

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE FIRE STATION
271 E 1ST ST
REGULAR MEETING
Tuesday, September 8, 2020 – 6:00 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 8-17-2020
 - b. Expenditures for 9-8-2020
 - c. Liquor License Riverside Area Community Club
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Request to use ball field from Ellis Helmuth for Gospel Light Fellowship-COVID-19 response update
6. Kevin Meller-RACC Movie night update and future events
7. Copper Creek-Request from Kelly Wood to discuss Economic Development Agreement
8. Discussion on possible sale/donation of Fire Department Ambulance
9. Grant Applications
 - a. Commercial
 - b. Residential
10. Trick or Treat Night
11. 3rd and final reading of Ordinance 8-3-20-06 City Code
12. Request to attend fall IMFOA October 21-23, 2020 in Des Moines
13. Resolution #090820-01 Approving Street Financial Report for FY ending 6/30/2020
14. Resolution #090820-02 Approving Transfer of Funds for the FY21 Budget Year
15. Resolution #090820-03 Approve forming a Citizen Advisory Committee Task Force
16. Resolution #090820-04 Approve Urban Renewal Report
17. Updates on 4th Street Project
 - a. Request from J & L Construction for completion date extension
 - b. Resolution #090820-05 Change Order #6 J & L Construction \$1,088.00 additional driveway
 - c. Updates on Sidewalk to School Project

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RIVERSIDE FIRE STATION
271 E 1ST ST**

- 18. Updates on Park Comprehensive Plan
- 19. Update on FEMA/State Grants
- 20. Update on generator
- 21. Motion to adjourn

This meeting is open to the public. However, due to recent directive from Governor Reynolds to increase social distancing, we encourage the public to submit their comments in advance. Comments can be submitted by email to admin@cityofriversideiowa.com or by phone to 319- 648-3501. Written comments may also be left in the City Hall drop box up to the start of the meeting. Members of the public who want to attend in person may be asked to make accommodations to conform to social distancing guidelines as best we can. The meeting will be recorded and can be viewed by visiting the city web site at www.riversideiowa.gov.

RIVERSIDE CITY COUNCIL MEETING: August 17, 2020

The Riverside City Council meeting opened at 6:00 pm at the Fire Station with Mayor Pro Tem Tom Sexton requesting roll call. Council members present were: Edgar McGuire, Lois Schneider, Jeanine Redlinger and Tom Sexton. Rodgers was absent.

Motion by McGuire to approve agenda, adding Public Forum to #4. Second by Schneider, passed 4-0.

Redlinger moved to approve the minutes of August 3rd, 2020, expenditures, and Liquor License for Dollar General. Second by Schneider, passed 4-0.

Bill Stukey, PeopleService, Inc. presented July water and waste water report.

No communications for the Public Forum.

Council received July Fire Dept. report, and requests to add two members to department. Schneider moved to approve Lindsay Swailes and James Collins to Riverside Volunteer Fire Department. Second by Sexton, passed 4-0.

Ashlee Ferlitsch and Abby LaRoche presented plans for the 2nd Annual "Shop the Park" to be held in Hall Park on Sunday, September 13th from 10 AM to 2 PM. McGuire moved to approve the "Shop the Park" event in Hall Park. Second by Schneider, passed 3-1 Redlinger opposed.

City Clerk LaRoche presented City Finances, including fund balances, and reserves as of July 31, 2020.

Council was informed that Fall Slow Pitch League will start August 23rd and play through October.

Ellis Helmuth asked for use of city ball fields for a slow pitch tournament as a fund raiser for Gospel Light Fellowship for Missions in Haiti on Saturday, September 26, 2020. Admin Yancey will provide a form in reference to Covid-19 guidelines. Helmuth will attend next Council meeting and present Covid-19 response.

Redlinger moved to approve the amended Resolution #080320-07, water billing policy, to include final notice door hanging fee of \$25.00. Second by McGuire, passed 4-0.

Admin Yancey presented clerical changes to the Code of Ordinances.

Sexton moved to pass the 2nd Reading of Ordinance #080320-06, Accepting the Code of Ordinance for the City of Riverside. Second by McGuire, passed 4-0. Third and final reading will be at the September 8th Council meeting.

McGuire moved to pass Resolution #081720-05, approving Yancey to apply for reimbursement from FEMA Covid-19 Public Assistance Grant Fund. Second by Schneider, passed 4-0.

McGuire moved to pass Resolution #081720-01, Approving bid for a 45KW City Hall Generator from Jeff Hackett Electric Inc. in the amount of \$32,274.00. Second by Schneider, passed 4-0.

McGuire moved to pass Resolution #081720-02, Waiving the right to review Joan Shebeck Estate plat for Washington County. Second by Sexton, passed 4-0.

Redlinger moved to set a public meeting with P&Z and City Council for the Parks Capital Improvements Plan on August 25th at 6 PM in the Fire Station meeting room. Second by McGuire, passed 4-0. Meeting is open to all citizens.

Scott Pottorff, MMS Consultants reported on 4th street progress. Schneider moved to give contractor 1.5 working days credit for the storm last week. Second by McGuire, passed 4-0.

Schneider moved to pass Resolution #081720-03, approving pay request #4 to J&L Construction on the 4th Street project in the amount of \$106,931.53. Second by Sexton, passed 4-0.

Safe Route to School Project is complete with exception of sod. Working days will be suspended until September 1st for sod placement.

Sexton moved to pass Resolution #081720-04, approving pay request #2 to All American Concrete, Inc. for the Safe Walk to School Project in the amount of \$120,058.84. Second by McGire, passed 4-0.

Council discussed change order request for rock in place of sod around a beehive on Ash Street. No motion was made to approve changing the project design.

McGuire moved to hire Iowa River Tree Service to clean up storm damage brush. Second by Sexton, passed 4-0.

Yancey reported the storm damage brush will be picked up Monday and Tuesday of next week, August 24th and 25th. Brush needs to be out to the street ROW by 7am Monday.

Redlinger moved to hold next meeting on Tuesday, September 8th, due to Labor Day Holiday. Second by McGuire, passed 4-0.

Redlinger moved to adjourn, as Kevin Mills asked to address Council on 4th Street Project. Council heard comments from Don Hurt and Kevin Mills. Admin Yancey and Pottorff will meet with them on Wednesday at the site.

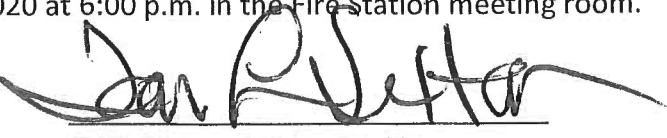
Motion to adjourn second by McGuire at 8:20 PM, passed 4-0.

Full content of Council Meetings can be viewed on the City web site; riversideiowa.gov

Council Meeting – Tuesday, September 8th 2020 at 6:00 p.m. in the Fire Station meeting room.

ATTEST


Becky LaRoche; City Clerk


Tom Sexton; Mayor Pro Tem

EXPENDITURES SEPTEMBER 8, 2020					
	COUNCIL MEETING	BILLS			
1	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 436.70	
2	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 624.51	
3	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 486.77	
4	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 267.14	
5	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,531.98	
6	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 610.68	\$ 3,957.78
7	BECKY LaROCHE	SEPT CELL	001-5-650-6373	\$ 50.00	
8	BECKY LaROCHE	MILEAGE	001-5-650-6240	\$ 59.81	\$ 109.81
9	BIG IRON WELDING	MESSAGE CENTER	001-5-650-6310	\$ 113.92	
10	BRYAN LENZ	SEPT CELL	001-5-430-6373	\$ 50.00	
11	CUMMINS	SEWER GENERATORS	610-5-815-6330	\$ 4,151.41	
12	CUMMINS	FIRE DEPT GENERATOR	002-5-150-6312	\$ 618.61	
13	CUMMINS	WATER PLANT GENERATOR	600-5-810-6331	\$ 1,021.16	\$ 5,791.18
14	EMERGENCY RESPONDING	FIRE/EMS RESPONDING	002-5-150-6356	\$ 2,176.00	
15	FASTENAL	PARKS	001-5-210-6372	\$ 14.75	
16	FP MAILING	POSTAGE METER	600-5-810-6508	\$ 86.85	
17	HD SUPPLY	CITY HALL	001-5-650-6310	\$ 9.85	
18	IOWA SOLUTIONS	SERVICE	001-5-650-6497	\$ 393.30	
19	IPI	STREET SIGNS	110-5-210-6415	\$ 920.00	
20	JAY STUELKE	SEPT CELL	001-5-210-6373	\$ 50.00	
21	JIMS SMALL ENGINE	FIRE DEPT	002-5-150-6356	\$ 44.65	
22	JIMS SMALL ENGINE	PARKS	001-5-430-6504	\$ 291.55	\$ 413.39
23	KUENSTER	40 E 2ND	001-5-470-6310	\$ 93.75	
24	KUM & Go FLEET	RVFD	002-5-150-6350	\$ 171.21	
25	KUM & Go FLEET	STREETS	110-5-210-6331	\$ 82.36	\$ 253.57
26	MENARDS	CITY HALL	001-5-650-6310	\$ 12.81	
27	MENARDS	FIRE DEPT	002-5-150-6310	\$ 12.81	
28	MENARDS	SHOP	001-5-210-6372	\$ 57.34	\$ 82.96
29	MMS	ASH/TUPELO	301-5-750-6789	\$ 12,427.06	
30	MMS	NORTHERN HEIGHTS	301-5-750-6784	\$ 1,230.25	
31	MMS	4TH STREET	301-5-750-6777	\$ 9,844.43	\$ 23,501.74
32	NESPAR SIGNS	SIGN REPAIR	001-5-520-6510	\$ 1,600.00	
33	PEOPLE SERVICES	SEPT SERVICE	610-5-815-6500	\$ 11,449.50	
34	PEOPLE SERVICES	SEPT SERVICE	600-5-800-6500	\$ 11,449.50	\$ 22,899.00
35	PSC DIST	PARKS	001-5-430-6325	\$ 269.51	
36	STAR EQUIP.	SKID LOADER	001-5-430-6504	\$ 278.06	
37	STUTSMAN, INC	PARKS	001-5-430-6325	\$ 72.54	
38	SUEPPEL	LEGAL	001-5-640-6411	\$ 1,000.00	
39	THE NEWS	PUBLICATION	001-5-650-6402	\$ 185.79	
40	TYLER TECH	UTILITY CIS MAINT.	001-5-650-6495	\$ 3,815.79	
41		TOTAL BILLS		\$ 68,062.35	
42	EOM PAYABLES				
43	CONSUMERS CO-OP	FUEL	110-5-210-6331	\$ 809.79	
44	DELTA DENTAL	SEPT BILLING	001-5-430-6150	\$ 149.54	
45	IOWA SOLUTIONS	AUG SERVICE	001-5-650-6497	\$ 393.30	
46	LINCOLN NAT'L LIFE INS	SEPT BILLING	001-5-620-6150	\$ 288.55	
47	MEDIACOM	RVFD	002-5-150-6332	\$ 210.17	
48	MEDICAOM	CITY HALL	001-5-650-6373	\$ 203.22	\$ 413.39
49	MID AMERICAN ENERGY	AUG BILLING		\$ 49.80	
50	US CELLULAR	AUG BILLING	001-5-650-6373	\$ 144.04	
51	VERIZON	CELL COLLECTORS	600-5-810-6373	\$ 63.54	
52	WELLMARK	SEPT BILLING	001-5-620-6150	\$ 4,121.12	
53	WINDSTERAM	AUG BILLING	001-5-210-6373	\$ 170.46	
54	WATER DEPOSIT	RETURNED	600-4-810-4501	\$ 98.76	
55		TOTAL PAID BILLS		\$ 6,702.29	
56		TOTAL EXPENDITURES		\$ 74,764.64	
57	TOTAL BY FUND				
58	"001"	GENERAL FUND		\$ 16,394.25	
59	"002"	FIRE DEPARTMENT		\$ 3,844.13	
60	"110"	ROAD USE FUND		\$ 1,812.15	
61	"145"	CASINO FUNDS		\$ -	
62	"200"	DEBT SERVICE		\$ -	
63	"301"	CAPITAL PROJECTS		\$ 23,501.74	
64	"600"	WATER FUND		\$ 12,986.95	
65	"610"	SEWER FUND		\$ 16,225.42	
66	"670"	GARBAGE			
67		TOTAL EXPENDITURES		\$ 74,764.64	

License Application ()
Applicant

✓ done
9-1-20
Bl

Name of Applicant: <u>RIVERSIDE AREA COMMUNITY</u>		
Name of Business (DBA): <u>RACC</u>		
Address of Premises: <u>140 S ELLA STREET</u>		
City <u>Riverside</u>	County: <u>Washington</u>	Zip: <u>52327</u>
Business <u>(319) 648-3501</u>		
Mailing <u>PO BOX 55</u>		
City <u>RIVERSIDE</u>	State <u>IA</u>	Zip: <u>52327</u>

Contact Person

Name <u>BECKY LaROCHE</u>	
Phone: <u>(319) 330-3091</u>	Email <u>becky@cityofriversideiowa.com</u>

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 09/30/2020

Expiration Date: 01/01/1900

10/4/2020

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

BusinessType: <u>Municipality</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

BECKY LAROCHE

First Name: BECKY Last Name: LAROCHE
City: RIVERSIDE State: Iowa Zip: 52327
Position: MEMBER
% of Ownership: 0.00% U.S. Citizen: Yes

JENNIFER RODGERS

First Name: JENNIFER Last Name: RODGERS
City: RIVERSIDE State: Iowa Zip: 52327
Position: MEMBER
% of Ownership: 0.00% U.S. Citizen: Yes

KEVIN MELLER

First Name: KEVIN Last Name: MELLER
City: RIVERSIDE State: Iowa Zip: 52327
Position: TREASURER

Mass Gatherings-Number of anticipated attendance

130-150

#5

Plans to implement social distancing-6' separation

Each Team will be asked to bring their own canopy and chairs.

Encourage all fans and participants to practice social distancing in accordance to state recommen

Hygiene, handwashing stations, hand sanitizing stations, use of masks, shields

Will masks be required by organizers?

NO

Participants

NO

All participants encouraged to wear masks when social distancing not met.

Food/Beverages Served-Iowa Department of Public Health Guidelines

No food will be served.

would like to have self serve coolers with water + sports drink.

Sporting Events

Health Monitoring

NO

Temperature taken

NO

Who is in charge for monitoring for compliance

Team captains

Tournament Committee

Ellis Helmuth

319-430-2734

Considerations for Events and Gatherings

Considerations for Events & Gatherings

Updated July 7, 2020

[Print](#)

As some communities in the United States begin to plan and hold events and gatherings, the CDC offers the following considerations for enhancing protection of individuals and communities and preventing spread of coronavirus disease 2019 (COVID-19). Event planners and officials can determine, in collaboration with [state and local health officials](#), whether and how to implement these considerations, making adjustments to meet the unique needs and circumstances of the local community. Because COVID-19 virus circulation varies in communities, these considerations are meant to supplement—**not**

Coronavirus Disease 2019 (COVID-19)

[MENU >](#)

reduce the number of attendees for gatherings.

After reviewing the considerations listed on this page, event planners and administrators can use CDC's [Events and Gatherings Readiness and Planning Tool](#) [9 pages] to protect staff, volunteers, and attendees.

Guiding Principles

- A gathering refers to a planned or spontaneous event, indoors or outdoors, with a small number of people participating or a large number of people in attendance such as a community event or gathering, concert, festival, conference, parade, wedding, or sporting event.
- The *more people* an individual interacts with at a gathering and the longer that interaction lasts, the higher the potential risk of becoming infected with COVID-19 and COVID-19 spreading.
- The *higher the level of community transmission* in the area that the gathering is being held, the higher the risk of COVID-19 spreading during a gathering.
- The size of an event or gathering should be determined based on state, local, territorial or tribal safety laws and regulations.

The risk of COVID-19 spreading at events and gatherings increases as follows:

Lowest risk: Virtual-only activities, events, and gatherings.

More risk: Smaller outdoor and in-person gatherings in which individuals from different households remain spaced at least 6 feet apart, wear masks, do not share objects, and come from the same local area (e.g., community, town, city, or county).

Higher risk: Medium-sized in-person gatherings that are adapted to allow individuals to remain spaced at least 6 feet apart and with attendees coming from outside the local area.

Highest risk: Large in-person gatherings where it is difficult for individuals to remain spaced at least 6 feet apart and attendees travel from outside the local area.

Targeting COVID-19's spread

SARS-CoV-2, the virus that causes COVID-19, is thought to be mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may also spread to hands from a contaminated surface and then to the nose, mouth or eyes, causing infection. Therefore, personal prevention practices (such as [handwashing](#), [staying home when sick](#), [maintaining 6 feet of distance](#), and [wearing a mask](#)) and environmental prevention practices (such as [cleaning and disinfection](#)) are important ways to prevent the virus's spread.

These prevention principles are covered in this document. They provide event planners and individuals with actions to help lower the risk of COVID-19 exposure and spread during gatherings and events.

Promoting Healthy Behaviors that Reduce Spread

Event planners should consider implementing strategies to encourage behaviors that reduce the spread of COVID-19 among staff and attendees.

- **Staying Home when Appropriate**

- Educate staff and attendees about when they should [stay home](#).
 - Advise [employees and attendees to stay home](#) if they have tested positive for COVID-19 or are showing COVID-19 [symptoms](#).
 - Advise employees and attendees to stay home and monitor their health if they have had a [close contact](#) with a person who has symptoms of COVID-19 within the past 14 days.
 - Develop policies that encourage sick employees to stay at home without fear of reprisal, and ensure employees are aware of these policies.
 - CDC's criteria can help inform when employees should return to work:
 - [If they have been sick with COVID-19](#)
 - [If they tested positive for COVID-19 but had no symptoms](#)
 - [If they have recently had a close contact with a person with COVID-19](#)
 - Consider developing flexible refund policies for attendees for events that involve a participation fee.

- **Hand Hygiene and Respiratory Etiquette**

- Require frequent employee [handwashing](#) (e.g., before, during, and after taking tickets; after touching garbage) with soap and water for at least 20 seconds and increase monitoring to ensure adherence.
- If soap and water are not readily available, employees can use hand sanitizer that contains at least 60% alcohol and rub their hands until dry.
- Encourage staff to [cover the mouth and nose with a tissue when coughing and sneezing](#). Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- Encourage attendees to [wash hands often](#) and cover coughs and sneezes.
- Attendees often exchange handshakes, fist bumps, and high-fives at meetings and sporting events. Display [signs](#) (physical and/or electronic) that discourage these actions during the event.

- **Masks**

- Require the use of [masks](#) among staff. Masks are **most** essential in times when physical distancing is difficult (e.g., when moving within a crowd or audience).
- Provide all staff with information on [proper use, removal, and washing of masks](#).
- Advise staff that [masks](#) should **not** be placed on:
 - Babies or children younger than 2 years old
 - Anyone who has trouble breathing
 - Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance
- Encourage attendees ahead of the event to bring and use [masks](#) at the event.
- [Masks](#) are meant to protect other people in case the wearer is unknowingly infected but does not have [symptoms](#). [Masks](#) are not meant to be a substitute for personal protective equipment such as surgical masks, respirators, or other medical personal protective equipment.
- Masks are strongly encouraged in settings where individuals might raise their voice (e.g., shouting, chanting, singing).

- **Adequate Supplies**
 - Ensure adequate supplies to support [healthy hygiene](#) behaviors. Supplies include soap, water, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, masks (as feasible), and no-touch trash cans.
- **Signs and Messages**
 - Post [signs](#) in highly visible locations (e.g., at entrances, in restrooms) that [promote everyday protective measures](#) and describe how to [stop the spread](#) of germs by [properly washing hands](#) and [properly wearing a mask](#).
 - Broadcast regular [announcements](#) on reducing the spread of COVID-19 on public address systems.
 - Include messages (for example, [videos](#)) about behaviors that prevent spread of COVID-19 when communicating with staff, vendors, and attendees (such as on the event website and through event [social media accounts](#)).
 - Consider developing signs and messages in alternative formats (e.g., large print, braille, American Sign Language) for people who have limited vision or are blind or people who are deaf or hard of hearing.
 - Find freely available CDC print and digital resources about COVID-19 on [CDC's communications resources](#) main page.

Maintaining Healthy Environments

Event planners should consider implementing several strategies to maintain healthy environments.

- **Cleaning and Disinfection**
 - [Clean and disinfect](#) frequently touched surfaces within the venue at least daily or between uses as much as possible—for example, door handles, sink handles, drinking fountains, grab bars, hand railings, and cash registers.
 - Clean and disinfect shared objects between uses—for example, payment terminals, tables, countertops, bars, and condiment holders.
 - Consider closing areas such as drinking fountains that cannot be adequately cleaned and disinfected during an event.
 - Develop a schedule for increased, routine cleaning and disinfection.
 - Plan for and enact these cleaning routines when renting event space and ensure that other groups who may use your facilities follow these routines.
 - If transport vehicles like buses are used by the event staff, drivers should practice all safety actions and protocols as indicated for other staff—for example, washing hands often and wearing masks and maintaining social distance of bus riders. To clean and disinfect event buses, vans, or other vehicles see guidance for [bus transit operators](#) and [drivers for hire](#), and adapt as needed.
 - Ensure [safe and correct use](#) and storage of [cleaners and disinfectants](#) to avoid harm to employees and other individuals. Always read and follow label instructions for each product, and store products securely away from children.
 - Use [EPA-approved disinfectants against COVID-19](#).
 - Cleaning products should not be used near children. Staff should ensure that there is adequate ventilation when using these products to prevent attendees or themselves from inhaling toxic vapors.
 - Use disposable gloves when removing garbage bags or handling and disposing of trash.
 - After using disposable gloves, throw them out in a lined trash can.
 - Do not disinfect or reuse the gloves.
 - [Wash hands](#) after removing gloves.
- **Restrooms**
 - Consider limiting the number of people who occupy the restroom at one time to allow for social distancing.
 - Do not allow lines or crowds to form near the restroom without maintaining a distance of at least 6 feet from other people. It may be helpful to post signs or markers to help attendees maintain the appropriate social distance of at least 6 feet.
 - Ensure that open restrooms are:
 - Operational with functional toilets.
 - [Cleaned and disinfected](#) regularly, particularly high-touch surfaces such as faucets, toilets, stall doors, doorknobs, countertops, diaper changing tables, and light switches.

worktops, countertops, diaper changing tables, and light switches.

- Clean and disinfect restrooms daily or more often, if possible, with EPA-approved disinfectants against COVID-19.
 - Ensure safe and correct application of disinfectants and keep products away from children.
 - Adequately stocked with supplies for handwashing, including soap and water or hand sanitizer with at least 60% alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.
 - If you are providing portable toilets, also provide portable handwashing stations and ensure that they remain stocked throughout the duration of the event. If possible, provide hand sanitizer stations that are touch-free.
- **Ventilation**
 - Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk to staff or attendees (e.g., risk of falling or triggering asthma symptoms).
 - If portable ventilation equipment like fans are used, take steps to minimize air from them blowing from one person directly at another person to reduce the potential spread of any airborne or aerosolized viruses.
 - **Water Systems**
 - To minimize the risk of **Legionnaires' disease** and other diseases associated with water, **take steps** to ensure that all water systems and features (e.g., sink faucets, drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown. Drinking fountains should be cleaned and sanitized, but encourage staff and attendees to bring their own water, as feasible, to minimize touching and use of water fountains.
 - **Modified Layouts**
 - Limit attendance or seating capacity to allow for **social distancing**, or host smaller events in larger rooms.
 - Use multiple entrances and exits and discourage crowded waiting areas.
 - Block off rows or sections of seating in order to space people at least 6 feet apart.
 - Eliminate lines or queues if possible or encourage people to stay at least 6 feet apart by providing **signs** or other visual cues such as tape or chalk marks.
 - Prioritize outdoor activities where social distancing can be maintained as much as possible.
 - Offer online attendance options in addition to in-person attendance to help reduce the number of attendees.
 - **Physical Barriers and Guides**
 - Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart in lines and at other times (e.g., guides for creating one-way routes).
 - Install physical barriers, such as sneeze guards and partitions, in areas where it is difficult for individuals to remain at least 6 feet apart. Barriers can be useful at cash registers and other areas where maintaining physical distance of 6 feet is difficult.
 - Change seating layout or availability of seating so that people can remain least 6 feet apart.
 - **Communal Spaces**
 - Stagger use of shared indoor spaces such as dining halls, game rooms, and lounges as much as possible and **clean and disinfect** them between uses.
 - Add physical barriers, such as plastic flexible screens, between bathroom sinks and beds, especially when they cannot be at least 6 feet apart.
 - Clean and disinfect bathrooms regularly (e.g., in the morning and evening or after times of heavy use) using **EPA-registered disinfectants** [\[1\]](#).
 - For more information on communal spaces in event housing (e.g., laundry rooms, shared bathrooms, and recreation areas) follow **CDC's guidance for Shared or Congregate Housing**.
 - **Food Service**
 - There is no evidence that COVID-19 is spread by food. However, people sharing utensils and congregating around food service areas can pose a risk.
 - If the event includes food service, refer to CDC's COVID-19 considerations for **restaurants and bars**.

- Use touchless payment options as much as possible, if available.
- Ask customers and employees to exchange cash or card payments by placing them on a receipt tray or on the counter rather than by hand to avoid direct hand-to-hand contact.
- **Clean and disinfect** frequently touched surfaces such as pens, counters, or hard surfaces between use and encourage patrons to use their own pens.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart when waiting in line to order or pick up.
- If a cafeteria or group dining room is used, serve individually plated meals or grab-and-go options, and hold activities in separate areas.
- Use disposable food service items including utensils and dishes. If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher.
- Individuals should **wash their hands** after removing their gloves or after directly handling used food service items.
- Avoid offering any self-serve food or drink options, such as buffets, salad bars, and drink stations. Consider having pre-packaged boxes or bags for each attendee.
- **Shared Objects**
 - Discourage people from sharing items that are difficult to clean, sanitize, or disinfect.
 - Limit any sharing of food, tools, equipment, or supplies by staff members.
 - Ensure adequate supplies to minimize sharing of high-touch materials to the extent possible; otherwise, limit use of supplies and equipment to one group of staff members or attendees at a time, and **clean and disinfect** them between use.

Maintaining Healthy Operations

Event organizers and staff may consider implementing several strategies to maintain healthy operations.


- **Regulatory Awareness**
 - Be aware of local or state regulatory agency policies related to group gatherings to determine if events can be held.
- **Protections for Staff and Attendees who are at Higher Risk of Severe Illness from COVID-19**
 - Offer options for staff at **higher risk for severe illness** (including older adults and people of any age with underlying medical conditions) that limit their exposure risk. For example:
 - Offer telework and modified job responsibilities for staff, such as setting up for the event rather than working at the registration desk.
 - Replace in-person meetings with video- or tele-conference calls whenever possible.
 - As feasible, offer options for attendees at **higher risk for severe illness** that limit their exposure risk (e.g., virtual attendance).
 - Consider limiting event attendance to staff and guests who live in the local area (e.g., community, city, town, or county) to reduce risk of spreading the virus from areas with higher levels of COVID-19. If attendance is open to staff and guests from other communities, cities, town or counties, provide information to attendees so they can make an informed decision about participation.
 - Put policies in place to protect the privacy of people at **higher risk for severe illness** regarding their underlying medical conditions.
- **Limited, Staggered, or Rotated Shifts and Attendance Times**
 - Consider ways to significantly reduce the number of attendees.
 - Use flexible worksites (e.g., telework) and flexible work hours (e.g., staggered shifts) to help establish policies and practices for social distancing of 6 feet between employees, volunteers, and others.
 - Rotate or stagger shifts and arrival times to limit the number of employees in a venue at the same time.
 - Stagger and limit attendance times to minimize the number of guests at the venue.
- **Travel & Transit**

- Encourage employees to use transportation options that minimize close contact with others (e.g., walking or biking, driving or riding by car – alone or with household members only). Consider offering the following support:
 - Ask employees to follow the CDC guidance on how to [Protect Yourself When Using Transportation](#), including public transit.
 - Allow employees to shift their hours so they can commute during less busy times.
 - Ask employees to [wash their hands](#) as soon as possible after their trip.
- Reconfigure parking lots to limit congregation points and ensure proper separation of employees (e.g., closing every other parking space).
- Encourage [rideshare](#) drivers to clean and disinfect frequently touched surfaces in the vehicle and avoid providing pooled rides or picking up multiple passengers who would not otherwise be riding together on the same route.
- **Designated COVID-19 Point of Contact**
 - Designate an administrator or office to be responsible for responding to COVID-19 concerns. All staff and attendees should know who this person or office is and how to contact them.
- **Communication Systems**
 - Put systems in place to:
 - Encourage staff and attendees to self-report to event officials or a COVID-19 point of contact if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days, in accordance with health information sharing regulations for COVID-19 (e.g., see “Notify Health Officials and Close Contacts” in the [Preparing for When Someone Gets Sick](#) section below), and other applicable privacy and confidentiality laws and regulations.
 - Advise attendees prior to the event or gathering that they should not attend if they have symptoms of, a positive test for, or were recently exposed (within 14 days) to COVID-19.
 - Notify staff, attendees, and the public of cancellations and restrictions in place to limit people’s exposure to COVID-19 (e.g., limited hours of operation).
 - Identify and address potential language, cultural, and disability barriers associated with communicating COVID-19 information to event staff and participants. Tailor information so that it is easily understood by various audiences and is available in alternative formats and languages.
 - Learn more about reaching people of diverse languages and cultures by visiting: [Know Your Audience](#). You also can learn more about communicating to staff in a crisis at: [Crisis Communications Plan](#). [🔗](#)
- **Leave (Time Off) Policies**
 - Implement flexible sick leave policies and practices that are not punitive and enable employees to stay home when they are sick, have been exposed, are [caring for someone who is sick](#), or who must stay home with children if schools or child care centers are closed.
 - Examine and revise policies for leave, telework, and employee compensation as needed.
 - Ensure that any relevant policies are communicated to staff.
- **Back-Up Staffing Plan**
 - Monitor absenteeism of employees, cross-train staff, and create a roster of trained back-up staff.
 - Develop policies for return-to-work and event facilities after an employee has COVID-19. CDC’s [criteria to discontinue home isolation](#) and quarantine can inform these policies.
- **Staff Training**
 - Train staff on all safety protocols. Consider using CDC’s [Interim Guidance for Businesses and Employers](#) as a guide.
 - Conduct training virtually to ensure that [social distancing](#) is maintained during training.
 - If training needs to be done in person, maintain social distancing. Virtual training is clearly better for infection control when feasible.
- **Recognize Signs and Symptoms**
 - If feasible, conduct daily health checks (e.g., temperature screening and/or [symptom checking](#)) of staff and attendees safely and respectfully, and in accordance with any applicable privacy laws and regulations.

- Event administrators may consider using examples of screening methods in CDC's [General Business FAQs](#) as a guide.
- **Sharing Facilities**
 - Encourage any organizations that share or use the same venue to also follow these considerations and limit shared use, if possible.
- **Support Coping and Resilience**
 - Promote employees' ability to eat healthy foods, exercise, get enough sleep, and find time to unwind.
 - Encourage employees to talk with people they trust about their concerns and how they are feeling.
 - Consider posting signs for the national distress hotline: 1-800-985-5990, or text TalkWithUsto 66746; The National Domestic Violence Hotline: 1-800-799-7233 and TTY 1-800-787-3224; and The National Suicide Prevention Lifeline: 1-800-273-TALK (8255).
- **Lessons Learned After the Event**
 - Meet with the emergency operations coordinator or planning team for your venue to discuss and note lessons learned.
 - Determine ways to improve planning and implementation processes if the event will happen again.
 - Update your plans regularly according to the state and local situation and orders.

Preparing for When Someone Gets Sick

Event planners should consider several strategies to implement when someone gets sick.

- **Advise Sick Individuals of Home Isolation Criteria**
 - Communicate to sick staff members that they should not return to work until they have met CDC's [criteria to discontinue home isolation](#).
- **Isolate and Transport Those Who are Sick**
 - Make sure that staff and attendees know that they should not come to the event and that they should notify event planners (e.g., the designated COVID-19 point of contact) if they become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with symptoms or a suspected or confirmed case.
 - Immediately separate staff and attendees with COVID-19 [symptoms](#) (e.g., fever, cough, shortness of breath) at the event. Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, and follow [CDC guidance for caring for themselves](#).
 - Individuals who have had [close contact](#) with a person who has [symptoms](#) should be separated, sent home, and advised to follow [CDC guidance for community-related exposure](#) (see "Notify Health Officials and Close Contacts" below). If symptoms develop, individuals should follow [CDC guidance for caring for themselves](#).
 - Planners may follow [CDC's Guidance for Shared or Congregate Housing](#) for any staff who live in event housing.
 - Work with venue administrators, local officials, and healthcare providers to identify an isolation area to separate anyone who has COVID-like symptoms or who has tested positive but does not have symptoms. Event healthcare providers should use [Standard and Transmission-Based Precautions](#) when caring for sick people. See: [What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection](#).
 - Establish procedures for safely transporting anyone sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, call first to alert them that the person may have COVID-19.
- **Clean and Disinfect**
 - Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#) them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).
 - Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure [safe and correct use](#) and storage of [cleaning](#)  and disinfection products, including storing them securely away from children.
- **Notify Health Officials and Close Contacts**
 - In accordance with state and local laws and regulations, event planners should notify [local health officials](#), staff, and attendees of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with](#)

attendees of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#) [↗](#) and other applicable laws and regulations.

- Advise those who have had **close contact** with a person diagnosed with COVID-19 to stay home, **self-monitor for symptoms**, and follow [CDC guidance](#) if symptoms develop.

After reviewing the considerations listed on this page, event planners and administrators can use CDC's [Events and Gatherings Readiness and Planning Tool](#) [📄](#) [9 pages] to protect staff, volunteers, and attendees.

Other Resources

[Latest COVID-19 Information](#)

[Persons at Higher Risk](#)

[Cleaning and Disinfection](#)

[Managing Stress and Coping](#)

[Guidance for Businesses and Employers](#)

[HIPAA and COVID-19](#) [↗](#)

[Guidance for Schools and Childcare Centers](#)

[CDC communication resources](#)

[Guidance for Park Administrators](#)

[Community Mitigation](#)

[Shared and Congregate Housing](#)

[Transportation](#)

[COVID-19 Prevention](#)

[Interim Guidance for Communities of Faith](#)

[Handwashing Information](#)

[Crisis Communications Plan.](#) [↗](#)

[Face Coverings](#)

[Restaurants and bars](#)

[Social Distancing](#)

[Americans with Disabilities Act \(ADA\) and other applicable laws and regulations](#) [↗](#)

[COVID-19 Frequently Asked Questions:](#)

Last Updated July 7, 2020

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Riverside, Iowa (the "City") and Copper Creek Ridge, LLC (the "Company") as of the ___ day of _____, 2020 (the "Commencement Date").

WHEREAS, the Company owns certain real property which is situated in the City and is more specifically described on Exhibit A hereto (the "Property"); and

WHEREAS, the Company has undertaken the operation of the Copper Creek Ridge events center (the "Events Center") on the Property and the maintenance of jobs in connection therewith; and

WHEREAS, the Company has undertaken the construction of a new parking lot (the "Parking Lot Project") for the Events Center; and

WHEREAS, the Company has requested that the City provide financial assistance in the form of a series of economic development grant payments to be used by the Company in paying the costs of operating the Events Center and constructing the Parking Lot Project; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Company's Covenants

1. Parking Lot Project Construction. The Company agrees to construct the Parking Lot Project on the Property. The Company agrees to complete construction of the Parking Lot Project by no later than _____, 20__.

2. Business Operations; Employment Requirements. The Company agrees to continue to operate the Events Center on the Property throughout the Term, as hereinafter defined. The Company agrees that it will host a minimum of six (6) events (the "Business Operations Requirement") at the Events Center during each fiscal year of the City, beginning in the City's 2020-2021 fiscal year, and continuing throughout the Term, as hereinafter defined.

The Company hereby agrees that as of the Commencement Date, the Company has a workforce (the "Base Workforce") of at least _____ () full-time equivalent employees and _____ () part-time equivalent employees. The Company further agrees to maintain the Base Work Force throughout the Term, as hereinafter defined (the "Employment Requirement").

3. Annual Report. The Company agrees to submit an annual report (the "Annual Report") to the satisfaction of the City by no later than each June 30th during the Term, as hereinafter defined, commencing June 30, 2021, demonstrating that the Company is in compliance with the Business Operations Requirement and the Employment Requirement in the twelve (12) months preceding such Annual Report. The Annual Report shall detail the number

of events hosted by the Company and the number of full-time and part-time employees comprising the Base Workforce during the twelve months preceding such Annual Report. The Company agrees to provide such supporting documentation as may be requested by the City as an accompaniment to each Annual Report.

4. **Property Taxes.** The Company agrees to make timely payment of all property taxes as they come due with respect to the Property throughout the Term, as hereinafter defined, and to submit a receipt or cancelled check in evidence of each such payment.

5. **Default Provisions.** The following shall be "Events of Default" under this Agreement, and the term "Event of Default" shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

- a) Failure by the Company to complete the Parking Lot Project pursuant to Section A.1 of this Agreement.
- b) Failure by the Company to comply with the Business Operations Requirement and Employment Requirement set forth in Section A.2 of this Agreement.
- c) Failure by the Company to fully and timely remit payment of property taxes when due and owing.
- d) Failure by the Company to comply with Section A.3 of this Agreement.

Whenever any event of default described in this Agreement occurs, the City shall provide written notice to the Company describing the cause of the default and the steps that must be taken by the Company in order to cure the default. The Company shall have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Company fails to cure the default or provide assurances, the City shall then have the right to:

- a) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- b) Withhold the Payments provided for under Section B.1 below.

B. City's Obligations

1. **Payments.** In recognition of the Company's obligations set out above, the City agrees to make five (5) annual economic development grant payments (the "Payments" and, individually, each a "Payment") to the Company during the Term, as hereinafter defined, pursuant to Chapter 15A the Code of Iowa, provided however that the aggregate, total amount of the Payments shall not exceed \$40,000 (the "Maximum Payment Total").

Each Payment shall not exceed an amount that is equal to that portion of the property taxes paid by the Company relative to the Property which are attributable to the revenues (the "City Tax Revenues") generated from the City tax levy portion of the total consolidated property taxes levied against the Property during the twelve (12) months preceding each Payment date.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from City Tax Revenues received by the City from the Washington County Treasurer attributable to the taxable valuation of the Property.

Assuming that the Company submits a satisfactory Annual Report demonstrating compliance with the provisions of Section A of this Agreement by each June 30th during the Term, as hereinafter defined, then the Payments will be made on July 15th of each fiscal year, beginning on July 15, 2021 and continuing to, and including, July 15, 2027, or until such earlier date upon which total Payments equal to the Maximum Payment Total have been made.

C. Administrative Provisions

1. **Amendment and Assignment.** This Agreement may not be amended or assigned by either party without the written consent of the other party.

2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. **Term.** The term (the "Term") of this Agreement shall commence on the Commencement Date and end on July 30, 2027 or on such earlier date upon which the aggregate sum of Payments made to the Company equals the Maximum Payment Total.

4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Company have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF RIVERSIDE, IOWA

By: _____
Mayor

Attest:

City Clerk

COPPER CREEK RIDGE, LLC

By: _____

ORDINANCE #080320-06

**RESOLUTION ACCEPTING THE CODE OF ORDINANCE FOR
THE CITY OF RIVERSIDE IOWA**

Whereas, the City Council of the City of Riverside, Iowa held a public hearing for the purpose of receiving input and suggestions from the general public concerning the City's Code of Ordinance Updates. An ordinance is intended to provide reasonable rules and regulations for the community, to protect the health, safety and welfare of the general public. The Public Hearing was held during the City Council meeting on Monday, August 3, 2020, which started at 6:00 p.m. in the Riverside Fire Station.

Therefore, be it resolved the City of Riverside City Council does hereby pass the first reading of the Code of Ordinance #080320-06, City Code for the City of Riverside, Iowa.

It was moved by Councilperson , Rodgers seconded by Councilperson McGuire, to pass 1st reading of foregoing ordinance..

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

Ayes: Schneider, Redlinger, Sexton, Rodgers, McGuire

Nays:

Absents:

Passed and approved by the City Council of Riverside, Iowa, on this 3rd day of August, 2020.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

It was moved by Councilperson , Sexton seconded by Councilperson McGuire, to pass 2nd reading of foregoing ordinance.

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

Ayes: : Schneider, Redlinger, Sexton, McGuire

Nays:

Absents: Rodgers

Passed and approved by the City Council of Riverside, Iowa, on this 17th day of August, 2020.

Signed: _____ Date: _____

Tom Sexton, Mayor Pro Tem

Attest: _____ Date: _____

Becky LaRoche, City Clerk

It was moved by Councilperson , _____ seconded by Councilperson _____, to pass 3rd reading and adopt Ordinance #080320-06.

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

Ayes:

Nays:

Absents:

Ordinance adopted by the City Council of Riverside, Iowa, on this _____ day of _____, 2020

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

#12

City of Riverside, Iowa
Travel Request/Reimbursement
(Please circle if request for travel or reimbursement)

Name Christine Yancey

Travel Dates October 21-23, 2020

Travel Location Des Moines

Reason for Travel Fall IMFOA

Date	Explanation	Registration	Mileage	Meals	Lodging
10/21/2020	IMFOA				\$ 103.50
10/22/2020	IMFOA				\$ 103.50
10/21-10/23	IMFOA	\$ 150.00			
10/21-10/23	per diem			\$ 62.00	
10/21-10/23	252 miles round trip		\$ 144.90		
Totals		\$ 150.00	\$ 144.90	\$ 62.00	\$ 207.00
Grand total					\$ 563.90

Supervisor Approval _____

Date _____

Council Approval _____

RESOLUTION #090820-01

**RESOLUTION APPROVING THE STREET FINANCIAL REPORT FOR
FISCAL YEAR ENDING JUNE 30, 2020**

Whereas, the City of Riverside City Council has reviewed the FY 19-20 Street Financial Report for the City of Riverside as submitted by the City Clerk for the City of Riverside.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Street Financial Report for the fiscal year ending June 30, 2020 as prepared by the City Clerk for the City of Riverside, Iowa.

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

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

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 8th day of September, 2020.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

Street Finance Report for Riverside 2020

Expenses	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Salaries - Roads/Streets	\$44,566						\$44,566
Benefits - Roads/Streets	\$25,669						\$25,669
Building & Grounds Maint. & Repair	\$1,766						\$1,766
Vehicle & Office Equip Operation and Repair	\$584	\$6,131					\$6,715
Operational Equipment Repair	\$11,568						\$11,568
Insurance	\$6,263						\$6,263
Street Maintenance Expense	\$987	\$1,299			\$3,142,221		\$3,144,507
Other Contract Services		\$44,447					\$44,447
Office Supplies	\$216						\$216
Operating Supplies	\$404						\$404
Replacement Posts & Signs		\$3,692					\$3,692
Principal Payment				\$215,000			\$215,000
Interest Payment				\$13,000			\$13,000
Bond Registration Fees				\$500			\$500
Transfer Out		\$157,000					\$157,000
Street Lighting	\$21,041						\$21,041
Snow Removal		\$6,993					\$6,993
Depreciation & Building Utilities	\$4,164						\$4,164
Total	\$117,228	\$219,562	\$0	\$228,500	\$3,142,221	\$0	\$3,707,511

RESOLUTION #090820-02

**RESOLUTION APPROVING THE TRANSFER OF FUNDS FOR
THE 2020-2021 BUDGET YEAR**

WHEREAS, the City of Riverside exercises the right to transfer funds per the certified budget for Fiscal Year 2020-2021.

1. Transfer \$100,000 from the Casino Revenue Fund to the Community Center Fund, for the Community Center Capital Project, per the certified budget.
2. Transfer \$75,000 (60%) from the LOST Fund to the Capital Projects Fund per ballot.
3. Transfer \$50,000 (40%) from the LOST Fund to the General Fund per ballot.

THEREFORE, be it hereby resolved, the City of Riverside City Council directs the City Clerk to transfer funds in the amount of \$225,000 as approved for the 2020/2021 budget year.

It was moved by Councilperson _____, seconded by Councilperson _____, that the foregoing Resolution be adopted.

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

Ayes:

Nays:

Passed by the City of Riverside City Council and approved this 8th day of September, 2020.

Signed: _____ Date _____
Allen Schneider, Mayor

Attest: _____ Date _____
Becky LaRoche, City Clerk

RESOLUTION #090820-03

**RESOLUTION FORMING A CITIZEN ADVISORY COMMITTEE
TASK FORCE**

WHEREAS, the City Council of Riverside, Iowa, has chosen to exercise its option to form a Citizen Advisory Committee Task Force made up of high school students from the Highland High School Government Class,

WHEREAS, the City of Riverside will establish duties, responsibilities and special directions and instructions for this Task Force as outlined below:

Duties and Responsibilities: To gather public opinion regarding playground surfaces, equipment, conditions, improvements, etc. from the following age groups:

- 5-12 year old
- 13-17 year old
- Parents of younger children

Special Directions/Instructions: Gather information, organize and share (present to council if possible) and make recommendations to the Riverside City Council, Parks Committee, Planning and Zoning Commission

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

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

Ayes:

Nays:

Abstain/Absent:

PASSED AND APPROVED by the City Council of Riverside, Iowa on this 8th day of September, 2020.

Signed: _____ Date: _____
Allen Schneider, Mayor

Attest : _____ Date: _____
Becky LaRoche, City Clerk

RESOLUTION #090820-04

**RESOLUTION APPROVING THE ANNUAL URBAN RENEWAL REPORT
FOR FISCAL YEAR ENDING JUNE 30, 2020**

Whereas, the City of Riverside City Council has reviewed the FY 19-20 Annual Urban Renewal Report for the City of Riverside as submitted by the City Clerk for the City of Riverside.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Annual Urban Renewal for the fiscal year ending June 30, 2020 as prepared by the City Clerk for the City of Riverside, Iowa.

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 City Council of Riverside, Iowa on this 8th day of September, 2020.

Signed: _____

Allen Schneider, Mayor

Date: _____

Attest: _____

Becky LaRoche, City Clerk

Date: _____

Save

Help Log o

Levy Authority Summary

Local Government Name: RIVERSIDE
 Local Government Number: 92G886
 Contact Name: Becky LaRoche
 Contact Phone: 319-648-3501 xxx-xxx-xxxx
 Contact Email: becky@cityofriversideio: xxx@xxxx.xxx

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

TIF Debt & Obligations Outstanding 0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2019 0

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

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

TIF Sp. Rev. Fund Cash Balance as of 06-30-2020 0

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

Governing Body Approval Date 09/08/2020 Enter date as: mm/dd/yyyy

Levy Authority PDF: [TIF-92G886-2018_09-02-2020.pdf](#) Approved

J & L CONSTRUCTION, LLC

1971 Lexington Blvd.
Washington, IA 52353
Ph: (319) 653-3597
Fax: (319) 653-2410
Email: jlconstr@cloudburst9.net



17a

August 24, 2020

Mayor & City Council of Riverside, IA
60 N. Greene St.
Riverside, IA 52327

RE: Completion date for 4th St. Improvements Project

To All:

According to contract language a total of 75 working days was allotted for contract completion. Currently with weather conditions taken into account the completion date of the project is around August 31, 2020.

J & L Construction is asking for the consideration of the City Council to extend the completion date by 15 working days due to the time part of the project was left idle until Mid America Gas was able to work on a conflict of a gas main and new water main at the Rose & 4th Street intersection. Mid America was contacted on May 27, 2020 of this conflict and it was on or about June 30, 2020 when this was completed. This shut down affected the progress of the project. J & L's original plan was to pave half-width the entire length of the street at one time. Now we are having to pave only a half block at a time.

We appreciate your understanding and consideration of this request.

Sincerely,

J & L CONSTRUCTION, LLC

Jay E. Peiffer
Vice President

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 1
 Week Ending Sat. May 9, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	5/3/20			No	
Monday	5/4/20	Clear and Grub		Yes	1
Tuesday	5/5/20	No Work - Rain Day	<i>lots of rain</i>	No	0
Wednesday	5/6/20	Clear and Grub		Yes	1
Thursday	5/7/20	Clear and Grub		Yes	1
Friday	5/8/20	Clear and Grub		Yes	1
Saturday	5/9/20				

Remarks:

Percent of Contract Completed 3.28%
 Percent of Time Used 5.33%

TOTALS FOR THE WEEK			4
Total Working Days Used Last Report			
Total Working Days Used To Date			4
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff May 14, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 2
 Week Ending Sat. May 16, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	5/10/20				
Monday	5/11/20	Water Main		Yes	1
Tuesday	5/12/20	Water Main		Yes	1
Wednesday	5/13/20	Water Main		Yes	1
Thursday	5/14/20	Water Main		Yes	1
Friday	5/15/20	Water Main		Yes	1
Saturday	5/16/20				

Remarks:

10%
Percent of Contract Completed _____
 12% %
Percent of Time Used _____

TOTALS FOR THE WEEK			5
Total Working Days Used Last Report			4
Total Working Days Used To Date			9
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff May 27, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 3
 Week Ending Sat. May 23, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	5/17/20				
Monday	5/18/20	Water Main		Yes	1
Tuesday	5/19/20	Storm Sewer		Yes	1
Wednesday	5/20/20	Storm Sewer		Yes	1
Thursday	5/21/20	Storm Sewer		Yes	1
Friday	5/22/20	Storm Sewer		Yes	1
Saturday	5/23/20				

Remarks: _____

10%
Percent of Contract Completed _____

19%
Percent of Time Used _____

Inspector Craig Kuepker

Scott Pottorff
Project Engineer

May 27, 2020
Date

TOTALS FOR THE WEEK		5
Total Working Days Used Last Report		9
Total Working Days Used To Date		14
Number of Working Days Specified		75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 4
 Week Ending Sat. May 30, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	5/24/20				
Monday	5/25/20	Storm Sewer		Yes	1
Tuesday	5/26/20	Storm Sewer		Yes	1
Wednesday	5/27/20	Storm Sewer Rain Starting Around Noon		Yes	0.5
Thursday	5/28/20	Storm Sewer	<i>.58 rain</i>	Yes	1
Friday	5/29/20	Removals/Grading		Yes	1
Saturday	5/30/20				

Remarks:

20%
Percent of Contract Completed _____
 24.7%
Percent of Time Used _____

TOTALS FOR THE WEEK			4.5
Total Working Days Used Last Report			14
Total Working Days Used To Date			18.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. June 08, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 5
 Week Ending Sat. June 6, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	5/31/20				
Monday	6/1/20	Removals/Grading		Yes	1
Tuesday	6/2/20	Removals/Grading		Yes	1
Wednesday	6/3/20	Removals/Grading		Yes	1
Thursday	6/4/20	PCC Sidewalk		Yes	1
Friday	6/5/20	PCC Sidewalk		Yes	1
Saturday	6/6/20				

Remarks:

25%

Percent of Contract Completed _____

31.3%

Percent of Time Used _____

TOTALS FOR THE WEEK			5
Total Working Days Used Last Report			18.5
Total Working Days Used To Date			23.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. June 08, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 6
 Week Ending Sat. June 13, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	6/7/20				
Monday	6/8/20	PCC Sidewalk/Subgrade Preparation		Yes	1
Tuesday	6/9/20	PCC Sidewalk/Subgrade Preparation	Rain 2.5 inches	No	0
Wednesday	6/10/20	PCC Sidewalk/Subgrade Preparation	Rain 0.5 inches	No	0
Thursday	6/11/20	PCC Sidewalk/Subgrade Preparation	Too wet to work	No	0
Friday	6/12/20	PCC Sidewalk/Subgrade Preparation		Yes	1
Saturday	6/13/20				

Remarks:

30%
Percent of Contract Completed _____
 32.7%
Percent of Time Used _____

TOTALS FOR THE WEEK			2
Total Working Days Used Last Report			22.5
Total Working Days Used To Date			24.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. June 22, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 7
 Week Ending Sat. June 20, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	6/14/20				
Monday	6/15/20	PCC Sidewalk		Yes	1
Tuesday	6/16/20	Water Services		Yes	1
Wednesday	6/17/20	Water Services		Yes	1
Thursday	6/18/20	Water Services		Yes	1
Friday	6/19/20	Subgrade Preparation		Yes	1
Saturday	6/20/20				

Remarks:

35%
 Percent of Contract Completed _____
 39.3%
 Percent of Time Used _____

TOTALS FOR THE WEEK			5
Total Working Days Used Last Report			24.5
Total Working Days Used To Date			29.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. June 22, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 8
 Week Ending Sat. June 27, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	6/21/20				
Monday	6/22/20	PCC Paving No Work Rain Day	<i>.70 inch rain</i>	No	0
Tuesday	6/23/20	PCC Sidewalk		Yes	1
Wednesday	6/24/20	PCC Paving		Yes	1
Thursday	6/25/20	PCC Paving		Yes	1
Friday	6/26/20	PCC Paving		Yes	1
Saturday	6/27/20				

Remarks: Percent of Contract Completed 40%
 Percent of Time Used 44.7%

TOTALS FOR THE WEEK			4
Total Working Days Used Last Report			29.5
Total Working Days Used To Date			33.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. July 06, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 9
 Week Ending Sat. July 4, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	6/28/20				
Monday	6/29/20	PCC Paving		Yes	1
Tuesday	6/30/20	PCC Paving		Yes	1
Wednesday	7/1/20	PCC Paving		Yes	1
Thursday	7/2/20	PCC Paving		Yes	1
Friday	7/3/20	PCC Paving 4th of July Holiday		No	0
Saturday	7/4/20				

Remarks:

45%
 Percent of Contract Completed _____
 50%
 Percent of Time Used _____

TOTALS FOR THE WEEK			4
Total Working Days Used Last Report			33.5
Total Working Days Used To Date			37.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. July 06, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 10
 Week Ending Sat. July 11, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor All American Concrete, Inc.

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	7/5/20				
Monday	7/6/20	PCC Paving		Yes	1
Tuesday	7/7/20	PCC Paving		Yes	1
Wednesday	7/8/20	PCC Paving		Yes	1
Thursday	7/9/20	Water Main		Yes	1
Friday	7/10/20	Storm Sewer		Yes	1
Saturday	7/11/20				

Remarks:

45%
 Percent of Contract Completed _____
 56.7%
 Percent of Time Used _____

TOTALS FOR THE WEEK			5
Total Working Days Used Last Report			37.5
Total Working Days Used To Date			42.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Scott Pottorff

Scott Pottorff, P.E. July 15, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 11
 Week Ending Sat. July 18, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	7/12/20				
Monday	7/13/20	PCC Pavement		Yes	1
Tuesday	7/14/20	PCC Pavement		Yes	1
Wednesday	7/15/20	No Work - Rain Day	<i>0.27 mch = rain</i>	No	0
Thursday	7/16/20	PCC Pavement		Yes	1
Friday	7/17/20	PCC Pavement		Yes	1
Saturday	7/18/20				

Remarks:

55%
Percent of Contract Completed _____
62%
Percent of Time Used _____

TOTALS FOR THE WEEK			4
Total Working Days Used Last Report			42.5
Total Working Days Used To Date			46.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Scott Pottorff

Scott Pottorff, P.E. July 23, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 12
 Week Ending Sat. July 25, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	7/19/20				
Monday	7/20/20	PCC Pavement		Yes	1
Tuesday	7/21/20	PCC Pavement Rain in Afternoon	<i>0.09 inch rain</i>	Yes	0.5
Wednesday	7/22/20	PCC Pavement		Yes	1
Thursday	7/23/20	PCC Pavement		No	1
Friday	7/24/20	PCC Pavement		No	1
Saturday	7/25/20				

Remarks:

60%
 Percent of Contract Completed _____
 68%
 Percent of Time Used _____

TOTALS FOR THE WEEK		4.5
Total Working Days Used Last Report		46.5
Total Working Days Used To Date		51
Number of Working Days Specified		75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date

Inspector Craig Kuepker

Scott Pottorff, P.E. August 05, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 13
 Week Ending Sat. August 1, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	7/26/20		<i>.8 inch rain</i>		
Monday	7/27/20	PCC Pavement	Rain - Too Wet to Work	No	0
Tuesday	7/28/20	PCC Pavement		No	1
Wednesday	7/29/20	PCC Pavement		No	1
Thursday	7/30/20	PCC Pavement		No	1
Friday	7/31/20	PCC Pavement		No	1
Saturday	8/1/20				

Remarks:

60%
 Percent of Contract Completed _____
 73.3%
 Percent of Time Used _____

TOTALS FOR THE WEEK			4
Total Working Days Used Last Report			51
Total Working Days Used To Date			55
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. August 05, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 14
 Week Ending Sat. August 8, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	8/2/20				
Monday	8/3/20	PCC Paving		Yes	1
Tuesday	8/4/20	PCC Paving		Yes	1
Wednesday	8/5/20	PCC Paving		Yes	1
Thursday	8/6/20	PCC Paving		Yes	1
Friday	8/7/20	PCC Paving		Yes	1
Saturday	8/8/20				

Remarks:	60%	TOTALS FOR THE WEEK		5
	Percent of Contract Completed _____	Total Working Days Used Last Report		55
	80%	Total Working Days Used To Date		60
	Percent of Time Used _____	Number of Working Days Specified		75
		Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date

Inspector Craig Kuepker

 Scott Pottorff, P.E. _____
 Project Engineer

August 18, 2020

 Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 15
 Week Ending Sat. August 15, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	8/9/20				
Monday	8/10/20	PCC Paving	Rain/Storm in Afternoon	Yes	0.5
Tuesday	8/11/20	PCC Paving	Storm Damage Cleanup	No	0
Wednesday	8/12/20	PCC Paving		Yes	1
Thursday	8/13/20	PCC Paving		Yes	1
Friday	8/14/20	PCC Paving		Yes	1
Saturday	8/15/20				

Remarks:

65%
 Percent of Contract Completed _____
 84.7%
 Percent of Time Used _____

TOTALS FOR THE WEEK			3.5
Total Working Days Used Last Report			60
Total Working Days Used To Date			63.5
Number of Working Days Specified			75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff, P.E. August 18, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 16
 Week Ending Sat. August 22, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	8/16/20				
Monday	8/17/20	PCC Paving		Yes	1
Tuesday	8/18/20	PCC Paving		Yes	1
Wednesday	8/19/20	PCC Paving		Yes	1
Thursday	8/20/20	PCC Paving		Yes	1
Friday	8/21/20	PCC Paving		Yes	1
Saturday	8/22/20				

Remarks:

75%

Percent of Contract Completed _____

91.3%

Percent of Time Used _____

TOTALS FOR THE WEEK		5
Total Working Days Used Last Report		63.5
Total Working Days Used To Date		68.5
Number of Working Days Specified		75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date

Inspector Craig Kuepker

Scott Pottorff, P.E. September 02, 2020
 Project Engineer Date

IOWADOT

WEEKLY REPORT OF WORKING DAYS

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date May 4, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) _____

Report No. 17
 Week Ending Sat. August 29, 2020
 County Washington
 Project No. 4th Street Improvements
 Contract No. Riverside

Contractor J&L Construction

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	8/23/20				
Monday	8/24/20	PCC Sidewalks/Driveways		Yes	1
Tuesday	8/25/20	PCC Sidewalks/Driveways		Yes	1
Wednesday	8/26/20	PCC Sidewalks/Driveways		Yes	1
Thursday	8/27/20	PCC Sidewalks/Driveways		Yes	1
Friday	8/28/20	PCC Sidewalks/Driveways		Yes	1
Saturday	8/29/20				

Remarks:

80%

Percent of Contract Completed _____

98%

Percent of Time Used _____

TOTALS FOR THE WEEK		5
Total Working Days Used Last Report		68.5
Total Working Days Used To Date		73.5
Number of Working Days Specified		75
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date

Inspector Craig Kuepker

Scott Pottorff, P.E.

September 02, 2020

Project Engineer

Date

RESOLUTION #090820-05

**RESOLUTION APPROVING CHANGE ORDER #6 TO
J&L CONSTRUCTION FOR THE 4TH STREET PROJECT**

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this change order in the amount of \$1088.00.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Change Order #6 remove and replace additional driveway at 320 E 4th Street.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 8th day of September, 2020.

Signed: _____ Date _____

Allen Schneider, Mayor

Attest: _____ Date _____

Becky LaRoche, City Clerk



090820-5

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

September 2, 2020

2245-045

4th Street Improvements Project
 Change Order #6

The following changes to the contract are requested to remove and replace additional driveway at 320 E 4th Street to better match the existing driveway slopes.

There are existing bid items which cover the work in this change. The quantity changes required are as follows:

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
Subbase, Modified, 4" Thick Rock For Sidewalks <i>Driveway</i>	16 SY	\$8.00	\$128.00
Removal of Paved Driveway	16 SY	\$9.00	\$144.00
PCC Driveway, 6"	16 SY	\$51.00	\$816.00
TOTAL CHANGE			\$1,088.00

Change to the Contract

This change order would add the above quantity to the the above items in the contract and increase the amount of the contract by \$1,088.00.

Reason for changes

The existing driveway has a crown in it and it did not match the new sidewalk very well. In order to match the new sidewalk and existing driveway grades, an additional 8.5 feet of driveway needs to be removed and replaced to provide a uniform and smooth transition from the existing driveway across the sidewalk.

Approved by:

 J&L Construction

 City of Riverside

2245045changeorder6.docx

IOWA DOT

WEEKLY REPORT OF WORKING DAYS

#18

IMPORTANT! Whenever the prime or a subcontractor starts or completes work it shall be so stated on the corresponding daily line below. This shall also apply when work is resumed after a winter shutdown.

Late/Approx. Starting Date July 6, 2020
 Intermediate Construction Period, if specified _____
 Length of project _____ km (miles)
 Type of Work (If Bridge Give Design No.) PCC Sidewalk

Report No. 5
 Week Ending Sat. August 8, 2020
 County Washington
 Project No. TAP-R-6495(603)--8T-92
 Contract No. 92-6495-603-A

Contractor All American Concrete

Days of Week	Date	Controlling Operation	Explanation of Delays	Contractor Working Yes or No	Working Days Charged
Sunday	8/2/20				
Monday	8/3/20	Grading/Topsoil		Yes	1
Tuesday	8/4/20	Grading Topsoil		Yes	1
Wednesday	8/5/20	Grading/Topsoil Work completed around Noon		Yes	0.5
Thursday	8/6/20	Sod - Working Days Suspended		No	0
Friday	8/7/20			No	0
Saturday	8/8/20				

Remarks:
 Working days suspended until sod work can begin after September 1st per DOT Specifications

Percent of Contract Completed 90%
 Percent of Time Used 95%

TOTALS FOR THE WEEK			2.5
Total Working Days Used Last Report			16.5
Total Working Days Used To Date			19
Number of Working Days Specified			20
Type of Work	km (miles) or Quantity Completed To Date	Percent Completed To Date	

Inspector Craig Kuepker

Scott Pottorff Project Engineer August 25, 2020 Date

Options discussed for Park Projects

Hall Park

- 5 Boat ramp/rip rap
- 1 Expanded rip rap
- 3 New Shelter
- 1 Barn Repair
- 1 Equipment building for mower/etc
- 1 Trail from bike trail to park
- 3 Primitive camping
- 3 Park expansion/with trail
- 3 Playground surface
- 3 Handicap equipment
- 3 Splash Pad/Water feature
- Tire clean up
- Remove poles
- 3 Additional land
- 3 Three season shelter
- 2 Barbecue/cooking areas

Railroad Park

- 3 Handicap surface under playground
- 3 Handicap equipment and sidewalks
- 2 Tube drainage area for extra green space
- Senior ideas-equipment

Butler Dog Park

- 1 Trees
- 1 Benches/tables
- 1 Dog Exercise Equipment
- 1 Water
- 1 Walking accessibility for younger children
- 1 Bicycle racks
- 1 More parking

Veterans Park

Conservation Park

- 1 Bathroom upgrade
- 2 Camping
- 1 Playset
- 1 Walking paths

Detension Basin-Northern Heights

Hall Park

- 2 Landscape hill by stage
- 2 Encourage Kayaking
- 1 Fish Cleaning Station
- Open shelter by river
- 2 Additional Parking
- 1 Canopy with benches
- 1 Brush cleanup/ditch
- 1 Curbing around mulch
- 1 Improve basketball court
- 1 Updated equipment

Downtown bicycle racks

All parks connected by sidewalks

Trekfest theme

- 2 Draw people to town
- 1 Delta Shield
- 1 Museum
- 1 Birthplace

Detension Basin-Galileo

Bike Trail - tie into Vine, Sand Road

- 4 More trails
- 1 Bicycle repair stations
- 2 Workout apparatus
- 3 Work with Washington Co on trails
- 2 Bike trail going north

Rec Center

- soccer field
- flag football field
- More ballfields

FYI

COVID-19 Plan for use of City Parks, Diamonds, Facilities

Please fill out each line in detail how your event will be handled

Date/Times of Event _____ Location _____ Type _____

Mass Gatherings-Number of anticipated attendance

Plans to implement social distancing-6' separation

Hygiene, handwashing stations, hand sanitizing stations, use of masks, shields

Will masks be required by organizers? _____ Participants _____

Food/Beverages Served-Iowa Department of Public Health Guidelines

Sporting Events

Health Monitoring _____

Temperature taken _____

Who is in charge for monitoring for compliance



Recommendations for COVID-19 infections associated with baseball & softball teams

The COVID-19 Pandemic is ongoing and the COVID-19 virus is circulating in all Iowa communities. All players, parents, coaches, school administrators, sports associations and tournament directors/organizers have a responsibility to take measures to prevent the spread of COVID-19. The Iowa Department of Public Health (IDPH) strongly recommends that all sports teams adhere to the following guidance.

HEALTH MONITORING: Players and coaches who are part of a high-risk population should not participate in group activities. Fever and symptom monitoring should occur prior to starting any practice or game. All players and coaches should also be asked whether they have been in close contact with a sick person or confirmed COVID-19 case.

ILL PLAYERS OR COACHES: All players and coaches who have had an exposure or who have a fever, cough, or difficulty breathing should be immediately sent home and instructed to contact their healthcare provider. COVID-19 testing is highly encouraged in symptomatic players and coaches to better inform the potential exposure of teammates and coaching staff. Testing is also recommended for persons who have been in close contact with a confirmed case.

Players and coaching staff either testing positive for COVID-19 infection or who are symptomatic but not tested for COVID-19 infection should be excluded until the following criteria are met:

- 10 days after their illness starts AND
- 3 days since their fever resolved (without fever reducing medications) AND all other symptoms have improved.

Players and coaching staff testing negative for COVID-19 infection and who are NOT a close contact of a confirmed case can return to normal activities 24 hours after their fever and other symptoms have resolved.

Players and coaching staff testing negative for COVID-19 infection and who ARE close contacts of a confirmed case should continue to self-quarantine until 14 days after their last exposure to the confirmed cases.

WHEN CAN PEOPLE PASS COVID-19 TO OTHERS: COVID-19 infected people can pass it to others from 48 hours before they get sick (symptomatic) until 10 days after they get sick.

If people test positive for COVID-19 infection and never get sick (asymptomatic), assume that they could pass it to others from 10 days before they were tested until 10 days after they were tested.

TEAM EXPOSURES: Coaches are expected to fully cooperate with public health investigations of persons testing positive for COVID-19. All teammates and coaches who have been within 6 feet of the person testing positive for COVID-19 for more than 15 minutes, should self-isolate for 14 days after their last exposure. Exposed players and coaches should not be at practices or games during the 14 day period of self-isolation.

EXPOSURES TO OPPOSING TEAMS: If a player or coach tests positive for COVID-19, all opposing teams (for games played during the time when the infected person could have passed COVID-19 to others) should be notified. Players and coaches on the opposing team should continue to self monitor for COVID-19 symptoms. Close contact (within 6 feet for 15 minutes) between opposing teams is infrequent in baseball and softball, therefore unless there are extenuating circumstances, the opposing team and coaching staff can continue with daily activities without restriction as long as they remain symptom free.

This guidance supplements the previously released recommendations of the Iowa Department of Education, available at:

<https://www.iahsaa.org/wp-content/uploads/2020/05/iowa-DE-Guidance-Summer-Sports-5.20.20.pdf>

All players, coaching staff, officials and spectators are encouraged to follow public health social distancing recommendations and practice frequent hand washing. For additional information about COVID-19 visit: <https://idph.iowa.gov/Emerging-HealthIssues/Novel-Coronavirus> or <https://coronavirus.iowa.gov/>

Iowa Department of Public Health

Released 06/05/2020

City of Riverside
Administrator Report
September 8, 2020

- Staff is holding daily meetings from 8:00-8:15, 8:30 to discuss the tasks for the day and any updates on projects. We practice social distancing.
- Washington zoom meetings for updates
- Phone meetings with council members
- Payroll review
- Agenda prep
- Code Update
 - Sent to the attorney for review-**done**
 - 7/20 set Public Hearing for 8/3-**done**
 - 8/3 Public Hearing, 1st reading-**done**
 - 8/17 - 2nd reading-**done**
 - 9/8 – 3rd reading
 - 9/17 – publish
- Project emails with MMS-working to provide ongoing punch list
- Nuisance issues
- Project update emails
- Generator-checking on install date
- Nesper Sign-possible sign at fire station
- Invoicing with Engie for sludge storage
- Working with Iowa Solutions on Fire Dept computer/internet issues
- Review of past due water bills
- Emails/calls with Eliis, Kalona on field use for tournament
- Discussions on updated disaster plan-Toby/EMS
- Discussions on siren-Chad
- Status of parks overall-weeding and cleaning
- Meeting with Bill about safety audit of plants
- Issues with 4th St per emails
- Discussion on possible marketing of Fire Department ambulance vehicle
- Replacement of batteries for residential speed signs, possible moving of one of the signs
- Commercial and residential grant phone calls and emails
- Field use sign up
- Met with VFW on use of the Fire Department-will be replacing door sweeps to help control bugs, cleaning carpet
- Phone calls on generator
- Discussion with staff on cutting down weeds on city property
- Meeting with Bill S-dredging lagoon in two weeks, service line change order on 4th St project, building reserves for future projects
- Bryan getting bids for hard surface parking at rental unit-required by code
- Working with Jeanine on youth park survey
- Phone calls from letters on weeds/brush

Public Works:

- Mowed parks, ball diamonds
- Don watering flowers, weeding
- Cleaning, disinfecting bathrooms 2/day
- Installed bulletin boards, outside message board at City Hall
- Completion of Conservation Park bathroom repairs
- Cleaned up park from movie night
- Tour of tree damage with contractor
- Worked on water feature at Veteran's Park
- Cleaned up trees down by demo pit and west end of trail
- Ordered new books for updated codes
- Jay-building inspection on 470 Elm
- Jay-inspection duties with Dollar General-Knox lock
- Changed out flags
- Designed parking at city rental house
- On site meeting on project with Kevin Mills
- Cleaned up limbs at Conservation Park
- Working with CA on FEMA vehicle costs
- Jay-meeting with contractor on resident driveway project
- Met with Precision Electric-Delta Shield
- Cut up hanging limbs on 2nd St
- Watered trees in parks
- Worked on list of weeds for nuisance letters
- Removed dead tree at Conservation Park
- Replaced air filters in city hall/washed dirty filters for future use

City of Riverside

Aug 1, 2020 - Aug 31, 2020

All Users
100.00% Sessions

Website Visits

996

% of Total: 100.00% (996)



Page Views

1,961

% of Total: 100.00% (1,961)



Unique Visitors

735

% of Total: 100.00% (735)



Time on Site

00:01:16

Avg for View: 00:01:16 (0.00%)

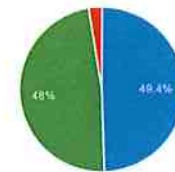


Most Viewed Pages

Page Title	Pageviews
City of Riverside, Iowa	722
Meetings - City of Riverside, Iowa	205
Calendar - City of Riverside, Iowa	123
Attractions - City of Riverside, Iowa	108
Staff - City of Riverside, Iowa	69
Contact Us - City of Riverside, Iowa	65
News - City of Riverside, Iowa	62
Parks & Recreations - City of Riverside, Iowa	57
Maps - City of Riverside, Iowa	50
Mayor and Council - City of Riverside, Iowa	43

Mobile vs Desktop

desktop mobile tablet



Visits by States

Region	Sessions
Iowa	590
Illinois	63
Nebraska	49
Minnesota	29
Wisconsin	29
Missouri	19
California	18
Florida	8
Texas	7
Colorado	6



September 1, 2020

David Collins' passing was sudden and a shock to all. Although David's time was short as the WEDG Executive Director, we all had the privilege of knowing and working with him as he enhanced the focused on the WEDG mission, "*Create and promote an environment for Economic Development*". As an investor in the Washington Economic Development Group ("WEDG"), the WEDG Board wanted to reach out to you during this time of transition to keep you abreast of activities.

The WEDG Board has commissioned Smart Solutions Group to identify potential candidates to fill our Executive Director position; this is also the same group used when WEDG hired David. We began the process at the end of July and hope to identify a new Executive Director within 90 days. In the interim, the WEDG Board continues to focus and move forward with the projects that David helped initiate and lead.

The housing market has been on fire in Washington County, since January 1st. There have been 172 homes sold in Washington County with a 37-day average on the market and 97% list to sell value. The City of Washington has lots for sale at the former Whitesell property. Details are at: <https://washingtioniowa.gov/city-of-washington/nlw/>. Also, home builders consider building houses on odd-shaped lots, as most of the remaining easily buildable infill lots are gone. They also closed on 19 acres of land back in July for which they are in the process of annexation. Work continues with code enforcement in existing neighborhoods and have 2 nuisance houses coming down in the near future for which the city plans to re-sell lots after the houses are demolished.

WEDG is planning a move! Planning and construction is underway for a new location and office space; WEDG is finalizing plans to rent upstairs space in the Greiner Buildings office building, formerly the old library. This decision was made to support the future growth of the organization as efforts continue to position WEDG with a "county wide" image and focus. Through David's efforts, WEDG anticipates being able to make this move with a slight increase to annual cost structure; but the organizational clarity and expansion opportunity justify the increased expense. WEDG appreciates our long-term relationship with the City of Washington's Chamber of Commerce and looks forward to continuing our valued partnership going forward. Exact date of occupancy is still in the planning process, but we anticipate a time around the first of 2021.

Prior to the COVID disruption, WEDG and TrueNorth scheduled a presentation, *Attracting and Retaining Top Talent*, but when COVID hit WEDG felt it was best to post-pone. We are excited to share with you that the event is in process of being rescheduled for September 29th from 1-3PM, with location to be determined. Please watch for a future invite, hope you can join! Topics we plan to discuss are:

- How to control your spending while improving culture
- What top companies are doing to attract and retain desired employees
- Misconceptions around financing your benefit programs
- Opportunities surrounding “brown” bagging that allows for improvement of your culture and bottom line
- Benchmarking data from our 2020 employee benchmarking survey
- What would a WEDG Captive would look like

To achieve continued success, WEDG relies on the generosity/support of individuals and businesses like you. Please know that during this interim, the entire board is still available to assist you of any needs that may arise. Please do not hesitate to reach out.

Thank you.

Sincerely,

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Ron Lutovsky
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WEDG Vice President (2019-2020)
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