 and connect into the gravity sewer that flows west towards Underwood Ave on the north side of Highway 22.
- On 11-26-19 Coby and I arrived at the wastewater plant around 07:40 and found the generator running and the main disconnect had tripped. I reset the disconnect and called REC to come take a look at the transformer. REC found no issues on their end and assumed there was a power fluctuation that caused the disconnect to trip. Around 10:00 the disconnect tripped two more times and Ace Electric inspected it and found no issues. I inspected all the pumps and found no issues within the plant that would cause a ground fault. The issue has been determined to be either the transfer switch or the disconnect being bad. Altofer came the following morning



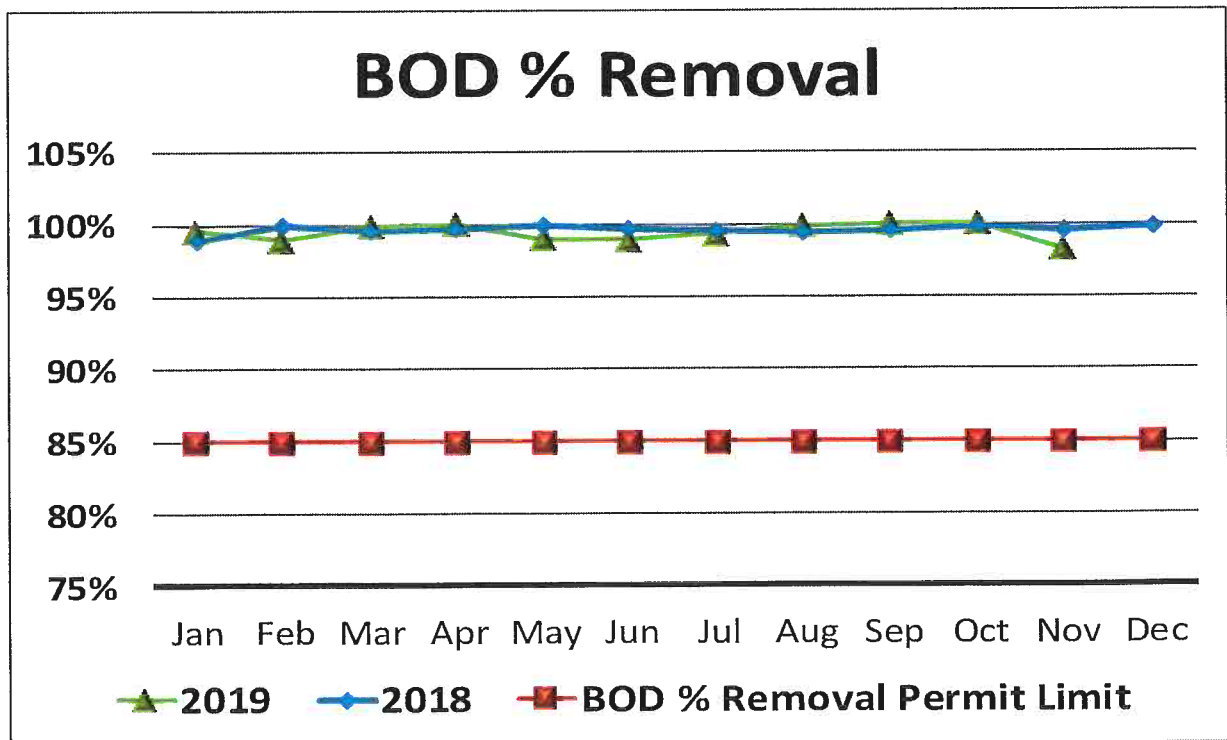
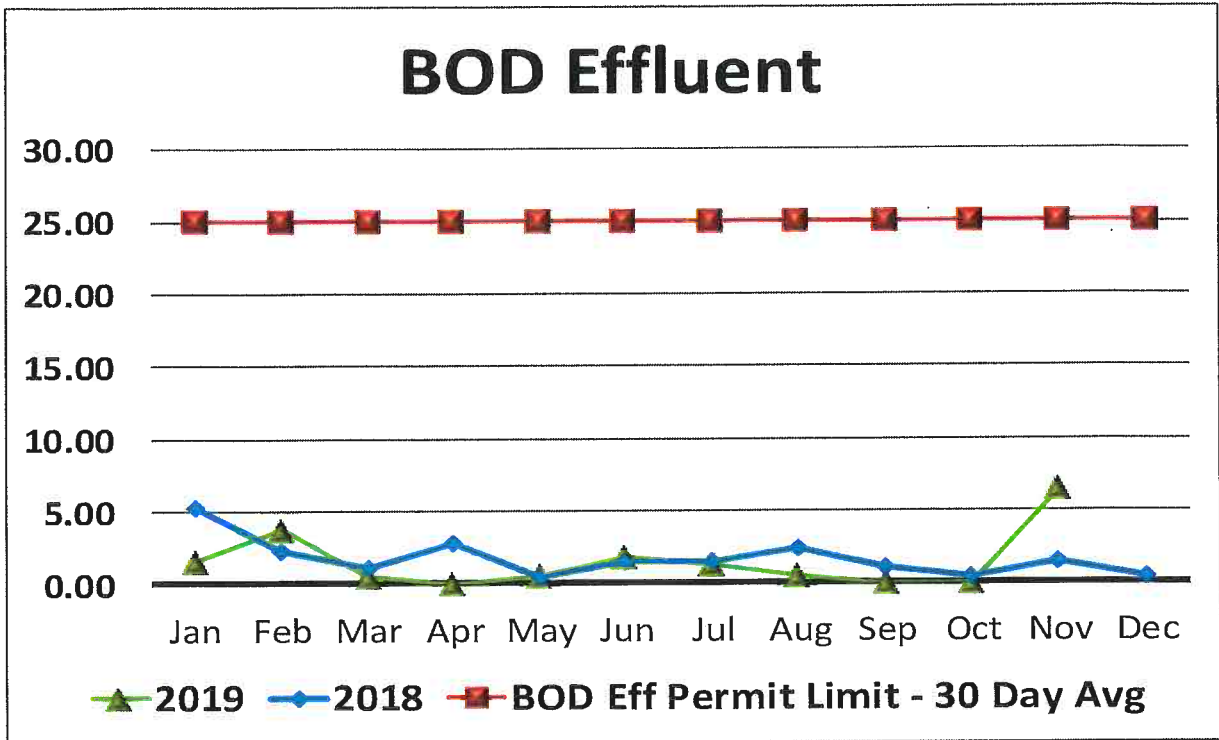


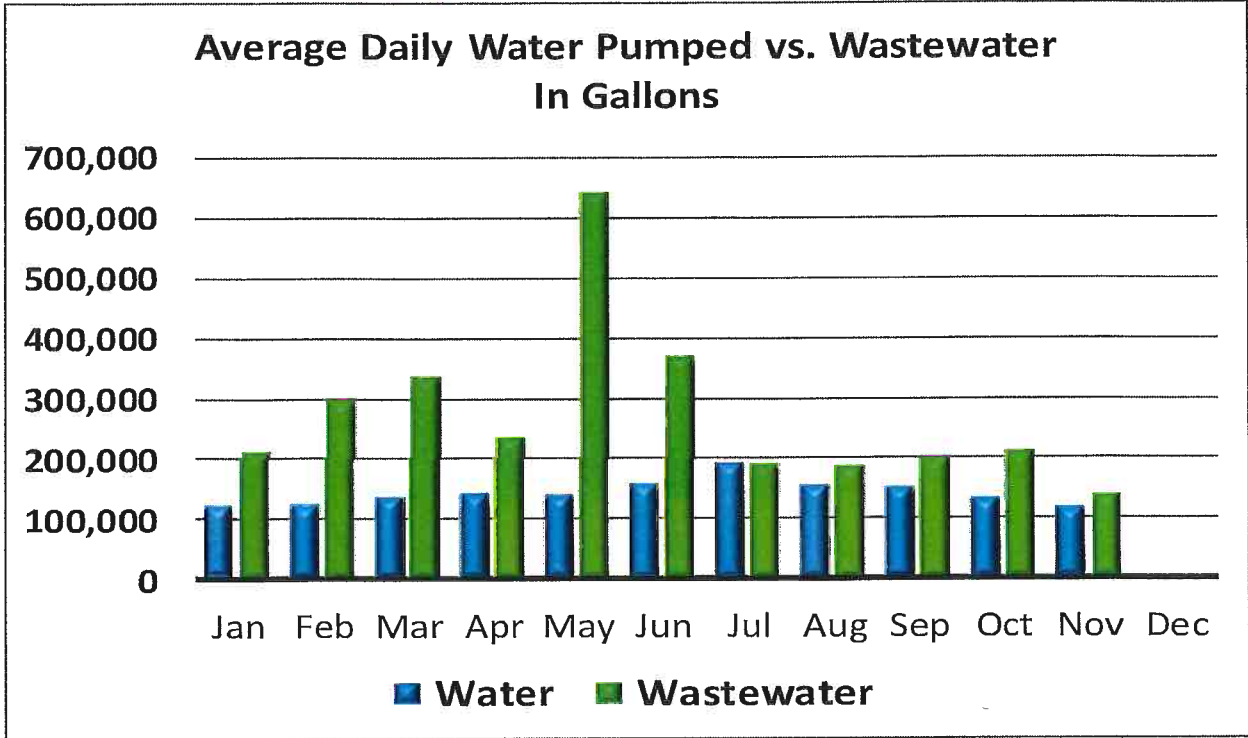
and worked with Ace Electric and determined there must be an internal issue with the disconnect. Ace Electric presented two options, they could install a rebuilt breaker for an estimate of \$18,500-\$20,000 on Friday, or have Square D come rebuild it in place on Saturday for \$45,000. This breaker is discontinued and not readily available. The new disconnect arrived on Friday and was installed, but REC was required to shut off the main power to the building and would charge \$65/hour to do so since it was a holiday. The plant resumed normal power around 4PM on Friday. Ace Electric is looking into what it would cost to rebuild the bad disconnect to have on hand for future needs. Since the part is no longer available, if we would need to change this again, we would have to redo the panel to accommodate a newer style disconnect. This is the same disconnect at the water plant and having a spare on hand would save time and money if either would fail in the future. The new rebuilt disconnect has a one-year warranty.

Iowa Department of Natural Resources

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Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$25,670.00	\$12,790.62	50%	42%
Maintenance Budget	\$21,391.00	\$5,565.52	26%	42%
Total	\$47,061.00	\$18,356.14	39%	42%

COUNCIL PACKET



		November-19	October-19	November-18
Water				
	Units			
Total Monthly Pumped	gallons	3,495,000	4,068,000	3,821,000
Average Daily Pumped	gallons	116,500	131,230	127,370
Maximum Daily Pumped	gallons	171,000	227,000	218,000
Minimum Daily Pumped	gallons	79,000	84,000	28,000
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	1.58	1.82	1.99
Chlorine - Total Avg Residual System	mg/L	0.86	0.96	1.64
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	127.00	160.00	111.50
Iron				
Iron - Avg Raw	mg/L	2.07	1.96	1.88
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	1.26	1.46	1.46
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	22.00	23.50	17.00
Water Loss				
Water Billed	gallons	3,514,069	3,282,250	3,514,664
Water used in main breaks/hydrant flushing	gallons	10,000	350,000	0
Water used at city buildings	gallons	77,974	118,496	80,000
Loss	gallons	2%	16%	6%
Wastewater				
BOD				
BOD Influent Avg	mg/L	362	249	330
BOD Effluent Avg	mg/L	6	0.0	2
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	98.23%	99.99%	99.54%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	250	192	244
TSS Effluent Avg	mg/L	10	2	2
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	96.19%	99.21%	99.07%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	1	0	1
NA Effluent Permit Limit - 30 Day Avg	mg/L	8	10	8
Influent Flow				
Total Monthly	gallons	4,080,300	6,504,600	6,664,200
Average Daily	gallons	136,010	209,825	222,214
Maximum Daily	gallons	197,800	588,100	520,500
Minimum Daily	gallons	102,600	121,500	138,300
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--NOVEMBER '19

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
11/22/19	First National Bank, VISA	Supplies	\$22.97
		Total	\$22.97

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>
11/22/19	First National Bank, VISA	Supplies	\$22.97
		Total	\$22.97

Wastewater System Maintenance

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

Water Plant Maintenance	\$22.97
Water System Maintenance	\$0.00
W/W Plant Maintenance	\$22.97
W/W System Maintenance	\$0.00
Month Total	<u>\$45.94</u>

Annual Maintenance Budget \$21,391.00

Total Maintenance Dollars Spent Year to Date \$5,565.52

Percent Maintenance Budget Spent Year to Date 26%



COUNCIL PACKET



RIVERSIDE - NOVEMBER '19

Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
11/21/19	Rhinop Industries	Anti-Scalent	\$4,880.00
11/25/19	Hawkins	Sodium Hypochlorite	\$562.50
11/25/19	Hawkins	Polyphosphate	\$345.42
11/25/19	Hawkins	Caustic	\$671.50
Total			\$6,459.42

Wastewater System Chemicals

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

Water System Chemicals	\$6,459.42
WW System Chemicals	\$0.00
Month Total	\$6,459.42

Annual Chemical Budget \$25,670.00

Total Chemical Dollars Spent Year to Date \$12,790.62

Percent Chemical Budget Spent Year to Date 50%

Maintenance Month Total	
Chemical Month Total	\$6,459.42
Month Total	\$6,459.42

Annual Budget \$47,061.00

Total Spent Year to Date \$18,310.20

Percent Budget Spent Year to Date 39%



COUNCIL PACKET



Completed Work Order List Report

Completed	Equipment Name	Task	WO#
11/15/2019	6310-BUG FILTER 1 & 2	MONTHLY PREVENTATIVE MAINTENANCE	17460
11/15/2019	6310-CARTRIDGE FILTERS 1,2,3	MONTHLY PREVENTATIVE MAINTENANCE	17459
11/13/2019	5310-UV	MONTHLY PREVENTATIVE MAINTENANCE	17472
11/13/2019	6310-HTR	PREVENTATIVE MAINTENANCE	17454
11/12/2019	5310-LS-MAIN	MONTHLY-PM	17477
11/12/2019	5310-SCREEN	MONTHLY PREVENTATIVE MAINTENANCE	17473
11/8/2019	5310-LS-4	MONTHLY-PM	17476
11/8/2019	5310-LS-5	MONTHLY-PM	17476
11/8/2019	6310-DEH	MONTHLY PREVENTATIVE MAINTENANCE	17458
11/8/2019	6310-FE	MONTHLY PREVENTATIVE MAINTENANCE	17457
11/8/2019	6310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	17456
11/8/2019	6310-HIGH SERVICE PUMPS 1,2,3,4	MONTHLY PREVENTATIVE MAINTENANCE	17455
11/6/2019	5310-BLOWERS 1,2,3	MONTHLY PREVENTATIVE MAINTENANCE	17480
11/6/2019	5310-FE	MONTHLY PREVENTATIVE MAINTENANCE	17479
11/6/2019	5310-GEN	MONTHLY PREVENTATIVE MAINTENANCE	17478
11/6/2019	5310-LS-1	MONTHLY-PM	17476
11/6/2019	5310-LS-2	MONTHLY-PM	17476
11/6/2019	5310-LS-3	MONTHLY-PM	17476
11/6/2019	5310-SAMP-EFF	MONTHLY PREVENTATIVE MAINTENANCE	17475
11/6/2019	5310-SAMP-INF	MONTHLY PREVENTATIVE MAINTENANCE	17474



COUNCIL PACKET

Estimate



Rhino Industries, Inc.
 2241 N State Hwy 96
 Nauvoo, IL 62354 US
 3093370827
 rhinoindustries@frontiernet.net
 www.rhinodewateringsolutions.com

ADDRESS
Peopleservice Inc Attn: Bill Stukey-Superintendent PO Box 299 Riverside, IA 52327 United States

SHIP TO
Peopleservice Inc Attn: Bill Stukey-Superintendent 3126 Hwy 22 Riverside, IA 52327 USA

ESTIMATE #	DATE
1018	12/09/2019

PURCHASE ORDER NUMBER
 To Cpme

DATE	ACTIVITY	AMOUNT
12/09/2019	AWC C-226, High PH, CIP Product, 45# Pails-Qty=8, 8 @ \$445.50	3,564.00
12/09/2019	AWC C-205, High PH, CIP Product, 50# Pails-Qty=8, 8 @ \$277.50	2,220.00

SUBTOTAL 5,784.00
 SHIPPING 560.00
TOTAL \$6,344.00

Accepted By

Accepted Date

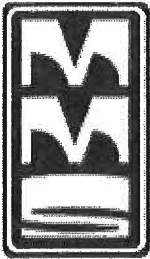
COUNCIL PACKET

City Admin

From: Scott Pottorff <S.pottorff@mmsconsultants.net>
Sent: Wednesday, December 11, 2019 10:10 AM
To: admin@cityofriversideiowa.com
Subject: 4th Street Preliminary Cost Estimate
Attachments: 2245045COSTEST121119.pdf

Here is the preliminary cost estimate based on the work session we had a couple of weeks ago. I added options for replacing the entire length of sidewalks with both 4" wide and 5' wide sidewalks since some had wondered about replacing all sidewalks.

Let me know if you have any questions.



Scott Pottorff, P.E.

Project Manager

Ofc: (319) 351-8282

Direct: (319) 339-4153

Cell: (319) 631-0365

S.pottorff@mmsconsultants.net

mmsconsultants.net

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COUNCIL PACKET

City of Riverside - 4th Street Improvements
 Preliminary Cost Estimate
 December 11, 2019

No.	Item	Total	Unit	Engineer's Estimate	
				Unit Price	Total Price
1	Traffic Control	1	LS	\$15,000.00	\$ 15,000.00
2	Mobilization	1	LS	\$50,000.00	\$ 50,000.00
3	Class 13 Excavation	5,000	CY	\$15.00	\$ 75,000.00
4	Storm Sewer, Trenched, ADS, 8" Dia.	465	LF	\$35.00	\$ 16,275.00
5	Storm Sewer, Trenched, RCP, 12" Dia.	510	LF	\$45.00	\$ 22,950.00
6	Storm Sewer, Trenched, RCP, 15" Dia.	210	LF	\$55.00	\$ 11,550.00
7	Storm Sewer, Trenched, RCP, 18" Dia.	70	LF	\$70.00	\$ 4,900.00
8	Flared End Section, 18"	1	EA	\$1,500.00	\$ 1,500.00
9	Storm Manhole, SW-401	2	EA	\$4,000.00	\$ 8,000.00
10	Storm Intake, Type SW-509	11	EA	\$6,000.00	\$ 66,000.00
11	Storm Intake, Type SW-512	5	EA	\$2,500.00	\$ 12,500.00
12	Connect to Existing Storm Structure	1	EA	\$1,000.00	\$ 1,000.00
13	Longitudinal Subdrain	2,100	LF	\$10.00	\$ 21,000.00
14	Subdrain Outlets	10	EA	\$750.00	\$ 7,500.00
15	6" Water Main	1,000	LF	\$30.00	\$ 30,000.00
16	6" Water Main, Trenchless	100	LF	\$75.00	\$ 7,500.00
17	Cut in 6"x6" Tee	2	EA	\$2,500.00	\$ 5,000.00
18	6" Gate Valve	4	EA	\$1,200.00	\$ 4,800.00
19	Fire Hydrant Assembly	1	EA	\$6,000.00	\$ 6,000.00
20	Short Water Service	8	EA	\$750.00	\$ 6,000.00
21	Long Water Service	9	EA	\$1,500.00	\$ 13,500.00
22	Connect to Existing Water Main	1	EA	\$1,000.00	\$ 1,000.00
23	7" PCC Paving	4,200	SY	\$50.00	\$ 210,000.00
24	6" Modified Subbase	4,700	SY	\$10.00	\$ 47,000.00
25	4" Modified Subbase	420	SY	\$8.00	\$ 3,360.00
26	PCC Driveway	240	SY	\$50.00	\$ 12,000.00
27	PCC Sidewalks	160	SY	\$65.00	\$ 10,400.00
28	PCC Steps	25	SY	\$250.00	\$ 6,250.00
29	Detectable Warnings	90	SF	\$40.00	\$ 3,600.00
30	Sodding	1.1	AC	\$25,000.00	\$ 27,500.00
31	SWPPP Maintenance	1	LS	\$5,000.00	\$ 5,000.00
32	Silt Fence	2,500	LF	\$2.50	\$ 6,250.00
33	Removal of Silt Fence	2,500	LF	\$1.00	\$ 2,500.00
34	Inlet Protection Device	16	EA	\$100.00	\$ 1,600.00
35	Inlet Protection Device Maintenance	16	EA	\$50.00	\$ 800.00

TOTAL CONSTRUCTION \$723,235.00
CONTINGENCY \$108,000.00
ENGINEERING \$122,000.00
TOTAL ESTIMATED COSTS \$953,235.00

Remove and Replace Sidewalks along 4th and Rose (4' Wide)				Engineer's Estimate	
No.	Item	Total	Unit	Unit Price	Total Price
3	Class 13 Excavation	150	CY	\$15.00	\$ 2,250.00
25	4" Modified Subbase	850	SY	\$8.00	\$ 6,800.00
27	PCC Sidewalks	850	SY	\$55.00	\$ 46,750.00
6	Remove PCC Sidewalks	770	LF	\$10.00	\$ 7,700.00

TOTAL CONSTRUCTION \$63,500.00
CONTINGENCY \$10,000.00
TOTAL ESTIMATED COSTS \$73,500.00

Remove and Replace Sidewalks along 4th and Rose (5' Wide)				Engineer's Estimate	
No.	Item	Total	Unit	Unit Price	Total Price
3	Class 13 Excavation	180	CY	\$15.00	\$ 2,700.00
25	4" Modified Subbase	1,060	SY	\$8.00	\$ 8,480.00
27	PCC Sidewalks	1,060	SY	\$55.00	\$ 58,300.00
6	Remove PCC Sidewalks	770	LF	\$10.00	\$ 7,700.00

TOTAL CONSTRUCTION \$77,180.00
CONTINGENCY \$12,000.00
TOTAL ESTIMATED COSTS \$89,180.00

RESOLUTION #121619-01

RESOLUTION TO APPOINT CITY ATTORNEY FIRM

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

NOW, THEREFORE, BE IT RESOLVED by the City of Riverside City Council of Riverside, IA to designate _____ as the City Attorney Firm for the City of Riverside, IA and

BE IT RESOLVED that designation shall be in effect for one year from January 1, 2020 to December 31, 2020.

MOVED BY Councilperson _____, Seconded by Councilperson _____ to approved the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED this 16th day of December, 2019 by the City Council of Riverside, IA.

Signed: _____

Date: _____

Allen Schneider, Mayor

Attest: _____

Date: _____

Becky LaRoche, City Clerk

RESOLUTION #121619-02

RESOLUTION APPOINTING OFFICIAL NEWSPAPER FOR PUBLICATIONS

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

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

“The News” to be the official weekly newspaper for the City of Riverside, Iowa and that such designation shall be in effect for one year beginning with the first council meeting in January 2020, through December 31, 2020.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED this 16th day of December, 2019 by the City Council of Riverside, IA.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

RESOLUTION #121619-03

RESOLUTION APPOINTING DEPOSITORY

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

Peoples Trust & Savings - Maximum Deposits up to \$ 6,000,000
Hills Bank & Trust Co. -Maximum Deposits up to \$ 3,000,000
IPAIT Iowa Public Agency Investment Trust – Deposits up to \$3,000,000

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

NOW, THEREFORE, BE IT RESOLVED, the following people are authorized to conduct banking for the City of Riverside, IA: Allen Schneider as Mayor, Tom Sexton as Mayor Pro Tem, Becky LaRoche as City Clerk, and Christine Yancey as City Administrator. All banking is required to have two authorized signatures and this resolution covers the calendar year of 2020.

MOVED BY Councilperson ----- seconded by Councilperson -----, to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa on this 16th day of December, 2019.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

RESOLUTION #121619-04

RESOLUTION APPROVING THE LINCOLN NATIONAL LIFE INSURANCE RENEWAL RATES FOR CITY OF RIVERSIDE FOR PLAN YEAR OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

Whereas, the City of Riverside City Council approves providing permanent full-time employees with Life, AD &D, Short & Long term Disability insurance coverage as one of their benefits. .

Therefore, be it resolved the City of Riverside City Council does hereby approves Lincoln National Life Insurance as the carrier for plan year of January 1, 2020 through December 31st, 2020. The City of Riverside will participate in the Life, AD & D, Short term and Long term Disability according to the City of Riverside’s Employee Handbook approved on April 20, 2015, the City will pay 100% of this plan for permanent full-time employees.

No rate increase for 2020. Total for 4 employee is \$ 288.55 per month.

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

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

Ayes:

Nays:

Absents:

Passed and Approved by the Riverside City Council on this 16th day of December, 2019.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

RESOLUTION #121619-05

RESOLUTION APPROVING THE DELTA DENTAL INSURANCE RENEWAL RATES FOR CITY OF RIVERSIDE FOR PLAN YEAR OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

Whereas, the City of Riverside City Council approves providing permanent full-time employees with dental insurance coverage as one of their benefits. .

Therefore, be it resolved the City of Riverside City Council does hereby approve Delta Dental of Iowa as their dental insurance carrier for plan year of January 1, 2020 through December 31st, 2020. The City of Riverside will participate in the Iowa Municipal Benefits Plan Association- Delta Dental PPO plan.

Whereas, the City of Riverside, Iowa City Council approves the cost of the insurance premiums per the Employee Handbook, as outlined below:

Single Plan: 100% premium paid by the City

Family Plan: 90% premium paid by the City, 10% premium paid by the employee

2020 Premiums: \$37.02 Single - \$75.51 Family

MOVED BY Council Person _____, seconded by Council Person _____, to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa on this 16th day of December, 2019.

Signed: _____

Date: _____

Allen Schneider, Mayor

Attest: _____

Date: _____

Becky LaRoche, City Clerk

COUNCIL PACKET

City Admin

From: Lauren Sharon <lauren@iowasolutions.com>
Sent: Thursday, October 03, 2019 4:37 PM
To: admin@cityofriversideiowa.com
Subject: Audio Video Project

Categories: Red Category

Hi Chris,

After doing some thinking regarding this project, we've come up with some suggestions that we can work with you on an hourly basis once we get the other projects completed.

Basically we need to do a mock meeting with Iowa Solutions present to see exactly how the system is utilized. From that point we will want to do one or more of the following items based on what we learn from that mock meeting.

- Review the upload video process to the website
- Purchase an approximately \$50 device called a Miracast unit. This device plugs into the back of the TV and allows you to easily display anything from your laptop or a different laptop to the TV without having to re-hook cables, etc.
 - This should help with budgeting and fire-fighter items that you want to share, etc.
- Figure out where the sound should be going to (outside of the primary crowd speaker). Currently it appears to be going to the TV and it may be best to go to the laptop input instead.
- RE: Sound. Try pointing the ceiling mounted mic towards the table under the TV and if this doesn't help, move it directly to the table.

We do have some good news! Josh did a search on your server and it looks like it was purchased new and was not old hardware or refurbished. 😊

I have our quote ready for you to review. I am available tomorrow between 10 and 11 or after 2pm. If that does not work, give me a couple of times next week that work well for you.

Thanks,
Lauren



Lauren Sharon | Iowa Solutions, Inc
Direct: 319-734-5114 | Email: lauren@iowasolutions.com
Cedar Rapids: 319-378-3778 | Des Moines: 515-309-5000



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Proposal For:
Christine Yancey
City of Riverside
PO Box 188
Riverside IA 52327

Prepared By:
Lauren Sharon
Iowa Solutions, Inc.
1045 Sherman Rd
Hiawatha, IA 52233

Hardware, Software, Support - 2019
Prepared Wednesday, October 2, 2019

One Time Items	Price	Qty	Extended
1 Sign Computer (City Hall Spare) - Labor = \$270 - License = Free from Microsoft - SSD Drive = \$95	\$365.00	1	\$365.00
2 Dell Business Computer Dell Optiplex Core i3, 8GB, 3YR, vga, 256GB SSD with a limited 3YR hardware warranty. <i>90% of the speed of the PC will be noticed from the upgraded SSD Drive and the 8GB of memory. Thus our recommendation would be to save a few dollars and simply go with an i3 processor. This is what Iowa Solutions technicians even utilize at our desks.</i>	\$750.00	4	\$3,000.00
3 Dell Laptop Dell Latitude 5500 15" Laptop (medium quality and medium weight) i3 Processor, 256GB SSD, Win10Pro, 3YR limited hardware warranty	\$1,225.00	1	\$1,225.00
4 Installation & Configuration - Setup new computer - Transfer files/applications/data/profiles - install printers, etc.	\$337.50	5	\$1,687.50
5 Dell 22 Inch Monitors	\$175.00	3	\$525.00
6 Address Printer/Label Issues Once all computers are Windows 10 in the City Hall we will try and correct the driver mismatch and hopefully get a successful and consistent result from printing out of Incode. <i>*This has been a nagging issue.</i>	\$135.00	3	\$405.00
7 Upgrade MS-Office on All Computers Ensure all computers have MS-Office 365 installed and the old version of MS-Office uninstalled.	\$135.00	2	\$270.00
8 Local Travel Charge	\$40.00	3	\$120.00

COUNCIL PACKET

Recurring Items

9 Office 365 Business (Default)	\$8.30	7	\$58.10
---------------------------------	--------	---	---------

Latest MS-Office Product. Each individual User should have a copy of MS-Office.

Outlook, Word, Excel, PowerPoint, OneNote, Access

One Time Items: \$7,597.50

Recurring Items: \$58.10

Sales Tax: \$0.00

Total: \$7,655.60

Acceptance: Proposal valid for 30 days. To proceed, please call Lauren at 319-734-5114, send an email to lauren@iowasolutions.com, or sign below and return. After Friday, November 1, 2019, please contact us for updated pricing.

Acceptance Signature _____

Date _____



Proposal For:
 Chris Yancey
 City of Riverside
 PO Box 188
 Riverside IA 52327

Prepared By:
 Lauren Sharon
 Iowa Solutions, Inc.
 1045 Sherman Rd
 Hiawatha, IA 52233

Support & Services - 2019
 Prepared Tuesday, October 15, 2019

One Time Items	Price Qty	Extended
<p>1 Time & Materials Contact via telephone or e-mail seven (7) days per week, twenty-four (24) hours per day.</p> <p>Normal customer service hours (7am - 6pm CST), telephone access is directed via Iowa Solutions Inc customer service. Outside normal customer service hours, telephone access is directed to a queue for call back. <i>Service calls made during normal business hours will be billed on an hourly basis at a rate of \$135/hr. Calls made outside of those hours will be billed at a rate of time and a half. Requests that require us to come onsite have a flat \$25 travel charge.</i></p>	\$0.00 1	\$0.00
<p>2 Overview</p> <p>A) Take over day-to-day support of the computer network.</p> <p>B) Increase security and backup disaster recovery of the computer network</p> <p>C) Improve the e-mail system by going from an outdated POP3 pull system to a SYNC system of Exchange Hosting. This will allow you to have the same calendar/contacts/mail on multiple devices versus just your desktop PC.</p>	\$0.00 1	\$0.00
<p>3 Switchover Costs</p> <ul style="list-style-type: none"> - Setup the new and improved backup - Install mgmt agents for devices and computers - Do a quick cleanup of computers - Organize the wiring closet a bit better and cleanup old computer items. 	\$135.00 5	\$675.00
<p>4 QNAP TS-431+ NAS with 4 - 4TB WD Red</p> <p>A successful backup consists of DATA to be in 3 different locations, on 2 different media, and in 2 different locations. <i>This is the local portion of the backup for historical restoration and the best protection against ransomware.</i></p>	\$850.00 1	\$850.00
<p>5 E-Mail Upgrade</p> <ul style="list-style-type: none"> - Build out Exchange system hosted at Iowa Solutions - Migrate email - Modify Scan to Email settings on Copier - Adjust Phones 	\$135.00 8	\$1,080.00

COUNCIL PACKET

6	Local Travel Charge	\$40.00	2	\$80.00
Recurring Items				
7	Managed Devices - (Bronze) Leading antivirus protection, updates and threat alerts Windows & application patching and status reporting Asset/software/hardware reporting <i>(Purchased in 5-packs)</i>	\$10.00	10	\$100.00
8	BDR Backup A true disaster recovery solution fully monitored and managed by Iowa Solutions. A full server image backup is taken nightly and stored both locally and offsite in one of Iowa Solutions DATA centers. Software assurance and Job monitoring and maintenance labor is included. No more changing tapes or swapping drives. <i>Local On-Site Backup (Retention: 180)</i> <i>*depends on local storage capabilities</i> <i>Remote Off-Site Backup (Retention: 3)</i>	\$150.00	1	\$150.00
9	Cancel Current online backup <i>*Approximate Cost</i>	(\$50.00)	1	(\$50.00)
10	(RMM) Remote Monitor & Maint - Server = \$30 - Firewall = \$30 <i>Provides real-time management and reporting on the over health of your server and firewall.</i>	\$60.00	1	\$60.00
11	Exchange Hosting A business grade email system that is fully supported and hosted by Iowa Solutions. This service includes Barracuda spam and virus filtering. <i>(Up to 10 Accounts)</i> <i>- Global Address Books</i> <i>- Shared Calendars</i> <i>- Improved SYNC capabilities</i>	\$50.00	1	\$50.00
12	POP Mail (removal from current invoice)	(\$25.00)	1	(\$25.00)
13	Multi Factor Authorization (MFA) Provides an extra layer of security when working outside the office. <i>*For Christine to remote in securely.</i> <i>- When you go to log into the system, you will receive an alert on your smart phone</i> <i>- Once you approve the request you will be connected to the system</i> <i>- Allows secure access to the system without having to establish a VPN</i>	\$5.00	1	\$5.00

One Time Items: \$2,685.00

Recurring Items: \$290.00

Sales Tax: \$0.00

Total: \$2,975.00

COUNCIL PACKET

Acceptance: Proposal valid for 30 days. To proceed, please call Lauren at 319-734-5114, send an email to lauren@iowasolutions.com, or sign below and return. After Thursday, November 14, 2019, please contact us for updated pricing.

Acceptance Signature _____

Date _____

COUNCIL PACKET

Sales Quote



213 1st St. 110 W. Main St.
 Kalona, IA 52247 Washington, IA 52353
 (319) 656-1234 (319) 591-2001

Customer Number	Date	Quote Number
CUST-2652	12/10/2019	QO-1855

Bill To:

City Of Riverside
 PO Box 188
 Riverside, IA 52327

Ship To:

City Of Riverside
 PO Box 188
 Riverside, IA 52327

Ship Via

Terms

Sales Rep

Description	Quantity	Sales Price	Total
HP EliteDesk 705 G4 Mini PC - AMD Ryzen 5 Pro 2400GE 3.2GHz, 8GB DDR4, 256GB SSD, Vega Graphics, 2x USB 3.1 Type-C, Windows 10 Pro 64-bit - 4HX42UT#ABA	2.00	743.99	1,487.98
HP EliteDesk 800 G3 Mini Desktop PC - 7th Gen Intel Core I5-7500 3.4GHz, 8GB RAM, 256GB SSD, HD Graphics 630, Gigabit Ethernet, WiFi, BT 4.2, USB-C, Win 10 Pro 64-bit - 6VG84UT#ABA	2.00	786.99	1,573.98
Data Transfer Between Computers	5.00	50.00	250.00
Computer Setup	5.00	135.00	675.00
ITECH-4HX42UT to replace computers for firestation and maintenance shed	0.00	0.00	0.00
ITECH-6VG84UT to replace computers for Mayor and City Admin	0.00	0.00	0.00
Laptop to replace laptop at firestation	0.00	0.00	0.00
Lenovo IdeaPad S340 Notebook, 15.6" HD Display, Intel Core i5-8265U Upto 3.9GHz, 12GB RAM, 512GB SSD, HDMI, Card Reader, Wi-Fi, Bluetooth, Windows 10 Pro	1.00	778.99	778.99
Windows 10 Professional Retail: City Admin Computer	1.00	149.99	149.99
Acer 24" Monitor: Firestation	1.00	159.99	159.99
Display Port To VGA Adapter	1.00	34.99	34.99
Microsoft Office 365 Business	2.00	149.99	299.98

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*This estimate is good for 15 days from the date of estimate.
All labor costs are estimated, you will be billed for actual hours worked.*

If bid is accepted, please sign and date.

Valid Until

12/25/2019

Signature

Date

Subtotal:	5,410.90
Freight:	0.00
Total Tax:	0.00
Total:	5,410.90

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HP ProDesk 400 G4 - SFF - Core i5 7500 3.4 GHz - 8 GB - 256 GB - US
 Mfg Part: 1GG04UTABA | CDW Part: 4464613 | UNSPSC: 4321508

Availability: In Stock
 Get it Wednesday, August 28 to 9/2/18
 If ordered within 11hrs 58 mins

Warranties
 Include CDW 1 Year Warranty - \$34.99
 Include HP Inc Services 4 Year Warranty - \$82.99
 Include HP Inc Services 4 Year Warranty - \$49.00
 None

Insight
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Back to Results: | Home > Shop > HP ProDesk 400 G4 - SFF - Core i5 7500 3.4 GHz - 8 GB - 500 GB - US

HP ProDesk 400 G4 - SFF - Core i5 7500 3.4 GHz - 4 GB - 500 GB - US
 Insight # 1GG04UTABA Mfg. # 1GG04UTABA UNSPSC: 4321508

★★★★★ No reviews yet.

List price
 USD \$681.99

Leasing options as low as \$35.25/mo.
 Estimate the total price of this item

Processor / Chipset: Intel Core i5 (7th Gen) 7500 / 3.4 GHz
 Cache Memory: 6 MB
 RAM: 4 GB / 32 GB (max)
 Hard Drive: HDD

HP ProDesk 400 G4 - SFF - 1x Core i5 7500 / 3.4 GHz - RAM 4 GB - HDD 500 GB - DVD-Writer - HD Graphics 630 - GIG-E - Win 10 Pro 64-bit - monitor: none - keyboard: US - Smart Buy

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 HP ProDesk 400 G3

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HP ProDesk 400 G4 - Intel i5-7500 3.4 GHz, 8 GB, 256 GB, Windows 10 Pro 3 Year Warranty

by HP

[20 customer reviews](#)

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Choice for "hp prodesk"

Price: \$709.00 & FREE Shipping

Item is eligible: No interest if paid in full within 12 months with the Amazon.com Store Card.

Top of Form

Style: 7th Gen i5 | 8GB | 256GB SSD

• 7th Gen i5 | 8GB | 1TB

\$779.99

• 7th Gen i5 | 8GB | 256GB SSD

\$709.00

• 7th gen i5 | 8GB | 1TB | Micro PC

from 1 seller

Bottom of Form

This fits your .

- **Make sure this fits** by entering your model number.
- Processor: Intel Core i5 (7th Gen) 7500/3.4 GHz (3.8 GHz turbo) (Quad-Core) with Intel HD Graphics 630
- Memory: 8 GB (installed)/32 GB (max) - DDR4 SDRAM - non-ECC - PC4-19200 - 2400Mhz
- Storage: 256GB Solid State Disk (SSD) | DVD-Writer
- 8 Total USB - 4 x USB 2.0 (two of them with wake functionality) | 4 x USB 3.1 Gen1 (2 front, 2 rear) | 1 x DisplayPort | 1 x VGA | 1 x headphones/microphone (1 in front) | 1 x audio line-in | 1 x audio line-out | 1 x LAN (Gigabit Ethernet)
- OS Installed: Windows 10 Pro 64-bit Edition

[See more product details](#)



Job No. _____
 Sheet No. _____ Date _____
 Calculated By _____ Date _____
 Approved By _____ Date _____

AWWA D.I. Cast Iron Pipe

Nom. Size In.	Pressure Class D.I. Pipe	Plt Cast Gray Iron			
		A	B	C	D
3	3.96	3.80		3.96	
4	4.80	4.80		5.00	
6	6.80	6.80		7.10	
8	9.05	9.05		9.30	
10	11.10	11.10		11.40	
12	13.20	13.20		13.00	
14	15.30	15.30		15.65	
16	17.40	17.40		17.80	
18	19.50	19.50		19.92	
20	21.60	21.60		22.06	
24	25.80	25.80		26.32	
30	32.00	31.75	32.00	32.40	32.74
36	38.30	37.96	38.30	38.70	39.16
42	44.50	44.20	44.50	45.10	45.58
48	50.80	50.50	50.80	51.40	51.98
54	57.56	56.66	57.10	57.80	58.4
60	61.81	62.80	63.40	64.20	64.82
72		75.34	76.00	76.88	77.74

Asbestos Cement Pipe

Nom. Size In.	Mach End Class		** Rough Barrel Class		
	100	150/200	100	150	200
3	3.74	3.84	3.95	4.13	4.17
4	4.64	4.81	4.95	5.10	5.35
6		6.91	7.20		7.35
8		9.11	9.40		9.50
10	11.2	11.66	11.50		11.95
12	13.4	13.92	13.75		14.20
14	15.1	16.22	15.55	16.50	16.60
16	17.2	18.46	17.65	18.75	18.90

Steel Pipe & Steel Sized PVC Pipe

Nom. Size In.	Standard (Schedule 40)	Nom. Size In.	Standard (Schedule 40)
1/2	0.840	4	4.50
3/4	1.05	4 1/2	5.00
1	1.315	5	5.563
1 1/4	1.66	6	6.625
1 1/2	1.90	8	8.625
2	2.375	9	9.625
2 1/2	2.875	10	10.75
3	3.50	12	12.75
3 1/2	4.00	14	14.00

Standard (Schedule 40) steel pipe 14" and above—the nominal size is the O.D. 16" = 16.00" O.D. etc.

PVC Plastic Pipe

Nom. Size In.	PIP Irrigation	Nom. Size	C-900 Cast Iron
4	4.130	4	4.80
6	6.140	6	6.90
8	8.160	8	9.05
10	10.200	10	11.10
12	12.240	12	13.20
15	15.300	15	15.30

Copper Tubing

Non. Size In.	Pipe OD	Nom. Pipe Size In.	Pipe OD In.
3/8	.500	1	1.125
1/2	.625	1 1/4	1.375
5/8	.750	1 1/2	1.625
3/4	.875	2	2.125

NO PARKING SOUTH SIDE OF STREET
 Between WASH BURN and GLASGOW

NO PARKING HERE TO CORNER

3rd + ELLA ALL ~~THE~~ CORNERS
 KLEPPER + SYCAMORE SE CORNER
 3rd + GLASGOW NE CORNER

2nd + GLASGOW ALL 4 CORNERS



October 21, 2019

Ms. Christine Yancey
City of Riverside
21 East 1st Street
P. O. Box 188
Riverside, IA 52327

Dear Christine:

The Washington Economic Development Group's ("WEDG") mission is to *"Create and promote an environment for Economic Development."* To support this mission, WEDG is focused on its strategic goals which include:

- Supporting the County's current businesses,
- Assist in attracting and retaining skilled workers,
- Assist in enhancing the housing available, and
- Opportunistically seek new industry

We are proud of the work the Washington Economic Development Group (WEDG) has accomplished, not only over the past few years, but since inception. As we look to the future, WEDG is focused to deliver on the mission, concentrating on the strategic goals with fresh leadership and new ideas, while being firmly grounded with what's worked for us in the past.

Washington County can be proud of the growth and change we have experienced. A population increase of 437 over the past 10 years has positioned Washington County as the 15th fastest growing County in Iowa.

Employment opportunities continue to grow! The unemployment rate has seen an improvement of over 60% from ten years ago; 2.1% for August 2019 versus 5.3%. While the County has taken its share of setbacks, job creation has provided a net increase in total employment in the County as a significant number of companies have added employees and some are projecting continued growth. In

COUNCIL PACKET

fact, there are over 500 more people in the work force, with local businesses signaling a strong demand for additional staffing.

The Ag sector continues to be our economic backbone; but of recent there has been residential construction development, business expansion, new businesses, and utility infrastructure growth throughout the county. Schools and other Charitable Organizations continue to expand throughout the County as well. And so much more!

Eighteen months ago, with the resignation of long time Executive Director Ed Raber, the WEDG Board began a revitalization process. As part of the cycle, the Board reviewed the Mission Statement, redeveloped goals and priorities, and took a hard look within. While there is still much work to be completed, we believe that under the direction of Executive Director David Collins we are moving in the right direction. We are excited about what the next year will bring, and are confident that future years will continue building upon that success.

To achieve continued success, WEDG relies on the generosity of individuals and businesses like you for support. Without the assistance of community-minded individuals just like you, WEDG would not be able to serve those in our community each year, as well as, promoting others to join the community. Together we make a difference.

With this communication, WEDG begins its triennial (2020 through 2022) pledge drive to fund continued growth opportunities. Please join in your support of the mission by continuing or becoming a WEDG Investor, supporting efforts focused on housing, workforce development and support of existing businesses. Enclosed you will find an Investor Pledge Form, which also indicates the recognition and benefits investors receive at various levels of investment. Every Investor makes a difference and know that WEDG is a resource to you, so please do not hesitate to contact us if we can ever be of assistance in any way!

We hope that you will look favorably on this request, and become an Investor in WEDG and support the economic future of Washington County.

We look forward to having you as a WEDG Investor and appreciate your support!

Thank you.

Sincerely,



Amanda Russell
Bazooka Farmstar
WEDG President (2019-2020)
319-653-5080
arussell@bazookafarmstar.com



Ron Lutovsky
Iowa Renewable Energy
WEDG Vice President (2019-2020)
319-461-1840
r.lutovsky@irebiodiesel.com

enclosures



2020-2022 Investor Pledge Campaign

Washington Economic Development Group

Our mission - Create and promote an environment for Economic Development.

Name(s): _____

Business: _____

Address 1: _____

Address 2: _____

City, State & Zip: _____

Annual Investment Levels	
Advisory Council	
2020 - \$4,000 2021 - \$4500 2022 - \$5,000	
Platinum	\$3000
Gold	\$1,500
Silver	\$1,000
Bronze	\$500
Friend	\$250

We/I pledge to the Washington Economic Development Group \$_____ annually, for the years 2020, 2021 and 2022. We/I understand that We/I will be invoiced in January of each year, unless We/I designate another month here. (_____)

For federal tax purposes, investments in this program should NOT be treated the same as membership dues, ordinary and necessary to conduct business. Contributions are NOT deductible as charitable contributions, but are a legitimate business expense. Washington Economic Development Group is a 501 (c) 6 organization.

Your signature: _____ Date: _____



WEDG INVESTOR BENEFITS

2020 – 2022 Investor Campaign

All Investor Benefits

In addition to being recognized as a key supporter / stakeholder investing in the growth of Washington County, WEDG Investors receive the following benefits:

- Opportunity to serve on WEDG boards, committees or task forces. This gives you a seat at the table to help drive WEDG's work plans and strategies.
- Recognized on The WEDG Investor List on our website; printed & shared numerous times annually including in the Washington Evening Journal's WEDG/Chamber/Main Street Annual Dinner Publication.
- Dollars invested allow WEDG to strategically act upon the goals and needs of the region, ultimately making our communities stronger.
- Pro-business and pro-growth local, state and federal policy agenda.
- Laborshed, demographic and economic reports.
- Sponsorship opportunities.
- Premium ribbon cutting and ground breaking service.
- Enhanced visibility, business to business connections.
- Invitations to networking events, including the Annual Dinner.
- Recognition in the WEDG Annual Meeting 'Report'
- Encouraged to contact the WEDG Office if we can be of assistance in anyway.

Levels of Investment & Additional Benefits

Advisory Council

2020 - \$4,000 2021 - \$4500 2022 - \$5,000

- AC Member: 2 Council meetings annually (i.e. key leader / insider presentation, briefing, opportunity to provide observations-ideas-etc.); plus Annual Dinner /w/ ACM name badge
- Monthly ACM Update from the WEDG Executive Director
- AC "special events"
- Executive Socials
- Business 'spotlight' on website
- AC Investor Level Plaque & AC Investor Level Window 'sticker'
- Logo in the WEDG Annual Meeting 'Report'
- Logo on the WEDG website

Platinum

(\$3,000 - \$3,999)

- Executive socials
- Platinum Investor Level Plaque & Platinum Investor Level Window 'sticker'
- Logo in the WEDG Annual Meeting 'Report'
- Logo on the WEDG website

Gold

(\$1,500 - \$2,999)

- Gold Investor Level Plaque & Gold Investor Level Window 'sticker'

Silver

(\$1,000 - \$1,499)
Silver Investor Level Plaque & Silver Investor Level Window 'sticker'

Bronze

(\$500 - \$999)
Bronze Investor Level Plaque & Bronze Investor Level Window 'sticker'

Friends

(\$250 - \$499)
Frameable Friend of WEDG Certificate

Our mission - Create and promote an environment for Economic Development.

Washington Economic Development Group

2017 - 2019 Investors

Platinum

Alliant Energy
Bazooka Farmstar, Inc.
CBI Bank & Trust
City of Kalona
City of Riverside

City of Washington
City of Wellman
Federation Bank
Hills Bank & Trust
Riverside Casino & Golf Resort

Washington County
Washington State Bank
Washington County Hospital
& Clinics

Gold

Community 1st Credit Union
Engineered Building Design
Ken & Rosemary Hanson

HyVee
Iowa Bridge & Culvert
Marshall's Furniture

MD Orthopaedics Inc.
Premier 1 Supplies

Silver

Agri-Way Partners
Carl A Nelson & Company
City of Brighton
Cobb Oil Co, Inc.
DeLong Construction, Inc.
Eastern Iowa Light & Power
Eichelberger Farms Inc.

Farmers Electric Cooperative
Freeman Foods
Iowa Renewable Energy
JET Physical Therapy
Koller + Plus LLC
Keith & Sam Lazar
Lloyd, McConnell, Davis & Lujan

McDonald's
Mose Levy Company Inc.
Northwestern Mutual
Open Gates Group / Kalona
Creamery
Washington Evening Journal

Bronze

Ameriprise Financial
Beatty Peterseim Funeral
Home & Monument Service
Brenneman Pork
Ed & Mary Brown
Civco Medical Solutions
Community Medical Supply
Elliott Realty Group
Farm & Home Security
Insurance Association
Greiner Buildings

Halcyon House / Wesley
Home Team Advantage
Horak Insurance, Inc.
JWV Pork, LTD
Kalona Cooperative
Technology Company
Keota Unlimited Inc.
Kirkwood Community College
Krotz-Dieleman Dental Office
Lepic Kroeger Realtors
Mark Kendall CPA PC

Joe & Marde McConnell
Virginia McCurdy Promotions
Ray-Man Inc.
Statler Construction Inc.
Syngenta Seeds, Inc.
Town & Country Veterinary
True North Companies
Washington County
Ambulance
Washington Rotary Club

Friends

Dick & Jan Gallagher
Jim & Karen Gorham
Integrity Abstract Company
John & Karen Moenck

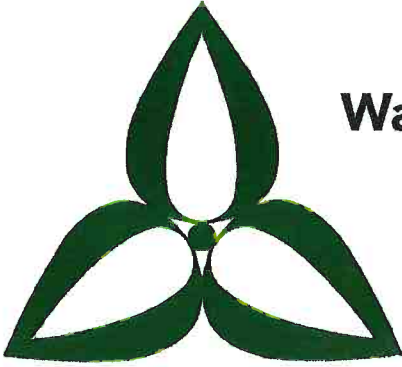
Ross Auto & Muffler Inc.
Nicole & Scott Slaubaugh
Vetter's Culligan Inc.

Washington County Farm
Bureau
Washington County Pork
Producers

Washington Economic Development Group

Recent Successes to Celebrate

- Washington County and most of our Cities GREW over the last decade, by 487 residents, the 15 th fastest growing County in Iowa.
- Three Washington Business Park lots have been sold, with a third building under construction.
- Premier 1 Supplies continues to grow, and is expanding its facility by 42,000 sq. ft. They also plan to add at least 25 new employees over the next 3 years. A \$250,000 Iowa Department of Transportation 'Revitalize Iowa's Sound Economy' (RISE) Grant was obtained and an agreement was reached resulting in a public – private partnership to pave 2.7 miles of gravel road from Highway 1 to the Premier 1 Supplies facility. It is anticipated the project will begin Summer 2020.
- Pennsylvania Townhomes completed, all six units have been sold and are occupied.
- A Housing Study & Needs Assessment was completed for Washington County and the communities of Kalona, Riverside, Washington & Wellman. This will provide solid data and a blue print for action as we move forward, and the data needed by developers considering projects in Washington County.
- A Washington County Trails / Recreation Plan was completed identifying needs and providing direction for further development.
- Housing Task Forces for the Washington area and the Kalona, Riverside & Wellman area were established, and planning is currently underway.
- Supporting efforts to 'restore' the former Kalona bakery building along with a business.
- Established a 501 (c) 6, non-profit charitable, WEDG Community Foundation
- Successfully encouraged two existing businesses to participate in 260 job training programs; increasing opportunity and raising skill levels.
- Executive Director, David Collins, came on board December 2018. David brings a wealth of experience and knowledge to the position with a proven track record. Numerous get acquainted visits, along with Synchronist visits, have been completed, with many more to go. If you haven't already, invite David to your business for a visit and tour / orientation.
- Identified, recruited and have hosted three LMI housing developers currently considering sites / projects in Washington County. Met with several local developers considering local housing development.
- Actively engaging with several existing, growing businesses to expand marketing efforts, consider expansion opportunities, add additional employees, seek financing, incentives and other programs.
- Facilitating a discussion on the future of emergency services for Washington County.
- Obtained a \$2,000 Washington County Riverboat Foundation Mini-Grant to purchase integrated contact management software, and complete an extensive database upgrade.
- Researched, documented, photographed and established promotional materials for lots in the Washington Business Park. Lots were also registered with IEDA/ICR/Alliant Location One Information System (LOIS), making the information available to site selectors nationwide. LOIS also provides extensive demographic information for Washington County and surrounding areas. Updated Washington Business Park signage.
- Monitoring opportunities for hemp production in Washington County.
- KCTC continues to move forward on an aggressive project to expand high speed fiber connections to homes and businesses throughout Washington County.
- Dollar General opened a new facility in Brighton.
- A new business, Washington Auto, occupied the property at 1701 East Washington Street. Developer Cornerstone Property Management invested over \$250,000 in improvements to the facility, as well as worked with the City to construct a new sewer main that serves the property; and opened up 20 additional acres to future development.
- The City of Washington, Washington County Conservation Board and WEDG worked together to pave the trail on the west side of the highway past Willow Pond and a new spur up to Kirkwood, plus an asphalt overlay of all of the existing paved trail. WEDG was instrumental in securing much of the funding for this project.
- ECICOG awarded \$317k to extend paving to Crooked Creek Bridge on the Kewash Trail



Washington Economic Development Group

2020 – 2022 Investor Campaign

Purpose / Mission

To create and promote an environment for economic development.

Goals

The Washington Economic Development Group (WEDG) will:

- a) focus on business retention and expansion by maintaining regular contact with local business and stakeholders, while maintaining a strong emphasis on attracting and retaining skilled workers to support the needs of companies and, enhancing the housing supply to support the workforce and families; and,
- b) attract companies to the Washington County area that will result in a continued diversification of the regional economy; and,
- c) continue to maintain a strong presence within the region through strategic “networking” in the Corridor; and,
- d) create improved Board – Staff communications that results in increased awareness of WEDG activities in the area and lays the foundation for the funding required to support the WEDG strategy; and,
- e) build a multi-year strategy and establish a funding base that will drive a strong WEDG program.

Plan of Action

2019 - 2020

This plan is meant to assist in providing a “blue print” for the ongoing WEDG role in growing the Washington County area. Five areas of focus have been identified: Business Retention; Housing; Workforce; Recruitment and Organization. This plan recognizes that WEDG is, in a sense, entering a period of change and reflects that reality, and recognizes that the short-term focus must be clear and concise. Therefore, the plan is purposely short and focused on areas where consensus exists. The plan is meant to provide the key activities that will continue progress and build momentum.

COUNCIL PACKET

Housing

- 1) Actively pursue action steps identified by the housing task force groups (North & Washington).
- 2) Pursue additional funds to expand the housing owner occupied rehab program by six homes.
- 3) Inventory of houses 'ripe' for rehab to create 'new' homes under \$150,000.
- 4) Inventory opportunities for upper story housing units in downtown Washington.
- 5) Inventory of infill (perhaps all) lots: location, size, owner, price and promotion of same to builders, developers, realtors, others.
- 6) Inventory homes vacant by choice.
- 7) Develop, with employers, a program to assist employees desiring to own homes. (e.g. innovation grants, incentive package, waiver or reduction of fees, rebates, moving assistance, down payment assistance, etc.).
- 8) Match at least one buyer / lot / new Homes Program thru Iowa Prison Industries.
- 9) Promote community housing resources: inventories, financing, classes, incentives, rehab, etc.
- 10) Identify, recruit and assist developers to undertake development of a housing project in Washington County.
- 11) Support creation of at least 10 new residential lots.

Workforce Development

- 1) Establish a workforce development coalition (i.e. business, IowaWorks, Workforce Learning Center, Kirkwood, etc.) to increase communication, collaboration and coordination.
- 2) Partner with Workforce Learning Center (mock interviews, job shadowing, internships, financial planning, etc.).
- 3) Increase the number of K-12 and post-secondary students and employers participating in internships, job shadowing and other career exploration opportunities.
- 4) Create an initiative that fosters diversity, community acceptance and inclusion, and recognizes employers for their efforts.
- 5) Establish a College Outreach Program regionally, to promote Washington County companies, job opportunities and quality of life. Host student programs, events, tours, socials, etc. with industry specific focus for community college students. Participate in area college job fairs.
- 6) Coordinate marketing efforts to internal and external audiences promoting Washington County as a place to work, live and thrive. Seek a WEDG position on the City of Washington Hotel / Motel Tax Committee, pursue advertising via social media / TV to the Iowa City area: affordable lots, new YMCA's & libraries, community amenities, quality of place, etc.
- 7) Partner with First Children's Finance to provide financial training & coaching, financing opportunities, strategic planning, startup training, financial operational reviews, etc. to address child care 'opportunities' county-wide. Establish a WEDG policy position on universal free or subsidized pre-Kindergarten programs.

Business Recruitment

- 1) Complete an inventory and documentation of available, potential industrial sites greater than 25 acres in size.
- 2) Fully populate and utilize the Location One Information System (LOIS), equivalent to a multiple listing service for industrial sites and buildings used by ICR, IEDA and site selectors.
- 3) Respond to request for proposals received from ICR Iowa, IEDA and others.
- 4) Partner with Cedar Rapids Metro Alliance, Iowa City Area Development Corporation, ICR Iowa, Iowa Economic Development Authority, Iowa Association of Business & Industry, Kalona Economic Development Group, and utilities to attract businesses and grow workforce in Washington County.
- 5) Create an electronic and downloadable community quick reference for Washington County and Washington County communities upon request.

Business Retention

Support of existing businesses is paramount. WEDG has laid a strong foundation for utilizing Synchronist to maintain contact with Washington County area businesses. Visiting the major employers in the community is one of the most important jobs of the WEDG Executive Director.

- 1) 24 Synchronist visits completed and recorded annually.
- 2) If sufficient support exists, establish a Washington County Advanced Manufacturing Group.
- 3) Provide assistance, support, incentives (260E/F), resources and information, as appropriate.
- 4) Provide support and leadership to ensure that Washington County businesses and residents continue to have access to quality emergency response services.
- 5) Create a Community Concierge Program to assist businesses, individuals and families moving, or considering moving, into the area. Sell the Washington County 'Quality of Life', help them make connections and feel welcomed.

Organization

An important piece of any business plan is to address organizational issues that impact their ability to effectively carry out their plan and strategy. With that objective in mind, WEDG should:

- 1) Align and partner with like-minded organizations to advocate as one voice for economic growth policies on the local, state and federal level. (ICR Iowa, ICR Technical Team, Iowa Economic Development Authority, Cedar Rapids Metro Alliance, Iowa City Area Development, Iowa Association of Business & Industry, East Central Iowa Council of Governments, East Central Iowa Housing Fund, Iowa State Extension, Professional Developers of Iowa, area foundations, etc.
- 2) Legislatively, a) participate in the ABI and ICR Iowa Legislative Days at the Capitol; b) host pre and post legislative 'work' sessions for key stakeholders with area Legislators to address issues (ie.g. job training funds, infrastructure development, taxation issues, child care, immigration, emergency services, etc.); and, c) build and strengthen relationships.
- 3) Continue to develop and update the WEDG website, featuring information for site selection professionals, demographics, community profiles, interactive maps and information on marketable Washington County development sites and buildings.
- 4) Establish an Advisory Council to provide direction, focus on opportunities and issues, and foster networking.
- 5) Create a central point of contact for investors and existing businesses. Promote the willingness of WEDG to offer assistance and guidance and connect businesses to resources.
- 6) Identify and recruit a corps of key WEDG 'retired' volunteers to lead and manage special projects.
- 7) Review current funding levels and determine future budget strategy. Based on competitive staffing and program support needs, determine a 3-5 year budget strategy.
- 8) WEDG will enter into discussions with partner organizations to review staff administrative support, to allow executive staff more time to focus on more strategic activities.

2019 BOARD OF DIRECTORS



VOTING MEMBERS

Terry Engelken (2019) TREASURER
Vice President
Washington State Bank
121 South Marion Avenue
Washington, IA 52353
tengelken@washesb.com
w (319) 653-2151 m (515) 681-6824

X Kelly Grout (2019)
Product Development Manager
KCTC
510 B Avenue
Kalona, IA 52247
kelly.grout@kctc.net
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Brent Hinson (2020)
City Administrator
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bhinson@washingtioniowa.gov
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Lynn Koch (2021)
Senior Vice President
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lkoch@federationbankia.com
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Connie Larsen (2020) SECRETARY
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COUNCIL PACKET



BEHAVIORAL ASSESSMENT

DATE: December 3, 2019 PREPARED BY: Liz Ford, CPDT-KA, KPA-CTP

CLIENT Name: City of Riverside, Iowa/Diana Schultz
Address: 209 Schnoebelen Street, Riverside, IA 52327
Phone: 319-325-6702

DOG Name: Bear
Breed: Pitbull
Age: 1 1/2 Years
Sex: Neutered Male

PRESENTING ISSUE:

BACKGROUND: Bear was originally brought in to this home at 3 ½ weeks old by James (young adult who lives in the home with Diana). As time went on, they both agreed that Bear became “Diana’s dog” because she is the main caretaker. Bear was neutered at 1 year of age. Within the last year there have been complaints and concerns brought to the attention of city council members regarding Bear’s behavior towards passersby and neighbors. To my knowledge there have been no charges or citations issued regarding Bear or the caretaking or housing of the dog(s). I was contacted to provide a behavior assessment of Bear for the City of Riverside.

OBSERVATIONS:

Upon my arrival I could hear both dogs alert barking inside the home. Bear appeared at the window and was barking at me. Bear and the other dog, Beau, were ushered out the back door and into the back yard (this was per my request ahead of time so that Diana and I could have some conversation first). When the dogs saw me in the home through the back sliding glass door, they both became aroused and excited, wagging tails, barking a little, but they calmed down quickly and were quiet for about 15 minutes just outside the door while we spoke. Diana had treats ready (also per my request). She let both dogs in. Beau appeared very social, friendly, and relaxed. Bear was nervously barking, his tail high and wagging, eyes dilated, and the hair along his spine was raised. I fed him a few treats and let him sniff me, avoiding eye contact myself and staying relaxed. Bear responded by relaxing some, but remained anxious the entire time I was in the home, evidenced by his stiff body, showing the whites of his eyes, and avoiding me. Diana indicated that he knows two behaviors, “sit”, and come-when-called so I asked her to practice these a bit while we had Beau put in another room so he wouldn’t distract Bear. Diana stated that Bear was trained “with a calm, firm voice” and that she used “no”. She does not use treats; she prefers to use her voice. Bear’s response to these cues was about 50%. When he did sit, he was more nervous (raised paw, whites of eyes, appeasement signals). With come when called, we worked in her back yard. He became hesitant and avoided Diana several times when she called.

COUNCIL PACKET

I asked Diana to have James and the other person in the home go out into the yard and distract Bear. When this happened, Bear was not able to focus at all on Diana.

We discussed 4 scenarios:

1. Kids walking by the front of the house on the sidewalk
2. Kids walking on the street behind the back yard and in front of the back neighbor's house
3. Visitors to the home
4. Neighbor gardening

Bear's response in these situations is to bark and lunge at the window or at the fence. Diana has to hold his collar and physically remove him (puts him outside, brings him in, etc.) to get him to stop. At these times she also yells at him "That's enough!" which appears to be an ineffective interrupter at best.

As we spoke and interacted with Bear, I fed him treats. He began to respond readily to my requests for "sit" when I gave him a treat afterwards. His body was more relaxed and he invited me to pet him. He stood close for scratches and his eyes softened. When I straightened up, or moved quickly, he moved away from me, stiffened, raised his tail higher, and showed the whites of his eye again. These are all typical communications from an anxious dog.

My observations of Bear are that he is anxious and fearful of new people. He offers many subtle dog body language signals that indicate this, called "warning signs". These are signs that most humans (including Diana) do not recognize. If more people recognized them, there would be far fewer dog bites. Diana does recognize the more obvious signs such as hair raised on his back, growling, and barking.

Other notes from our conversation:

1. Bear has jumped the fence once when someone else's dogs were loose and running past the back yard. This is a concern as anyone attempting to catch Bear who might be a stranger to him could be enough to provoke him to bite out of fear. It is the owner's responsibility to safely confine a dog.
2. Both dogs know how to push the sliding glass door open. This is a concern if someone was at the front door and was perceived as a threat. Diana can put the dogs outside, but they know how to open the door. It is the owner's responsibility to safely confine their dog.
3. The young people in the house "rough house" with the dogs. This is a bad choice of interaction which can cause over arousal and reinforce inappropriate behaviors.
4. The dogs are not walked; their exercise is limited to time only in their own fenced yard. Unfortunately this only adds to Bear's fear and frustration.
5. Diana states she has physical limitations due to health issues. This is a serious concern especially in a situation where emergency responders may be called to the home to help Diana. In addition, it is questionable whether she is strong enough to restrain Bear in any situation where it might be needed.

RECOMMENDATIONS MADE TO CLIENTS:

In my professional opinion, Bear like many other pet dogs, is under socialized (and past the window of socialization). He is under-exercised both mentally and physically. This combination can result in an animal with a high level of anxiety and stress. He is reactive and fearful towards children and strangers. He is protective of his home. He barks and lunges to indicate his *need for distance*. These are warning signs and they are the dog's way of saying "go away". If the stimulus gets closer (for example kids walk past the house, a person comes to the front door or to the fence), or if the animal is provoked (intentionally or otherwise) the behavior can escalate to more barking, snapping, snarling, and if a dog is pushed over their threshold, they may resort to biting.

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Diana uses correction based training. Corrections might suppress behavior but do not change the underlying response. The result is that the behaviors occur at a much higher intensity with no "warning signs". The dog also makes negative associations with the environment and other stimuli (including humans) which were a part of the antecedent arrangement at the time of the corrections. This leads to increased signs of aggression (targeting a person), generalizing aggression towards other people, and a dog living in a constant state of stress. I believe this is what is happening with Bear.

City of Riverside code defines a vicious dog as "any dog that snaps, bites, or manifests a disposition to snap or bite". Fearful and defensive dogs do not typically aggress unless they are pushed over threshold. If Bear isn't appropriately managed and/or is does not receive some needed behavior modification, he is more likely to snap or bite. Bear's owner is responsible for keeping him below threshold and changing his behavior.

In order to change his behavior at this stage, he will need a great deal of training with desensitization and counter conditioning so that the underlying conditioned emotional response (fear) is reduced and then unwanted behaviors can be replaced with new, more appropriate ones.

I recommend Diana seek training help from a professional, credentialed trainer with experience in behavior modification using effective, humane methods. She needs to change her approach to training Bear or as previously stated his behavior could get more serious. She needs to devote more time to understanding canine body language so she can set him up for success and she needs to teach Bear to respond to cues such as come-when-called, even if there are distractions or stimuli present in the environment. .

I recommend Diana immediately employ management strategies including an appropriate fence to contain the dog, muzzle training the dog and have the dog wear the muzzle, using a leash when people come to the door, and/or putting Bear in another room or other barriers to prevent Bear from getting out the front door and/or away from Diana). I further recommend Diana prevent Bear from continuing to practice the unwanted behaviors such as fence line barking and lunging by keeping him inside during the time when stimuli are present such as when kids are going to and from school.

If resources are not available to manage the situation to the City's expectations, I recommend rehoming the dog to a more suitable situation given his needs. This should be done though the city's contracted animal shelter so that appropriate screening can be done in the best interest of the dog and potential adopters.

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The outhouse at Conservation park is structurally sound . The roof is in good shape but needs cleaning. It has white fiberglass roof so light can get in. The doors operate good but are a little rotted on the very bottom. The screen needs replaced and the wood slats on the sides needs some repair. I don't think the solar lights will work very well as it is very shady . The toilet seats , air fresheners ,hand sanitizers and toilet paper dispensers are good ideas

COUNCIL PACKET

City of Riverside
Administrator Report
December 16, 2019

- Staff is holding daily meetings from 8:00-8:15, 8:30 to discuss the tasks for the day and any updates on projects. Weekly meetings with the mayor with staff are taking place as well on Wednesdays.
- Working with homeowner for yard repair after Windstream work
- Check on price for tags for dog licensing
- Worked on program for dog licensing
- Tour with ITC on line placement and tree removal
- E-mails with County and Fire Dept-sirens
- Working with Johnson County Refuse on tag buy back and cart exchange
- Resident concern on Ash/Tupelo road closed signs still up
- Nuisance pictures for council meeting
- Worked on ROW permit
- Worked on Hazard Mitigation Resolution
- Met with David Collins-WEDG
- Attended Ambulance meeting 11/19, 11/25, 11/26, 12/2, 12/3, 12/5, 12/10
- Working with Kalona, Wellman on possible sharing of inspector for rental inspection, nuisance abatement
- Met with Census regarding starting a Complete Count Committee
- 11/21 attended Budget work shop
- Met with FD, EMS, Board of Supervisors to discuss ambulance issues 12/21
- Email and visits (not there) with County regarding 150' versus 300' for Prybil development access to Vine
- Phone call/e-mails to set up site evaluation for dog 12/3, phone and e-mails to review results of evaluation
- Questions on cart program-starting 12/2
- Referred tenant with mold issue to Washington County Health Department
- Meeting with Ryan-Kalona about Community Center
- Met with Edgar on Fire Inspections
- Working with Johnson County Refuse to set up new cart program
- Working with engineer, mayor on close out of Hwy 22 project
- Working on Employee Handbook update
- 12/4 Met with Edgar and Allen on engineering changes proposed to take to council
- Reviewed current employment application, to attorney for legal review
- E-mails with Northern Heights on payments and receipts
- Email to DOT on possible guardrail
- Overview session with Neapolitan Labs on the new website-set up onsite training for next week
- E-mailed Alliant, again, to get reimbursement for Ash/Tupelo project issue, left phone message 12/10
- Attended RACC membership dinner 11/20
- Met 12/9 with Konica Minolta-electronic document storage, going paperless
- Meeting with Northern Heights
- Emails to City Attorney on various items

COUNCIL PACKET

Public Works:

- Install speed signs
- Pick up 4 wheeler, install spreader, lights, blade
- Worked with contractor on block wall repair
- Worked on waterfall at Vet's Park-removed pump for winter
- Meeting for Ash/Tupelo punch list
- Jay met with Duling 11-22 about wall height
- Met with ITC on tree removal on trail
- Snow removal
- Installed street signs
- Opened bathrooms for Turkey Trot event
- Re-winterized bathrooms after Turkey Trot event
- Reviewed cracks on Cherry Street with engineer
- Put away planters for winter
- Cleaned up lawn mowers for winter
- Met with dealer on replacement truck tires
- Installed Christmas lights
- Cleaned leaves off stairs downtown
- Mowed leaves in parks
- Met with Triple B on seeing Galileo
- Review of trees on trail to save
- Moved road closed signs out of streets
- Meeting with Schultz on fence permit, location
- Review of barbed wire fencing on property to be removed
- Checked on Christmas lights that weren't working
- Picked up couch left in park, took to landfill
- Repaired vinyl soffit on stage
- Installed snow fence on Galileo
- Repaired brace on tennis court for bike sculpture