

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA**  
**RIVERSIDE FIRE DEPARTMENT**  
**271 E 1<sup>ST</sup> ST**  
**REGULAR MEETING**

Monday, October 5, 2020 – 6:00 P.M.

The meeting will be recorded and can be viewed live by visiting the city web site at [www.riversideiowa.gov](http://www.riversideiowa.gov)

**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 9-21-2020
  - b. Expenditures for 10-05-2020
  - c. Madeline's Coffee House Wine Permit
  - d. Dollar General Store #21630 Cigarette Permit
  - e. Resolution #100520-01 Waive review of parcel within 2 miles of city limits **pg. 7**
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Public hearings
  - a. Resolution #092120-02 Set public hearing for code changes – No parking **pg. 9**
6. MMS Consultants report
  - a. Updates on 4<sup>th</sup> Street Project
    - i. Resolution #100520-05 Change Order #8 Seeding behind sidewalk **pg. 17**
    - ii. Resolution #100520-06 Change Order #9 Marv Mast sidewalk **pg. 19**
  - b. Updates on Safe Routes to School Project
    - i. Resolution #100520-07 Change order #1 for additional quantities **pg. 21**
    - ii. Adding Crosswalk Markings at intersections
  - c. No parking markings and handicap parking changes near Duffey Cycles
7. Resolution #100520-03 donation of vehicle to Washington County for ambulance service **pg. 30**
8. Presentation from Carl A Nelson & Company on Community Center Proposal
9. PeopleService Inc-Resolution #100520-04 Bid for Membrane Replacement Project **pg. 33**
10. Residential Grant Application Approval
11. City Administrator's report
  - a. Halloween update
  - b. Request for vacation 10/26-10/28/2020
  - c. Rental property
  - d. FEMA/State grants
  - e. New city truck update
  - f. Packet distribution-discussion on use of electronic devices
  - g. Grants-once a year, twice a year, quarterly?
12. Motion to adjourn

Meeting attendees are asked to maintain 6 ft. distance from other attendees who don't live in their household. Masks are required when distancing cannot be maintained. Those wishing to provide comments for the public forum without attending the meeting can submit them by email to [admin@cityofriversideiowa.com](mailto:admin@cityofriversideiowa.com), by phone at 319-648-3501, or in the City Hall dropbox up to 30 minutes prior to the meeting.

## COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: Monday, September 21<sup>st</sup>, 2020

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

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

Sexton moved to approve the minutes of September 8<sup>th</sup>, 2020, expenditures, and August Fire Department report. Second by Rodgers, passed 5-0.

Jon Abel addressed council on starting a non-profit to develop a Civilian Plasma Barrier.

McGuire moved to table Resolution #092120-01, Set Public Hearing for updates to No-Parking City Ordinance. Second by Schneider, passed 5-0.

Kevin Meller, RACC treasurer, asked for Council approval for a movie and concert in Hall Park.

McGuire moved to approve movie and concert at a cost of approximately \$1100. Second by Schneider, passed 5-0.

Bill Stuke, PeopleService, Inc. presented August water and waste water report.

Scott Pottorff, MMS Consultants gave updates on Capital Improvement Projects.

Sexton moved to pass Resolution #092120-02, Approving Change Order #7 to lower water service at 310 N Rose Street. Second by McGuire, passed 5-0.

Rodgers moved to pass Resolution #092120-03, Approving pay request #5 for J&L Construction on the 4<sup>th</sup> Street project in the amount of \$282,804.31. Second by Rodgers, passed 5-0.

Pottorff discussed changes to Safe Routes to School project. Council requested cost of crosswalk sidewalk markings at intersections, and possible adding this to other marking projects in town.

Rodgers moved to pass Resolution #092120-04, Approve donation of used Ambulance to Washington County, upon signature of legal documents. Second by Sexton, passed 5-0.

Sexton moved to pass Resolution #092120-05 Accepting purchase agreement with Wiele Motor Co. of Columbus Jct. for a 2021 Chevy Silverado 3500HD EMS truck for \$34,700. Second by McGuire, passed 5-0. RESA will purchase topper, slide out, graphics, and vehicle accessories at a cost of \$15,000.

Council reviewed financial reports for August 2020.

Council set Trick or Treat for October 31<sup>st</sup> from 5:30 to 7:30 p.m. Residents should turn on their porch light if wanting to participate.

## COUNCIL PACKET

Redlinger motioned for Admin to start process of listing City rental property for sale. Second by Sexton, passed 5-0.

Admin reported on status of FEMA and State Covid-19 reimbursement grants.

The next Parks Capital Projects open meeting will be Monday, September 28<sup>th</sup> at 6pm in Fire station.

Redlinger moved to adjourn at 8:02 pm. Second by Rodgers, passed 5-0

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

PARKS Open Meeting - Monday, September 28<sup>th</sup>, 2020 at 6:00 p.m. at Fire Station.

Council Meeting – Monday, October 5<sup>th</sup>, 2020 at 6:00 p.m. at Fire Station.

ATTEST:

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Becky LaRoche; City Clerk

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Allen Schneider; Mayor

## COUNCIL PACKET

EXPENDITURES OCTOBER 5, 2020					
COUNCIL MEETING		BILLS			
1	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 464.12	
2	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 752.34	
3	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 373.38	
4	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 255.11	
5	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,524.25	
6	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 517.39	\$ 3,886.59
7	BECKY LaROCHE	CELL	001-5-650-6373	\$ 50.00	
8	BRYAN LENZ	CELL	001-5-430-6373	\$ 50.00	
9	IOWA ONE CALL	LOCATES	600-1-810-6507	\$ 35.90	
10	J&S PLUMBING	WATER MAIN	600-5-810-6374	\$ 700.00	
11	JAY STUELKE	CELL	001-5-210-6373	\$ 50.00	
12	JOHNSON CO. REFUSE	CLEAN -UP DAY	670-5-840-6378	\$ 386.00	
13	JOHNSON CO. REFUSE	LAWN BAGS	670-5-840-6372	\$ 38.75	
14	KALONA GRAPHICS	EMS	002-5-150-6370	\$ 58.16	
15	KCTC	RVFD	002-5-150-6332	\$ 20.99	
16	KOCH OFFICE	COPIER	001-5-650-6496	\$ 15.38	
17	KUM & Go FLEET	RVFD	002-5-150-6350	\$ 47.41	
18	KUM & Go FLEET	STREETS	110-5-210-6331	\$ 105.67	\$ 153.08
19	MENARDS	FILTERS	001-5-650-6310	\$ 43.18	
20	MENARDS	FILTERS	001-5-210-6506	\$ 60.93	\$ 104.11
21	MID AMERICAN	SHOP	001-5-210-6371	\$ 12.13	
22	MID AMERICAN	RVFD	002-5-150-6330	\$ 13.28	
23	MID AMERICAN	CITY HALL	001-5-650-6371	\$ 12.13	\$ 37.54
24	MUNICIPAL SUPPLY	WATER	600-5-810-6374	\$ 249.25	
25	NEWS	PUBLICATIONS	001-5-650-6402	\$ 121.74	
26	PEOPLE SERVICES	SEPT SERVICE	610-5-815-6500	\$ 11,449.50	
27	PEOPLE SERVICES	SEPT SERVICE	600-5-800-6500	\$ 11,449.50	\$ 22,899.00
28	RON'S AUTO	TIRE CHANGE OUT	110-5-210-6331	\$ 162.00	
29	SUEPPEL	LEGAL	001-5-640-6411	\$ 1,500.00	
30	TRAFFIC LOGIX	BATTERIES	110-5-210-6415	\$ 795.00	
31	VISU SEWER	SEWER CLEAN	610-5-815-6374	\$ 3,552.21	
32		<b>TOTAL BILLS</b>		<b>\$ 34,865.70</b>	
33	EOM PAYABLES				
34	DELTA DENTAL	OCT BILLING	001-5-430-6150	\$ 149.54	
35	LINCOLN NAT'L LIFE INS	OCT BILLING	001-5-620-6150	\$ 288.55	
36	MEDIACOM	RVFD	002-5-150-6332	\$ 210.17	
37	MEDICAOM	CITY HALL	001-5-650-6373	\$ 203.22	
38	VERIZON	CELL COLLECTORS	600-5-810-6373	\$ 63.54	
39	WELLMARK	OCT BILLING	001-5-620-6150	\$ 4,121.20	
40	WINDSTERAM	AUG BILLING	001-5-210-6373	\$ 321.11	
41	WATER DEPOSITS	REFUND	600-4-810-1-4501	\$ 164.39	
42		<b>TOTAL PAID BILLS</b>			<b>\$ 5,357.33</b>
43		<b>TOTAL EXPENDITURES</b>		<b>\$ 40,387.42</b>	
44	<b>TOTAL BY FUND</b>				
45	"001"	GENERAL FUND	\$ 9,360.86		
46	"002"	FIRE DEPARTMENT	\$ 867.40		
47	"110"	ROAD USE FUND	\$ 1,062.67		
48	"145"	CASINO FUNDS	\$ -		
49	"200"	DEBT SERVICE	\$ -		
50	"301"	CAPITAL PROJECTS	\$ -		
51	"600"	WATER FUND	\$ 12,917.69		
52	"810"	SEWER FUND	\$ 15,754.05		
53	"670"	GARBAGE	\$ 424.75		
54		<b>TOTAL EXPENDITURES</b>	<b>\$ 40,387.42</b>		

# COUNCIL PACKET

**Becky**

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**From:** Licensing2, ABD <licensing2@iowaabd.com> on behalf of licensing@iowaabd.com  
**Sent:** Saturday, September 19, 2020 1:31 AM  
**To:** becky@cityofriversideiowa.com  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Submitted to Local Authority

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

<b>License #</b>	<b>License Status</b>	<b>Business Name</b>
	Submitted to Local Authority	Madeline's Coffee House (81 East 1st St. Riverside Iowa, 52327)

Please do not respond to this email.

To check the status of your application follow these steps:

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

# COUNCIL PACKET

## Applicant License Application ( )

<b>Name of Applicant:</b> <u>Morgan Rodgers</u>		
<b>Name of Business (DBA):</b> <u>Madeline's Coffee House</u>		
<b>Address of Premises:</b> <u>81 East 1st St.</u>		
<b>City</b> <u>Riverside</u>	<b>County:</b> <u>Iowa</u>	<b>Zip:</b> <u>52327</u>
<b>Business</b> <u>(319) 721-7167</u>		
<b>Mailing</b> <u>431 Hickory St.</u>		
<b>City</b> <u>Riverside</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>52327</u>

### Contact Person

<b>Name</b> <u>Andy Rodgers</u>		
<b>Phone:</b> <u>(319) 325-6351</u>	<b>Email</b> <u>mml10183@yahoo.com</u>	

**Classification** Class B Native Wine Permit (WBN)

**Term:** 12 months

**Effective Date:** 10/06/2020

**Expiration Date:** 01/01/1900

**Privileges:**

Class B Native Wine Permit (WBN)

Sunday Sales

### Status of Business

<b>BusinessType:</b> <u>Sole Proprietorship</u>		
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u>	<b>Federal Employer ID</b> <u>XXXXXXXXXX</u>	

### Ownership

#### Morgan Rodgers

**First Name:** Morgan

**Last Name:** Rodgers

**City:** Riverside

**State:** Iowa

**Zip:** 52327

**Position:** Owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

#### Andy Rodgers

**First Name:** Andy

**Last Name:** Rodgers

**City:**

**State:** Iowa

**Zip:** 52327

**Position:** Spouse

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

### Insurance Company Information

<b>Insurance Company:</b>	
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**COUNCIL PACKET**  
City of Riverside  
PO Box 188  
Riverside, IA 52327  
515-278-2344

**21630**

**Iowa Retail Permit Application  
for Cigarette/Tobacco/Nicotine/Vapor**

<https://tax.iowa.gov>

**Instructions on the reverse side**

For period (MM/DD/YYYY) 09 / 19 / 2020 through June 30, 2021

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA DOLLAR GENERAL STORE #21630

Physical Location Address 3021 Hwy 22 City Riverside ZIP 52327  
100 Mission Ridge

Mailing Address ATTN: Tax Licensing City Goodlettsville State TN ZIP 37072

Business Phone Number (615) 855-4000

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Dolgenercorp, LLC

Mailing Address 100 Mission Ridge City Goodlettsville State TN ZIP 37072

Phone Number (615) 855-4000 Fax Number (877) 364-4130 Email tax-beerandwinelicense@dollargeneral.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes  No

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store

Has vending machine that assembles cigarettes  Other  Retail-General Merchandise

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Jason Reiser

Signature [Signature]

Date \_\_\_\_\_

V# 365324  
Tob CITY  
Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Date SEP 23 2020

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \$75.00
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: 2020-05
- Fill in the name of the city or county issuing the permit: RIVERSIDE
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375

**RESOLUTION #100520-01**

**WAIVE THE RIGHT TO REVIEW THE PLAT FOR JOAN SHEBEK ESTATE FOR WASHINGTON COUNTY**

A portion of Auditor’s parcel “P” location: Part-parcel C- SE ¼ of the SE ¼ of section 11, TOWNSHIP 77 N, RANGE 7 W of the 5<sup>th</sup> P.M., Washington, County, Iowa

**WHEREAS**, the City of Riverside has the right under Iowa Law and City ordinance to review the Preliminary Plat of the above referenced parcel as it is located within the two mile radius of Riverside.

**NOW THEREFORE BE IT RESOLVED**, the City Council of Riverside does hereby waive their right to review the plat and allow Washington County to perform this task.

**MOVED BY** Councilperson \_\_\_\_\_, second by Councilperson \_\_\_\_\_ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 5<sup>th</sup> day of October, 2020.

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

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



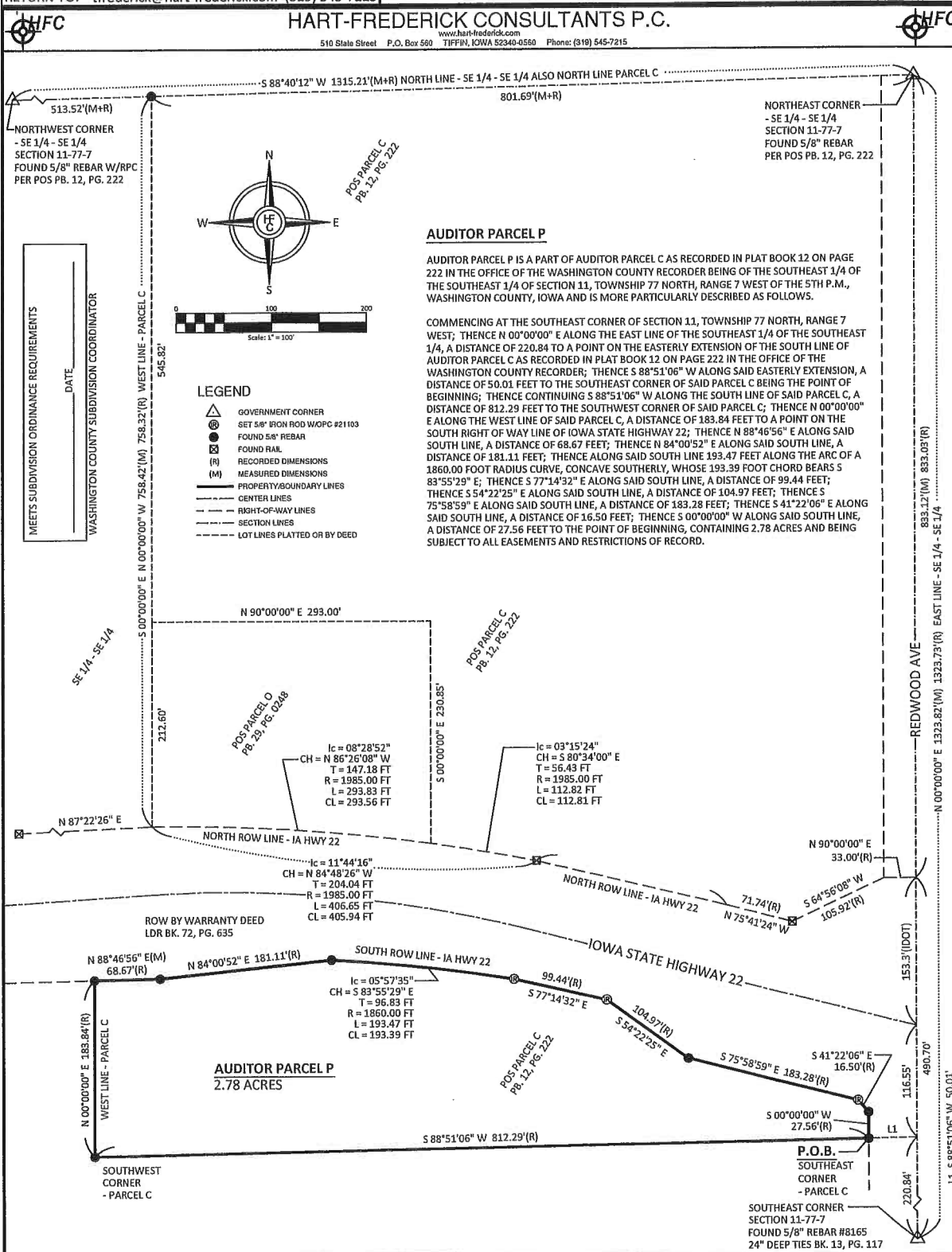
# COUNCIL PACKET

## INDEX LEGEND

LOCATION: PART - PARCEL C - SE 1/4 - SE 1/4  
SECTION 11-77-7  
REQUESTOR: JEAN MEEK  
PROPRIETOR: JOAN R. SHEBEK  
SURVEYOR: ANTHONY D. FREDERICK, PLS #21103  
COMPANY: HART-FREDERICK CONSULTANTS P.C.  
510 STATE ST. PO BOX 560 TIFFIN, IA 52340  
RETURN TO: tfrederick@hart-frederick.com (319) 545-7215

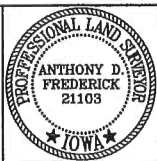
## HART-FREDERICK CONSULTANTS P.C.

510 State Street P.O. Box 560 TIFFIN, IOWA 52340-0560 Phone: (319) 545-7215



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

Anthony D. Frederick, P.L.S. Date  
Iowa License Number: 21103  
My license renewal date is December 31, 2021.  
Pages covered by this seal: THIS SHEET ONLY



BASIS OF BEARING  
POS PB 12, PG. 222

8  
DATE: 8/20 DRN: ADF FLD BK: GPS PROJ. NO: 207139

PLAT OF SURVEY  
**AUDITOR PARCEL P**  
PART - PARCEL C - SE 1/4 - SE 1/4  
SECTION 11-77-7  
WASHINGTON COUNTY, IOWA

SOUTHWEST CORNER - PARCEL C  
SOUTHEAST CORNER - PARCEL C  
SECTION 11-77-7  
FOUND 5/8" REBAR #8165  
24" DEEP TIES BK. 13, PG. 117

**RESOLUTION #100520-02**

**RESOLUTION TO SET THE DATE FOR PUBLIC HEARING TO  
UPDATE PARKING ORDINANCE**

**WHEREAS**, the City of Riverside, Iowa, will set the date to hold a public hearing to update Parking Ordinance of the City Code of Ordinance Chapter 69. Hearing will be at the Riverside Fire Station on October 19<sup>th</sup>, 2020, which begins at 6:00 p.m., in the Meeting room, located at 271 E 1<sup>st</sup> Street, Riverside, Iowa.

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

**IT WAS MOVED BY** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution.

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

Ayes:

Nays:

Abstain:

**PASSED AND APPROVED** by the City Council of Riverside, Iowa and approved this 5th day of October, 2020.

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

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

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CHAPTER 69

PARKING REGULATIONS

- 69.01 Parking Limited or Controlled
- 69.02 Park Adjacent to Curb
- 69.03 Park Adjacent to Curb – One-Way Street
- 69.04 Angle Parking
- 69.05 Angle Parking – Manner
- 69.06 Parking for Certain Purposes Illegal

- 69.07 Parking Prohibited
- 69.08 Persons With Disabilities Parking
- 69.09 Truck Parking Limited
- 69.10 Parking Policy During Snow Emergency
- 69.11 Commuter Parking
- 69.12 Controlled Access Facilities

**69.01 PARKING LIMITED OR CONTROLLED.** Parking of vehicles shall be controlled or limited where so indicated by designated traffic control devices in accordance with Chapter 61 of this Traffic Code. No person shall stop, park or stand a vehicle in violation of any such posted parking regulations unless in compliance with the directions of a peace officer. “No Parking” signs will be erected in the following locations:

1. Blackberry Avenue.
  - A. Parking will be allowed on the south side of the street.
  - B. “No Parking Anytime” signs will be erected on the north side of the street.
  - C. “No Parking From Here to Corner” signs will be placed 25 feet from intersection of Blackberry Avenue and Sycamore Street and from the intersection of Blackberry Avenue and Ash Street.
2. Sycamore Street.
  - A. Parking will be allowed on the south side of the street.
  - B. “No Parking Anytime” signs will be erected on the north side of the street.
  - C. “No Parking Anytime” signs will be placed from intersection of Hwy 22 and Sycamore Street.
  - D. “No Parking From Here to Corner” signs will be placed 25 feet from the intersection of Kleopfer Avenue and Sycamore Street and intersection of Sycamore Street and Ash Street.
3. Buckeye Lane.
  - A. Parking will be allowed on the north side of the street.
  - B. “No Parking Anytime” signs will be erected on the south side of the street.
  - C. “No Parking From Here to Corner” signs will be placed 25 feet from intersection of Buckeye Lane and Ash Street and intersection with Buckeye Lane and Kleopfer Avenue.
4. Kleopfer Avenue.
  - A. Parking will be allowed on the east side of the street.

- B. "No Parking Anytime" signs will be erected on the west side of the street.
- C. "No Parking From Here to Corner" signs will be placed 25 feet from intersection of Kleopfer Avenue and Sycamore Street.
5. Washburn Street.
- A. Parking will be allowed on the east side of the street from Fourth Street to angle parking.
- B. "No Parking Anytime" signs will be placed on the west side of the street from angle parking to St. Mary's Street.
- C. "No Parking From Here to Corner" signs will be placed 25 feet from intersection of Fourth Street and Washburn Street and intersection of Third Street and Washburn Street and intersection of Second Street and Washburn Street.
6. Schnoebelen Street.
- A. Parking will not be allowed on either side of the street.
- B. "No Parking Anytime" signs will be placed along the street.
7. **Second Street.**
- A. "No Parking Anytime" signs will be placed on the south side of the street between Glasgow and Washburn.
- B. "No Parking From Here to Corner" signs will be placed 25 feet from the intersection of Second Street and Glasgow Street on the north side of the street.
- C. "No Parking From Here to Corner" signs will be placed 25 feet west of the intersection of Glasgow Street and Second Street.
- D. "No Parking Anytime" signs will be placed on the south side of the street between Ella Street and Rose Street.
8. **Glasgow Street**
- A. "No Parking From Here to Corner" signs will be placed at all four corners at the intersection of Glasgow Street and Second Street.
9. **Third Street.**
- A. "No Parking Anytime" signs will be placed on the south side of the street between Glasgow Street and Washburn Street.
- B. "No Parking From Here to Corner" signs will be placed 25 feet from the intersection of Third Street and Glasgow Street.
10. **Elm Street.**
- A. "No Parking Anytime" signs will be placed on both sides of the street.
11. **Ella Street.**
- A. "No Parking Anytime" signs will be placed on both sides of the street.
12. **Fourth Street.**

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A. "No Parking Anytime" signs will be placed on the south side of the street between Glasgow and Washburn Street.

B. "No Parking Anytime" signs will be placed on both sides of the street between Ella Street and Rose Street.

13. Ash Street.

A. "No Parking Anytime" signs will be placed on both sides of the street.

**69.02 PARK ADJACENT TO CURB.** No person shall stand or park a vehicle in a roadway other than parallel with the edge of the roadway headed in the direction of lawful traffic movement and with the right-hand wheels of the vehicle within eighteen (18) inches of the curb or edge of the roadway except as hereinafter provided in the case of angle parking and vehicles parked on the left-hand side of one-way streets.

*(Code of Iowa, Sec. 321.361)*

**69.03 PARK ADJACENT TO CURB – ONE-WAY STREET.** No person shall stand or park a vehicle on the left-hand side of a one-way street other than parallel with the edge of the roadway headed in the direction of lawful traffic movement and with the left-hand wheels of the vehicle within eighteen (18) inches of the curb or edge of the roadway except as hereinafter provided in the case of angle parking.

*(Code of Iowa, Sec. 321.361)*

**69.04 ANGLE PARKING.** Angle or diagonal parking is permitted only in the following locations:

*(Code of Iowa, Sec. 321.361)*

1. Railroad Street on the north side from Pioneer Street to Washburn Street;
2. Vine Street on the south side from Elm Street to Ella Street;
3. Greene Street on the west side from First Street to Second Street;
4. Washburn Street on both sides from First Street to the alley between First Street and Second Street;
5. River Street in the City lot between Pioneer Street and Washburn Street;
6. River Street in the City lot between Ella Street and Hickory Street on the south side;
7. North Greene Street between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street;
8. Washburn Street on East side.

**69.05 ANGLE PARKING – MANNER.** Upon those streets or portions of streets which have been signed or marked for angle parking, no person shall park or stand a vehicle other than at an angle to the curb or edge of the roadway or in the center of the roadway as indicated by such signs and markings. No part of any vehicle, or the load thereon, when parked within a diagonal parking district, shall extend into the roadway more than a distance of sixteen (16) feet when measured at right angles to the adjacent curb or edge of roadway.

*(Code of Iowa, Sec. 321.361)*

**69.06 PARKING FOR CERTAIN PURPOSES ILLEGAL.** No person shall park a vehicle upon public property for more than twenty-four (24) hours, unless otherwise limited under the provisions of Section 69.01 of this chapter, or for any of the following principal purposes:

*(Code of Iowa, Sec. 321.236[1])*

1. Sale. Displaying such vehicle for sale.
2. Repairing. For lubricating, repairing or for commercial washing of such vehicle except such repairs as are necessitated by an emergency.
3. Advertising. Displaying advertising.
4. Merchandise Sales. Selling merchandise from such vehicle except in a duly established market place or when so authorized or licensed under the Code of Ordinances.

**69.07 PARKING PROHIBITED.** No one shall stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device, in any of the following places:

1. Crosswalk. On a crosswalk.  
*(Code of Iowa, Sec. 321.358[5])*
2. Center Parkway. On the center parkway or dividing area of any divided street.  
*(Code of Iowa, Sec. 321.236[1])*
3. Mailboxes. Within twenty (20) feet on either side of a mailbox which is so placed and so equipped as to permit the depositing of mail from vehicles on the roadway.  
*(Code of Iowa, Sec. 321.236[1])*
4. Sidewalks. On or across a sidewalk.  
*(Code of Iowa, Sec. 321.358[1])*
5. Driveway. In front of a public or private driveway.  
*(Code of Iowa, Sec. 321.358[2])*
6. Intersection. Within an intersection or within ten (10) feet of an intersection of any street or alley.  
*(Code of Iowa, Sec. 321.358[3])*
7. Fire Hydrant. Within five (5) feet of a fire hydrant.  
*(Code of Iowa, Sec. 321.358[4])*
8. Stop Sign or Signal. Within ten (10) feet upon the approach to any flashing beacon, stop or yield sign, or traffic control signal located at the side of a roadway.  
*(Code of Iowa, Sec. 321.358[6])*
9. Fire Station. Within twenty (20) feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within seventy-five (75) feet of said entrance when properly sign posted.  
*(Code of Iowa, Sec. 321.358[9])*
  - A. Restricted Parking Area. The west side of the street commonly known as Greene Street from the south side of 2<sup>nd</sup> Street to the south edge of the property located at 60 Greene Street, commonly known as the Riverside Community Fire Station, shall be restricted to parking only by personnel

responding to fire or first responder emergencies or on regular, announced meeting nights.

B. Signs. Signs shall be erected by the City stating "Emergency Parking Only" or the equivalent thereof. The curb shall be painted yellow in this area where curb does exist.

C. Penalty. Tickets may be issued by the peace officer in the manner of current No Parking Yellow Zone rate. Any vehicles ticketed belonging to personnel on duty at the Fire Station shall be canceled by the City Clerk upon receipt by authorized personnel.

10. Excavations. Alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic.

*(Code of Iowa, Sec. 321.358 [10])*

11. Double Parking. On the roadway side of any vehicle stopped or parked at the edge or curb of a street.

*(Code of Iowa, Sec. 321.358 [11])*

12. Hazardous Locations. When, because of restricted visibility or when standing or parked vehicles would constitute a hazard to moving traffic, or when other traffic conditions require, the Council may cause curbs to be painted with a yellow color and erect no parking or standing signs.

*(Code of Iowa, Sec. 321.358 [13])*

13. Churches, Nursing Homes and Other Buildings. A space of fifty (50) feet is hereby reserved at the side of the street in front of any theatre, auditorium, hotel having more than twenty-five (25) sleeping rooms, hospital, nursing home, taxicab stand, bus depot, church, or other building where large assemblages of people are being held, within which space, when clearly marked as such, no motor vehicle shall be left standing, parked or stopped except in taking on or discharging passengers or freight, and then only for such length of time as is necessary for such purpose.

*(Code of Iowa, Sec. 321.360)*

14. Alleys. No person shall park a vehicle within an alley in such a manner or under such conditions as to leave available less than ten (10) feet of the width of the roadway for the free movement of vehicular traffic, and no person shall stop, stand or park a vehicle within an alley in such a position as to block the driveway entrance to any abutting property. The provisions of this subsection shall not apply to a vehicle parked in any alley which is eighteen (18) feet wide or less; provided said vehicle is parked to deliver goods or services.

*(Code of Iowa, Sec. 321.236[1])*

15. Ramps. In front of a curb cut or ramp which is located on public or private property in a manner which blocks access to the curb cut or ramp.

*(Code of Iowa, Sec. 321.358[15])*

16. Area Between Lot Line and Curb Line. That area of the public way not covered by sidewalk and lying between the lot line and the curb line, where curbing has been installed.

17. In More Than One Space. In any designated parking space so that any part of the vehicle occupies more than one such space or protrudes beyond the markings designating such space.



18. State Highway 22. On State Highway 22 or the State right-of-way within the City limits except from Glasgow to **Elha Greene** Street unless prior Council approval or unless directed and approved by the Streets Superintendent.

19. Enterprise Drive and Commercial Drive. Parking is prohibited on Enterprise Drive and Commercial Drive.

**69.08 PERSONS WITH DISABILITIES PARKING.** The following regulations shall apply to the establishment and use of persons with disabilities parking spaces:

1. Establishment. Persons with disabilities parking spaces shall be established and designated in accordance with Chapter 321L of the Code of Iowa and Iowa Administrative Code, 661-18. No unauthorized person shall establish any on-street persons with disabilities parking space without first obtaining Council approval.

2. Improper Use. The following uses of a persons with disabilities parking space, located on either public or private property, constitute improper use of a persons with disabilities parking permit, which is a violation of this Code of Ordinances:

*(Code of Iowa, Sec. 321L.4[2])*

A. Use by an operator of a vehicle not displaying a persons with disabilities parking permit;

B. Use by an operator of a vehicle displaying a persons with disabilities parking permit but not being used by a person issued a permit or being transported in accordance with Section 321L.2[1b] of the Code of Iowa;

C. Use by a vehicle in violation of the rules adopted under Section 321L.8 of the Code of Iowa.

3. Wheelchair Parking Cones. No person shall use or interfere with a wheelchair parking cone in violation of the following:

A. A person issued a persons with disabilities parking permit must comply with the requirements of Section 321L.2A (1) of the Code of Iowa when utilizing a wheelchair parking cone.

B. A person shall not interfere with a wheelchair parking cone which is properly placed under the provisions of Section 321L.2A (1) of the Code of Iowa.

**69.09 TRUCK PARKING LIMITED.** No person shall park a motor truck, semi-trailer, or other motor vehicle with trailer attached in violation of the following regulations. The provisions of this section shall not apply to pickup, light delivery or panel delivery trucks.

*(Code of Iowa, Sec. 321.236 [1])*

1. Business and Residential Districts. Excepting only when such vehicles are actually engaged in the delivery or receiving of merchandise or cargo, no person shall park or leave unattended such vehicle on any streets within any residential or business district for more than one hour. When actually receiving or delivering merchandise or cargo such vehicle shall be stopped or parked in a manner which will not interfere with other traffic.

2. Livestock. No such vehicle containing livestock shall be parked on any street, alley or highway for a period of time of more than thirty (30) minutes.



DRAFT

**69.10 PARKING POLICY DURING SNOW EMERGENCY.** After snowfall of three or more inches, when announced, the snow emergency policy requires “odd/even” parking along the designated routes where there is signage. When in effect, parking is prohibited on the even-numbered side of the street on the even days of the month for the first 24 hours and on the odd-numbered side of the street on the odd days of the month for the second 24 hours. The parking restrictions are normally enforced from 3:00 a.m. until the snow is removed, but start times may vary. The City also has Snow Emergency routes, where there is no parking until the snow has stopped and the road is clear of snow and ice. Proclamation of the snow route parking policy will be announced in advance through area news media. Vehicles violating the restrictions will be ticketed, fined, and/or towed. The minimum fine will be \$25.00; for repeat violators the Council may increase the fine. The City has the right, power, and authority to determine the length of time that parking is not allowed on the streets for snow removal.

**69.11 COMMUTER PARKING.** All commuter and car pooling persons shall park their vehicles in the parking lots which are furnished by the City. The provisions of this section do not apply during any special events.

**69.12 CONTROLLED ACCESS FACILITIES.** Parking restrictions on controlled access facilities are as specified in Chapter 140 of this Code of Ordinances.

[The next page is 375]

**RESOLUTION #100520-05**

**RESOLUTION APPROVING CHANGE ORDER #8 TO  
J&L CONSTRUCTION FOR THE 4<sup>TH</sup> 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 \$1120.00

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Change Order #8 to seed small areas behind sidewalk instead of sod.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 5<sup>th</sup> day October, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



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

1917 S. Gilbert Street  
 Iowa City, Iowa 52240

**319.351.8282**

mmsconsultants.net  
 mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

September 30, 2020

2245-045

4th Street Improvements Project  
 Change Order #8

The following changes to the contract are requested to seed small areas behind the sidewalk instead of sod.

The change required is as follows:

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
Seed, Fertilize and Hydromulch	20 SQ	\$56.00	\$1,120.00
TOTAL CHANGE			\$1,120.00

Change to the Contract

This change order would add the above item to the contract and increase the amount of the contract by \$1,120.00.

Reason for changes

There are narrow strips of disturbed area less than 2 feet wide behind the sidewalk. Past projects have installed sod in similar areas with mixed results. Seeding these areas will provide a better finished product, matching the adjacent yard better. Final payment will be based on the actual area installed.

Approved by:

\_\_\_\_\_  
 J&L Construction

\_\_\_\_\_  
 City of Riverside

2245045changeorder8.docx

**RESOLUTION #100520-06**

**RESOLUTION APPROVING CHANGE ORDER #9 TO  
J&L CONSTRUCTION FOR THE 4<sup>TH</sup> 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 \$100.00 .

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Change Order #9 to replace a section of sidewalk at 280 N Ella Street.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 5<sup>th</sup> day October, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



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Environmental Specialists  
Landscape Architects  
Land Planners  
Land Surveyors  
Civil Engineers

September 30, 2020

2245-045

4th Street Improvements Project  
Change Order #9

The following changes to the contract are requested to replace a small section of sidewalk at 280 North Ella Street.

The Contractor offered a price for replacement of the sidewalk. The change required is as follows:

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
Replace Sidewalk Panel at 280 N Ella Street	1 LS	\$100.00	\$100.00
TOTAL CHANGE			\$100.00

Change to the Contract

This change order would add the above item to the contract and increase the amount of the contract by \$100.00.

Reason for changes

There is one panel of private sidewalk behind the public sidewalk that cracked at the joint and the property owner wants replaced. There is not any evidence to support whether this damage was caused by the contractor or not. The City will pay for replacement of this panel, approximately 3'x3' in size.

Approved by:

\_\_\_\_\_  
J&L Construction

\_\_\_\_\_  
City of Riverside

2245045changeorder9.docx

**RESOLUTION #100520-07**

**RESOLUTION APPROVING CHANGE ORDER #1 to ALL AMERICAN  
CONCRETE, INC FOR THE SAFE WALK TO SCHOOL  
CONSTRUCTION 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 #1 in the amount of \$12,340.00.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the change order #1 on the Safe Walk to School project for additional excavating, topsoil, and sod.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 19<sup>th</sup> day of October, 2020.

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

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

# COUNCIL PACKET

## City Admin

---

**From:** Scott Pottorff <S.pottorff@mmsconsultants.net>  
**Sent:** Wednesday, September 16, 2020 8:22 AM  
**To:** admin@cityofriversideiowa.com  
**Subject:** Potential Extras for Safe Routes to Schools

We had discussed some potential extras on the Safe Routes to School project. I wanted to summarize them here for discussion at the Council meeting Monday night.

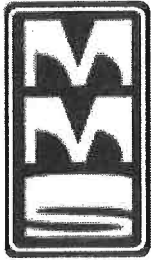
There was a total of 480 CY of topsoil and per the plans the same amount of excavation (dirt was hauled off to make room for the topsoil). Plan quantity for both is 400 CY. The unit prices and extra costs would be as follows:

Excavation	80 CY	\$40.00/CY	\$3,200.00
Topsoil	80 CY	\$53.00/CY	\$4,240.00

There may be extra sod as well. Craig is tying down the area of the sod today so will have info on this later today or tomorrow. They have claimed 108 SQ extra of sod above the plan quantity although we are pretty certain it is not that much. Unit price for sod is \$70/SQ so if they are correct it could be as much as \$7,560 extra on sod. Again we don't think it is that much but will have more information on this later this week and in time of the Council meeting for sure.

I wanted to get the cost impact information to you so it could be included in the packet for the meeting.

Let me know if you have questions.



**Scott Pottorff, P.E.**

*Project Manager*

Ofc: (319) 351-8282

Direct: (319) 339-4153

Cell: (319) 631-0365

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

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

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COUNCIL PACKET

Res. 100520-07



CHANGE ORDER
For Local Public Agency Projects

No.: 1

Non-Substantial: [X]

Substantial: [ ]

Administering Office
Concurrence Date

Accounting ID No. (5-digit number): 36639

Project Number: TAP-R-6495(603)--8T-92

Contract Work Type: PCC Sidewalk

Local Public Agency: City of Riverside

Contractor: All American Concrete

Date Prepared: 9/29/2020

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

- 0010 - Change quantity as measured
0020 - Change quantity as measured
0130 - Change quantity as measured

B - Reason for change:

Additional excavation and topsoil were completed during construction to allow for flatter grades and better transitions to existing yards and property. Additional sod was installed which was required to blend into existing yards.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

- 0010 - Contract unit price
0020 - Contract unit price
0130 - Contract unit price

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

- 0010 - Contract unit price
0020 - Contract unit price
0130 - Contract unit price

E - Contract time adjustment:

[X] No Working Days added

[ ] Working Days added: \_\_\_\_\_

[ ] Unknown at this time

Justification for selection:



# COUNCIL PACKET



Accounting ID No.(5-digit number): 36639

Change Order No.: 1

F - Items included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
X		0010	Excavation, Class 10, Roadway and Borrow	\$40.00	80.000	\$3,200.00
X		0020	Topsoil, Furnish and Spread	\$53.00	80.000	\$4,240.00
X		0130	Sod	\$70.00	70.000	\$4,900.00
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>Add Row</span> <span>Delete Row</span> <span>TOTAL</span> </div>						\$12,340.00

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"			
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>Add Row</span> <span>Delete Row</span> <span>TOTAL</span> </div>							

H. Signatures

Agreed: \_\_\_\_\_ Date \_\_\_\_\_  
           Contractor

Recommended: \_\_\_\_\_ Date \_\_\_\_\_  
           Project Engineer

Approved: \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
           Person in Responsible Charge

          \_\_\_\_\_ Date \_\_\_\_\_ Other (optional) \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
           Contracting Authority (optional)

          \_\_\_\_\_ Date \_\_\_\_\_  
           Iowa DOT Administering Office

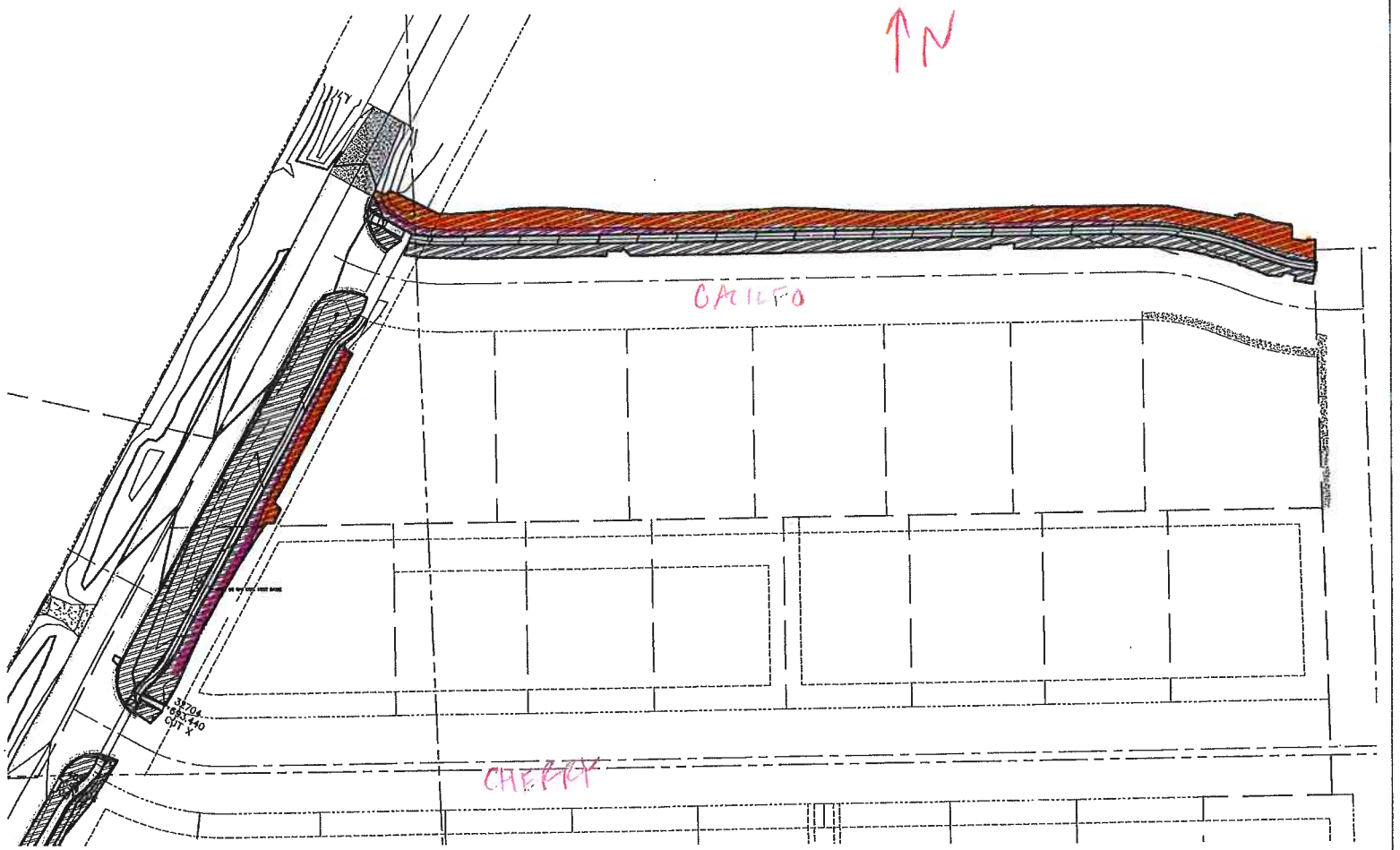
Approval is contingent upon funds being available under the existing project agreement or upon additional Federal-aid funds being made available by a modified project agreement.

FHWA Concurrence: \_\_\_\_\_ Date \_\_\_\_\_  
                           Federal Highway Division Administration  
                           (if required)

DISTRIBUTION (after fully executed on LPA projects): Original - Finance; Copies - Contractor, Project Engineer, Contracting Authority, Administering Office.

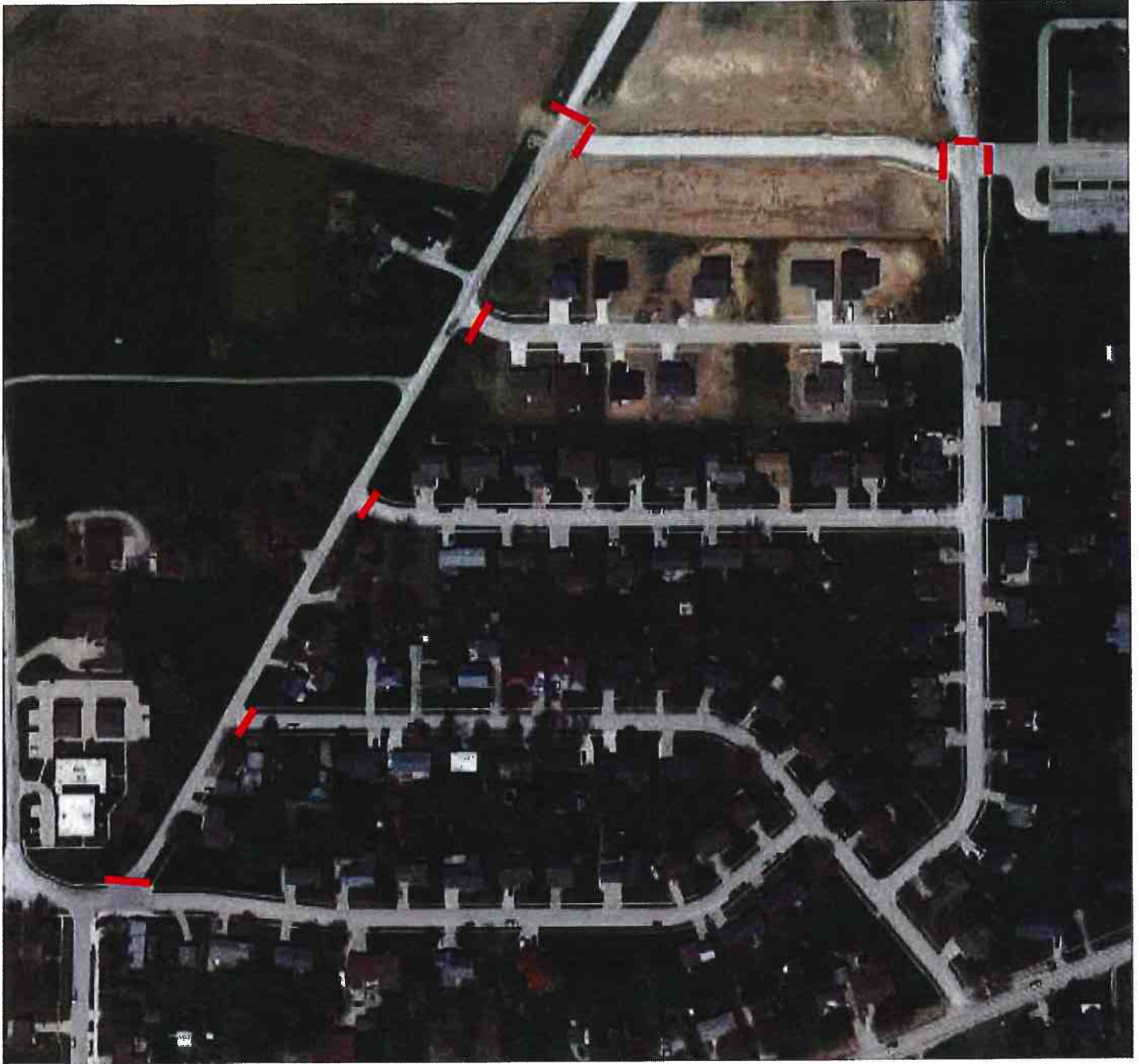
Date distributed: \_\_\_\_\_ Initials: \_\_\_\_\_

COUNCIL PACKET



COUNCIL PACKET





#10 b. ii - Sidewalk Crossings

# LL Pelling Co., Inc.

Painting Division  
Marianne Wainwright, Manager/Estimator

Parking Lot & Road Striping  
(319) 362-8037 fax: 365-3903

## PROPOSAL

10/01/20

Project Name: 20 City of Riverside Painting Crosswalks, Handicap Parking & Area at Duffy's Cycles

Project Location: Various locations as directed by City of Riverside

Contact : Scott Pottorff/MMS Consultants

Email: [S.pottorff@mmsconsultants.net](mailto:S.pottorff@mmsconsultants.net) Phone: 319-631-0365

Bill To: City of Riverside PO Box 188, Riverside, IA 52327

We propose to furnish all labor & materials to layout and paint with yellow & white quick dry marking paint as outlined below:

### Duffy's Cycle – Hwy 22 & Glasgow

Remove existing hatch area and parallel stall as needed by grinding

1 handicap symbol, blue white square and 1 parallel stall, white

1 hatched area for handicap unloading, white

1 large hatched area for no parking, 13'x70', yellow

1 pedestrian crosswalk 6" line, white approx. 100' x 10' wide ( width is irregular)

### Crosswalks – block style, 2.5'x5'/each block, 9 pedestrian crossings

Blackberry & Ash (east/west)

Sycamore & Ash (north/south)

Buckeye & Ash (north/south)

Cherry & Tupelo Blvd (north /south)

Galileo & Tupelo Blvd (north/south and east/west)

Kleopfer & Galileo (north/south both sides and east/west north side)

### Handicap Parking Areas, blue white square, access aisles to be white

Railroad Park, 1 stall, 1 access aisle & 1 handicap symbol

In front of Murphy's, 1 access aisles & 1 handicap symbol

Highway 22 west of Washburn, 2 access aisles & 2 handicap symbol

Veteran's Park, 1 access aisle & 1 add new handicap symbol (none there now)

**Total price: \$3,244.00**

Note: areas to be clean and ready for paint by city if needed.

Crosswalks to be blocked off, half the road at a time.

Completion subject to weather.

This proposal may be withdrawn by

LL Pelling if not accepted in 30 days

Quoted by \_\_\_\_\_

Marianne Wainwright, Manager

LL Pelling Painting Division



10.c



COUNCIL PACKET

RESOLUTION NO. 100520-03

A RESOLUTION APPROVING THE TRANSFER OF A RIVERSIDE AMBULANCE TO WASHINGTON COUNTY.

WHEREAS, the City of Riverside owns an ambulance that it has used in conjunction with the emergency services provided by the Riverside Fire Department; and

WHEREAS, the City of Riverside is now contracting with Washington County to provide ambulance service for the citizens of Riverside; and

WHEREAS, the Riverside ambulance will no longer be needed or used by the City of Riverside; and

WHEREAS, Washington County Ambulance Service is in need of an additional ambulance to better serve the Riverside community; and

WHEREAS, providing the Riverside ambulance to Washington County would help the Riverside residents in need of emergency services and would be in the best interest of the citizens of the City of Riverside; and

WHEREAS, Washington County will accept the transfer of the Riverside ambulance and will continue to maintain it, insure it, and use it to serve the emergency needs of the City of Riverside.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Riverside, Iowa:

1. That the Riverside ambulance is hereby transferred to Washington County, Iowa.

BE IT FURTHER RESOLVED that the Riverside Mayor, Riverside City Administrator, and Riverside City Clerk are hereby authorized and directed to execute the necessary paperwork and transfer documents to give ownership of the Riverside ambulance to Washington County, Iowa.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2020.

# COUNCIL PACKET

## AGREEMENT

The City of Riverside, Iowa, hereinafter referred to as "City," and Washington County, Iowa, hereinafter referred to as "County," do hereby agree to transfer of the ownership of the Riverside ambulance to Washington County.

WHEREAS, the City and County have agreed that the Washington County Ambulance Service will provide emergency ambulance services to the City of Riverside and its residents; and

WHEREAS, Riverside no longer will need use of the ambulance, as those services will be provided by the County; and

WHEREAS, the County will accept transfer of ownership of the Riverside ambulance; and

WHEREAS, the County will use the ambulance, as necessary, to provide emergency services to the residents of the City of Riverside; and

WHEREAS, it is in the best interest of the City and County that the Washington County Ambulance Service provides emergency ambulance services and maintains the ambulance as part of the ambulance service for the City of Riverside; and

WHEREAS, the Riverside ambulance will remain and be housed in close proximity to the City of Riverside in order to provide faster and more efficient emergency services to the City.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The City of Riverside agrees to transfer ownership of the Riverside ambulance to Washington County.
2. Washington County agrees to maintain and insure the ambulance for use with the Washington County Ambulance Service.
3. The County will house the ambulance in close proximity to the City of Riverside in order to provide prompt and efficient service to the City.



COUNCIL PACKET

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF RIVERSIDE, IOWA

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

ATTEST: \_\_\_\_\_  
Becky LaRoche, City Clerk

WASHINGTON COUNTY BOARD OF SUPERVISORS

By: \_\_\_\_\_  
Chair

ATTEST: \_\_\_\_\_  
Washington County Auditor

STATE OF IOWA                    )  
  ) ss:  
WASHINGTON COUNTY         )

This instrument was acknowledged before me on \_\_\_\_\_, 2020, by Allen Schneider and Becky LaRoche, as Mayor and City Clerk, respectively, of the City of Riverside, Iowa.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**RESOLUTION #100520-04**

**RESOLUTION TO APPROVE THE BID FOR REPLACEMENT OF  
WATER PLANT MEMBRANES**

**WHEREAS**, the City of Riverside City Council finds the need to replace membranes at the City Water Plant, and PeopleService, INC has obtained project bids from three companies,

**THEREFORE, BE IT RESOLVED**, the City of Riverside City Council, hereby approves the bid from \_\_\_\_\_ of \_\_\_\_\_ in the amount of \_\_\_\_\_ for the water membranes replacement project..

**IT WAS MOVED BY** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by the city Council of Riverside, Iowa and approved this 5<sup>th</sup> day of October, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

## COUNCIL PACKET

### Riverside Stage 1 Membrane Replacement Project

1. Consolidated Water- \$77,436
2. Rhino Industries- \$81,523.08
3. Harn R/O- \$86,041.73

\*Cost of freight not included in these prices. Freight is estimated at \$1,200-\$1,300 additional.

\*\*Lead time from Rhino Industries and Consolidated Water is 4-6 days. Harn's lead time is 4-6 weeks.

\*\*\*Rhino Industries is willing to assist in the install and removal of membranes at no additional cost.

10100 J St  
Omaha, NE 68127



# Quotation Memorandum

**To:** Bill Stukey – Peopleservice Inc – Riverside Water Dept.

**From:** Kirstie Liermann  
Consolidated Water Solutions

**Date:** September 9, 2020

**Re:** Revised Quotation

Bill,

Thank you for the opportunity to provide you with a quotation. See below for pricing.

Below please find our quotation:

Item	QTY	LEAD TIME	PRICE EACH
NF90-400/34i	126	In Stock 4-6 Business Days	\$598
Kit Adapter E8 Part#50161	36	In Stock 2-3 Business Days	\$36
Head Seal Old Style 80A Housing Part#45321	36	In Stock 2-3Business Days	\$22

Terms: Prepaid Wire or Net 30 Days  
FOB: Manufacturer

If you have any questions, please don't hesitate to call. All lead times are subject to change and exclusive of freight transit time.

Best Regards,

Kirstie Liermann  
Inside Sales  
Consolidated Water Solutions

10100 J St  
Omaha, NE 68127



# Quotation Memorandum

**To:** Bill Stukey – Peopleservice Inc – Riverside Water Dept.

**From:** Kirstie Liermann  
Consolidated Water Solutions

**Date:** September 9, 2020

**Re:** Revised Quotation

Bill,

Thank you for the opportunity to provide you with a quotation. See below for pricing.

Below please find our quotation:

Item	QTY	LEAD TIME	PRICE EACH
NF90-400/34i	126	In Stock 4-6 Business Days	\$598
Kit Adapter E8 Part#50161	36	In Stock 2-3 Business Days	\$36
Head Seal Old Style 80A Housing Part#45321	36	In Stock 2-3Business Days	\$22

Terms: Prepaid Wire or Net 30 Days  
FOB: Manufacturer

If you have any questions, please don't hesitate to call. All lead times are subject to change and exclusive of freight transit time.

Best Regards,

Kirstie Liermann  
Inside Sales  
Consolidated Water Solutions

COUNCIL PACKET



Rhino Industries, Inc.  
 PO Box 296  
 Nauvoo, IL 62354 US  
 3093370827  
 rhinoindustries@frontiernet.net  
 www.rhinodewateringsolutions.com

Estimate

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

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

ESTIMATE #	DATE	EXPIRATION DATE
1011	09/10/2020	10/19/2018

**PURCHASE ORDER NUMBER**  
 To Come

DATE	ACTIVITY	ACTIVITY	AMOUNT
09/10/2020	Membranes-(126) NF90-400/34I currently available to ship FOB Minneapolis  Freight not included. Lead time approx. 4-6 Days., 126 @ \$628.00	Sales	79,128.00
09/10/2020	Membrane-Pressure head seals Part # 45321, FOB Omaha, NE  Freight not included. Lead time approx. 2-3 Days., 36 @ \$25.28	Sales	910.08
09/10/2020	Membrane-Adapter Kit Part # 50161-FOB Omaha, NE  Freight not included. Lead time approx. 2-3 Days., 36 @ \$41.25  Total Amount Due-Upon Receipt of Invoice	Sales	1,485.00

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Rhino will assist if needed in removing and installing new membranes

TOTAL

**\$81,523.08**

Accepted By

Accepted Date

**COUNCIL PACKET  
PROPOSAL**



310 CENTER COURT - VENICE, FLORIDA 34285  
P: (941) 488-9671 | F: (941) 488-9400  
[www.harnrosystems.com](http://www.harnrosystems.com)

City of Riverside WTP	ATTN: Bill Stukey	9-14-2020
3126 Highway 22	<a href="mailto:BStukey@peopleservice.com">BStukey@peopleservice.com</a>	
Riverside, IA 52327	1st Stage Membrane Replacement Proposal	

Harn R/O Systems is pleased to present this proposal for supply of 1<sup>st</sup> Stage Membrane Replacement Elements and Spare Parts. The proposal will include only the materials such as the membranes, brine seals, interconnectors, and pressure vessel spare parts. Installation labor is not included.

Description	QTY	Price
FilmTec NF90-400/34i Membrane	126	\$83,632.50
Pressure Vessel End Cap Adapters	36	\$1,495.38
Pressure Vessel Head Seals	36	\$913.85

**Material Only - Total of.....\$86,041.73**

**Plus Freight, billed at cost, estimated at \$1,260.00**

Sales tax excluded.

Lead time is 6-8 weeks upon receipt of order, may vary at time of purchase.

**We Propose** hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:  
See above, taxes not included Terms are Net 30 days

All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen’s Compensation Insurance.

Authorized  
Signature Julia Nemeth-Harn

NOTE: This proposal may be  
Withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_  
Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



\$10,000.00 set aside for residential grants

Grant Application Review 8-3-2020

Residential 50/50 match up to \$5,000/\$2,500

Name	Project	Project Amount	Requested Amount	Eligible Amount	Grant if Awarded
Lexy Walgren	Deck repair	\$1,029.31	\$514.66	\$389.22	\$194.61
Charlie & Mariellen Bower	Roof	\$8,000.00	\$2,500.00	\$8,000.00	\$2,500.00
Spruce House LLC	Roof	\$24,000.00	\$2,500.00	\$5,000.00	\$2,500.00
Mary Beth Rozmus	Garage doors, exterior door, stain pergola	\$3,685.96	\$1,842.98	\$3,341.68	\$1,670.69
Bryan Lenz	driveway	\$3,240.35	\$1,620.17	\$3,240.00	\$1,620.17
<b>Total if Awarded</b>					<b>\$3,485.47</b>

reapplying info rec'd 9/29, to be reviewed

Council approval
9/8/2020
9/8/2020
9/8/2020

Grant Application Review 9-28-2020

Residential 50/50 match up to \$5,000/\$2,500

Name	Project	Project Amount	Requested Amount	Eligible Amount	Grant if Awarded
Jeff Wieland	Level out, raise driveway	\$ 1,670.00	\$ 893.45	\$ 835.00	\$ 835.00
<b>Total if Awarded</b>					<b>\$4,320.47</b>

Council approval

Remaining Unallocated \$5,679.53

\$20,000.00 set aside for commercial grants

Grant Application Review 8-3-2020

**Commercial**      50/50 match up to \$20,000/\$10,000

Name	Project	Project Amount	Requested Amount	Eligible Amount	Grant if Awarded
Clean on Greene	Repair, painting	\$8,970.00	\$2,990.00	\$2,335.00	\$1,167.50
John Sojka (Madeline's)	Tuckpointing, window replacement	\$18,948.00	\$9,474.00	\$18,948.00	\$9,474.00
<b>Total if Awarded</b>					<b>\$10,641.50</b>

Council approval
9/8/2020
9/8/2020

**Remaining Unallocated**      **\$9,358.50**



## Protecting and Improving the Health of Iowans

Kim Reynolds, Governor

Adam Gregg, Lt. Governor

Kelly Garcia, Interim Director

### Halloween 2020 COVID-19 Guidance

As Iowans prepares to celebrate Halloween, IDPH wants to remind all that COVID-19 is still circulating in Iowa and encourage all Iowans to continue to take precautions to protect the health of themselves and their families. Many traditional Halloween activities can be high-risk for spreading viruses. For 2020 Halloween festivities, IDPH strongly encourage Iowans to follow [CDC's guidance](#) when deciding what is appropriate for their families as described below.

#### Lower risk activities

These lower risk activities can be safe alternatives:

- Carving or decorating pumpkins with members of your household and displaying them
- Carving or decorating pumpkins outside, at a safe distance, with neighbors or friends
- Decorating your house, apartment, or living space
- Doing a Halloween scavenger hunt where children are given lists of Halloween-themed things to look for while they walk outdoors from house to house admiring Halloween decorations at a distance
- Having a virtual Halloween costume contest
- Having a Halloween movie night with people you live with
- Having a scavenger hunt-style trick-or-treat search with your household members in or around your home rather than going house to house

#### Moderate risk activities

- Participating in one-way trick-or-treating where individually wrapped goodie bags are lined up for families to grab and go while continuing to social distance (such as at the end of a driveway or at the edge of a yard)
  - If you are preparing goodie bags, [wash your hands](#) with soap and water for at least 20 seconds before and after preparing the bags.
- Having a small group, outdoor, open-air costume parade where people are distanced more than 6 feet apart
- Attending a costume party held outdoors where protective masks are used and people can remain more than 6 feet apart
  - A costume mask (such as for Halloween) is not a substitute for a cloth mask. A costume mask should not be used unless it is made of two or more layers of breathable fabric that covers the mouth and nose and doesn't leave gaps around the face.
  - Do not wear a costume mask over a protective cloth mask because it can be dangerous if the costume mask makes it hard to breathe. Instead, consider using a Halloween-themed cloth mask.
- Going to an open-air, one-way, walk-through haunted forest where appropriate mask use is enforced, and people can remain more than 6 feet apart
  - If screaming will likely occur, greater distancing is advised. The greater the distance, the lower the risk of spreading a respiratory virus.

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- Visiting pumpkin patches or orchards where people use hand sanitizer before touching pumpkins or picking apples, wearing masks is encouraged or enforced, and people are able to maintain social distancing
- Having an outdoor Halloween movie night with local family friends with people spaced at least 6 feet apart
  - If screaming will likely occur, greater distancing is advised. The greater the distance, the lower the risk of spreading a respiratory virus.
  - Lower your risk by following CDC's recommendations on [hosting gatherings or cook-outs](#).

### High risk activities

Avoid these higher risk activities to help prevent the spread of the virus that causes COVID-19:

- Participating in traditional trick-or-treating where treats are handed to children who go door to door
- Having trunk-or-treat where treats are handed out from trunks of cars lined up in large parking lots
- Attending crowded costume parties held indoors
- Going to an indoor haunted house where people may be crowded together and screaming
- Going on hayrides or tractor rides with people who are not in your household
- Using [alcohol or drugs](#), which can cloud judgement and increase risky behaviors
- Traveling to a [rural](#) fall festival that is not in your community if you live in an area with community spread of COVID-19

### Other recommendations:

If you have COVID-19 or may have been exposed to someone with COVID-19, you **SHOULD NOT** participate in in-person Halloween festivities and **SHOULD NOT** give out candy to trick-or-treaters

#### *For Parents/Guardian:*

- If taking your children trick-or-treating, limit the number of houses you visit and ask your children to maintain at least six feet distance from treat-givers. For small children, consider holding the bag for them.
- Only accept factory-wrapped treats. Avoid homemade treats made by strangers.
- Wipe off candy wrappers with sanitizing wipes when you arrive home. (NOTE: Never wipe unpackaged food with sanitizing wipes.)
- If your child is at greater risk of complications from COVID-19, contact your doctor before allowing participation in Halloween activities.
- Stay local. Avoid the urge to attend events in another town – it can lead to greater spread of the virus.
- Think before you go. Use the CDC's guidance on [deciding to go out](#) to assess what's best for you and your family when it comes to celebrating this year.
- Get vaccinated against the flu. Consider getting the flu vaccine before Halloween to keep you healthier overall. While the flu vaccine will not protect against COVID-19, it can minimize your risk of getting sick or being hospitalized from the flu.

#### *For Community Members:*

- If your community hosts trick-or-treating this year, do it more safely.
  - Refrain from having children select their own treats from a bowl/common container. Leave individual grab bags (or paper cups) filled with goodies outside your door for children to take.
  - If you can, watch and wave to trick-or-treaters through a window. Or, leave Halloween treats outside the door where friends and loved ones live for a contact-free way of celebrating.

## COUNCIL PACKET

### *For Operators of Events/Attractions:*

- Follow all state requirements and guidelines for Consumer, Retail, Services & Entertainment sectors, as well as any local requirements or guidelines.
- Utilize the [Iowa's coronavirus website](#) for updated COVID-19 activity in your county and Iowa.
- Do not allow groups to intermingle. Reduce capacity to allow for six feet social distancing between groups as well as employees/volunteers at all times. Reinforce distancing with markers or dividers.
- Have hand sanitizer readily available to all participants.
- Pre-sell tickets to ensure capacities are limited.
- Consider eliminating common seating areas or play areas where children and others might congregate. If seating is provided, keep it outdoors, separate benches/tables by at least six feet or use dividers, and sanitize between each use.
- Notify your local health department immediately if you learn that someone with COVID-19 has visited your attraction.

For more information:

[CDC Holiday Celebrations Guidance](#)

[CDC Considerations for Events and Gatherings](#)

# COUNCIL PACKET

City of Riverside  
Administrator Report  
October 5, 2020

- Staff is holding once/week meeting from 8:00-8:30 to discuss the tasks for the week 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, 1<sup>st</sup> reading-done
  - 8/17 - 2<sup>nd</sup> reading-done
  - 9/8 – 3<sup>rd</sup> reading-done
  - 9/24 – publish-done
  - Waiting on code books from ECICOG
- Nuisance issues
- Project update emails
- Review of past due water bills
- Notified successful grant applicants
- Worked with ITC-trail replanting
- Met with IMPACT7G on ways to capture stormwater
- Working with Iowa Solutions on setting up .gov emails
- Phone meeting with Rick Biondi, Homeland Security, on grants
- Working with Jeanine, Neapolitan Labs on setting up Halloween contest, format can be used for future surveys
- Becky-FY20 closed, new budget can now be entered
- Bill Stukey-IA Pump in town 9/29 for annual service agreement on lift station pumps

## Public Works:

- Mowed parks, ball diamonds, weekly
- Don watering flowers, weeding
- Cleaning, disinfecting bathrooms 2/day
- Cleaning equipment and shop
- Emptied trash in parks and downtown, moved extra trash cans back to shop from Hall Park
- Truck Maintenance, new tires installed
- Weeding at all parks
- Mulched trees in parks
- Working with electrician on Delta Shield project, city hall lights
- Painted railings in Hall Park
- Checked on spraying of clover on City lot off Galileo
- One call for new signage

## COUNCIL PACKET

- Cleaned out ditches, seeded
- Checked on moving trees and Delta Shield
- Painted poles for Delta Shield project, worked with electrician
- Worked on additional signage for Ash/Tupelo, Northern Heights
- Setting up items for new truck (lights, bedliner, plow)
- Jay-All American moving out last house 9/30 and closing down business on Hwy 22
- Grant Committee Review meeting 9/28

COUNCIL PACKET

FY1

RACC Grant for community events in the park-\$4,000 for FY21

Date	Event	Grant Awarded	Grant Request
8/15/2020	Movie in the Park	\$ 4,000.00	\$ 435.00
10/17/2020	Concert/movie		\$ 1,100.00

Total City Funded \$ 1,535.00

Balance \$ 2,465.00



**Public Meeting September 28, 2020  
Potential Park Capital Projects**

		Votes	
	City	Public	Total
<b><u>Hall Park</u></b>			
Repair/Replace Boat Ramp	10	4	<b>14</b>
New Open Park Shelter	0	0	0
New Enclosed 3 Season Shelter	10	4	<b>14</b>
Primitive Camping with Grills and Fire Rings	2	0	2
Park Expansion/Additional Land	1	2	3
Improve Playground Soft Fall Surfacing	3	0	3
Handicap Equipment			
Add/Replace Play Equipment			
Add Sidewalks/Handicap Accessibility	1	0	1
Splash Pad/Water Feature	4	1	5
Trail from Park to Bike Path	2	0	2
Additional Parking	4	4	<b>8</b>
Improve Basketball Court/Tennis Court	1	0	1
<b><u>Railroad Park</u></b>			
Improve Soft Fall Surfacing/Handicap	13	3	<b>16</b>
New Handicap Equipment			
Install Storm Sewer and Level Out East Side	9	1	<b>10</b>
Improve Handicap Accessibility/Sidewalks/Parking			
Additional Parking			
<b><u>Rec Center</u></b>			
Soccer/Flag Football Fields	4	1	5
<b><u>Trails</u></b>			
Trail Connection to Vine Avenue/City Limits	1	0	1
Trail to North to Hills (Coordinate with County)	0	0	0
Trail to West to Kalona (Coordinate with County)	1	2	3
<b><u>General</u></b>			
Sidewalk Connection B/W Hall Park, Railroad Park and Vets Park	3	1	4
Star Trek Theme Trail Through Landmarks in Town	3	2	5
	72	25	97
	15 Voters	5 Voters	