

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE FIRE DEPARTMENT
271 E 1ST ST
REGULAR MEETING
Monday, June 7, 2021 – 6:00 P.M.

The meeting will be recorded and can be viewed live by visiting the city web site at 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 5-17-2021
 - b. Expenditures for 6-7-2021
 - c. Kum & Go Class E Liquor License
 - d. Casey #2629 Class E Liquor License
 - e. Copper Creek Ridge Class C Liquor License
 - f. Riverside Casino and Golf Resort Class B, Class C License
 - g. Cigarette permits
 - i. Casey's #3900
 - ii. Casey's #2629
 - iii. Kum & Go #0080
 - iv. Riverside Casino & Golf Resort
 - h. Resignation of Jeanine Redlinger from City Council
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Presentation from members of the Community Center Committee.
6. Request to purchase pump for WWTP
7. Public Hearings, Resolutions, Ordinances
 - a. Resolution #060721-01 Investment Policy
 - b. Resolution #060721-02 Approve hiring of Auditing Firm
 - c. Resolution #00621-03 IDOT Agreement
8. Request for sewer abatement \$10.20 Danae Besch filling pool
9. Request for sewer abatement \$29.10 Rodger and Terry Brand filling pool
10. Request from RACC for street closure June 25 and June 26th
11. Filling of vacant council position
12. Location of council meetings
13. Set work session to discuss Paramedic/Firefighter position

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, by phone at 319-648-3501, or in the City Hall dropbox up to 30 minutes prior to the meeting.

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE FIRE DEPARTMENT
271 E 1ST ST**

14. City Administrator's report

- a. American Rescue Plan Funding
- b. Backfill funding removal by state
- c. Request to pursue grant for Butler Dog Park

15. 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, by phone at 319-648-3501, or in the City Hall dropbox up to 30 minutes prior to the meeting.

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Wednesday, May 19, 2021 4:54 PM
To: Becky LaRoche
Subject: Application App-138373 Ready for Review

Hello,

Application Number App-138373 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Thank you.

NOTICE: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kum \$ go 80 - LE0001847

1178 Enterprise Dr.

Class E Liquor License

Exp. 6-30-21

Services <<https://directory.iowa.gov/service/Index?>

[_ga=1,101492737,1604613096,1488473035&ia_slv=1621280559661](https://www.google.com/search?ga=1,101492737,1604613096,1488473035&ia_slv=1621280559661)>

(App-139158)

Agencies <https://directory.iowa.gov/?ia_slv=1621280559661>

Exit (I) Save and Exit

Social <https://directory.iowa.gov/social/Index?ia_slv=1621280559661>

<https://www.iowa.gov/search/google?ia_slv=1621280559661>

Case # 2629 200 E 1st Street

License or Permit Type

Class E Liquor License

✓ Privileges / Sub-Permits

✓ Premises

✓ Ownership

✓ Criminal History / Violations

Exp. 6-30-21

✓ Document Upload

Local Authority

Review

Step 1 of 9

Attestation / Endorsement
License/Permit Type

NEED HELP ?

License or Permit Type

Class E Liquor License

Length of License Requested (Choose one of the following):

12 Month

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Thursday, May 27, 2021 10:39 AM
To: Becky LaRoche
Subject: Application App-141106 Ready for Review

Hello,

Application Number App-141106 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Thank you.

NOTICE: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Copper Creek Ridge 1182 Comm. Dr.

LC 0045571

Class C Liquor

7-1-21 to 6-30-22

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Wednesday, May 26, 2021 3:11 PM
To: Becky LaRoche
Subject: Application App-141323 Ready for Review

Hello,

Application Number App-141323 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Thank you.

NOTICE: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

1) Class B Liquor/Wine-Exp. 7.31.21

RCGR no. 3832720

3184 Hwy. 22

2) Class C Liquor " "

"

"

"

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2021 through June 30, 2022

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

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA-CASEY'S #3900

Physical Location Address 3070 HWY 22 City RIVERSIDE ZIP 52327

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Business Phone Number 3196483079

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORES, INC.

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.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

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) JULIA L. JACKOWSKI, CASEY'S MARKETING SECRETARY

Name (please print) _____

Signature *Julia L. Jackowski*

Signature _____

Date 4/20/2021

Date _____

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: _____

Fill in the date the permit was approved by the council or board: _____

Fill in the permit number issued by the city/county: _____

Fill in the name of the city or county issuing the permit: _____

• 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

Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2021 through June 30, 2022

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

Business Information:

Trade Name/DBA CASEY'S MARKETING COMPANY/DBA-CASEY'S #2629

Physical Location Address 200 E 1ST ST City RIVERSIDE ZIP 52327

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Business Phone Number 3196484185

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORES, INC.

Mailing Address PO BOX 3001 City ANKENY State IA ZIP 50021

Phone Number 515-446-6404 Fax Number 515-965-6205 Email JESSICA.FISHER@CASEYS.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

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) JULIA L. JACKOWSKI, CASEY'S MARKETING SECRETARY

Name (please print) _____

Signature Julia L. Jackowski

Signature _____

Date 4/20/2021

Date _____

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: _____

Fill in the date the permit was approved by the council or board: _____

Fill in the permit number issued by the city/county: _____

Fill in the name of the city or county issuing the permit: _____

• New Renewal

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Email: iapledge@iowaabd.com

Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2021 through June 30, 2022

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

Business Information:

Trade Name/DBA Kum & Go # 0080
Physical Location Address 1178 Enterprise Drive City Riverside ZIP 52327
Mailing Address 1459 Grand Ave City Des Moines State IA ZIP 50309
Business Phone Number 515-457-6249

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP Kum & Go LC
Mailing Address 1459 Grand Ave City Des Moines State IA ZIP 50309
Phone Number (515) 457-6000 Fax Number _____ Email Licenses@Kumandgo.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 _____

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) Charles Campbell Name (please print) _____
Signature  Signature _____
Date 4/15/2021 Date _____

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: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- 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
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2021 through June 30, 2022

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

Business Information:

Trade Name/DBA Riverside Casino and Golf Resort
Physical Location Address 3184 Highway 22 City Riverside ZIP 52327
Mailing Address 3184 Highway 22 City Riverside State IA ZIP 52327
Business Phone Number 319-648-1234

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP Riverside Casino and Golf Resort, LLC
Mailing Address 3184 Highway 22 City Riverside State IA ZIP 52327
Phone Number 319-648-1234 Fax Number 319-648-5800 Email dan.white@ecresorts.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 Casino

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) DAN WHITE Name (please print) _____
Signature [Signature] Signature _____
Date 05/24/21 Date _____

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: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- 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
- Fax: 515-281-7375

CITY OF RIVERSIDE
COMMUNITY BUILDING FEASIBILITY STUDY
CITY COUNCIL MEETING
JUNE 7, 2021



PREPARED BY:
CARL A. NELSON & COMPANY
1815 DES MOINES AVENUE
BURLINGTON, IA 52601

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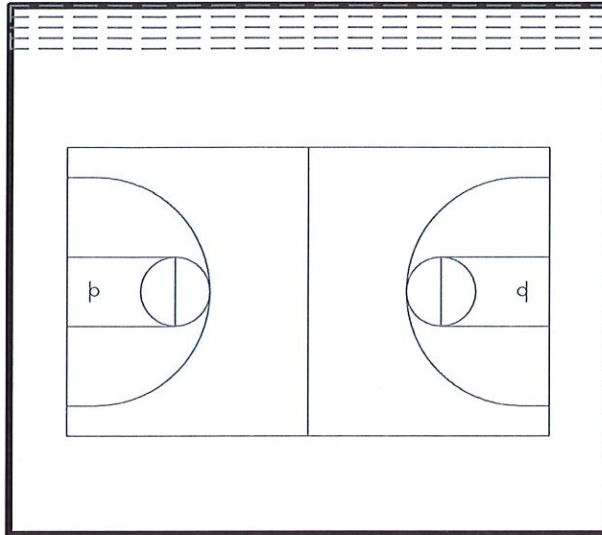
FINAL					ENLARGE GYM				ADD CHILDCARE
BUILDING PROGRAM									
Room	Quantity	Size	Total	Notes	Quantity	Size	Total	Notes	Additional Square Feet
Main Entry									
Vestibule	1	80	80		1	80	80		-
Lobby	1	750	750	Potentially include computer or library alcove	1	750	750	Potentially include computer or library alcove	-
Reception Desk	1	200	200		1	200	200		-
Office	2	100	200		2	100	200		-
Work Area	1	50	50		1	50	50		-
Gymnasium									
Basketball Court	1	9,516	9,516	Accommodates high school regulation court (84x50) Accommodates junior high cross courts (74x42) Accommodates three pickleball courts	1	9,660	9,660	Accommodates high school regulation court (84x50) Accommodates junior high cross courts (74x42) Accommodates three pickleball courts	-
Spectator Seating	0	0	0	Accommodates up to 225 spectators on telescopic bleachers	0	0	0	Accommodates up to 300 spectators on portable bleachers	-
Track	1	4,600	4,600	3 Lanes, Elevated	1	4,750	4,750	3 Lanes, Elevated	-
Wellness									
Cardio Fitness	1	1,500	1,500	Accommodates approximately 25 pieces of cardio fitness equipment	1	1,500	1,500	Accommodates approximately 25 pieces of cardio fitness equipment	-
Weight Training	1	1,750	1,750	Accommodates approximately 20 pieces of weight training equipment	1	1,750	1,750	Accommodates approximately 20 pieces of weight training equipment	-
Exercise Studio	1	750	750	Accommodates up to 15 people, depending on class	1	750	750	Accommodates up to 15 people, depending on class	-
Meeting Space									
Banquet Space	0	0	0	Gymnasium accommodates 512 people plus space for stage	0	0	0	Gymnasium accommodates 544 people plus space for stage	-
Reservable Meeting Space, Senior Meals	1	780	780	Accommodates 48 people at rectangular tables. Accommodates 36 people in classroom set-up.	1	780	780	Accommodates 48 people at rectangular tables. Accommodates 36 people in classroom set-up.	-
Childcare									
Childcare Spaces	0	0	0	See Childcare Program	0	0	0	See Childcare Program	6,090

FINAL					ENLARGE GYM				ADD CHILD CARE
BUILDING PROGRAM									
Room	Quantity	Size	Total	Notes	Quantity	Size	Total	Notes	Additional Square Feet
Support Space									
Gymnasium									
Storage	1	200	200		1	300	300		-
Locker Rooms	2	500	1,000		2	500	1,000		-
Restrooms	2	250	500		2	250	500		-
Family Toilet	2	75	150		2	75	150		-
Meeting									
Kitchenette	1	90	90		1	90	90		-
Storage	1	75	75		1	75	75		-
Building									
Electric / IT	1	200	200		1	200	200		150
Fire Sprinkler Room	1	150	150		1	150	150		50
Mechanical	1	200	200		1	200	200		150
Janitor's Closet	2	75	150		2	75	150		75
Total Square Footage (Net)			22,891		23,285				6,515
Net to Gross (Efficiency) Factor	0.3		6,867	Includes circulation, vertical circulation, entry vestibules, wall thickness, etc.			6,986	Includes circulation, vertical circulation, entry vestibules, wall thickness, etc.	1,955
Total Square Footage (Gross)			29,758		30,271				8,470
PARKING LOT									
Parking Stalls Required (1 stall/300 GSF)			99				101		28
Space Per Parking Stall (300-350 GSF)			325	Includes circulation to and from stall.			325	Includes circulation to and from stall.	325
Parking Lot Size Required (GSF)			32,238		32,793				9,175

ALTERNATE TO ADD CHILDCARE BUILDING PROGRAM											
Room	Quantity	Child Per Room	SF/Child	Total Children	Staff/Child Ratio	Total Staff	Toilet/Child Ratio	Total Toilets	Size	Total	Notes
Childcare Spaces											
Infants	1	8	40	8	1/4	2	NA	NA	320	320	
One Year Olds	1	8	40	8	1/4	2	1/15	1	320	320	
Two Year Olds	1	12	35	12	1/6	2	1/15	1	420	420	
Three Year Olds	1	12	35	12	1/8	2	1/15	1	420	420	
Four Year Olds	1	12	35	12	1/12	1	1/15	1	420	420	
After School	2	20	35	40	1/15	3	1/15	3	1400	2800	
Total				92		12		7			
Support Space											
Office	1								100	100	
Break/Conference	1								200	200	
Kitchen	1								300	300	
Storage	1								75	75	
Single Use Toilet	4								60	240	Dedicated toilets located in room for ages one year through four years.
After School Toilet	2								200	400	
Staff Toilet	1								75	75	
Total Square Footage (Net)									6,090		

	FINAL	ENLARGE GYM	ADD CHILDCARE (Additional Size/Cost)
BUILDING PROGRAM			
Total Square Footage (Gross)	29,758	30,271	8,470
PARKING LOT			
Parking Lot Size Required (GSF)	32,238	32,793	9,175
PRELIMINARY COST OPINION			
Item	Budget Cost	Budget Cost	Budget Cost
Development Costs	\$10,000	\$10,000	\$0
Site and Building Construction Costs	\$6,077,314	\$6,206,982	\$1,779,801
Professional Fees	\$480,154	\$488,799	\$126,154
Administrative and Legal Costs	\$24,116	\$24,310	\$2,670
Furniture, Fixtures, and Equipment (FFE) Costs	\$75,000	\$75,000	\$235,000
Telecommunications/Technology System Costs	\$20,500	\$20,500	\$16,500
Preliminary Cost Opinion Total (2022)	\$6,687,084	\$6,825,591	\$2,160,125
Preliminary Cost Opinion Total (2023, 3% Inflation)	\$6,887,697	\$7,030,359	\$2,224,929
Preliminary Cost Opinion Total (2024, 3% Inflation)	\$7,094,327	\$7,241,269	\$2,291,677

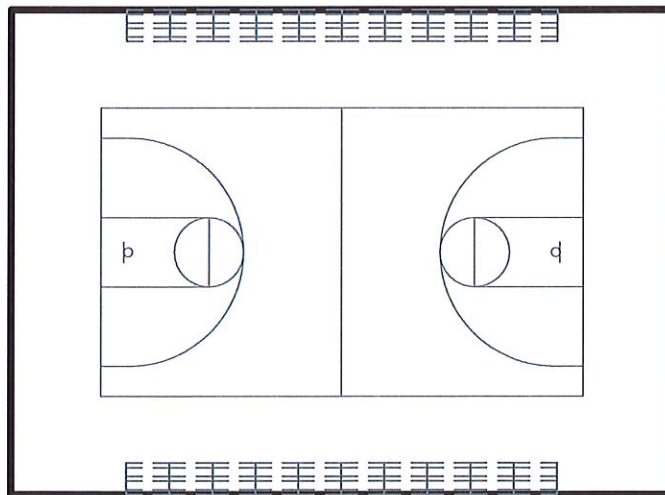
FINAL



FULL COURT
HIGH SCHOOL COURT
84'x50'

SPECTATOR SEATING
ACCOMMODATES UP TO 225
PEOPLE

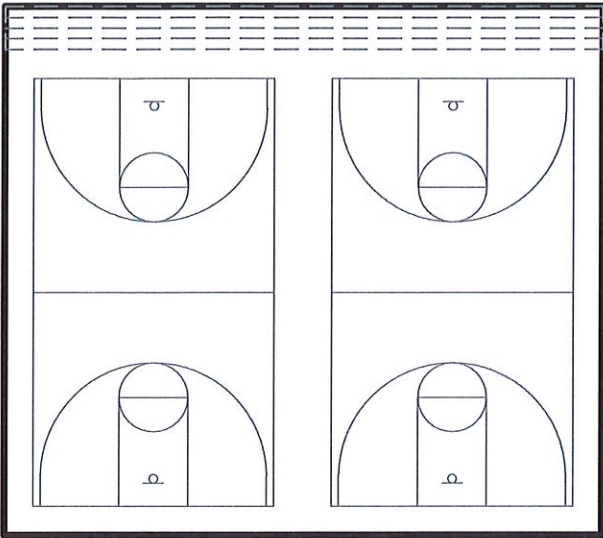
**ENLARGED
GYM**



FULL COURT
HIGH SCHOOL COURT
84'x50'

SPECTATOR SEATING
ACCOMMODATES UP
TO 300 PEOPLE

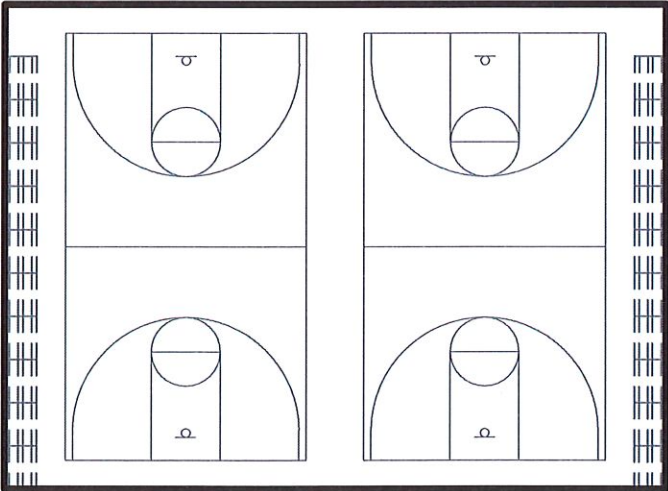
FINAL



CROSS COURTS
(2) JUNIOR HIGH COURTS
74'x42'

SPECTATOR SEATING
ACCOMMODATES UP TO 225
PEOPLE

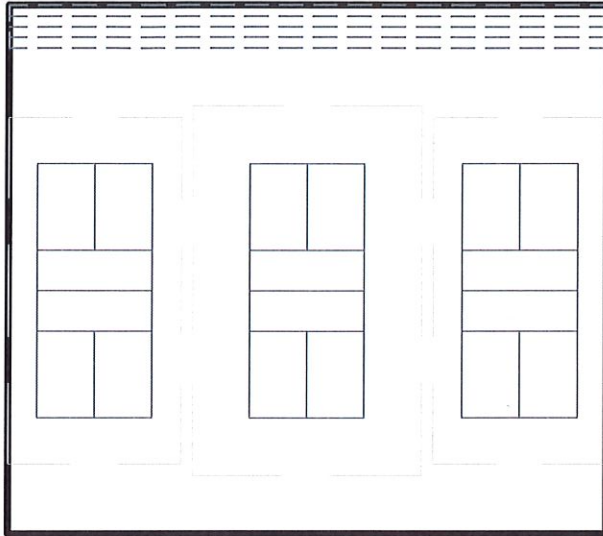
**ENLARGED
GYM**



CROSS COURTS
(2) JUNIOR HIGH
COURTS 74'x42'

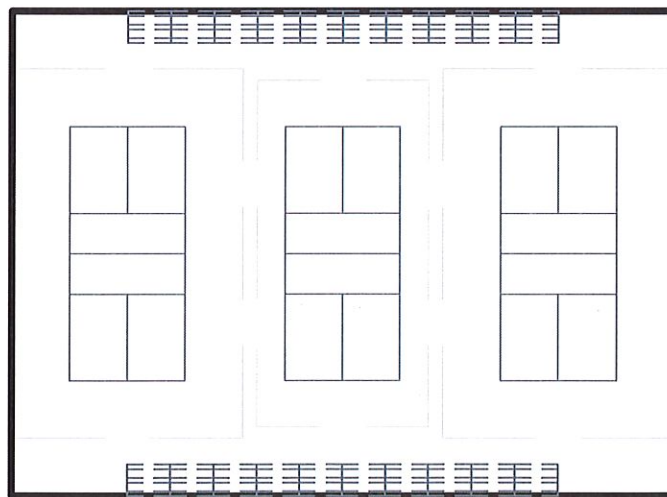
SPECTATOR SEATING
ACCOMMODATES UP
TO 300 PEOPLE

FINAL



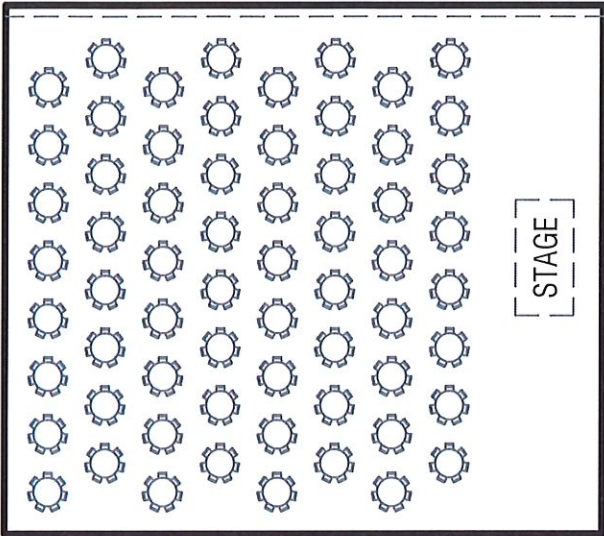
PICKLEBALL COURTS
(3) COURTS TOTAL
(2) 30'x60' (INCLUDING SIDELINES)
(1) 40'x64' (INCLUDING SIDELINES)

**ENLARGED
GYM**



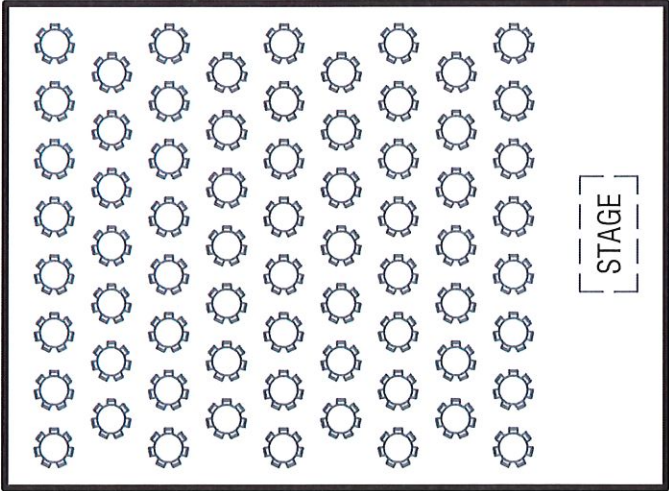
PICKLEBALL COURTS
(3) COURTS TOTAL
(1) 30'x60' (INCLUDING SIDELINES)
(2) 40'x64' (INCLUDING SIDELINES)

FINAL



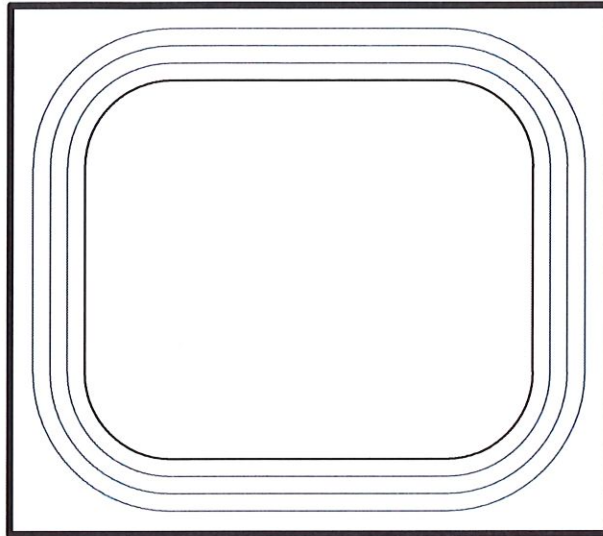
512 PEOPLE
60" TABLE
8 PEOPLE/TABLE

**ENLARGED
GYM**



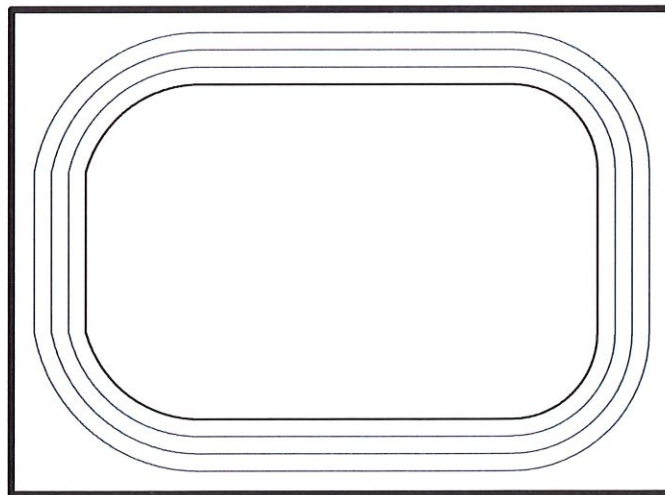
544 PEOPLE
60" TABLE
8 PEOPLE/TABLE

FINAL



3 LANES

**ENLARGED
GYM**

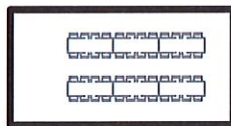


3 LANES

ROOM DIAGRAMS
RESERVABLE MEETING SPACE - LAYOUT OPTIONS



CLASSROOM
36 PEOPLE



BANQUET
48 PEOPLE

SAM Aspirator Pump Replacement

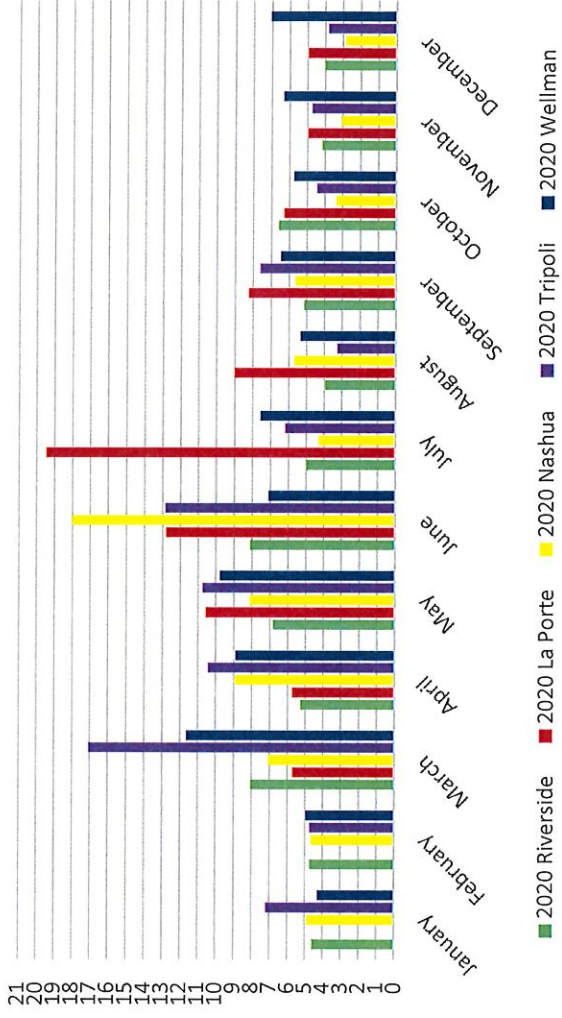
Pump	Rebuild	New Cost	Warranty
Flygt 3127	\$6,247.74	\$9,760	5 Year
ABS	N/A	\$9,653	5 Year

ABS pump is provided by Iowa Pump

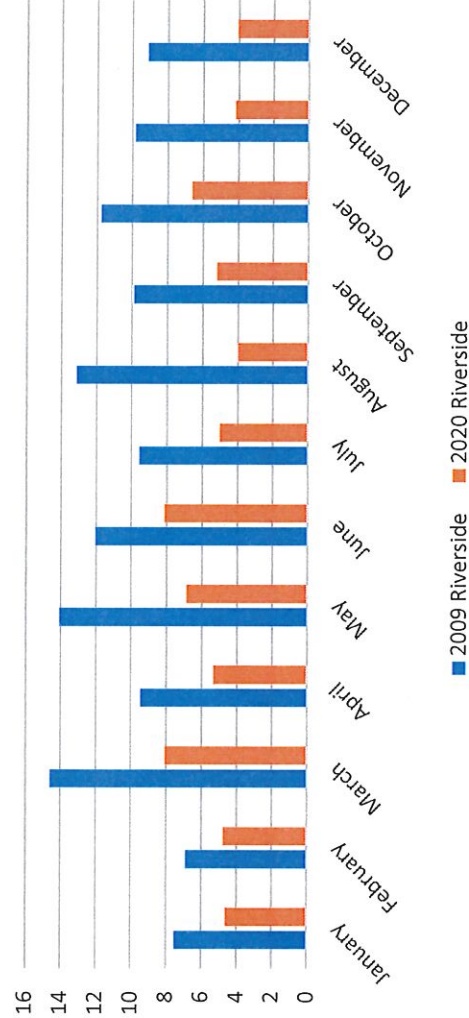
Flyght pump is provided by Electric Pump

*Freight is not included in quote for new pumps

Wastewater Flow Comparison



Riverside Wastewater Flow Reduction





**Agreement for Maintenance and Repair of
Primary Roads in Municipalities**

This Agreement made and entered into by and between the Municipality of Riverside, Washington County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

I. The Department shall maintain and repair:

A. Freeways (functionally classified and constructed)

1. Maintain highway features including ramps and repairs to bridges.
2. Provide bridge inspection.
3. Highway lighting.

B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)

1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
5. Vehicular Bridges: Structural maintenance and painting as necessary.
6. Provide bridge inspection.

C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)

1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.

D. City Streets Crossing Freeway Rights of Way (See II.C)

1. Roadsides within the limits of the freeway fence.
2. Surface drainage of right of way.
3. Traffic signs and pavement markings required for freeway operation.
4. Guardrail at piers and bridge approaches.
5. Bridges including deck repair, structural repair, berm slope protection and painting.
6. Pavement expansion relief joints and leveling of bridge approach panels.

II. The Municipality shall maintain and repair:

A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)

1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.

4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.
5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
6. Clean, sweep and wash streets when considered necessary by the Municipality.
7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.

B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)

1. Maintain and repair highway facilities due to utility construction and maintenance.
2. Removal of trees as necessary and the trimming of tree branches as necessary.
3. Maintain sidewalks.

C. City Streets Crossing Freeway Rights of Way (See I.D)

1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
2. Mark traffic lanes on the cross street.
3. Remove snow on the cross street, including bridges over the freeway.
4. Clean and sweep bridge decks on streets crossing over freeway.
5. Maintain all roadside areas outside the freeway fence.
6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
- B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
- C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
- D. To comply with the current Utility Accommodation Policy of the Department.
- E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.

IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.

V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.

VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.

VII. This Agreement shall be in effect for a five year period from July 1, 2021 to June 30, 2026

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

City of Riverside

MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____

BY _____

District Engineer

Date _____

Date _____

CITY OF RIVERSIDE

SEWER REFUND REQUEST

DATE 5-25-21

CUSTOMER Danae Besch

ADDRESS 317 Sycamore St

PHONE # 319-931-6656

ACCOUNT # 04-5000-03 METER# 35677237

REASON FOR REQUEST

filled pool 1,888 gal

DATE & TIME 5-22-21, 4pm - 8pm

RESIDENT SIGN via phone / cur DATE _____

TOTAL GALLONS 1710 / 100 gal x \$6.00

REFUND AMOUNT \$ 10.26 - .06 (for Ave-use) = 10.20

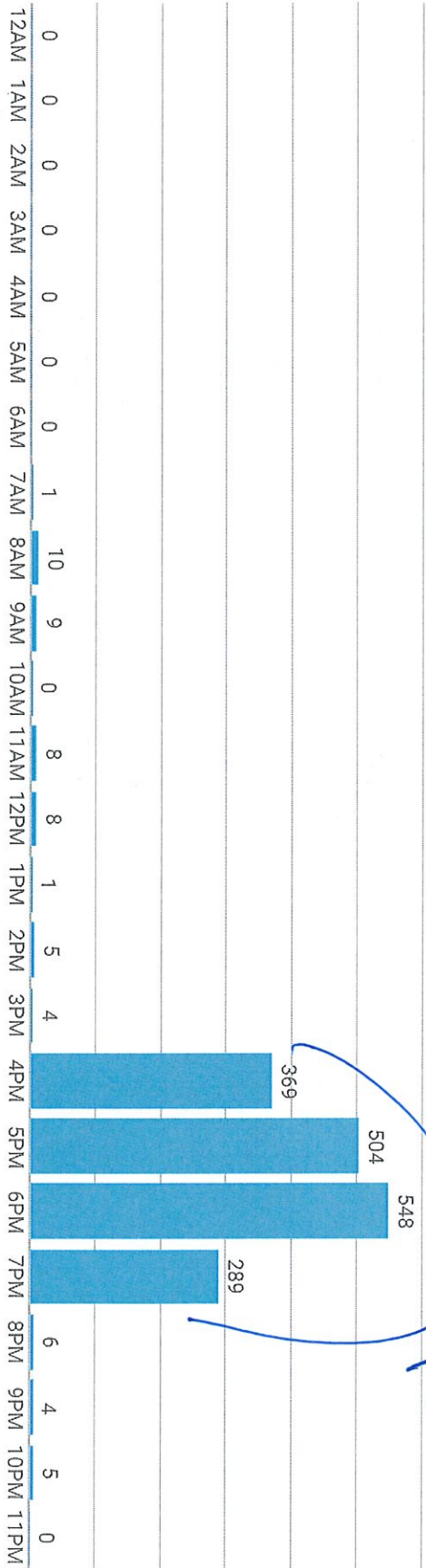
CITY COUNCIL MEETING DATE _____

APPROVED _____ DENIED _____

ACCOUNT ADJUSTED ON _____ PKT # _____ BY _____

HOURLY CONSUMPTION ANALYSIS

Date: 5/22/2021 MIU: 1544843334



1710

Hour	Hourly Consumption	Reading
11PM	0.000	02266623
10PM	4.600	02266623
9PM	4.400	02266577
8PM	6.400	02266533
7PM	288.700	02266469
6PM	547.900	02263582
5PM	503.900	02258103
4PM	369.300	02253064
3PM	3.500	02249371
2PM	4.700	02249336
1PM	0.500	02249289
12PM	7.700	02249284

CITY OF RIVERSIDE

SEWER REFUND REQUEST

DATE 5-24-21

CUSTOMER Rodger - Jerry Brand

ADDRESS 123 Beehive Ln

PHONE # 325-3160

ACCOUNT # 04-8700-00 METER# 35677406

REASON FOR REQUEST

Fill Swimming Pool 5310 gal

DATE & TIME 5-2 @ noon - 7pm / 5-3 @ 6-7pm

RESIDENT SIGN Via phone ✓ Bl DATE _____

TOTAL GALLONS 4845

REFUND AMOUNT \$ 29.10

CITY COUNCIL MEETING DATE 6-7-21

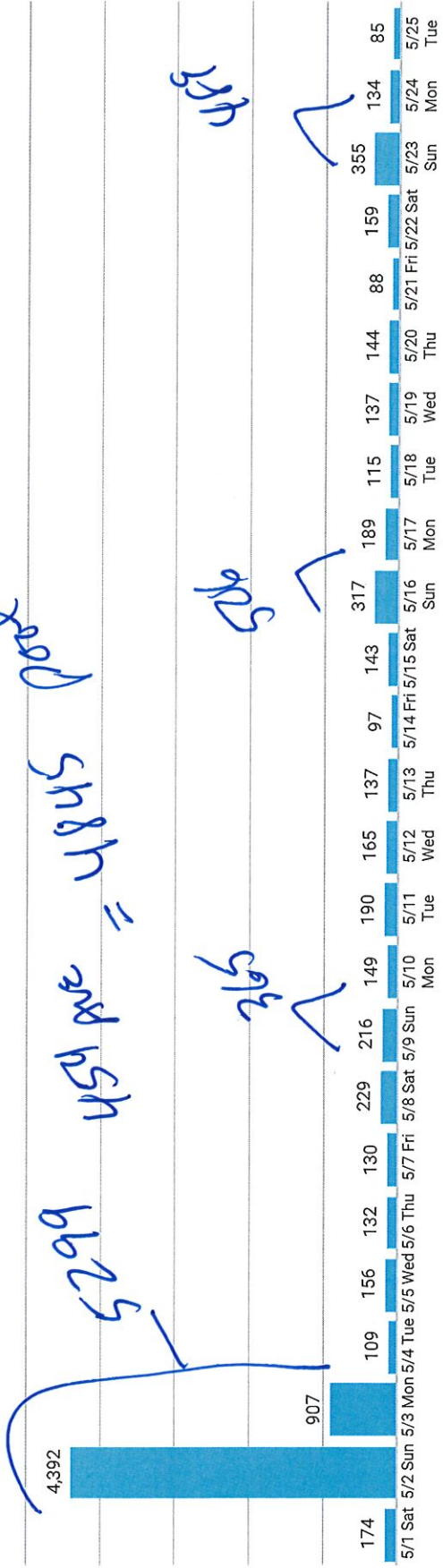
APPROVED _____ DENIED _____

ACCOUNT ADJUSTED ON _____ PKT # _____ BY _____

DAILY CONSUMPTION ANALYSIS

May 1, 2021 - May 25, 2021 MIU: 1544813436

■ Major Reverse
 ■ Minor Reverse
 ■ Continuous Consumption
 ■ Intermittent Consumption
 ■ No Flow



Date	Daily Consumption	Reading
5/25/2021	84.800	03184462
5/24/2021	134.100	03183758
5/23/2021	354.600	03182417
5/22/2021	159.200	03178871
5/21/2021	87.700	03177279
5/20/2021	143.700	03176402
5/19/2021	136.700	03174965

Becky LaRoche

From: Mickey Shields <mickeyshields@iowaleague.org>
Sent: Thursday, May 20, 2021 8:46 AM
To: Becky LaRoche
Subject: Re: riverside
Attachments: CouncilVacancyNoticeofApptFairfax.pdf; CouncilVacanyApptResoAudubon.pdf

Hi Becky,

When you have a council vacancy, the council has two options to fill the vacancy under [Section 372.13](#) of the state code – they can fill it by appointment or immediately call for a special election. The vast majority of cities use the appointment process as it is faster and cheaper. Keep in mind, the citizens can petition for a special election within 14 days of an appointment. The state code says that for cities less than 10,000 in population, the petition must have at least 200 signatures or at least 15% of the number of people who voted in the last regular city election (whichever is fewer). Also, the city must first publish a notice of its intent to fill the vacancy by appointment 4-20 days before the meeting where the appointment will be made (I've attached a sample notice in case you need one).

If the council opts for the appointment process, they can select any eligible member of the community. It does not have to be someone that has previously run for council or expressed interest, but many cities look to those options as it helps give some idea on who may be willing to serve. The appointment should be done by resolution, although that's not specifically required by state code (I've attached a sample resolution for this purpose). There is no requirement for a public hearing for this type of action. Also, the state code allows 60 days after the vacancy occurs to fill the seat by appointment. If the council is unable to fill the seat within 60 days the city must call for a special election.

Once the appointment is approved by the council the new member can serve as soon as they take the oath of office (which can be at the meeting where the appointment is made). Also, a seat that was vacant and was filled by appointment must be placed on the next city election ballot (either regular election or intervening special election) - this is required even if the seat still has time left in its term. In that scenario, the person that wins the election will fill out the remainder of the term.

Please let me know if you have any other questions. Thanks!

Mickey Shields

Director of Membership Services
Iowa League of Cities
Direct: (515) 974-5316

Iowa League of Cities | 500 SW 7th Street, Suite 101 | Des Moines IA 50309-4506
Main: (515) 244-7282 | Fax: (978) 367-9733 | <http://www.iowaleague.org>

NOTICE OF INTENT TO FILL VACANCY BY APPOINTMENT

To the Electors of the City of Riverside, Iowa:

You are hereby notified that the City Council of the City of Riverside, Iowa, has a vacancy of the council seat previously held by Jeanine Redlinger. The office of this council seat which expires December 31, 2021, is vacant as of May 31, 2021, pursuant to Section 69.2, Code of Iowa.

You are further notified that pursuant to Section 372.13(2) of the Code of Iowa, the Council has elected to fill the vacancy by appointment, but the electors of the City have the right to file a petition requiring that the vacancy be filled by a special election. A valid petition would have to be filed with the Riverside City Clerk within 14 days after publication of this notice, or within 14 days after appointment is made.

The appointment shall be for the period until the next pending election, as defined by Section 69.12, Code of Iowa.

The Council intends to make the appointment to fill the vacancy at its regular City Council meeting on _____ and the appointment will become effective immediately and will expire December 31, 2021.

Persons wanting to be considered should submit a request in writing to the City Clerk by 1:00 p.m. on _____.

Becky LaRoche, City Clerk
60 N Greene Street
PO Box 188
Riverside, IA 52327

City of Riverside
Administrator Report
June 7, 2021

- Staff meetings on Monday at 8:30
- Payroll review
- Agenda prep
- Phone meetings with Mayor
- Set up interviews for engineer-5/25
- Worked on employee evaluation forms
- Emails with members of trail committee on grant
- Contacted attorney on bond capacity-meeting 5/18
- Employee reviews
- Discussions on bulk water minimum charges
- Salary reviews
- Submitted Trees Forever Grant
- Reviewed trees on trail planted by Hughes Nursery-ITC
- Emails and phone calls with IDOT on ROW on Hwy 22-sign placement
- Attended RACC 5/19, 5/26 Trekfest-discussed removal of unused items and marking of Trekfest items in city buildings
- Prepare Audit proposals for council

Public Works:

- Park bathrooms-cleaning twice daily
- Emptied trash
- Mowing, trimming
- Sprayed for weeds
- Filled holes around manhole on Kleopfer
- Filled holes at intake on Buckeye
- Fire Extinguisher checks
- Worked on hydrant replacement at Hall Park
- Set up for City wide clean up
- Water flowers in Railroad Park
- Added water to waterfall at Veteran's Park
- Delivered council packets
- Cleaned trash around ballfields, dugouts
- Fixed urinal in east bathroom
- Prepared tall grass list for nuisance letters
- Setting up for marking of no parking areas
- Worked on limestone blocks in birthplace area

City	Valuation W/O G&E Utilities FY14	Valuation W/O G&E Utilities FY21	% Change (FY14 to FY21)
RIVERSIDE	101,932,843	109,252,124	7.18%

FY21 Backfill Amount as Proxy	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
\$53,696.12	\$46,984.10	\$40,272.09	\$33,560.07	\$26,848.06	\$20,136.04	\$13,424.03	\$6,712.01	\$0.00

IOWA RENT AND UTILITY ASSISTANCE PROGRAM



IOWA FINANCE
AUTHORITY

! ELIGIBLE RENTERS !

Eligible renter households must:

- Meet income qualifications.
- Demonstrate a risk of experiencing homelessness or housing instability which may include a past due utility or rent notice or eviction notice.
- One or more individuals in the household must have qualified for unemployment benefits between March 13, 2020 and date of application **-or-** have experienced a reduction in household income, incurred significant costs or experienced other financial hardship due directly or indirectly to the coronavirus outbreak.

Need assistance with past due rent and/or utilities?



HOW TO APPLY

Application is available at
IowaHousingRecovery.com

Contact the Application Support Team:
515-348-8813 or 855-300-5885

ASSISTANCE WITH RENT PAYMENTS

- **Past due payments:** Available for payments of costs incurred no earlier than March 13, 2020.

ASSISTANCE WITH UTILITY PAYMENTS

- **Past due payments:** For electricity, natural gas, propane or fuel oil, water, sewer and/or trash removal.
- Available for utility payments of costs incurred no earlier than March 13, 2020.

Payments will be made directly to landlords and utility service providers.

Polk County and City of Des Moines residents are not eligible to apply for this program.

Please visit impactcap.org for assistance.

This project is being supported, in whole or in part, by federal award numbers ERA0184 and ERA0440 awarded to the Iowa Finance Authority by the U.S. Department of the Treasury.