

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE COUNCIL CHAMBERS
60 N GREENE ST
REGULAR MEETING

Monday, August 16, 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 8-2-2021
 - b. Expenditures for 8-19-2021
 - c. July Fire Department Report
 - d. Wine permit renewal Madeline's Coffee House
 - e. Beer permit St. Mary's Church of Riverside, Iowa
 - f. St. Mary's Street Closure 9/6/21 for Festival
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Washington County Sheriff **pg. 9**
6. PeopleService Inc **pg. 20**
 - a. Review and approval of bids for Lift Station #1 Upgrade **pg. 28**
7. Public Hearings, Resolutions, Ordinances
 - a. Resolution #081621-01 Approve Grant Application Clean on Greene, \$5,412.50 **pg. 38**
 - b. Resolution #081621-02 Approve Grant Application Riverside Auto Spa \$4,735.50 **pg. 44**
 - c. Resolution #081621-03 Approve Grant Payment, Steve Musser, \$2,500 **pg. 50**
 - d. Resolution #081621-04 Approve Amending and Superseding Agreement Regarding the Washington County Communications Commission **pg. 56**
8. Review and possible approval of bid for truck bed repair **pg. 68**
9. Set Council Work Session: Job Descriptions, Goal Setting
10. Set Council Work Session: Community Center
11. Set 1st Meeting in September due to Labor Day Holiday
12. Administrator's Report **pg. 70**
 - a. Monthly Financials
 - b. Building Permits
 - c. Nuisance Letters
 - d. Update on pool fencing requirements per City Code
 - e. Use of American Rescue Plan funds
 - f. Review of Hotel-Motel Grant FY23
 - g. PC equipment order
 - h. AC repairs for WWTP
 - i. Sesquicentennial update
13. Motion to adjourn.

COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: Monday, August 2nd, 2021

The Riverside City Council meeting opened at 6:00 pm at City Hall with Mayor Allen Schneider requesting roll call. Council members present: Andy Rodgers, Lois Schneider, Tom Sexton, Edgar McGuire, and Kevin Mills.

McGuire moved to approve agenda. Second by Sexton, passed 5-0.

McGuire moved to approve Consent agenda, minutes of July 19, 2021, with additions, expenditures, and Dollar General Beer Permit. Second by Rodgers, passed 5-0.

Council reviewed rendering documents of proposed Community Center. Annie Nugent and Mary Beth Rozmus commented on the project. Larry Simon asked about funds for Community Center. Administrator and Mayor will discuss dates for a future work session.

McGuire moved to pass Resolution #080221-01, Referendum to authorize Local Option Sales Tax in the City of Riverside from 7-1-2022 through 6-30-2032. Second by Schneider, passed 5-0.

Brian Boelk, with Axiom Consultants, answered Council questions on engineering contracts.

McGuire moved to pass Resolution #080221-02, approving Professional Services Agreement with Axiom Consultants for the 3rd Street Capital Improvement Project. Second by Schneider, passed 5-0.

Sexton moved to pass Resolution #080221-03, approving Professional Services Agreement with Axiom Consultants for the Railroad Park Capital Improvement Project. Second by Rodgers, passed 5-0.

Council reviewed bids for installing new City sidewalk on Cherry Lane and Kleopfer Ave.

McGuire moved to accept bid from English River Concrete in the amount of \$4695. Second by Sexton, passed 5-0.

Schneider moved to grant sewer refund to Danae Besch in the amount of \$11.02 for pool fill. Second by Mills, passed 3-2 Sexton and McGuire voted no.

Sexton moved to send alley vacation request to Planning and Zoning for consideration. Second by Schneider, passed 5-0.

Admin Yancey presented Administrator's report.

Hwy 22 is on the State schedule for crack sealing and east end bump grinding.

Admin presented an agreement from Speer Financial for future consideration.

COUNCIL PACKET

Council considered repairs to the '08 dump truck box. Sexton will discuss with staff.

Council discussed changes to City Admin contract. Mayor will discuss options with City Attorney.


McGuire moved to adjourn at 8:36 pm. Second by Mills, passed 5-0.

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

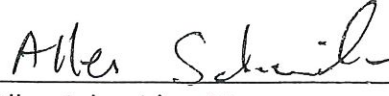
Council Meeting – Monday, August 16th, 2021 at 6:00 p.m. in City Hall council chambers.

Planning & Zoning – Tuesday, August 24th, 2021 at 6:00 p.m. at City Hall.

ATTEST:



Becky LaRoche; City Clerk



Allen Schneider; Mayor

COUNCIL PACKET

EXPENDITURES 08-16-2021					
	COUNCIL MEETING	UNPAID BILLS:			
1	AIRGAS	EMS- AIR SUPPLY	002-5-150-6375	\$ 243.09	
2	CHRISTINE YANCEY	2 LEAGE CONF. FEES	001-5-610-6240	\$ 430.00	
3	CHRISTINE YANCEY	GRANTWATCH- 1YR	001-5-650-6210	\$ 199.00	\$ 629.00
4	CRESENT ELECTRIC	VETS LIGHTS - VB LIGHT CONTROL	001-5-430-6325	\$ 214.43	
5	FERGUSON	10 METERS	600-5-810-6493	\$ 2,782.00	
6	HI-LINE	10/ LEVER-NUT	001-5-210-6372	\$ 15.40	
7	IOWA DNR	NPDES 2022 PERMIT	610-5-815-6245	\$ 210.00	
8	IOWA SOLUTIONS	COMPUTER SUPPORT	001-5-650-6497	\$ 643.25	
9	JOHNSON COUNTY REFUSE	JULY SERVICE	670-5-840-6499	\$ 7,217.75	
10	KALONA AUTO	FD: 50-1 OIL MIX, 4 BRUSHES	002-5-150-6356	\$ 65.94	
11	KALONA GRAPHICS	2500 ENVELOPES	600-5-810-6506	\$ 209.81	
12	LEAF	COPIER LEASE	001-5-650-6496	\$ 156.50	
13	MENARDS	BOLTS, GROUND SWITCH,EAB LITE	001-5-210-6372	\$ 41.54	
14	MIDWEST BREATHING AIR LLC	FD AIR TANK MAINT.	002-5-150-6356	\$ 779.72	
15	MUNICIPAL SUPPLY	WP : REPAIR-8" PIPE & SPIGOT FLG	600-5-810-6332	\$ 755.80	
16	OFFICE EXPRESS	CITY HALL: 6 CASES PAPER, TAPE	001-5-650-6310	\$ 211.84	
17	PEOPLESERVICE, INC	WATER CONTRACT	600-5-810-6500	\$ 1,059.00	
18	PEOPLESERVICE, INC	SEWER CONTRACT	610-5-815-6500	\$ 1,059.00	\$ 2,118.00
19	REC	SIGN	001-5-520-6510	\$ 76.98	
20	REC	LIFT STATION	610-5-815-6371	\$ 43.95	
21	REC	WW PLANT	610-5-815-6371	\$ 2,734.50	
22	REC	SHOP	001-5-210-6371	\$ 42.56	
23	REC	WATER PLANT	600-5-810-6371	\$ 2,633.25	
24	REC	TRAFIC LIGHT	001-5-230-6371	\$ 138.70	\$ 6,728.94
25	REC	CASINO L/S	610-5-815-6371	\$ 210.00	
26	STANDARD PEST CONTROL	SERVICE	001-5-650-6310	\$ 60.00	
28	STUTSMAN	PARK: CROSSBOW, BUCCANEER+	001-5-430-6325	\$ 191.85	
29	THE NEWS	PUBLICATIONS	001-5-650-6402	\$ 266.82	
30	VISA	LEAGUE CONFERENCE	001-5-650-6240	\$ 215.00	
31	VISA	CASEY'S FUEL-MOWERS	001-5-430-6323	\$ 207.21	
32	VISA	HARRY'S THROPHIES-MILLS	001-5-650-6310	\$ 9.60	
33	VISA	USTREAM	001-5-650-6494	\$ 99.00	
34	VISA	SPEED SIGN CHIP	110-5-210-6415	\$ 15.00	
35	VISA	SOS-NOTARY-LaRoche	001-5-650-6210	\$ 30.00	\$ 575.81
36	*****	TOTAL BILLS		\$ 23,268.49	
37					
38					
39					
40		PAID BILLS:			
41	ALLIANT ENERGY	SEWER	\$ 890.94		
42	ALLIANT ENERGY	WATER	\$ 99.08		
43	ALLIANT ENERGY	PARKS	\$ 643.21		
44	ALLIANT ENERGY	CITY HALL	\$ 519.92		
45	ALLIANT ENERGY	STREET LIGHTS	\$ 1,420.89		
46	ALLIANT ENERGY	FD	\$ 675.69		
47	IPERS	CONTRIBUTIONS - 2021 JULY	\$ 2,757.30		
48	1ST NAT'L BANK	JULY 21 "HSA"	\$ 750.00		
49	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2021-JULY	\$ 969.00		
50	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2021-JULY	\$ 1,189.00		
51	IOWA DEPT OF REVENUE	IOWA WET TAX - 2021-JULY	\$ 1,843.00		
52	IRS	941 TAX DEPOSIT - 2021 JULY	\$ 3,723.18		
53	PAYROLL	PAYROLL - 2021 JULY	\$ 13,225.47		
54	REFUND	WATER DEPOSITS	59.73		
55	*****	TOTAL PAID BILLS		\$ 25,192.37	
56	*****	TOTAL EXPENDITURES		\$ 48,460.86	
57					
58					
59					
60	EXPENDITURES by FUND				
61	GENERAL FUND		\$ 3,249.68		
62	FIRE DEPARTMENT		\$ 1,088.75		
63	ROAD USE FUND		\$ 15.00		
64	CASINO FUNDS		\$ -		
65	DEBT SERVICE		\$ -		
66	CAPITAL PROJECTS		\$ -		
67	WATER FUND		\$ 7,439.86		
68	SEWER FUND		\$ 4,257.45		
69	GARBAGE		\$ 7,217.75		
70	TOTAL EXPENDITURES		\$ 23,268.49		
71					
72					
73					

COUNCIL PACKET

74	YTD TREASURERS REPORT	7/31/2021	REVENUE	EXPENSE	BALANCE
75	GENERAL FUND		\$ 31,941.42	\$ 105,857.66	\$ 708,361.13
76	FIRE DEPT FUND		\$ 955.00	\$ 12,861.26	\$ 105,528.31
77	ROAD USE TAX FUND		\$ 15,533.31	\$ 448.62	\$ 86,542.30
78	LOCAL OPTION SALES TAX		\$ 10,266.41	\$ -	\$ 267,312.49
79	CASINO REVENUE RUND		\$ 83,493.81	\$ 27,044.35	\$ 382,234.10
80	DEBT SERVICE		\$ -	\$ -	\$ -
81	CAPITAL PROJECTS FUND		\$ -	\$ -	\$ 383,897.45
82	COMMUNITY CENTER FUNDS		\$ 105.20	\$ -	\$ 1,016,331.65

RIVERSIDE FIRE DEPARTMENT

FIRE / RESCUE / EMS / HAZMAT



July 2021 Update

Calls for Service:

Medicals - 12
Building Fire Response – 3
Fire Alarms - 2

Total calls – 17 calls for service in July

RFD has currently ran 72 more incidents this year compared to this time last year.

Training:

The members trained equipment and tool familiarization.

RESA:

The members discussed the plan for the fall raffle dinner to be held at the VFW. The members are currently working on a date in November.

Other News

The department received and placed in service the new thermal imaging camera from our casino grant. We also received the funds from the grant for \$5000. The Chiefs attended meetings for both Washington and Johnson County Fire and EMS associations. We responded to a building fire in a downtown building in Riverside. The crews had a quick response and made an aggressive interior attack confining the fire to room of origin. The fire in this building provided several challenges with items being stored in the building that should not be stored. This information was turned over to City Administrator and Mayor. The Chief had a meeting with Mayor and Administrator to look at adding some paramedic level staff at RFD for quicker advanced level care. This was a productive meeting and will have a work session to follow with council in the future.

“WE”RE STILL HERE AND READY TO RESPOND”

Thanks

Chief Smothers

COUNCIL PACKET

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Wednesday, August 4, 2021 12:13 AM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: License WBN001269 Renewal Notice Sent

Hello,

WBN001269 has been sent a Renewal Notice is now eligible for their renewal.

Corp Name: Morgan Rodgers

DBA: Madeline's Coffee House

License Number: WBN001269

Application Number: App-000530

Tentative Effective Date: 10/14/2020

License Type: Class B Native Wine Permit (WBN)

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.

COUNCIL PACKET

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<elaps@iowaabd.com>
Sent: Tuesday, August 10, 2021 9:45 AM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-142962 Ready for Review

Hello,

Application Number App-142962 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: ST. MARY CHURCH OF RIVERSIDE, IOWA

DBA: St. Mary's Catholic Church

License Number:

Application Number: App-142962

Tentative Effective Date: 9/6/2021

License Type: Class B Beer Permit (BB)

Thank you.

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Trek
"Where the ~~Best~~ Begins"

CITY of RIVERSIDE

AGENDA REQUEST

NAME Dee Simon

DATE 8/10/2021

ADDRESS St. Marys

PHONE 319. 330-6531

CONCERNING St. Marys Labor Day Event

REQUEST - Street Closure - 8/16/21 8 am. - 4 p.m
hamcades
benes

COUNCIL MEETING AGENDA DATE 8/16/21

RECEIVED BY Chris Yancey -by phone DATE 8/10/2021

MAYOR APPROVE _____ DATE _____

WASHINGTON COUNTY SHERIFF'S OFFICE
Town Report

Filter: datestart-20210701:dateend-20210731:Zone-CRIV

<u>Date Time</u>	<u>CFS</u>	<u>Call Type</u>	<u>Zone</u>
07/01/2021 01:40:22	2108114	TRAFFIC STOP-SERIOUS	CRIV
<u>Agency:</u> Washington County Sheriff's Office			
<u>Address:</u> 3078 HIGHWAY 22			
<u>City/State/Zip:</u> RIVERSIDE, IA 52327			
<u>details:</u>			
[07/01/2021 01:41:05] 92-18 REPORTS A VEHICLE STOP. 92-18 CITED RICHARD CHRISTNER OF BRIGHTON FOR DRIVING UNDER BAR. SUBJECT HAS BEEN CITED INTO COURT. THE VEHICLE WILL REMAIN AT THE RIVERSIDE AUTO SPA.			
07/01/2021 15:51:45	2108137	TRESPASS	CRIV
<u>Agency:</u> Washington County Sheriff's Office			
<u>Address:</u> 3184 HIGHWAY 22			
<u>City/State/Zip:</u> RIVERSIDE, IA 52327			
<u>details:</u>			
[07/01/2021 15:53:16] OUT WITH A MALE THAT HAS BEEN TRESPASSED FROM CASINO. 92-14 ARRESTED MALE. NAME/FRY, ADAM RAY AGE/34 ADDRESS/ 102 N JEFFERSON ST, SIGOURNEY IA OFFENSE/TRESPASS AND POSSESSION OF DRUG PARAPHERNALIA			
07/01/2021 18:22:00	2108144	TRAFFIC-ACCIDENT	CRIV
<u>Agency:</u> Washington County Sheriff's Office			
<u>Address:</u> 3184 HIGHWAY 22			
<u>City/State/Zip:</u> RIVERSIDE, IA 52327			
<u>details:</u>			
[07/01/2021 19:48:49] [07/01/2021 18:24:57] REPORT OF AN ACCIDENT IN THE PARKING LOT ROW 7A CHEVY SILVERADO AND A RAM TRUCK. LIC/CCX965 OPRWOHLERS, MATTHEW OF DYERSVILLE VS LIC/JMU890 OPRVASQUEZ, GASPAR OF IOWA CITY. DRIVERS INFORMATION WAS EXCHANGED.			
07/03/2021 21:38:04	2108282	SEX OFFENDER-CHECK	CRIV
<u>Agency:</u> Washington County Sheriff's Office			

WASHINGTON COUNTY SHERIFF'S OFFICE
Town Report

Filter:datestart-20210701:dateend-20210731:Zone-CRIV

Address: 120 N KNUSEL ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/03/2021 21:38:45]
S.O.R. CHECK. SUBJECT LOCATED. PUBLIC SERVICE/CONTACTS CRIV
07/03/2021 22:44:18 2108296

Agency: Washington County Sheriff's Office

Address: 190 N ELLA ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/03/2021 22:47:50]
CALLER REPORTS SHE IS UNABLE TO GET IN HER HOUSE WOULD LIKE A DEPUTY TO HELP HER. 92-20 RESPONDED AND ASSISTED THE CALLER. TRESPASS CRIV
07/04/2021 00:33:23 2108300

10

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/04/2021 00:35:08]
CALLER REPORTS THAT AN INTOXICATED SUBJECT WILL NOT LEAVE AFTER BEING ASKED BY SECURITY TO DO SO. 92-20 RESPONDED AND THE SUBJECT LEFT WITH A RIDE HOME. ILLEGAL DUMPING CRIV
07/04/2021 12:15:18 2108318

Agency: Washington County Sheriff's Office

Address: 3078 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/04/2021 12:17:58]
REPORTS SOMEONE LEFT A BUNCH OF ITEMS IN THE WASH BAY AT THE RIVERSIDE AUTO SPA. 92-10 RESPONDED AND SPOKE WITH THE SUBJECT THAT LEFT THE ITEMS THERE. SHE HAD FORGOTTEN TO PUT THEM BACK IN HER VEHICLE. SHE WILL PICK THEM UP.
07/04/2021 12:34:02 2108320

SEX OFFENDER-CHECK
CRIV

Date Printed: 8/2/2021 10:34 AM

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210701:dateend-20210731:Zone-CRIV

Agency: Washington County Sheriff's Office

Address: 36 N WASHBURN ST

CityStateZip: RIVERSIDE, IA 52327

details:

07/08/2021 14:49:23 2108573 ANIMAL-WELFARE CRIV
[07/04/2021 12:35:02] DEPUTY REPORTS A SEX OFFENDER CHECK. 10-2 AND PRESENT.
CHECK

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

07/09/2021 19:03:20 2108632 TRAFFIC-ACCIDENT CRIV
[07/08/2021 14:52:04] REPORTS A VEHICLE PARKED BETWEEN 9A & 10A HAVE 2 DOGS IN A GMC SIERRA BACK WINDOWS SLIGHTLY CRACKED. BOTH DOGS ARE PANTING.

92-18 WAS DISREGARDED AS SECURITY HAD MADE CONTACT WITH THE OWNER.

Agency: Washington County Sheriff's Office

Address: N GLASGOW ST&W 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

07/10/2021 21:49:28 2108684 DISORDERLY CONDUCT
[07/09/2021 19:06:29] CALLER REPORTS A SUBJECT STRUCK A CAR IN THE PARKING LOT. 92-20 RESPONDED. CONTACT WAS MADE WITH THE PARKED VEHICLE OWNER. THERE WAS MINIMAL DAMAGE AND THEY DO NOT WANT TO EXCHANGE INFORMATION.

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

07/10/2021 21:52:14] CALLER REPORTS A GUEST IS INTOXICATED AND CAUSING PROBLEMS. HE IS NOT BEING COOPERATIVE WHEN THEY TRY AND FIND HIM A RIDE. HE IS WEARING A YELLOW AND BLACK HOODIE WITH BLUE JEANS. 92-19, 92-80 AND A JOHNSON COUNTY DEPUTY 52-27

WASHINGTON COUNTY SHERIFF'S OFFICE

Town Report

Filter: datestart-20210701:dateend-20210731:Zone-CRIV

RESPONDED. THEY WERE UNABLE TO LOCATE THE SUBJECT.

07/11/2021 03:10:53 2108694 TRAFFIC STOP-INTOXICATED DRIVER

Agency: Washington County Sheriff's Office

Address: W RIVER ST&S PIONEER ST

CityStateZip: RIVERSIDE, IA

details:

[07/11/2021 03:21:43]

Linked to CFS#: 2103039

[07/11/2021 03:12:20]

92-15 REPORTS RECEIVING DCI LAB RESULTS. 92-15 CHARGED NAM/SMITH,ALEK JAMES AGE/29 ADDRESS/825 E WOODLAND AVE OTTUMWA, IA OFFENSE/OWI 1ST OFFENSE

07/11/2021 13:54:38 2108705 FIRE CALL CRIV

Agency: Washington County Sheriff's Office

Address: 31 W 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/11/2021 13:56:16]

REPORTS THERE IS A LOT OF SMOKE COMING FROM THE MAIN FLOOR. NO FLAMES, BLACK SMOKE. OPS 8

RIVERSIDE FIRE, RIVERSIDE QRS, KALONA FIRE, HILLS FIRE, AINSWORTH FIRE, AD56, 92-10, 92-17, 92-16, AND ALLIANT ALL RESPONDED. STATE FIRE MARSHALL CONTACTED. REPORT TO BE FILED.

07/11/2021 13:54:38 2108703 FIRE CALL CRIV

Agency: Fire

Address: 31 W 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/11/2021 13:56:16]

REPORTS THERE IS A LOT OF SMOKE COMING FROM THE MAIN FLOOR. NO FLAMES, BLACK SMOKE. OPS 8

RIVERSIDE FIRE, RIVERSIDE QRS, KALONA FIRE, HILLS FIRE, AINSWORTH FIRE, AD56, 92-10, 92-17, AND ALLIANT ALL RESPONDED. STATE FIRE MARSHALL CONTACTED. REPORT TO BE FILED.

07/11/2021 20:30:49 2108713 SEX OFFENDER-CHECK CRIV

Agency: Washington County Sheriff's Office

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701:dateend=20210731:Zone=CRIV

Address: 111 E 4TH ST

City/State/Zip: RIVERSIDE, IA

details:

[07/11/2021 20:31:17]
DEPUTY REPORTS CONDUCTING AN SOR CHECK. 92-7 ADVISED UNABLE TO LOCATE.
07/11/2021 20:41:52 2108714 DRUG/NARCOTICS CRIV VIOLATION

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/12/2021 01:36:20]
Type of Call Changed from TRAFFIC STOP to DRUG/NARCOTICS VIOLATION by Stutzman, Brittany
[07/11/2021 20:42:33]
92-7 REPORTS MAKING A VEHICLE STOP. PENDING CHARGES PER DCI LAB RESULTS. REPORT FILED.
07/12/2021 08:58:31 2108733 THEFT-OTHER CRIV

Agency: Washington County Sheriff's Office

Address: 160 RAILROAD ST

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/12/2021 08:59:50]
REPORTS HE HAD 2 GAS POWERED CONCRETE SAWS TAKEN FROM THE BACK OF HIS TRUCK OVER NIGHT. REQUEST TO SPEAK WITH A DEPUTY. SPOKE WITH THE CALLER. REPORT TO BE FILED.
07/14/2021 16:02:31 2108849 HANG UP 911 CALLS CRIV

Agency: Washington County Sheriff's Office

Address: 3175 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/14/2021 16:18:16]
CALLER REPORTS RECEIVING AN SOS SIGNAL FROM A VEHICLE WITH NO VOICE RESPONSE. 92-17 RESPONDED TO THE AREA THE VEHICLE WAS LOCATING. THE VEHICLE IS SAFELY PARKED AT THE LOCATION AND NOBODY WOULD COME TO THE DOOR. THE OWNER LATER CALLED IN, THEY HAD NOT REALIZED THEY HAD PRESSED THEIR SOS BUTTON. EVERYTHING WAS FINE.

07/14/2021 16:44:12 2108852 INTIMIDATION/HARAS CRIV SMENT

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701:dateend=20210731:Zone=CRIV

Agency: Washington County Sheriff's Office

Address: 120 RAILROAD ST

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/14/2021 16:51:04]

CALLER REPORTS HER DAUGHTER AND HER DAUGHTERS BOYFRIEND ARE BEING HARASSED AND THREATENED. 92-17 RESPONDED NO DIRECT THREATS WERE MADE. THE NUMBER HAS BEEN BLOCKED. THEY WERE ADVISED TO CALL IF IT CONTINUES AND CHARGES COULD BE FILED.

07/15/2021 17:14:57 2108908 TRAFFIC-ACCIDENT CRIV

Agency: Washington County Sheriff's Office

Address: 3070 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/15/2021 17:19:12]

CALLER REPORTS RECEIVING AN EMERGENCY CRASH ALARM WITH NO CONTACT. 92-11 AND 92-17 WERE ENROUTE BUT DISREGARDED. CONTACT WAS MADE WITH THE ACCOUNT OWNER, THERE WAS NO ACCIDENT AND THEY ARE FINE.

07/15/2021 17:59:48 2108911 PUBLIC CRIV

INTOXICATION

Agency: Washington County Sheriff's Office

Address: 3070 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[07/15/2021 22:32:26]

Mileage report: Unit 92-18 traveled to destination: JAIL

Date/time: 7/15/2021 22:26:13 to 7/15/2021 22:32:26

Odometer Reading: 17513 to 17516

Mileage = 3

[07/15/2021 18:02:25]

CALLER REPORTS A SUBJECT APPEARS TO BE INTOXICATED AND HAS BEEN DRINKING OUTSIDE IN HIS VEHICLE. HE NOW HAS COME BACK IN THE STORE TO BUY MORE ALCOHOL. 92-11, 92-17, AND 92-19 RESPONDED. 92-19 ARRESTED NAM/DUTCHIK, SHANNON SCOTT AGE/56 ADR/15 COLLADO WAY HOT SPRINGS, AR OFFENSE/PUBLIC INTOXICATION TRI-STATE TOWING RESPONDED TO TOW LIC/370YLK ENTERED AS TOWED SIN/3147856 NOT TO BE RELEASED UNTIL TOW BILL IS PAID TO A VALID DRIVER.

07/16/2021 19:17:05 2108976 ILLEGAL DUMPING CRIV

Agency: Washington County Sheriff's Office

Address: 3078 HIGHWAY 22

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701:dateend=20210731:Zone=CRIV

CityStateZip: RIVERSIDE, IA 52327

details:

[07/16/2021 19:21:22]

CALLER REPORTS ITEMS LEFT IN THE WASH BAY. LIC/IYH648 SILVER OR GOLD TAHOE. 92-14 SPOKE WITH THE CALLER. DOCUMENTATION.

07/16/2021 23:51:30 2108984 SUSPICIOUS CRIV

ACTIVITY

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/16/2021 23:54:22]

CALLER REPORTS FINDING A BACKPACK WITH SUSPICIOUS ITEMS AND THERE IS A SUBJECT THERE TRYING TO CLAIM IT. 92-18 CITED HALLBURTON,PHILLIP (60) OF 1121 GILBERT CT IOWA CITY IA 52240 FOR POSSESSION OF DRUG PARAPHERNALIA AND PENDING DCI LAB RESULTS FOR POSSESSION OF A CONTROLLED SUBSTANCE.

07/17/2021 09:44:12 2108998 PUBLIC CRIV

SERVICE/CONTACTS

Agency: Washington County Sheriff's Office

Address: 70 N WASHINGTON ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/17/2021 09:45:43]

REPORTS A POWER LINE DOWN. NO ARCING.

07/19/2021 10:57:23 2109072 THEFT-OTHER CRIV

92-8 RESPONDED. CABLE OR PHONE LINE WAS MOVED OFF TO THE SIDE OF THE ROAD.

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/19/2021 11:01:55]

REPORTS HIS IPHONE WAS STOLEN LAST NIGHT FROM THE GAMING FLOOR AT THE CASINO. IT IS LOCATING IN VIOLA. DCI WAS NOTIFIED AND LINN CO. WHO IS REQUESTING AN OFFICIAL REPORT. IPHONE 12 IN A CLEAR OTTERBOX CASE. PHONE IS SILVER WIT A BUSINESS CARD (VERITIV) IN THE BACK.

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701;dateend=20210731;Zone=CRIV

92-8 SPOKE WITH THE CALLER. LINN CO WILL ATTEMPT TO LOCATE THE PHONE. DOCUMENTATION FOR NOW UNLESS A SUSPECT IS DETERMINED.

07/21/2021 18:26:09 2109160 TRAFFIC-ACCIDENT CRIV

Agency:

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/21/2021 18:28:29]

CALLER REPORTS A SINGLE VEHICLE ACCIDENT WITH NO INJURIES. ISP 077, 92-10, AND THE RIVERSIDE FIRE DEPARTMENT ALL RESPONDED. STATE PATROL WILL HANDLE THE ACCIDENT REPORT.

07/22/2021 05:44:15 2109177 TRESPASS CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/22/2021 05:48:13]

CALLER REPORTS THEY ARE ABOUT TO BAN A SUBJECT AND WOULD LIKE THEM REMOVED. KNOWN TO CAUSE ISSUES. ARREST: COLEMAN, DAVONTE DUPREE (28) ADR: 1100 ARTHUR ST APT 02 IOWA CITY, IA OFFENSE: JOHNSON COUNTY WARRANT FOR PROBATION VIOLATION APPLICATION FOR REVOCATION OF PROBATION REFERENCE OPERATING A VEHICLE WITHOUT OWNERS CONSENT BOND: \$2500.00 CASH OR SURETY. BEING HELD IN WASHINGTON COUNTY JAIL WITH HOLD FOR JOHNSON COUNTY.

07/22/2021 15:37:24 2109200 FRAUD CRIV

Agency: Washington County Sheriff's Office

Address: 251 VINE ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/22/2021 15:44:47]

CALLER REQUESTS TO SPEAK TO A DEPUTY REFERENCE IDENTITY THEFT. 92-10 SPOKE WITH THE CALLER. THEY WERE PROVIDED THE CALL FOR SERVICE NUMBER FOR DOCUMENTATION.

07/22/2021 23:25:34 2109214 ALARM CRIV

Agency: Washington County Sheriff's Office

Address: 3021 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701:dateend=20210731:Zone=CRIV

details:

[07/22/2021 23:26:55]

CALLER REPORTS A FRONT DOOR BURGLARY ALARM. 92-7 AND 92-15 RESPONDED. 92-7 ADVISED THE FRONT DOOR WAS STILL DEADBOLTED. A KEYHOLDER WAS CONTACTED.

07/22/2021 23:49:15 2109216 TRAFFIC-DISABLED CRIV VEHICLES

Agency: Washington County Sheriff's Office

Address: RIVER CROSSING CT&COMMERCIAL DR

CityStateZip: RIVERSIDE, IA 52327

details:

[07/22/2021 23:49:55]

92-7 REPORTS BEING OUT WITH A DISABLED VEHICLE THAT IS UNOCCUPIED. NO ISSUE.

07/24/2021 00:53:24 2109270 ALARM CRIV

Agency: Washington County Sheriff's Office

Address: 3021 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/24/2021 00:54:52]

CALLER REPORTS A FRONT DOOR BURGLARY ALARM. 92-18 AND 92-7 RESPONDED. 92-18 REPORTS THE BUILDING SEEMS SECURE. KEYHOLDER WAS NOTIFIED.

07/24/2021 22:39:13 2109305 DRUG/NARCOTICS CRIV VIOLATION

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/24/2021 22:42:41]

CALLER REPORTS A POSSIBLE DRUG/NARCOTICS VIOLATION. 92-15 AND 92-18 BOTH RESPONDED. ITEMS SEIZED. DOCUMENTATION.

07/25/2021 04:20:30 2109308 THEFT-OTHER CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart=20210701:dateend=20210731:Zone=CRIV

[07/25/2021 04:27:26]

CALLER REPORTS THAT A SUBJECT STOLE ANOTHER SUBJECTS SLOT TICKET. 92-18 AND JOHNSON COUNTY RESPONDED. THE SUBJECT WAS WANTED BY JOHNSON COUNTY ON THEIR OWN WARRANT. JOHNSON COUNTY ARRESTED AND TRANSPORTED THE SUBJECT. THE TICKET WAS RETURNED WITH NO ISSUE.

07/27/2021 03:21:19 2109381 ALL OTHER CRIV
OFFENSES

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/27/2021 03:24:14]

CALLER REPORTS A DISTURBANCE AT THE RIVERSIDE CASINO. 92-18 RESPONDED AND SPOKE TO THE CALLER. UNFOUNDED.

07/28/2021 21:09:54 2109480 SEX CRIV
OFFENDER-CHECK

Agency: Washington County Sheriff's Office

Address: 41 N GREENE ST

CityStateZip: RIVERSIDE, IA 52327

details:

[07/28/2021 21:11:00]

DEPUTY REPORTS CONDUCTING AN SOR CHECK. 92-14 ADVISED
THEFT-MOTOR CRIV
VEHICLE

07/29/2021 01:57:41 2109494 THEFT-MOTOR CRIV
VEHICLE

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[07/29/2021 02:12:23]

CALLER REPORTING HER VEHICLE, A RED CHEVY COBALT WITH NB PLATES, IS AT THE CASINO AND IT WAS STOLEN.
92-18 RESPONDED. UNFOUNDED. VEHICLE IS NOT AT CASINO AND CALLER DOES NOT KNOW IF IT HAS BEEN STOLEN.

07/30/2021 08:34:45 2109552 THEFT-MOTOR CRIV
VEHICLE

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

**WASHINGTON COUNTY SHERIFF'S OFFICE
Town Report**

Filter: datestart-20210701: dateend-20210731: Zone-CRIV

[07/30/2021 08:37:40]

REPORTS 2 MALES ARE IN A VERBAL ARGUMENT. THEY ARE IN ROW 7A WITH ONE SUBJECT, BY A WHITE FORD THUNDERBIRD LIC/2CA9803 LIS/MID. THE OTHER SUBJECT, WHO IS STILL IN THE CASINO, IS SAYING THIS GUY STOLE HIS VEHICLE. SPOKE WITH THE SUBJECT AT THE CASINO. CHARGES TO BE FILED ON NAM/STEFFEN, NICHOLAS ALLEN (36) OF 730 HIGHLAND AVE, IOWA CITY. OFF/DRIVING WHILE BARRED, POSSESSION OF STOLEN PROPERTY, AND FRAUDULENT USE OF REGISTRATION.



Date: August 6, 2021

To: Riverside Council

From: Bill Stuke, Operator

O & M Report: July 2021

Water Operation & Maintenance

- We repaired another fitting in the water plant. A cap at the end of the raw line failed when the plant was starting. We had parts available and ready to be installed. Total down time was around four hours.
- We conducted a low and high PH cleaning on the membranes for RO. We have had some iron particulates break through the prefilters and are cleaning the membranes as preventative maintenance. This process takes about a week to complete on all trains.
- JetCo made some repairs to the wiring on the flush valve for well 8. The valve was not sending a return signal to the PLC and allowing the plant to run with well 8 selected. Repairs have been completed and well 8 is operational again.
- 11 door postings and 1 shut off
- 20 locates, all complete

Wastewater Operation & Maintenance

- We sprayed around the plants and lagoons for the second time this summer. We will likely spray one more time before fall.
- We repaired a trash basket on lift station 2. The lift bar had broken, causing the trash basket to fall into the pit. We were able to retrieve the basket and make temporary repairs and we will be seeing about having a new one made as this one is wearing out.
- Visu-Sewer started their annual sewer cleaning for zone 2. This is an annual event and are required to clean a portion of our sewer lines every year. Visu-Sewer often gives us a date range

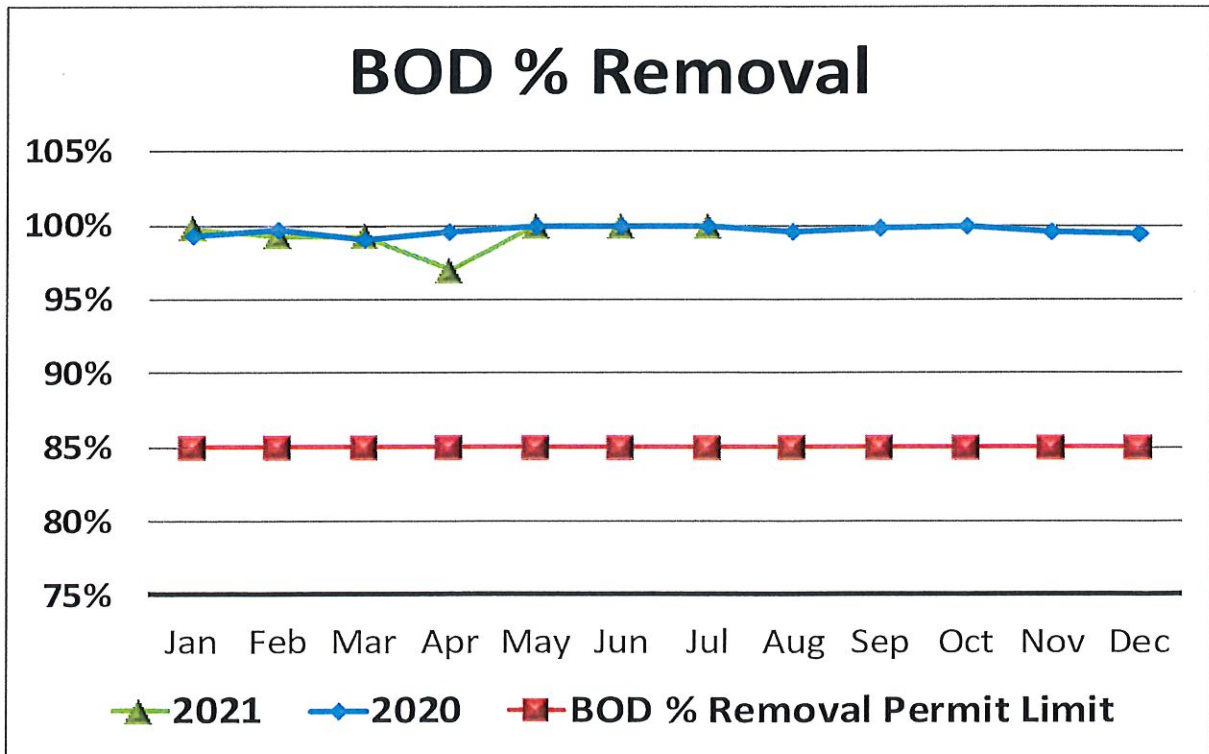
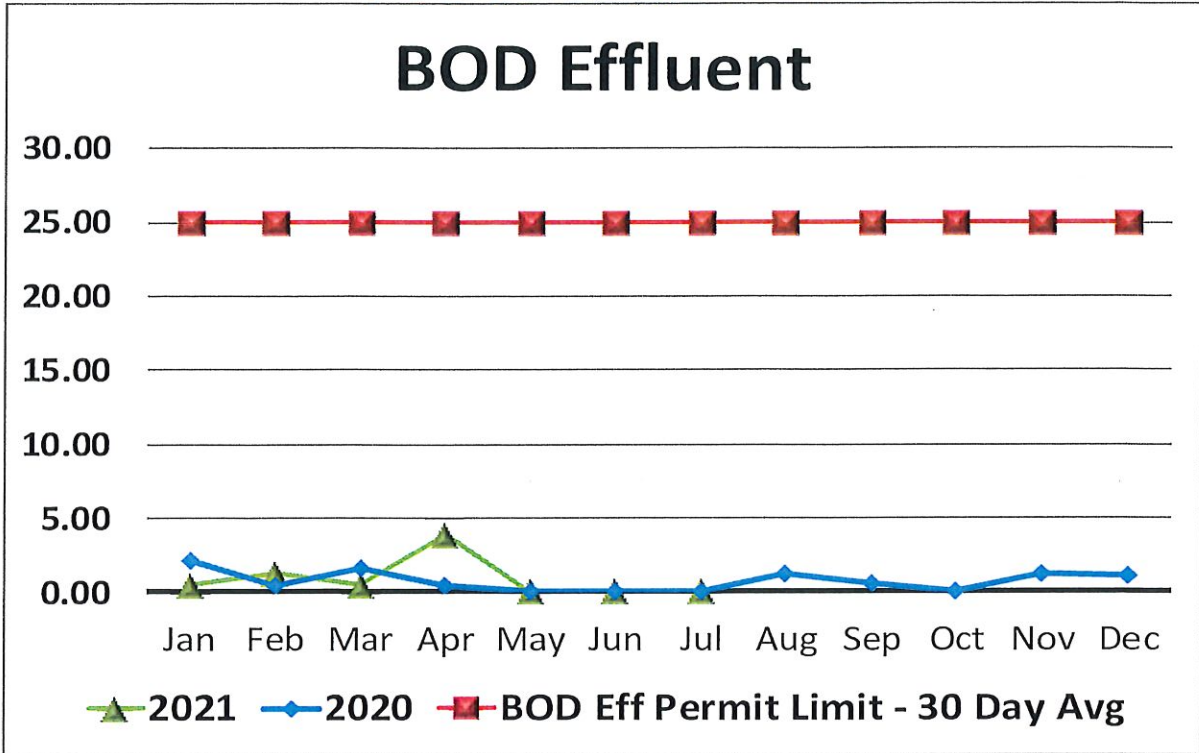


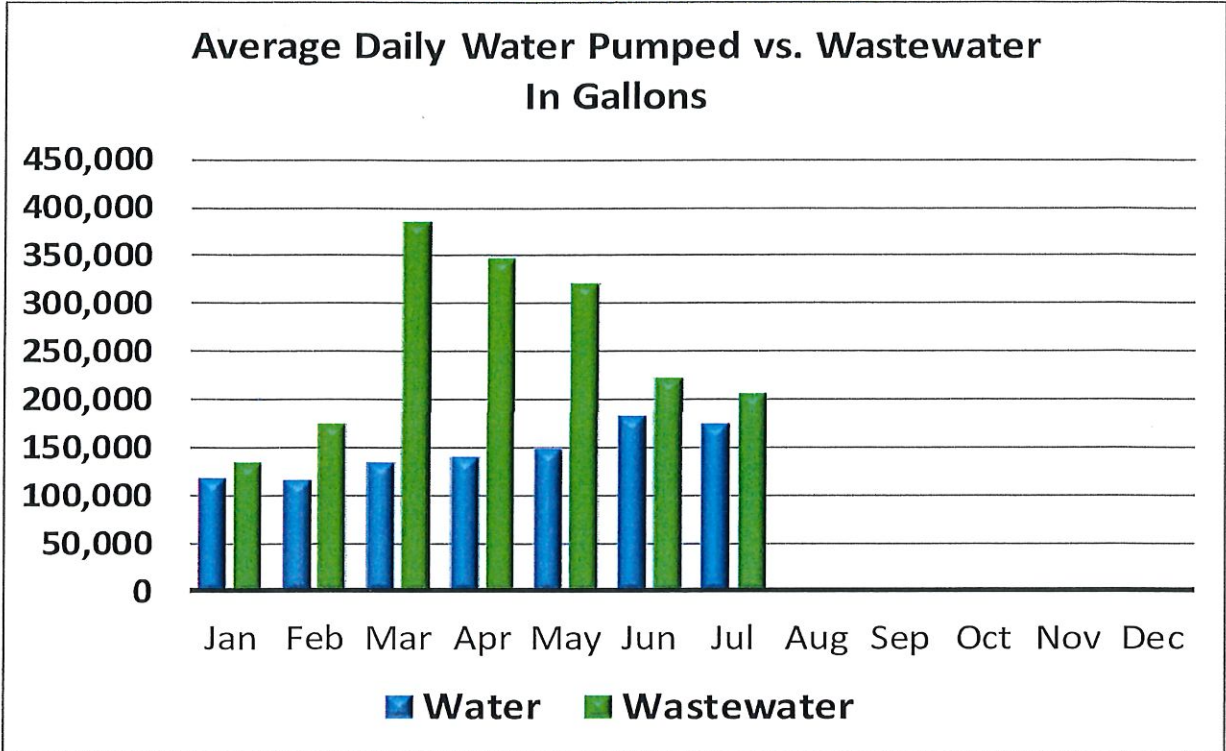
when to expect them but usually changes as their schedule changes, making for planning and notification difficult.

Iowa Department of Natural Resources

➤







Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$26,209.00	\$517.50	2%	8%
Maintenance Budget	\$21,840.00	-\$4,643.44	-21%	8%
Total	\$48,049.00	-\$4,125.94	-9%	8%

COUNCIL PACKET



		July-21	June-21	July-20
Water				
	Units			
Total Monthly Pumped	gallons	5,421,000	5,500,000	4,929,000
Average Daily Pumped	gallons	174,870	183,300	159,000
Maximum Daily Pumped	gallons	251,000	376,000	330,000
Minimum Daily Pumped	gallons	109,000	0	0
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	1.46	1.97	1.59
Chlorine - Total Avg Residual System	mg/L	0.86	1.55	0.98
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	211.00	246.00	178.00
Iron				
Iron - Avg Raw	mg/L	2.04	1.98	1.66
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	1.12	0.97	1.71
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	10.45	25.50	14.00
Water Loss				
Water Billed	gallons	3,852,190	3,680,399	3,858,928
Water used in main breaks/hydrant flushing	gallons	35,000	300,000	25,000
Water used at city buildings	gallons	80,000	90,000	228,697
Loss	gallons	18%	16%	14%
Wastewater				
BOD				
BOD Influent Avg	mg/L	218	223	225
BOD Effluent Avg	mg/L	0	0.0	0
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.99%	99.99%	99.99%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	205	230	170
TSS Effluent Avg	mg/L	1	1	0
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	99.70%	99.45%	99.99%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0	1	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	5	4	5
Influent Flow				
Total Monthly	gallons	6,411,300	6,675,900	4,979,100
Average Daily	gallons	206,816	222,530	160,616
Maximum Daily	gallons	319,900	933,200	237,100
Minimum Daily	gallons	150,000	137,100	121,300
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000

COUNCIL PACKET



RIVERSIDE--JULY '21

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
7/16/21	Hawkins	Hydrochloric Acid	\$95.70
7/28/21	Rhino Industries	RO Prefilters	\$1,490.00
		Total	\$1,585.70

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
7/1/21	Core & Main Accrual	Not yet received	-\$6,399.05
7/23/21	First National Bank, VISA	Supplies	\$60.69
		Total	(\$6,338.36)

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
7/23/21	First National Bank, VISA	Supplies	\$23.54
		Total	\$23.54

Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
7/23/21	First National Bank, VISA	Supplies	\$85.68
		Total	\$85.68

Water Plant Maintenance	\$1,585.70
Water System Maintenance	(\$6,338.36)
W/W Plant Maintenance	\$23.54
W/W System Maintenance	\$85.68
Month Total	<u>(\$4,643.44)</u>

Annual Maintenance Budget \$21,840.00

Total Maintenance Dollars Spent Year to Date (\$4,643.44)

Percent Maintenance Budget Spent Year to Date -21%

COUNCIL PACKET



RIVERSIDE - JULY '21

Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
7/16/21	Hawkins	Sodium Hypochlorite	\$517.50
		Total	\$517.50

Wastewater System Chemicals

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

Water System Chemicals	\$517.50
W/W System Chemicals	\$0.00
Month Total	\$517.50

Annual Chemical Budget \$26,209.00

Total Chemical Dollars Spent Year to Date **\$517.50**

Percent Chemical Budget Spent Year to Date 2%

Maintenance Month Total	-\$4,643.44
Chemical Month Total	\$517.50
Month Total	-\$4,125.94

Annual Budget \$48,049.00

Total Spent Year to Date **-\$4,125.94**

Percent Budget Spent Year to Date **-9%**

COUNCIL PACKET



Work Orders Completed

Date completed	Equipment	Task
7/13/2021	BLOWERS	Monthly PM
7/8/2021	WWTP GENERATOR	Monthly PM
7/15/2021	LIFT STATION #1	LS Monthly PM
7/15/2021	LIFT STATION #2	LS Monthly PM
7/15/2021	LIFT STATION #3	LS Monthly PM
7/15/2021	LIFT STATION #4	LS Monthly PM
7/15/2021	LIFT STATION #5	LS Monthly PM
7/20/2021	MAIN LIFT STATION	LS Monthly PM
7/2/2021	EFFLUENT SAMPLER	Monthly PM
7/9/2021	INFLUENT SAMPLER	Monthly PM
7/13/2021	SCREEN UNIT	Monthly PM
7/13/2021	UV SYSTEM	Monthly PM
7/8/2021	FIRE EXTINGUISHERS	Inspection
7/8/2021	FILTER	Monthly PM
7/8/2021	CARTRIDGE FILTERS	Monthly PM
7/8/2021	DEHUMIDIFIERS	Monthly PM
7/8/2021	WATER PLANT GENERATOR	Monthly PM
7/2/2021	HIGH SERVICE PUMPS	Monthly PM
7/8/2021	FIRE EXTINGUISHERS	Inspection

RESOLUTION #081621-01

RESOLUTION APPROVING FY 21-22 HOTEL MOTEL TAX
BUSINESS INCENTIVE GRANT FOR CLEAN ON GREENE

Whereas, the City of Riverside City Council approved the Business Grant request of Clean on Greene in the amount of \$ 5412.50 for exterior improvements

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds for the FY 21-22 Grant cycle.

Moved by Councilperson _____, seconded by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 16th day of August 2021.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

'21 JUL 1 16:52

June 29, 2021.

To Whom It May Concern:

Thank you for considering our request to receive financial assistance through a Business District Grant for repairs, maintenance and visual improvements to our small local business. When we purchased the business in November of 2019, we knew the property needed improvements since the previous owners had let it get run down but soon after we realized just how much money it has already taken/still needs in order to complete the necessary work and when your profits are added up by quarters, it takes a while to save the needed funds.

These efforts to improve the business will not only provide for improved structural integrity and safety of the building but also improve the overall appearance of the property and enhance the overall image of Riverside. We are in a highly visible spot in town and we are improving it little by little but the funding has been a hinderance and since we didn't include everything on our application last year we are again respectfully requesting assistance with a few more projects still needed.

This small town benefits from the services we provide and we have received positive feedback from many members of the community about the changes we have already done. The additional work detailed on the following pages will allow us to continue our efforts to take positive steps toward a better business and a building that the town of Riverside can be proud to have in the downtown district.

Again, thank you for this opportunity.

Kevin & Jill Marshek

Clean on Greene

COUNCIL PACKET

1. Provide maintenance, repairs and updates to the laundromat/carwash that have been neglected over the years therefore improving the image and safety of a commercial building in a highly visible area of town. Project includes the following items:
 - A. Scrape peeling paint from the brick on the front and side of the building (North and West side) and repaint those areas with a clean white color
 - B. Replace the broken rubber gasket on the bottom of the entry door
 - C. Install a green awning over the front picture window to help reduce the excessive heat in the summer
 - D. Replace the deteriorating stair risers on the South side of the building reusing the newer stair treads that were replaced last year.
 - E. Improve the drainage on the East side corner of the building as water pools there and creates moisture issues
 - F. Install security cameras outside the building as the ones currently in place are not real and therefore do not serve the purpose. There have been previous issues with people trying to break into the coin changer and a real security system would help with safety and perhaps be a deterrent

Please see attached detailed bid from contractor

2. While we have been making smaller repairs/updates/improvements over the past 2 years of ownership, funding inhibits major progress. These are the remaining larger work items needed to complete the list of projects on our 2 year plan in order to maintain structural integrity/safety and improve the overall image of the building. Since the building is highly visible from Hwy 22, improving the property has a positive impact on the image of Riverside and will help a small local business
3. The improvements listed should complete our 2 year project list as the building will be greatly improved since we purchased it in October of 2019. Thank you for your consideration of this application.

COUNCIL PACKET



Trek
"Where the Best Begins"

CITY OF RIVERSIDE BUSINESS DISTRICT GRANT APPLICATION

Applicant Name: Clean on Greene Phone Number: 319-330-7770

Property Address: 41 N Greene ST, Riverside, IA 52321

Type of Business: Laundromat / car wash

Please describe in detail the project you are requesting funding for. Attach all supporting documents including formal drawings/plans for the project, photos of the project area, itemized budget listing projected expense, grant dollars applied for, bid/estimates from contractors, and property owner's estimated financial contribution

Please see Attached

Briefly explain how these improvements to your building will enhance the business district and the reason for the improvements.

Please see attached

If the grant is awarded, will this grant complete the project or will additional work need to be done? Please explain.

Please See Attached

Total Project Cost: \$ 15,846.00

Total Amount Requested from the City: \$ 7,923.00

I understand the City of Riverside Business District Incentive Grant Program must be used in the manner described in the attached requirements and that funding is contingent on both the application being approved by the City Council and funding being available.

Applicant Signature: [Signature] Date: 6/30/21

COUNCIL PACKET

FOR CITY USE ONLY

Date Draft Application Received (if applicable): _____

Date Grant Application Received: 7/1/2021

Date Reviewed by Grant Committee: 8/4/2021

Responses from Grant Committee: only four projects eligible.
Need more information on staircase and railing

Recommendation for Approval by Grant Committee: Yes _____ No

Council Decision: _____ Yes _____ No

Comments:

COUNCIL PACKET

Nichols Maintenance Solutions, LLC

ESTIMATE	#411
ESTIMATE DATE	Aug 02, 2021
TOTAL	\$18,980.00

Jill and Mike Marshek
41 Greene St
Riverside, IA 52327

CONTACT US
75 Commercial Dr, 712
North Liberty, IA 52317

☎ (319) 330-7770

☎ (319) 471-3818
✉ NMSLLC.DON@GMAIL.COM

ESTIMATE

Services	qty	unit price	amount
Install green canval overhead awning above entrance window of Laundry Mat	<i>yes</i>	1.0 \$1,920.00	<u>\$1,920.00</u>
Power Wash vinyl siding soft wash vinyl siding with a low pressure, gas operated commercial powered washer. Price includes materials and labor necessary to prep, complete and cleanup of said property.	<i>NO - maintenance</i>	1.0 \$420.00	\$420.00
Clean, Repair and Paint exterior brick/cement walls includes basic labor to Prepare, repair, paint and clean-up of said property	<i>Yes</i>	1.0 \$2,875.00	<u>\$2,875.00</u>
Replace existing staircase and all railing. New CCA treated staircase and railing. Price does not include new treads or railing. Includes all labor, materials and supplies as well as delivery fees, permits, signage, notifications, cleanup and disposal costs. Construction to meet all local building codes and ADA regulations. Signed dwg/specification of stairway details required prior to start of project. (**Additional \$450.00 for decorative/aluminum tubular spindles option**)	<i>Yes - with more info</i>	1.0 \$5,160.00	<u>\$5,160.00</u>
Stain and Seal all exposed wood of stairs, landing and railing	<i>Yes</i>	1.0 \$870.00	<u>\$870.00</u>
Clean, repair and paint interior walls of laundry mat	<i>NO</i>	1.0 \$1,615.00	\$1,615.00
Install Humidistat operated vent fan. Wall installation	<i>NO</i>	1.0 \$3,100.00	\$3,100.00
Install security cameras	<i>NO</i>	1.0 \$1,200.00	\$1,200.00
Replace rubber gasket on entrance door.	<i>NO</i>	1.0 \$90.00	\$90.00
Install trim around front wall coin box	<i>NO</i>	1.0 \$225.00	\$225.00
Pour small 5' x 12' concrete slab on entrance side of laundry mat	<i>NO</i>	1.0 \$755.00	\$755.00
Window signage	<i>NO</i>	1.0 \$750.00	\$750.00
Materials	qty	unit price	amount

Subtotal \$18,980.00

Total \$18,980.00

Approved 10,825 / 50% / 5,412.50

A Penny for your thoughts and Nichols for the solution

RESOLUTION #081621-02

**RESOLUTION APPROVING FY 21-22 HOTEL MOTEL TAX
BUSINESS INCENTIVE GRANT FOR RIVERSIDE AUTO SPA**

Whereas, the City of Riverside City Council approved the Business Grant request of Riverside Auto Spa in the amount of \$ 4735.50 for exterior improvements

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds for the FY 21-22 Grant cycle.

Moved by Councilperson _____, seconded by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 16th day of August 2021.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

COUNCIL PACKET

ESTIMATE



REVISED



4525 580TH STREET
 LONE TREE, IA 52755
 PHONE: 319-530-9107 FAX: 319-629-4443

INVOICE # 6001
 DATE: 8/1/2021

TO:
 RIVERSIDE AUTO SPA
 C/O DAN AND RENEE HOUSER
 3078 E HWY 22
 RIVERSIDE, IOWA 52327

SERVICES PROVIDED: REIMBURSEMENT

VENDOR	MATERIALS PURCHASED OR PROVIDED	TOTAL
REBID		
ERIC KIRPATRICK ELECTRIC	10 LED LIGHT WALLPACKS EXTERIOR OF BUILDING	\$ 3,350.00
LANGE SIGN GROUP	4' X 6' EXTERIOR SIGN WITH NEW LOGO	\$ 1,221.00
ARCH. BUILDERS SUPPLY	AMWELD HOLLOW METAL DOOR	\$ 1,400.00
MAGRUDER CONST	POWDER COAT/PAINT 2 METAL DOORS	\$ 500.00
LABOR		\$ 3,000.00

BALANCE DUE ON ACCOUNT: \$9,471.00

PLEASE MAKE ALL CHECKS PAYABLE TO MAGRUDER CONSTRUCTION, LLC

50% \$4,735.50

PAYMENT IS DUE UPON RECEIPT. QUESTIONS CONCERNING THIS INVOICE, PLEASE CONTACT DOUG AT 319-530-9107.

THE HIGHEST COMPLIMENT WE CAN RECEIVE FROM CUSTOMERS IS THE REFERRAL OF THEIR FRIEND AND FAMILY!

THANK YOU FOR YOUR BUSINESS! - DOUG AND RYAN MAGRUDER



Trek
"Where the Best Begins"

CITY OF RIVERSIDE BUSINESS DISTRICT GRANT APPLICATION

Applicant Name: RIVERSIDE AUTO SPA Phone Number: 319-631-1111

Property Address: 3078 IA-22, RIVERSIDE, IA 52327

Type of Business: CAR WASH

Please describe in detail the project you are requesting funding for. Attach all supporting documents including formal drawings/plans for the project, photos of the project area, itemized budget listing projected expense, grant dollars applied for, bid/estimates from contractors, and property owner's estimated financial contribution

PLEASE SEE ATTACHED DOCUMENTS

Briefly explain how these improvements to your building will enhance the business district and the reason for the improvements.

PLEASE SEE ATTACHED DOCUMENTS

If the grant is awarded, will this grant complete the project or will additional work need to be done? Please explain.

ADDITIONAL ITEMS SLATED FOR NEXT YEAR DUE TO BUDGET CONSTRAINTS

Total Project Cost: \$ 12,700.95

Total Amount Requested from the City: \$ 6350.00

I understand the City of Riverside Business District Incentive Grant Program must be used in the manner described in the attached requirements and that funding is contingent on both the application being approved by the City Council and funding being available.

Applicant Signature: [Signature] DANIEL J HOUSSER Date: 6/29/2021

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FOR CITY USE ONLY

Date Draft Application Received (if applicable): _____

Date Grant Application Received: 6/28/21

Date Reviewed by Grant Committee: 8/5/21

Responses from Grant Committee: interior bay lights and street sign not eligible. Need rensed bid separating interior/exterior lighting. Rensed bid and new pictures received 8/1 & 8/8 as requested

Recommendation for Approval by Grant Committee: Yes No

Council Decision: Yes No

Comments:

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- The Grant Review Committee will review and recommend applications for approval to the City Council for approval. Scoring may be based on:
 - Threats to the survival of the structure
 - Importance of the structure to the overall goals
 - Cost effectiveness of the proposed work
 - Time required to complete the project

The applicant is responsible for obtaining any necessary building permits prior to beginning the project and will be responsible for complying with all ordinances, building codes, and laws. Any changes to the original approved project must be submitted to City Hall for review of eligibility. Failure to do so may disqualify a successful grantee.

When the project is complete, the applicant will submit copies of all bills, with proof of payment, to the City Clerk, along with copies of building permit(s) received. The Building Inspector will determine whether the overall project met program guidelines. If all requirements have been met the City Clerk will present to council for approval, and if approved, the City Clerk will issue payments to the applicant within 30 days of approval. Partial payments will not be made prior to completion and review and approval of the finished project.

Grant Application Checklist:

- I have read the information provided with the Grant Application for the Business District Incentive Program.
- Formal drawings/plans for the project are included with the application.
- Photos of the project area are included with the application.
- An itemized budget with projected expenses is included with the application.
- Bids/estimates from contractors are included with the application.
- Property owners estimated financial contribution is included with the application.
- The application has been signed and dated by the applicant.
- Any special circumstances that may affect the safety of the building have been included with the application.

COUNCIL PACKET

Formal Project Plan for Riverside Auto Spa

The Riverside Auto Spa respectfully submits a proposal for updates to our business as outlined for the City of Riverside, Downtown Business District Incentive Program.

Attached is the itemized estimate from a local contractor that we propose to hire to manage this list of updates to our building along with the projected expenses.

As outlined in the program documentation, the Riverside Auto Spa anticipates a 50% cost share of the items included on the estimate from Magruder Construction.

Our business update plan incorporates a much-needed exterior update to our building but also provides a more sustainable and high efficient use of LED lighting rather than the outdated and aged fluorescent equipment that is currently in place. The estimate breaks out two purchases for lighting upgrade. The first are wall packs that are identified in the pictures on the exterior of the building at the roof level. The goal is to enhance the lighting around the facility itself for energy savings while improving the safety to our customers. Since purchasing our business in November 2020, we have found a significant amount of business at dusk or later and the improved lighting will be beneficial for the business and its frequent community patrons. The other lighting improvement goes hand in hand with the roof line lighting upgrades. The 8 – 8' fluorescent improvements found within the open manual bays will provide hi efficient lighting with LED lumens but simultaneously provide for enhanced lighting for safety improvements for individuals while inside the bays regardless of the time of use. Unfortunately, we have had recent concerns with individuals attempting to do nefarious activities and the high-end lighting will improve the view from the road on both sides of the building now that the doors remain lock and in open position for improved safety.

Our proposal also includes an updated sign on the exterior of our building with our new logo. Additionally, one new metal door facing the street front is proposed. This door and the side West exterior door will be painted to improve the street view appearance. The current door was damaged prior to our purchase as a result of prior attempted break-ins. For proper security of our office, this door needs to be replaced. Finally, we have proposed a portable sign that could be used by our partner team to advertise our new loyalty program that will soon offer upon the installation completion in the next two months. We would like to use this sign to advertise flash sales and promotion for our business.

We anticipate that additional items will be submitted next year due to budget constraints.

Thank you in advance for your review and consideration of our proposal.

RESOLUTION #081621-03

**RESOLUTION APPROVING FY 21-22 HOTEL MOTEL TAX
RESIDENTIAL INCENTIVE GRANT FOR STEVE MUSSER**

Whereas, the City of Riverside City Council approved the Residential Grant request of Steve and Marcy Musser in the amount of \$ 2500.00 for home improvements

Therefore, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds for the FY 21-22 Grant cycle.

Moved by Councilperson _____, seconded by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 16th day of August 2021.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

COUNCIL PACKET

INVOICE



4525 580TH STREET
 LONE TREE, IA 52755
 PHONE: 319-530-9107 FAX: 319-629-4443

INVOICE # 2001
 DATE: 6/10/2021

TO:
 STEVEL MUSSER
 431 W 1ST ST
 RIVERSIDE, IOWA 52327

SERVICES PROVIDED: MATERIALS AND LABOR TO REPLACE EXTERIOR DOORS, ETC

VENDOR	MATERIALS PURCHASED OR PROVIDED	TOTAL
MAGRUDER CONSTRUCTION LLC	MATERIAL AND LABOR TO REMOVE AND REPLACE RH 2-8 EXTERIOR DOOR INSTALLATION OF STORM DOOR WITH SCREEN WRAP OVERHEAD GARAGE DOOR JAMBS WITH COIL STOCK REMOVAL AND REPLACEMENT OF 5 PAIR SHUTTERS NAILS AND MISCELLANOUS FASTENERS, FLASHING TAPE. CLEAN UP INCLUDING DUMP FEES	\$ 2,700.00

BALANCE DUE ON ACCOUNT: \$2,700.00

PLEASE MAKE ALL CHECKS PAYABLE TO MAGRUDER CONSTRUCTION, LLC

THE HIGHEST COMPLIMENT WE CAN RECEIVE FROM CUSTOMERS IS THE REFERRAL OF THEIR
 FRIEND AND FAMILY!

THANK YOU FOR YOUR BUSINESS! - DOUG AND RYAN MAGRUDER

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Cedar Rapids 319-363-9976
Iowa City 319-338-9747
Toll Free 800-393-9976
Fax 319-363-4761
www.OverheadCRIC.com

The Genuine. The Original.



Overhead Door Co of Cedar Rapids and Iowa City
6515 4th Street S.W Cedar Rapids, Iowa 52404 800-393-9976



TERMS: Due Upon Receipt

<p>Sold To: STEVE MUSSER 431 W 1ST ST Riverside, IA 52327</p> <hr/> <p>Job Location: STEVE MUSSER 431 W 1ST ST Riverside, IA 52327 330-7196</p>	<p>INVOICE Inv. #: YW15598 Inv. Date: Mar 16/21 Inv. Total: 2,508.00 Cust Code: MUSSE S Reference: Cust Order: W/O #: 0000171068- W/O Type: Resi Sls Ret Called By: STEVE Start Date: Mar 15/21 End Date: Mar 15/21</p>
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PLEASE RETURN TOP PORTION WITH PAYMENT.

Description	Qty	Price	Total
Work Performed			
(2) 9X7 - GLASS TOP. 45 CORNERS. CALL WHEN IN. REMOVE AND LEAVE EVERYTHING ON SITE.			
3-15-2021: Installed new doors and motors - retro.			
Materials			
9 X 7 MODEL 195 BROWN SHR	2.00	919.00	1,838.00
1/2" WILLIAMSBURG 2 INSERTS	4.00	0.00	0.00
7FT ODYSSEY-CHAIN W/1 TRANS	2.00	335.00	670.00
45 CORNERS	1.00	0.00	0.00
Total Materials			2,508.00
Labor			
Total Labor			0.00
Equipment			
Total Equipment			0.00
Other			
Total Other			0.00
Subtotal			\$2,508.00
Tax			\$
Less Down Payment			0.00
Total Invoice			\$2,508.00

- CONDITIONS -

Thank You - We Appreciate Your Business

Payment is due immediately upon receipt of invoice. In the event such payment is not made within 30 days after receipt of the original invoice, our company may immediately impose a minimum LATE PAYMENT CHARGE of \$5.00 or 1.5% per month (ANNUAL RATE 18%) on the unpaid balance and any reasonable cost of collection, including attorney fees. \$25.00 returned check fee. Returns subject to a 20% restocking fee.

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Tree
"Where the Best Begins"

OCT 01 2020

emailed
11/12/20
10' 03

City of Riverside Residential
Community Beautification Incentive Program
GRANT APPLICATION

Applicant Name: Steve & Marcy Musser Phone Number: 319.648.5209

Property Address: 431 W 1st Street, Riverside, IA 52327

Type of Work to be performed:

Replace shutters and one exterior door on house; replace two overhead doors on garage

Please describe in detail the project you are requesting funding for. Attach all supporting documents including formal drawings/plans for the project, photos of the project area, itemized budget listing projected expense, estimated cost of materials, grant dollars applied for, bid/estimates from contractors, and property owner's estimated financial contribution

- Removal and replacement of 5 pairs of shutters
- Removal and replacement of exterior door and storm door
- Removal and replacement of two 9'x7' overhead garage doors and openers
- Wrap overhead garage door jambs with coil stock

Briefly explain how these improvements to your building will enhance the dwelling and the reason for the improvements.

The garage doors are 36 years old and the exterior door on the house existed when we purchased the house 28 years ago; all (including the shutters) show signs of normal wear and tear and detract from the visual appeal of the property. The new doors and shutters will be much more attractive and will enhance the appeal of our residence which is located near the west "Welcome to Riverside" sign on HWY 22.

If the grant is awarded, will this grant complete the proposed project, or will additional work need to be done? Please explain.

The grant will complete the project.

Total Project Cost: \$ 5,208

Total Amount Requested from the City: \$ 2,500

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I understand the City of Riverside Community Beautification Incentive Program must be used in the manner described in the attached requirements and that funding is contingent on both the application being approved by the City Council and funding being available.

Applicant Signature: St. M. Marcy Date: 9/29/20

FOR CITY USE ONLY

Date Draft Application Received (if applicable): _____

Date Grant Application Received: _____

Date Reviewed by Grant Committee: 10/5/2020

Responses from Grant Committee:
approved with additional plans / costs

Recommendation for Approval by Grant Committee: Yes No

Council Decision: Yes No 10/19/20

Comments: The project has been completed 7-29-2021

Ju St

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PROPOSAL

Cedar Rapids 319-363-9976
 Iowa City 319-338-9747
 Toll Free 800-393-9976
 Fax 319-363-4761
 www.OverheadCRIC.com

Overhead Door Company of Cedar Rapids and Iowa City

6515 4th Street S.W. Cedar Rapids, IA 52404-

Proposal Submitted To				Job Site Information			
Name	Steve Musser			Date	Job Name	Contact	
Address				Contact	Address		
City	State	Zip		City	State	Zip	
Home Phone	Work Phone	Cell Phone	Fax	Phone	Cell Phone		

Job Profile

New Const.
 Remodel
 Remove and Haul Door
 Remove and Haul Opener
 Remove and Leave Door
 Remove and Leave Opener
 Reconnect Existing Opener
 Keyed Lock
 Inside Lock

Special Instructions

45 corners

Option 1

Quantity	Door Model	Description	Size W x H	Color	Headroom Std / Low	Windows	Unit Cost	Price	
2	195	R-12.76	9 x 7	Brown	X	Wynbridge 2		1,938	
			x						
			x						
			x						
Opener Model	Description	Height	Remote Controls				Keyless Entry	Emergency Disconnect	
2	Odyssey 1000	chain	7	Each	Each	Each	2	Each	670
				Each	Each	Each		Each	

Sub

Tax Incl.

Option 2

Quantity	Door Model	Description	Size W x H	Color	Headroom Std / Low	Windows	Unit Cost	Price	
			x						
			x						
			x						
			x						
Opener Model	Description	Height	Remote Controls				Keyless Entry	Emergency Disconnect	
	Odyssey 1000			Each	Each	Each		Each	
				Each	Each	Each		Each	

Option 1 Total 2,508

Additional Options

Sub

Tax

Option 2 Total

RESOLUTION #081621-04

**RESOLUTION APPROVING AMENDING AND SUPERSEDING AGREEMENT
REGARDING THE WASHINGTON COUNTY COMMUNICATIONS COMMISSION
(FORMERLY KNOWN AS THE WASHINGTON COUNTY PUBLIC SAFETY
COMMISSION)**

WHEREAS, pursuant to an Iowa Code chapter 28E agreement executed January 2, 1990 and entitled “Washington County Public Safety Commission Joint Agreement” (“1990 Joint Agreement”) the City of Washington, Iowa and Washington County, Iowa established the Washington County Public Safety Commission (informally known and to be officially renamed as the “Washington County Communications Commission”) for the purpose of operating a consolidated public safety communications center; and

WHEREAS, the 1990 Joint Agreement was subsequently and variously amended by resolutions of the Washington City Council and Washington County Board of Supervisors in 2005 and 2019; and

WHEREAS, the City of Washington and Washington County now wish to clarify and unify the 1990 Joint Agreement and to effectuate additional clarifications and amendments to the same; and

WHEREAS, the cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Wellman, and West Chester, now wish to join with Washington County and City of Washington in their agreement to provide centralized law enforcement facilities and equipment and operate a consolidated public safety communications center;

IT IS THEREFORE RESOLVED by the City of Riverside, Iowa, City Council that the attached Amending and Superseding Agreement Regarding the Washington County Communications Commission is hereby approved and adopted, and that the Mayor and City Clerk are authorized to execute the same on behalf of the City.

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

Ayes:

Nays:

Absents:

COUNCIL PACKET

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 16th day of August 2021.

Signed: _____

Date: _____

Allen Schneider, Mayor

Attest: _____

Date: _____

Becky LaRoche, City Clerk

**AMENDING AND SUPERSEDING AGREEMENT REGARDING THE
WASHINGTON COUNTY COMMUNICATIONS COMMISSION**

WHEREAS, pursuant to an Iowa Code chapter 28E agreement executed January 2, 1990 and entitled “Washington County Public Safety Commission Joint Agreement” (“1990 Joint Agreement”) the City of Washington, Iowa and Washington County, Iowa (“County”) established the Washington County Public Safety Commission for the purpose of providing centralized law enforcement facilities and equipment and operating a consolidated public safety communications center; and

WHEREAS, in 2005, Section 1 of Article VIII of the 1990 Joint Agreement was amended by resolution of the Washington City Council and the Washington County Board of Supervisors to provide for appointment of two representatives to the Washington County Public Safety Commission to represent the cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Wellman, and West Chester, although these cities did not formally join as parties to the Joint Agreement; and

WHEREAS, in 2005, Section 6 of Article VII of the 1990 Joint Agreement was likewise amended by resolution of the Washington City Council and the Washington County Board of Supervisors to establish a cost-sharing formula by which each of the municipalities represented on the Washington County Public Safety Commission would contribute a pro rata share to the commission’s approved budget; and

WHEREAS, in 2019, the Washington County Public Safety Commission and the Washington County Emergency Management Commission entered into a separate chapter 28E agreement (“Funding Agreement”) providing for the Washington County Public Safety Commission to be sufficiently funded by the Washington County Emergency Management Commission, which Funding Agreement was also approved and joined by the City and County; and

WHEREAS, in approving the Funding Agreement, the City of Washington and County resolved that any provisions in the 1990 Joint Agreement inconsistent with the Funding Agreement would be superseded; and

WHEREAS, the City of Washington and County, by their separate governing bodies, have resolved to clarify and unify the legal instrument governing the Washington County Public Safety Commission and to effectuate additional clarifications and amendments; and

WHEREAS, the cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Wellman, and West Chester, by their separate governing bodies, have resolved to formally join with the County and City of Washington in an agreement for providing and operating a consolidated public safety communications center for the benefit of all Washington County communities;

COUNCIL PACKET

WHEREFORE, THE PARTIES AGREE TO THE FOLLOWING TERMS:

This agreement is entered into by Washington County, Iowa, and the Cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Washington, Wellman, and West Chester, Iowa. It is the intent of the parties for this agreement to amend and supersede all previous agreements between the City of Washington and Washington County regarding the creation and operation of a joint commission for the purpose of providing centralized law enforcement facilities and equipment and operating a consolidated public safety communications center, including but not limited to the Iowa Code chapter 28E agreement executed January 2, 1990.

1. **PURPOSE AND SCOPE:** The purpose of this agreement is to establish a commission in Washington providing centralized law enforcement facilities and equipment and operating a consolidated public safety communications center pursuant to Chapter 28E of the Iowa Code.

2. **DURATION:** The duration of this Agreement shall be perpetual, unless terminated in the manner provided below.

3. **ENTITY PERPETUATED:**

- a. Pursuant to the City and County's January 2, 1990 Joint Agreement, a separate legal entity formally known as the Washington County Public Safety Commission has been created and is hereby perpetuated to carry out the purposes of this agreement.
- b. The official name of this entity shall hereafter be the "Washington County Communications Commission" ("the Commission").
- c. Neither the amendment of the 1990 Joint Agreement, change of official name, nor addition of new signatory municipalities to this agreement is intended to affect the continuous legal existence and operation of the entity created by the County and City of Washington under the 1990 Joint Agreement.

4. **BOARD OF DIRECTORS:** The Commission's Board of Directors shall be responsible for the governance of the Commission, subject to the following terms.

- a. The Commission's Board of Directors shall be comprised of six (6) members. Two Directors shall be appointed by resolution of the Washington County Board of Supervisors and shall be elected officials for Washington County. Two Directors shall be appointed by resolution of the Washington City Council and shall be elected officials for the City of Washington. The remaining two Directors shall be jointly appointed by the cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Wellman, and West Chester, and shall represent the shared interests of those cities on the Commission's Board of Directors. To select these two Directors, the cities of Ainsworth, Brighton, Crawfordsville, Kalona, Riverside, Wellman, and West Chester shall each designate a representative, which representatives shall meet in caucus to make nominations and select two joint Directors by majority vote. These Directors

COUNCIL PACKET

must each be an elected official in one of the municipalities they are appointed to represent.

- b. The terms of each Director shall be for a one-year period from their date of appointment. Directors may be re-appointed, and there shall be no term limits. All Directors shall continue to serve until their successors have been properly appointed.
- c. Each Director shall have one vote. Unless otherwise provided in this agreement or the Commission's bylaws, passage of any measure will require the simple majority vote of those Directors present. A quorum shall consist of four (4) Directors.
- d. The Directors shall not be individually liable for the debts of the Commission. Furthermore, the Commission shall defend the Directors and shall save harmless and indemnify them against any claim arising out of an alleged act or omission occurring within the scope of their duties.
- e. A Director may appoint a proxy to represent the Director at a Commission meeting, who shall have the same authority as the regular Director. The proxy must be an elected official in one of the municipalities represented by the Director.
- f. The Board of Directors of the Commission shall have ultimate control of the Commission and all of its property and personnel. The Board's powers and duties shall consist of at least, but shall not limited to:
 - i. To sue and be sued.
 - ii. To acquire, hold, use and dispose of personal property for the purposes of the Commission.
 - iii. To acquire by purchase, gift, lease or otherwise, real property and easements therein, necessary or useful and convenient for the operation of the Commission, subject to all liens thereon, if any, and to hold and use the same, and to dispose of property so acquired no longer necessary for the purposes of this Commission.
 - iv. To equip, furnish and operate a building for joint communications services and ancillary services consistent with the purpose of this Agreement.
 - v. To make and enforce bylaws or rules and regulations for the management and operation of the Commission's affairs and for the use, maintenance and operation of its facilities and any other of its properties, and to annul the same.
 - vi. To do and perform any acts and things authorized by Chapters 28E and 28F of the Iowa Code and this Agreement, through or by means of its officers, agents and employees, or by contracts with any person or entity.

COUNCIL PACKET

- vii. To hire, fire, and discipline; promulgated rules and regulations governing; and to fix the compensation and benefits of Communications Commission personnel.
- viii. To accept grants, and to enter into contracts, leases, or other transactions with municipal, county, state or federal governmental entities.
- ix. To enter into any and all contracts, execute any and all instruments, and do and perform any and all acts or things necessary, convenient or desirable for the purposes of the Commission.
- x. To contract with and compensate consultants for professional services including but not limited to engineers, planners, lawyers, accountants, and all others found necessary or useful and convenient to the stated purposes of the Commission.
- xi. To provide, consistent with Chapters 24, 28E, and 29C of the Iowa Code for a system of budgeting, accounting, auditing and reporting of all Commission funds and transactions.
- xii. To make or cause to be made studies and surveys necessary or useful and convenient to carrying out the functions of the Commission.
- xiii. To annually review and approve the Commission's budget;
- g. The Board of Directors shall meet in January of each year, and at all other times as the Chair deems necessary to carry out the necessary functions of the Board.
- h. Meetings of the Board of Directors shall comply with all applicable notice and access requirements imposed by Iowa Code chapter 21. The Board shall likewise ensure that the Commission's records practices maintain compliance with Iowa Code chapter 22.

5. OFFICERS:

- a. The Commission's Board of Directors shall select two Directors as Chairperson and Vice Chairperson, who shall serve for one (1) year until their successors are elected.
- b. The Commission's Board of Directors shall appoint a Secretary who may be a Director or may be an official or employee of any municipality represented on the Board of Directors.
- c. The Washington County Auditor shall serve as Treasurer for the Commission and shall receive and dispense funds as outlined in this agreement and the Commission's bylaws.

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6. FUNDING:

- a. The Board of Directors or its delegee shall prepare a budget as required by law for the operations of the Commission, which budget must be adopted by the Commission's Board of Directors in January of the year preceding the budget year.
- b. Pursuant to an April 16, 2019 chapter 28E agreement between the Commission and the Washington County Emergency Management Commission ("Funding Agreement"), which shall not be revoked, limited or otherwise affected by the commencement of this agreement, full funding for the operating budget of the Commission is provided by the Washington County Emergency Management Commission.
- c. Should the Washington County Emergency Management Commission fail to fund the budget of the Commission pursuant to the Funding Agreement or notify the Communications Commission of an intent to terminate future funding, the parties to this agreement shall each provide a pro rata share of the Commission's operating budget proportional to its relative population.
- d. The Commission shall establish accounts with the Washington County Treasurer and Auditor for the receipt and disbursement of all funds, and the Washington County Auditor shall make such disbursements as directed on claims signed and approved by the Commission.
- e. The Commission shall, in investing any funds, comply with the provisions of sections 12B.10 through 12B.10C of the Iowa Code and other applicable law.

7. **WITHDRAWAL:** A party may withdraw from this agreement by resolution of its governing body. Withdrawal is effective upon receipt of the certified resolution by the Chairperson of the Commission's Board of Directors. Withdrawal shall not relieve the withdrawing party of any financial obligation incurred before the effective withdrawal date under the terms of this agreement.

8. **DISSOLUTION:** This Agreement and the Commission may be dissolved at any time by the vote of four (4) or more Directors followed by ratification by the governing bodies of each party to this agreement. Dissolution shall terminate this agreement. Upon dissolution of the Commission, the parties agree to negotiate in good faith how the assets of the Commission shall be distributed so as to reflect the pro rata contributions of each community. The Commission shall not be dissolved when there remains any indebtedness incurred by the Commission, and termination shall not relieve parties of any financial obligation incurred before the effective termination date under the terms of this agreement.

9. **EXISTING FACILITIES:** In carrying out the provisions of this Agreement and Chapter 29C of the Iowa Code, the parties further agree to utilize, to the maximum extent practicable, the services, equipment, supplies and facilities of their existing departments, officers, and agencies. The Washington County Board of Supervisors will in good faith make available and maintain the Washington Communications Center for use by the Commission, subject to those further terms to which the Commission and the County may from time to time agree.

COUNCIL PACKET

10. **REPORTS TO SECRETARY OF STATE:** The Commission shall submit the initial report and biennial reports to the Secretary of State in accordance with section 28E.8 of the Iowa Code.

11. **INTERPRETATION AND ENFORCEMENT:** Interpretation and enforcement of the Agreement shall be in accordance with Chapter 28E of the Code of Iowa and statutes respecting the rights and responsibilities of political subdivisions.

12. **AMENDMENT:** The terms of these this agreement may be amended by unanimous resolutions of the governing bodies of all parties.

13. **SEVERABILITY:** If a provision shall be finally declared void or illegal by any court or administrative agency having jurisdiction over the parties to this agreement, the entire agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of parties.

14. **EFFECTIVE DATE:** This agreement shall be effective upon the execution by all parties, recording with the Washington County Recorder, and filing with the Secretary of State as provided in Iowa Code section 28E.8.

IT IS SO AGREED:

WASHINGTON COUNTY, IOWA

By: _____

Board of Supervisors Chair

Date: _____

Attest: _____

County Auditor

Date: _____

COUNCIL PACKET

CITY OF RIVERSIDE, IOWA

By: _____

Mayor

Date: _____

Attest: _____

City Clerk

Date: _____

COUNCIL PACKET

BYLAWS OF THE WASHINGTON COUNTY COMMUNICATIONS COMMISSION

The following bylaws shall govern the administration and operations of the Washington County Communications Commission ("Commission"), formerly known as the "Washington County Public Safety Commission." The effective date of these bylaws shall be the date of their adoption by resolution of the Commission Board.

ARTICLE I – ADMINISTRATION

1. All meetings of the Commission's Board of Directors ("Commission Board") shall proceed be in accordance with Robert's Rules of Order, as amended, except as otherwise provided herein or in the Commission's founding Chapter 28E agreement.

2. These bylaws may only be amended by a majority vote of at least four (4) Directors at a properly noticed meeting of the Commission Board. A certified copy of any resolution amending these bylaws shall be forwarded to the governing body of each municipality represented on the Commission Board, as well to the Washington County Sheriff.

3. The Commission Board shall meet in January of each calendar year to elect officers who shall serve until their replacements are named. Notice of such meeting shall be posted in compliance with Iowa Code chapter 21. Special meetings of the Commission Board may also be called by or at the request of the Chair or any Director, provided that notice is posted in compliance with Iowa Code chapter 21. All meetings of the Commission Board shall be held in open session unless a closed meeting is entered by affirmative public vote and authorized pursuant to Iowa Code section 21.7.

4. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Commission Board. A Director may participate in a meeting by electronic means only if such participation is compliant with Iowa Code section 21.8.

5. The Commission Board shall select two Directors as Chair and Vice Chair, who shall serve for one (1) year until their successors are elected.

6. The Vice-Chair, in the absence of the Chair, may assume such powers and authority given the Chair.

7. The Commission Board shall appoint a Secretary who may be a Director or may be an official or employee of any municipality represented on the Board.

8. All requests for information, requests for equipment purchases, and questions regarding Commission or Commission Board procedure shall be referred to the Secretary of the Commission.

COUNCIL PACKET

ARTICLE II – FISCAL ADMINISTRATION

1. The Commission may establish such accounts, trust funds or deposits as are authorized under Chapters 24, 28E, and 29C of the Iowa Code to financially administer such Commission. Said funds shall be administered by the Washington County Auditor.
2. All accounts payable and bills and statements of expense will be forwarded to the Secretary of the Commission for approval of said Commission and will be paid in conjunction with regular County procedures.
3. The Washington County Auditor is hereby authorized to issue warrants for approved signed claims provided such claims are properly co-signed by the Chair or Vice-Chair and payment authorization is a matter of record in the meeting minutes of the Commission Board.
4. The Secretary shall present an itemized list of expenditures and a current financial statement to the Commission at each regular meeting.
5. The Secretary of the Commission or their delegee shall no later than January 15th of each calendar year prepare a proposed budget for all expenses for the ensuing fiscal year, which proposed budget shall be made available for joint review by the Commission Board and the Washington County Emergency Management Commission.
6. The Commission Board shall adopt a final budget for all expenses for the ensuing fiscal year on or before January 31st of the same calendar year, which budget shall be submitted to the Washington County Emergency Management Commission.

ARTICLE III – COMMUNICATIONS

1. The Commission Board shall appoint a “Communications Officer” and “Communications Supervisor” and said Communications Officer and Communications Supervisor may assume such additional responsibility as may be determined by the Commission.
2. Responsibility for all operation and maintenance of communication equipment, purchase or sale of communication equipment, and supervision of Commission personnel is hereby delegated to the Communications Supervisor, provided that any purchase, major repair, or replacement of equipment in excess of \$1000.00 must receive advance approval of the Commission Board.
3. The Commission Board will establish wage and fringe benefits for the assigned Telecommunicators and will forward such information to the Washington County Auditor, who shall issue all payroll checks and handle normal employee administration.

COUNCIL PACKET

4. The Communications Supervisor, with advice and approval of the Commission Board, will maintain written job descriptions for employees assigned to the Communications Center.

5. Communication equipment assigned to outside governmental agencies may be placed within the Center with approval of the Commission.

6. Communication equipment and related costs incurred by outside agencies must be absorbed by their respective agencies. Additional dispatcher costs incurred pursuant to this section will be assessed to the benefited agency at a rate to be determined by the Commission Board.

7. The Communications Officer will maintain written security procedures to be followed by all personnel having access to the Communication Area.

8. Commission personnel shall be governed by additional rules and policies outlined in the Employee Handbook and Rules of Conduct adopted by the Commission Board.

COUNCIL PACKET

Big Iron Welding of Iowa LLC.

5269 Oak Crest Hill Rd SE
 PO Box 439
 Hills, IA 52235

Estimate

Date	Estimate #
7/15/2021	4677

#8

Name / Address
City of Riverside 60 N Greene St. P.O. Box 188 Riverside, IA 52327

			Project
Description	Qty	Rate	Total
Repair current bed Replace the back (4) 2" uprights on both sides Replace back 5' 2x5 rect tube on both sides Replace back cover down below		2,000.00	2,000.00
		Subtotal	\$2,000.00
		Sales Tax (7.0%)	\$0.00
		Total	\$2,000.00

All estimates are valid for 5 business days.

COUNCIL PACKET



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7/31/2021

Treasurer's Report	\$ 3,837,758.82	
Cash on Hand		
Peoples Checking	\$ 1,266,681.86	
Peoples MM	\$ 1,127,730.59	
Hills Bank	\$ 427,014.72	(Water/Sewer/Garbage, Storm Water)
Total	\$ 2,821,427.17	
CD's and Savings	CD's	Savings
CC CD's	\$ 296,529.28	
CC CD's	\$ 228,118.57	
CC Savings		\$ 491,683.80
Total CD's & Savings	\$ 524,647.85	\$ 491,683.80

\$ 1,016,331.65

Cash On Hand	\$ 2,821,427.17		
	Cash	Reserves	
General	\$ 516,997.13	\$ 191,399.00	****
Fire	\$ 15,665.47	\$ 89,862.84	***
RUT	\$ 86,542.30		
LOST	\$ 267,312.49		
TIF			
Casino Rev-Gaming, Agreement	\$ 346,865.95		
Casino Rev-Hotel/Motel	\$ 35,368.15		\$ 54,500.00 Grant asking FY22
Debt Svc	\$ -		
Capital Projects	\$ 56,777.26	\$ 327,120.19	*****
CC Funds			
Water	\$ 186,556.55	\$ 350,901.33	*
Sewer	\$ 134,564.91	\$ 197,970.75	**
Garbage	\$ 10,859.34		
Storm Water	\$ 6,663.51		
Total	\$ 1,664,173.06	\$ 1,157,254.11	\$ 2,821,427.17

Treasurer's Report **\$ 3,837,758.82**

(All cash, CD's, Savings Accounts, Reserves)

* Water-Reserves, Cashed in CD \$261,437.83

**Sewer-Engie \$35,000, \$90,000 Lift Station #1, \$72,970.75 Reserves

***FD unspent funds previous years

**** General Fund 3 months reserves

*****\$109,360.19 sale of house, \$17,400 sale of truck, \$200,000 lot sales

LOST revenue: 40% General Fund, 60% Capital Projects

Hotel/Motel: 50% recreation, convention, cultural or entertainment facilities.

Memorials, Halls & monuments, civic center, auditorium, colliseums, or loan payments for these.

COUNCIL PACKET

CITY OF RIVERSIDE

POOLED CASH REPORT (FUND 999)
AS OF: JULY 31ST, 2021

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	782,199.20 (73,838.07)	708,361.13
002-1110	CHECKING ACCT-FIRE DEP.	117,434.57 (11,906.26)	105,528.31
003-1110	CHECKING ACCT.-EMS DEPT.	0.00	0.00	0.00
110-1110	CHECKING ACCT-ROAD USE TAX	71,457.61	15,084.69	86,542.30
121-1110	CHECKING ACCT-LOST	257,046.08	10,266.41	267,312.49
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	325,784.64	56,449.46	382,234.10
200-1110	CHECKING ACCT-DEBT SERVICE	0.00	0.00	0.00
301-1110	CHECKING ACCT-CAP PROJECTS	383,897.45	0.00	383,897.45
302-1110	COMMUNITY CENTER FUNDS	1,016,226.45	105.20	1,016,331.65
600-1110	CHECKING ACCT-WATER	510,362.34	27,095.54	537,457.88
610-1110	CHECKING ACCT-SEWER	319,606.48	12,964.18	332,570.66
670-1110	CHECKING ACCT-GARBAGE	10,771.32	88.02	10,859.34
680-1110	CHECKING ACCT-STORM WATER	<u>5,093.83</u>	<u>1,569.68</u>	<u>6,663.51</u>
TOTAL CLAIM ON CASH		<u>3,799,879.97</u>	<u>37,878.85</u>	<u>3,837,758.82</u>
=====				
<u>CASH IN BANK - POOLED CASH</u>				
999-1110	CASH IN BANK #35378	1,245,412.90	21,268.96	1,266,681.86
999-1112	MONEY MARKET #67545	1,127,491.19	239.40	1,127,730.59
999-1114	HILLS BANK #2656940	410,749.43	16,265.29	427,014.72
999-1115	COMM CENTER FUND #67928	491,578.60	105.20	491,683.80
999-1117	COMMUNITY BUILDING CD#18975	296,529.28	0.00	296,529.28
999-1119	COMMUNITY BUILDING CD#19068	<u>228,118.57</u>	<u>0.00</u>	<u>228,118.57</u>
SUBTOTAL CASH IN BANK - POOLED CASH		<u>3,799,879.97</u>	<u>37,878.85</u>	<u>3,837,758.82</u>
=====				
<u>WAGES PAYABLE</u>				
999-2010	WAGES PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
SUBTOTAL WAGES PAYABLE		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
=====				
TOTAL CASH IN BANK - POOLED CASH		<u>3,799,879.97</u>	<u>37,878.85</u>	<u>3,837,758.82</u>
=====				
<u>DUE TO OTHER FUNDS - POOLED CASH</u>				
999-2100	DUE TO OTHER FUNDS	<u>3,799,879.97</u>	<u>37,878.85</u>	<u>3,837,758.82</u>
TOTAL DUE TO OTHER FUNDS		<u>3,799,879.97</u>	<u>37,878.85</u>	<u>3,837,758.82</u>
=====				

COUNCIL PACKET

CITY OF RIVERSIDE

POOLED CASH REPORT (FUND 999)
AS OF: JULY 31ST, 2021

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>DUE TO POOLED CASH</u>				
001-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
002-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
003-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
110-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
121-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
125-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
145-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
200-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
301-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
302-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
600-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
610-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
670-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
680-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
TOTAL DUE TO POOLED CASH		0.00	0.00	0.00

<u>DUE FROM OTHER FUNDS</u>				
999-1330	DUE FROM OTHER FUNDS	0.00	0.00	0.00
TOTAL DUE FROM OTHER FUNDS		0.00	0.00	0.00

<u>ACCOUNTS PAYABLE - POOLED CASH</u>				
999-2020	ACCOUNTS PAYABLE CONTROL	0.00	0.00	0.00
TOTAL ACCOUNTS PAYABLE POOLED CASH		0.00	0.00	0.00

*** PROOF CASH BALANCES ***

(A)		(B)		(C)	
CLAIM ON CASH	3,837,758.82	CLAIM ON CASH	3,837,758.82	CASH IN BANK	3,837,758.82
CASH IN BANK	<u>3,837,758.82</u>	DUE TO OTHER FUNDS	<u>3,837,758.82</u>	DUE TO OTHER FUNDS	<u>3,837,758.82</u>
DIFFERENCE	0.00		0.00		0.00

CITY OF RIVERSIDE
 MTD TREASURERS REPORT
 AS OF: JULY 31ST, 2021

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCUAL ENDING CASH BALANCE
001-GENERAL FUND	782,199.20	31,941.42	105,857.66	708,282.96	(135.00)	(56.83)	708,361.13
002-FIRE DEPARTMENT	117,434.57	955.00	12,861.26	105,528.31	0.00	0.00	105,528.31
003-EMS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	71,457.61	15,533.31	448.62	86,542.30	0.00	0.00	86,542.30
121-LOCAL OPTION SALES TAX	257,046.08	10,266.41	0.00	267,312.49	0.00	0.00	267,312.49
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	325,784.64	83,493.81	27,044.35	382,234.10	0.00	0.00	382,234.10
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-CAPITAL PROJECTS	383,897.45	0.00	0.00	383,897.45	0.00	0.00	383,897.45
302-COMMUNITY CENTER FUNDS	1,016,226.45	105.20	0.00	1,016,331.65	0.00	0.00	1,016,331.65
600-WATER FUND	510,362.34	43,411.31	16,315.77	537,457.88	0.00	0.00	537,457.88
610-SEWER FUND	319,606.48	40,032.65	27,068.47	332,570.66	0.00	0.00	332,570.66
670-LANDFILL/GARBAGE	10,771.32	7,120.02	7,032.00	10,859.34	0.00	0.00	10,859.34
680-STORM WATER	5,093.83	1,569.68	0.00	6,663.51	0.00	0.00	6,663.51
GRAND TOTAL	3,799,879.97	234,428.81	196,628.13	3,837,680.65	(135.00)	(56.83)	3,837,758.82

*** END OF REPORT ***

COUNCIL PACKET

CITY of RIVERSIDE FUND BALANCES 7-31-2021

FUND	NAME	BALANCE	RESERVES (1/4 of FY21)	AVAILABLE FY 22
001	GENERAL	\$ 708,361.13	\$ (191,399.00)	\$ 516,962.13
002	FIRE	\$ 105,528.31	\$ (89,862.84)	\$ 15,665.47
110	R.USE	\$ 86,542.30	\$ -	\$ 86,542.30
121	LOST	\$ 267,312.49	\$ -	\$ 267,312.49
145	CASINO	\$ 382,234.10	\$ -	\$ 382,234.10
200	DEBT	\$ -	\$ -	\$ -
301	CAP PRO	\$ 383,897.45	\$ (200,000.00)	\$ 183,897.45
302	CB FUNDS	\$ 1,016,331.65	\$ (1,016,331.65)	\$ -
600	WATER	\$ 537,457.88	\$ (89,463.50)	\$ 447,994.38
610	SEWER	\$ 332,570.66	\$ (72,970.75)	\$ 259,599.91
670	GARBAGE	\$ 10,859.34	\$ -	\$ 10,859.34
680	STORM	\$ 6,663.51	\$ -	\$ 6,663.51
	TOTAL	\$ 3,837,758.82	\$ (1,660,027.74)	\$ 2,177,731.08
POOLED CASH BALANCE 7/31/2021				
COMM. BUILDING SET A SIDE				
CD	18975	\$ 296,529.28	INTEREST RATE 2.60%	2/5/2022
CD	19068	\$ 228,118.57	2.60%	8/30/2022
SAV	67928	\$ 491,683.80	0.25%	
TOTAL	302 FUND	\$ 1,016,331.65		
CHECK	35308	\$ 1,266,681.86	0.15%	
MM	67545	\$ 1,127,730.59	0.25%	
HILLS	2656940	\$ 427,014.72	0.15%	
	TOTAL	\$ 3,837,758.82		
	LESS RESERVES	\$ (1,660,027.74)		
	LIQUID CASH	\$ 2,177,731.08	7/31/2021	

08-12-2021 11:03 AM

MONTHLY TRANSACTION REPORT
COUNCIL PACKET

PERIOD: 7/01/2021 THRU 7/31/2021

ZONE: * - All Zones

REVENUE CODE: All

ADJUSTMENT CODES:

===== R E V E N U E C O D E T O T A L S B Y T Y P E =====

REVENUE CODE	TYPE	COUNT	AMOUNT	TYPE	COUNT	AMOUNT	TYPE	COUNT
999 - REFUND	D-Rtn	1	23.31CR					
REVENUE TOTAL								

GRAND TOTAL FOR PERIOD 3

===== T O T A L S B Y T R A N S A C T I O N T Y P E =====

TYPE	COUNT	AMOUNT
ADJUSTMENT	33	346.27
BILL	535	79,304.61
APPLIED DEPOSIT	3	300.00CR
LATE CHARGE	51	412.86
MEMO	37	0.00
PAYMENT	336	60,005.55CR
DRAFT	182	16,279.81CR
DEPOSIT	4	200.00
TOTAL FOR PERIOD	1,181	3,678.38

DATES: 7/01/2021 THRU 7/31/2021

COUNCIL PACKET

	NUMBER#	TOTAL ARREARS	TOTAL CURRENT	TOTAL BALANCE	ACTIVE ACCOUNT RECONCILIATION
ACTIVE ACCOUNTS:	530	472.09CR	79,041.22	78,569.13	NEW ACCOUNTS: 5
DISCONNECTED ACCTS:	5	142.85	36.61CR	106.24	DISCONNECT--NO TRF: 5
FINALED ACCOUNTS:	36	1,090.75		1,090.75	DISCONNECT--TRANSFER: 0
INACTIVE ACCOUNTS:	1,699	0.00		0.00	
GRAND TOTALS	2,270	761.51	79,004.61	79,766.12	

****CALCULATION SUMMARY****

TOTAL CHARGES:	79,304.61
DEPOSIT RETURNS:	300.00CR
TOTAL CURRENT:	79,004.61

===== SERVICE CATEGORY TOTALS =====

CATEGORY	NUMBER	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION
AS ANIMAL SHEL	38	58.00	0.00	0.00	0.00			
CON CONTRACT	3	179.09	0.00	0.00	0.00			
GAR GARBAGE	739	7,033.75	0.00	0.00	0.00			
STI STICK PICK U	368	184.00	0.00	0.00	0.00			
STW STORM WATER	523	1,569.00	0.00	0.00	0.00			
SWR SEWER	520	33,629.97	0.00	1,337.43	19,106.45	3828,063.0000		3828,063.0000
WTR WATER	528	33,354.01	0.00	1,959.36	32,654.67	3852,190.0000		3852,190.0000
TOTALS		76,007.82	0.00	3,296.79	51,761.12			

===== REVENUE CODE TOTALS =====

R/C DESCRIPTION	G/L ACCOUNT#	AMOUNT
SERVICES:		
100-WATER	600-4-810-1-4500	33,354.01
200-SEWER	610-4-815-1-4500	33,629.97
300-GARBAGE	670-4-950-1-4504	7,033.75
400-ANIMAL SHELTER DONATION	001-4-950-2-4700	58.00
450-STORM WATER FEE	680-4-950-4-4504	1,569.00
460-STICK PICK UP	670-4-950-1-4504	184.00
TAX:		
190-WATER EXCISE TAX	600-4-810-1-4560	1,959.36
290-SEWER TAX	600-4-810-1-4560	1,337.43
CONTRACTS:		
900-CONTRACT	001-1200	179.09
R/C TOTALS		79,304.61

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JULY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 08.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>001-GENERAL FUND</u>							
TOTAL REVENUE	1,233,283.00	10,093.65	1,158,740.00	31,941.42	31,941.42	1,126,798.58	2.76
TOTAL EXPENDITURES	<u>851,791.59</u>	<u>134,463.77</u>	<u>947,559.33</u>	<u>105,857.66</u>	<u>105,857.66</u>	<u>841,701.67</u>	<u>11.17</u>
REVENUES OVER/ (UNDER) EXPENDITURES	381,491.41 (124,370.12)	211,180.67 (73,916.24) (73,916.24)	285,096.91	35.00-
<u>002-FIRE DEPARTMENT</u>							
TOTAL REVENUE	143,905.00	800.00	150,425.00	955.00	955.00	149,470.00	0.63
TOTAL EXPENDITURES	<u>132,335.54</u>	<u>1,417.16</u>	<u>150,343.00</u>	<u>12,861.26</u>	<u>12,861.26</u>	<u>137,481.74</u>	<u>8.55</u>
REVENUES OVER/ (UNDER) EXPENDITURES	11,569.46 (617.16)	82.00 (11,906.26) (11,906.26)	11,988.26	4,519.83-
<u>003-EMS DEPARTMENT</u>							
TOTAL REVENUE	170,000.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>255,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(85,300.00)	0.00	0.00	0.00	0.00	0.00	0.00
<u>110-ROAD USE TAX</u>							
TOTAL REVENUE	130,000.00	16,695.16	130,000.00	15,533.31	15,533.31	114,466.69	11.95
TOTAL EXPENDITURES	<u>390,000.00</u>	<u>154.71</u>	<u>211,000.00</u>	<u>448.62</u>	<u>448.62</u>	<u>210,551.38</u>	<u>0.21</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(260,000.00)	16,540.45 (81,000.00)	15,084.69	15,084.69 (96,084.69)	18.62-
<u>121-LOCAL OPTION SALES TAX</u>							
TOTAL REVENUE	125,000.00	9,785.39	125,000.00	10,266.41	10,266.41	114,733.59	8.21
TOTAL EXPENDITURES	<u>125,000.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	9,785.39 (125,000.00)	10,266.41	10,266.41 (135,266.41)	8.21-
<u>125-TIF</u>							
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>145-CASINO REVENUE FUND</u>							
TOTAL REVENUE	1,200,000.00	94,715.71	1,123,853.05	83,493.81	83,493.81	1,040,359.24	7.43
TOTAL EXPENDITURES	<u>1,239,000.00</u>	<u>7,530.17</u>	<u>1,123,835.00</u>	<u>27,044.35</u>	<u>27,044.35</u>	<u>1,096,790.65</u>	<u>2.41</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(39,000.00)	87,185.54	18.05	56,449.46	56,449.46 (56,431.41)	2,739.39
<u>200-DEBT SERVICE</u>							
TOTAL REVENUE	224,200.00	0.00	224,900.00	0.00	0.00	224,900.00	0.00
TOTAL EXPENDITURES	<u>224,200.00</u>	<u>0.00</u>	<u>224,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>224,200.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	700.00	0.00	0.00	700.00	0.00
<u>301-CAPITAL PROJECTS</u>							
TOTAL REVENUE	1,513,800.00	0.00	1,598,935.00	0.00	0.00	1,598,935.00	0.00
TOTAL EXPENDITURES	<u>1,639,000.00</u>	<u>291,155.69</u>	<u>1,504,248.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,504,248.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(125,200.00) (291,155.69)	94,687.00	0.00	0.00	94,687.00	0.00

CITY OF HAVERSIDE
COUNCIL PACKET

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: JULY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 08.33

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
302-COMMUNITY CENTER FUNDS							
TOTAL REVENUE	15,000.00	2,066.59	110,000.00	105.20	105.20	109,894.80	0.10
TOTAL EXPENDITURES	<u>11,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	4,000.00	2,066.59	110,000.00	105.20	105.20	109,894.80	0.10
600-WATER FUND							
TOTAL REVENUE	433,550.00	42,371.21	424,320.00	43,411.31	43,411.31	380,908.69	10.23
TOTAL EXPENDITURES	<u>380,535.50</u>	<u>7,024.12</u>	<u>825,310.00</u>	<u>16,315.77</u>	<u>16,315.77</u>	<u>808,994.23</u>	<u>1.98</u>
REVENUES OVER/(UNDER) EXPENDITURES	53,014.50	35,347.09	(400,990.00)	27,095.54	27,095.54	(428,085.54)	6.76-
610-SEWER FUND							
TOTAL REVENUE	399,074.00	38,973.39	442,296.60	40,032.65	40,032.65	402,263.95	9.05
TOTAL EXPENDITURES	<u>309,647.50</u>	<u>35,956.42</u>	<u>387,603.00</u>	<u>27,068.47</u>	<u>27,068.47</u>	<u>360,534.53</u>	<u>6.98</u>
REVENUES OVER/(UNDER) EXPENDITURES	89,426.50	3,016.97	54,693.60	12,964.18	12,964.18	41,729.42	23.70
670-LANDFILL/GARBAGE							
TOTAL REVENUE	90,000.00	7,524.08	90,600.00	7,120.02	7,120.02	83,479.98	7.86
TOTAL EXPENDITURES	<u>90,000.00</u>	<u>7,235.25</u>	<u>91,100.00</u>	<u>7,032.00</u>	<u>7,032.00</u>	<u>84,068.00</u>	<u>7.72</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	288.83	(500.00)	88.02	88.02	(588.02)	17.60-
680-STORM WATER							
TOTAL REVENUE	18,500.00	1,654.74	18,500.00	1,569.68	1,569.68	16,930.32	8.48
TOTAL EXPENDITURES	<u>18,500.00</u>	<u>0.00</u>	<u>18,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,500.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,654.74	0.00	1,569.68	1,569.68	(1,569.68)	0.00
GRAND TOTAL REVENUES							
	5,696,312.00	224,679.92	5,597,569.65	234,428.81	234,428.81	5,363,140.84	4.19
GRAND TOTAL EXPENDITURES							
	<u>5,666,310.13</u>	<u>484,937.29</u>	<u>5,733,698.33</u>	<u>196,628.13</u>	<u>196,628.13</u>	<u>5,537,070.20</u>	<u>3.43</u>
REVENUES OVER/(UNDER) EXPENDITURES	30,001.87	(260,257.37)	(136,128.68)	37,800.68	37,800.68	(173,929.36)	3.43

*** END OF REPORT ***

BUILDING PERMITS

1/15/2021	2021-01	COPPER CREEK	1182 COMM. DR	319-648-2242	PAVILLION	\$	25,000.00	\$	35.00	CASH			done
2/1/2021	2021-02	CASEY'S ACME SIGN	200 E 1ST	563-322-7947	SIGN PERMIT	\$	3,500.00	\$	35.00	84803			done
3/10/2021	2021-03	DURAN, DORIS	190 WASHBURN	319-321-7704	DECK	\$		\$	35.00	1102			done
3/10/2021	2021-04	FORD, KARI	20 E 2ND STREET	319-325-5054	SIDEWALK ROW	\$	300.00	\$	35.00	1080			done
4/29/2021	2021-05	ESCHER, ZACH	410 ELM'S STREET	319-325-7825	DECK	\$		\$	35.00	1032			5/5/2021
5/28/2021	2021-06	WRAY, TOM	31 E 3RD	319-631-1872	DECK	\$	2,500.00	\$	35.00	CASH			62778
6/1/2021	2021-07	GREINER, MELISSA	80 W 2ND STREET	801-918-6721	REMODEL/GARAGE	\$	60,000.00	\$	35.00	123	\$	372.00	155
6/1/2021	2021-08	ST MARY'S CHURCH	51 ST MARY'S ST	319-648-2331	REPLACE GARAGE	\$	25,000.00	\$	35.00	16259	\$	250.00	16259
6/7/2021	2021-09	RIGGAN, VICKI	315 SYCAMORE ST	319-641-7822	BASEMENT	\$		\$	35.00	M=PAY	\$	50.00	2036
7/6/2021	2021-10	JENSEN, JEFFREY	131 E 3RD	319-325-8753	RETAINING WALL	\$	10,000.00	\$	35.00	2641			
7/7/2021	2021-11	MILLER, TREVOR	231 E 2ND ST	319-930-2071	REPLACE DRIVEWAY	\$		\$	35.00	CASH			done
7/7/2021	2021-12	ROBINSON, NATIE	321 ST MARY'S ST	319-631-3211	DRIVEWAY	\$		\$	35.00	CASH			done
8/2/2021	2021-13	TLT LLC	51 W 1ST ST	319-630-8748	ADDITION	\$	10,000.00	\$	35.00	1007	\$	112.00	
8/9/2021	2021-14	REES, CONNIE-SERUM	211 E 2ND ST	319-325-8365	DRIVEWAY	\$		\$	35.00	CASH			
8/9/2021	2021-15	KUM N GO	1178 ENTERPRISE DR		SIGN PERMIT	\$		\$	35.00	32168			

COUNCIL PACKET

RIVERSIDE NUISANCE ACTION

DATE POST	NAME	ADDRESS	NUISANCE	ABATE BY:	ACTION
2/12/2021	Amanda Burgus	261 W 4th St	plowing s+D68:D89now into street		reminder
2/12/2021	James Collins	117 Buckeye Lane	clear sidewalks of snow	2/15/2021	done
2/12/2021	Doris Duran	190 Washburn St	clear sidewalks of snow	2/15/2021	not done
2/12/2021	Brad Fuhrmann	181 E 4th St	clear sidewalks of snow	2/15/2021	done
2/12/2021	David Edwards	191 N Washburn St	clear sidewalks of snow	2/15/2021	not done
2/24/2021	Bob Crawford	91 Greene St	clear sidewalks of snow	2/26/2021	done
2/24/2021	Doris Duran	190 Washington St	clear sidewalks of snow-2nd	2/26/2021	done
2/24/2021	Jillian Ollinger	111 E 4th St	clear sidewalks of snow-2nd	2/26/2021	done
2/24/2021	David Edwards	191 N Washburn St	clear sidewalks of snow-2nd	3/1/2021	done
3/25/2021	Dennis Schultz	209 Schnoebelen St	semi parking on city street		immediately done
5/20/2021	Callie Bryan	90 N Glasgow	mowing	5/24/2021	done
5/20/2021	Tonya Doss	260 N Glasgow	mowing	5/27/2021	done
5/20/2021	Jason Shala	260 N Glasgow	mowing-habitual	5/24/2021	mowed
6/9/2021	Juanita Mason	11 W 2nd St	mowing yard	6/14/2021	mowed
6/9/2021	Michael Willis	82 W 2nd St	mowing	6/14/2021	mowed
6/9/2021	Kathy Lindhorst	340 Oak St	mow ditch	6/14/2021	mowed
met with Jay, Chris, will be moving fence to be in compliance and get fence					
7/29/2021	Angela Swailes	31 E 2nd St	front yard fence	8/8/2021	permit
8/3/2021	Callie Bryan	90 Glasgow	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Alexander Greiner	91 W 3rd St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	James Spielbauer	310 Rose St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Thomas Wray	31 E 3rd St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Jodi Kennedy	71 E 3rd St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Stephen Cable	111 E 3rd St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Randel Schnoebelen	508 Hickory St	mowing, weeds-per Kevin	8/9/2021	
8/3/2021	Michael Willis	82 W 2nd St	mowing, weeds-per Kevin	8/2/2021	
8/2/2021	Bob Ryan	11 E 1st St, 21-31 W 1st	weeds, garbage	9/1/2021	
8/5/2021	Christine Boshart-Sheetz	90 N Washington, Box 11	fencing around pool	8/12/2021	

COUNCIL PACKET

- A. Only uses permitted in the "R" Districts shall be permitted.
 - B. The average lot area per family contained in the proposed plan, exclusive of the area occupied by right-of-way, will not be less than the lot area per family required in the district in which the development is located.
 - C. Said area shall then be designated on the official zoning map.
2. **Accessory Buildings/Structures.** No accessory building/structures may be erected in any required front yard and no separate accessory building/structure may be erected within 5 feet of a dwelling unit. In addition, private swimming pools shall only be located in a rear yard. No accessory building/structure shall be closer than 5 feet to the rear or side lot lines unless abutting an alley, in which case it may be within 1 foot of the lot line. Accessory buildings/structures located in the rear yard may not occupy more than 30 percent of the rear yard. Accessory garages which are entered directly from the alley shall be at least 15 feet from the alley right-of-way. Except for storage, no accessory building/structure shall be used without occupancy of the principal building. In such cases of storage use, there shall be no fee charged. All accessory buildings and structures shall require a development permit. Each application for an accessory building or structure permit shall be submitted prior to the installation of the building or structure and shall be approved or denied by the Zoning Administrator.
3. **Fences and Hedges.** The following regulations are for fences, hedges and swimming and landscape pool fences in all districts. A permit is needed for the construction of any fence. Each application for a fence permit shall be submitted prior to the installation of the fence and shall be approved or denied by the Zoning Administrator.
- A. Fences:
 1. No portion of a fence or hedge, excluding pergolas and arbors, shall exceed 6 feet in height. The height shall be measured vertically from the finished grade of the yard.
 2. Fences and hedges within the front-yard shall not exceed 3 feet in height, or be constructed of more than 30% solid material.
 3. Fences and hedges not more than 6 feet high may be erected on those portions of a lot that are as far back or further back from the street than the main building.
 - B. **Swimming and Landscape Pool Fences:** Fences shall be provided for all permanent outdoor swimming and landscape pools with a depth greater than 18", or capacity greater than 5,000 gallons. Swimming and Landscape Pool fences shall meet the following conditions:
 1. **Swimming and Landscape Pool Fences must be at least four feet high from the ground level, but should not exceed 6' above level of the pool. Spacing of the fence should not allow a 4" sphere to pass through.**
 2. **Swimming and Landscape Pool Fences must have a self-closing and self-latching device on the gate.**

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USE OF FUNDS – per Treasury website

The Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, and more equitable economy as the country recovers. Recipients may use these funds to:

- Support public health expenditures, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet
- Within these overall categories, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities.

COUNCIL PACKET

MEMORANDUM

State of Iowa: Department of Management – ARPA NEU Funding
 Determination of Funding Report

DATE: July 26, 2021
 TO: State of Iowa – Department of Management
 FROM: RSM US LLP
 SUBJECT: Determination of Funding Report – City of Riverside

This transmittal letter has been prepared in accordance with the contracted *Scope of Work (Section 4), Execute Program Administration Processes (Task 3)*, as specified in Contract #21019, *CARES Act Funding and Accounting Management Services, Amendment No. 2*. RSM's primary responsibilities under this task order include executing intake and processing of applications for the American Rescue Plan Act of 2021 ("ARPA") Non Entitlement Unit ("NEU") Funding Project.

RSM verified receipt of the NEU's approved agreements that affirm that the NEU will utilize any received funding on eligible expenses and will follow all formal published Federal guidance on how the funds should be spent. RSM's procedures were limited to those outlined in the work plan approved by the State of Iowa, which is based on the State's interpretation and understanding of the current U.S. Treasury federal guidance. This includes the validation of the support provided by the NEU to determine compliance with the requirements identified in the approved work plan.

To comply with requirements for *Task 3* described above, the following is the summary of results obtained through the testing performed:

NEU Information		Request for Funding Allocation and Distribution	
NEU	City of Riverside	Budgeted Amount	\$4,980,110.00
NEU Recipient Number	IA0886	Budgeted Amount Capped at 75%	\$3,735,083.00
Maximum Allocation Allowed to NEU	\$152,302.18	Total Amount of Funding to be Distributed <i>(lesser of Max Allocation Allowed or 75% Budget cap)</i>	\$152,302.18
		Tranche 1 Amount <i>(First Round)</i>	\$76,151.09

Overview
The NEU has submitted its application and all required forms pursuant to the US Treasury's guidance for the ARPA NEU Funding. The validation review has been completed for the NEU. At this time, a total of \$152,302.18 will be disbursed through the State of Iowa's Department of Revenue. This funding will be paid in various tranches according to U.S. Treasury federal guidelines. Tranche 1, Round 1 is for \$76,151.09. The remaining funds will be disbursed at a later date in accordance with the U.S. Treasury federal guidelines.

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State of Iowa

City of Riverside

ARPA NEU Funding Project

RSM has reviewed and validated the City of Riverside's request for funding. Based on the application submitted, the supporting documentation received, and the testing guidance provided by the State of Iowa, RSM recommends the State of Iowa transfer funds in the amount of \$152,302.18 to the City of Riverside with respect to this submission. This funding will be paid in various tranches according to U.S. Treasury federal guidelines. Tranche 1, Round 1, is for \$76,151.09. The remaining funds will be disbursed at a later date in accordance with the U.S. Treasury federal guidelines. This recommendation is provided to the State of Iowa for final review, approval and award determination. It is subject to change by the State of Iowa and in no way is RSM's recommendation deemed to be authoritative or an official approval for funding for the City of Riverside.

RSM US LLP

Company: RSM US LLP
Date: July 26, 2021

State of Iowa - Department of Management Final Award Determination:

The State of Iowa acknowledges receipt of this funding request packet and determines the final award amount to be:

\$ 76,151.09

State of Iowa Comments



Name: Michael Boussetot
Title: Director, Department of Management, State of Iowa
Date: July 26, 2021

8/4/21



**Trek
"Where the ~~Best~~ Begins"**

Application for Funding FY 2022/2023

Please attach additional sheets as required

Fiscal Year 2022-2023 Hotel-Motel Tax

Tax Fund Grant Program

- About the program

The Hotel-Motel tax grant application provides non-profit organizations a mechanism to be considered for funding allocations derived from hotel/motel tax grant revenues. The funds are gross receipt revenues from the renting of all rooms where accommodations are furnished to transient guests for rent. State Code governs the use of revenues derived from the tax. All entities, excepting governmental entities, must be non-profit as recognized by the Internal Revenue Code of the United States to be eligible for the consideration of the allocation of these funds. All recommendations on allocations shall be subject to City Council approval.

INCOMPLETE APPLICATIONS WILL BE DISQUALIFIED FROM CONSIDERATION

General Information

Contact Person: _____ **Title:** _____

Email: _____

Organization Name: _____ **Tax ID/Federal ID #** _____

Organization Street Address: _____

COUNCIL PACKET

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

E-mail: _____

Applications are due no later than December 1, 2021 to the following address:

**City of Riverside City Hall
60 N. Greene Street
PO Box 188
Riverside, Iowa 52327**

History and Uses

The citizenry of the City of Riverside approved the implementation of the Hotel-Motel Tax in November of 2006 with the tax to become effective January 1, 2007. The percentage approved was seven percent and is imposed upon the gross receipts from the renting of any and all rooms, apartments, or sleeping quarters in any hotel, motel, inn, public lodging house, rooming house, tourist court, or in any place where sleeping accommodations are furnished to transient guests for rent. The intended use of the tax was to promote community development and tourism in Riverside.

State Code 423A.7 (4) (a) governs the use of revenue derived from the tax and provides that:

- 1) At least fifty percent of the revenues derived there from for the acquisition of sites for, or constructing, improving, enlarging, equipping, repairing, operating, or maintaining of recreation, convention, cultural, or entertainment facilities including but not limited to memorial buildings, halls, and monuments, civic center convention buildings, auditoriums, coliseums, and parking areas or facilities located at those recreation, convention, cultural, or entertainment facilities or the payment of principal and interest, when due, on bonds or other evidence of indebtedness issued by the County or City for those recreation, convention, cultural, or entertainment facilities, or for the promotion and encouragement of tourist and convention business in the City or County and surrounding areas.
- 2) The remaining revenues may be spent by the City or County, which levies the tax for any city or county operations authorized by law as a proper purpose for the expenditure within statutory limitations of City or County revenues derived from ad valorem taxes.

Eligibility and Allocation Procedures

All entities, excepting government entities, must be non-profit as recognized by the Internal Revenue Code of the United States to be eligible for the consideration of the allocation of these funds.

All recommendations on allocations shall be subject to City Council approval.

- 1) **Resolution:** Allows council members to allocate funding to requesting organizations through a resolution. Prior to allocating funding, organizations must provide written justifications for the funding requested. Justification would include how the funds will be spent, benefit provided to the City through funding their request, and the positive effect their organization will have on the community if the

COUNCIL PACKET

funding is granted. Eligible applicants would be defined as those organizations that qualify for one of the approved hotel-motel categories. Potential applicants for this funding would have a direct or clearly stated indirect potential impact on the future visitor or cultural enhancements. In addition, organizations submitting applications must provide compelling evidence as to why their particular "special project" should be funded.

Type of Grant (choice from category 1-3 below) _____

Requested Amount: _____

Category 1: Community Culture and Education. Applicants are educational, cultural, and entertainment-oriented entities that are mission-driven and improve the overall quality of life in Riverside. Organizations must have 501 non-profit status under the Internal Revenue Code. Applicants must have regular hours they are open to the public or a regular series of events open to the public.

Category 2: Community Recreation and Events. Applicants are community recreational and event-oriented entities particularly for recreation activities, annual events or limited time events which illustrate a positive impact on the quality of life. Organizations must have 501 non-profit status under the Internal Revenue Code.

Category 3: New and Emerging Organizations and Events. Applicants are limited to a total of three successive annual applications for a new or emerging organization or event. The program or event shall show uniqueness, fulfill an unmet need, or program, and have a positive impact on the quality of life. Organizations must have 501 non-profit status under the Internal Revenue Code.

Eligibility and Allocation Procedures

Required to be submitted with application:

- Mission Statement (optional)
- Current Board Member List
- Verify 501 non-profit status
- Annual financial statement

Part 1: Quantitative Section:

Provide basic quantitative data that is appropriate to your mission. Include the following: number of days open to public, performances, attendees, clients, demographic figures showing where the people who use your services or programs live, local economic impact, etc.

Part 2: Qualitative Section:

1. Describe cultural educational, recreational, or tourism value your hotel-motel funding request will provide in meeting your organization's mission statement and/or current strategic plan.
2. Identify special and/or unique opportunities your organization's hotel-motel funding request provides residents and tourists in such areas as leisure opportunities, educational opportunities, programs that promote diversity and cultural awareness, special programs, or collections, etc.

COUNCIL PACKET

3. Identify ways in which your organization works with other organizations to bring visitors to Riverside. Address any of the following that occurred during the previous year: partnerships, collaborations, joint marketing, etc.
4. Detail what your organization has done in the past year to reduce your organization's need for hotel-motel funding. Include sponsorship of events, promotions, fund raising, cost sharing programs, etc.

Part 3: Fiscal Accountability:

Operating and/or capital requests will require current year budget detail breakdown, in addition a balance sheet showing most recent year-end assets, liabilities, and equity.

Quantitative Section

Briefly describe project (350 words or less)

City Responsibilities

The City, upon receipt from the State of Iowa, will promptly remit payments to grantees receiving funds starting with the first payment in September of each fiscal year.

Disbursements of **capital grants** will be made by the City upon presentation by the grantee of **paid** invoices or other documents in an acceptable form and content as prescribed by the City.

All disbursements of funds shall be subject to the City receiving collected funds from the State of Iowa Department of Revenue.

The City, as part of the annual budget process, will provide an opportunity to receive public input on the allocation of these funds.

The City shall not under any circumstances be obligated financially under this grant application program except to disburse those funds according to the budgeted allocations.

Assurances

Applicants hereby agree and acknowledge that:

COUNCIL PACKET

They will expend funds, received because of this application, solely on the described project and programs included within the grant application documents within the fiscal year from which the grant is disbursed.

If they are awarded funds, applicants will include in all appropriate promotions, publicity, advertising, and in printed material the following credit line as applicable:

- *This project was partially supported by a Hotel-Motel Tax Fund grant from the City of Riverside.*
- *Our operations are partially supported by a Hotel-Motel Tax Fund grant from the City of Riverside.*
- *Our operations are and this project was partially supported by a Hotel-Motel Tax Fund grant from the City of Riverside.*

The filing of this application has been approved by the legally authorizing body of the applicant, if applicable.

The facts, figures and information contained in this application including all attachments, are true and correct.

Failure to comply with the administrative rules for this program will result in the forfeiture of funds allocated based upon this application grant.

All records of the grantee relating to this grant application are available during reasonable business hours to the City or their authorized representative upon request.

All records of the grantee related to this grant will be maintained for a period of three years following the date the final grant payment is made.

All grants acknowledge that the source of the grant it is requesting from the City comes from the hotel and motel tax applicable in the City of Riverside as contemplated by Iowa Code Chapter 423A.7(4)(a). The grantee specifically acknowledges the limited use that can be made of hotel and motel tax revenues and assures the City of Riverside that the grant will be used only for allowable purposes as specifically set forth in Iowa Code Chapter 423A.7(4)(a). The grantee additionally and specifically acknowledges and assures the City of Riverside that it will not use the grant for any purpose which would be improper pursuant to this law. Furthermore, the grantee warrants that should it use the grant for any purpose not allowed by the Iowa Code Section 423A.7 (4) (a) that it will reimburse, in full, the City of Riverside the entire amount of the grant.

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Officer Signature

Date

Officer Signature

Date

Final Reporting

Organizations that received hotel-motel funding for fiscal year 2020/2021 will be required to submit a report by July 31, 2021 outlining how hotel-motel funding was used. This report should show how hotel-motel funding met the quantitative, qualitative, and fiscal accountability your organization provided in the hotel-motel application. This word document should be a maximum of 250 words. ***Failure to file a report by July 31, 2022 with the City of Riverside may result in your organization being disqualified from requesting hotel-motel funding in the next fiscal year. Reports should be mailed to Riverside City Hall, P.O. Box 188, Riverside, Iowa 52327.***

The following items shall be included in the final report, if applicable:

1. General attendance last year
2. Paid visitor attendance last year
3. Attendance by school children last year
4. Number of full-time staff
5. Number of volunteers last year:
6. Number of volunteer hours last year:
7. Regular Meetings/Agendas concerning your use of grant funds
8. Days open to the public
9. Number of out-of-town visitors
(More than 100 mi.):
10. How are number of out-of-town visitors tracked:

COUNCIL PACKET

11. Local economic impact:

12. How your organization works:

13. Other information- provide information you believe the Council should know:

If you receive a grant in this cycle, be prepared to provide this information in your final report.

Revised 1-8-2021

DRAFT

COUNCIL PACKET

To: WEDG Board of Directors

From: Mary Audia, Executive Director
Office Phone 319.653.3942
Mobile 319.541.9577
wedg@washingtioniowa.org



RE: WEDG Director Activity Update

Date: Monday August 9, 2021

Greetings to each of you! I hope you had a great weekend.

Meetings and events recently:

Riverside City Council...Riverside continues to work on their Community Center project. Thanks to a dedicated team of volunteers and City staff, the project continues. The Council will hold a work session to discuss more details. Renewal of LOST of 1% of sales will appear on Nov ballot. Axiom consultants was awarded the 3rd St project and the Railroad Park capital-improvements. Residency requirements for City Manager were discussed. The Labor Day council meeting moved to Tuesday, Sept. 7.

Kalona City Council...Kalona continues to move forward with many new and exciting projects to improve infrastructure and create new housing and business opportunities, including roads and other infrastructure improvements. They are also doing a local childcare study to build off of the County-wide WEDG study. 5th St improvements were discussed and approved. Special guest was Dзамal, the new Washington County Sheriff's german shepherd. Watershed projects were discussed to improve flooding issues, and the Labor Day council meeting moved to Tuesday, Sept. 7.

Washington City Council... much discussion around personnel changes, search committee, public improvements/infrastructure, Zoning changes, Urban Renewal Bazooka fund, Wellness Park, ARPA funds, etc.

Meeting with Washington City Councilor, Illa Mae Ernest...had a great discussion with Councilor Ernest about her background and passion for the City of Washington. We discussed everything from housing to childcare and workforce development. Illa is steeped in experience, having worked for and lived in the City of Washington for many years.

Washington County Board Meeting...Richard remoted in via Zoom on his vacation and Marcus remoted in as well, during his quarantine. Personnel changes, recycling report, Ambulance annual report, clarification on intent surrounding ARPA was all discussed.

COUNCIL PACKET

Eichelberger Meeting...Terry and I met with Human Resources Director, Silvia Castañeda to discuss her interest in joining the WEDG Board in January, which is very evident in her enthusiasm. We also presented an investor plaque to the Eichelberger administration to thank them for their support.

Farewell Reception for Danielle Pettit-Majeski, WA Board of Health....Danielle's event was well attended. She will join the Johnson County public health department starting in August. An interim director from Jefferson Co was approved at a recent county supervisor meeting.

Meeting with Pat Heiden, Johnson County Supervisor....had a great discussion with Supervisor Heiden about their plan to collect public input and disseminate information regarding the ARPA funds (American Recovery Plan Act). She gave great insight and shared the information available on their website. (This has also been shared with our supervisors, Bob and Richard.) <https://www.johnsoncountyiowa.gov/arpa>

Zoom meeting with First Children's Finance project leader, Angie Rae Duncan re. Childcare/workforce Study. We reviewed preliminary survey questions for each of the participant groups to include employers, providers and working families. Once the survey is fine-tuned for Washington County in the next 2 weeks, it will go live. It is very important that each of you promote it to your place of work and amongst your neighbors and friends. I will definitely alert you when it goes live and will provide talking points to encourage participation.

Meeting in Kalona with a current business owner who'd like to create a new business....had a delightful experience with a current Kalona business owner about a pending business concept. She hopes to be up and running by 2022. She's currently working on financing options, investors, etc. We will be meeting again to discuss Revolving Loan Fund possibilities.

Meeting (virtual and in-person) with Iowa Works/Iowa Workforce development to introduce themselves and update service offerings....met with Kate Pine, Melissa Silver, Salama Mufame, Mace Huffman, Terry Engelken, Amanda Russell and Bob Yoder. Had great discussions about the many services offered by Iowa Works Business Services. (See attachment in the body of this email to view the detail their offerings....) [Employers' Council of Iowa](#), [Recruitment Assistance](#), [Registered Apprenticeship](#), [Home Base Iowa](#), [Post a Job](#), [Indexing](#), [Business Tax Credits](#), [Partner and Other Services](#)

Also, view their website at ... <http://www.iowaworkforcedevelopment.gov>.

Meetings this week:

Virtual meeting - Census Date for Philanthropic and Non-Profit Organizations.

Meeting with Jaron Rosien, Washington Mayor.

Ground breaking for Little Ducklings Daycare in Ainsworth.

Main Street Meeting.

COUNCIL PACKET

Dan Hendersen, introduction meeting.

Transportation Sector Board Meeting

Virtual, Regional Economic Developers Meeting.

Housing Initiative Meeting hosted by WEDG. (Location tbd.)

What is your vision for Iowa???....Agrihood? Talent attractor? Renewable?
Farm to Market? Broadband connected? Ag Career Incubator? Career Ed-Tech focus?
Amazon distribution center? Disney-like theme park? Wineries? Bike haven with lots
of trails and bike shops?
Fitness focused? Child care extraordinaire?....

Again...Please submit any ideas you have for the Envision Iowa program to me or Terry Engelken. These will be compiled for the WEDG submission! Deadline for submission is **August 20th**. You are invited to share your Visionary Idea, an idea of a **project or initiative** that your organization/community has implemented or is implementing that has had a positive impact on economic development in your part of the state or in your industry. The goal is to provide other community, business and public officials across the state with a playbook of innovative ideas that could potentially be leveraged to strengthen the state.

At the Envision Iowa Think Tank Series, we'll be focusing on three key themes, so we ask you to select the area this idea best represents: **People and Culture, Business Opportunity, or Infrastructure**. Individuals/organizations that submit Visionary Ideas will receive a packet with a compilation of all ideas submitted, and the ideas will be shared with attendees at the public event in October. Responses will be run as submitted, and will not be edited by the Business Publications staff.

Please note...we no longer have a PO Box. Please change our address in any correspondence you send our way to 120 E. Main St, Suite #4, Washington, IA 52353.

Respectfully submitted,

Mary Audia - Executive Director, WEDG



Business Services

Lindale Mall, Cedar Rapids - (319) 365-9474
Eastdale Plaza, Iowa City - (319) 351-1035

Hours: Monday-Tuesday-Thursday-Friday 8:30 AM- 4:30 PM
Wednesday 9:00 AM-4:30 PM

Iowa Workforce Development (IWD) offers a variety of services to benefit employers. Whether you are developing, expanding, or consolidating your business, IowaWORKS staff has the tools and resources to facilitate your needs.

Employers' Council of Iowa

Employers' Council of Iowa (ECI) is an advisory group, located in each Iowa Workforce Development (IWD) region, and offers no-cost membership open to all businesses in the community. Its purpose is to guide IWD's business focus, address topics of concern to employers, sponsor training initiatives, and assist IWD in meeting critical human resource needs.

Recruitment Assistance

IowaWORKS Center staff can provide assistance to employers in the initial start-up of a new company, company expansions, seasonal hiring, as well as assistance filling vacant positions as they occur. Staff assists in recruitment, testing, receiving and screening applications and resumes, and assist with matching job seekers with the employment needs of prospective employers for appropriate referrals.

Registered Apprenticeship

The Registered Apprenticeship system provides opportunity for workers seeking high-skilled, high-paying jobs and for employers seeking to build a qualified workforce. Registered Apprenticeship is an employer-driven model, combining on-the-job learning with related classroom instruction and allows the Registered Apprentice to earn a paycheck from day one. Registered Apprenticeship Programs are a proven solution for recruiting, training and retaining world-class talent in Iowa.

Home Base Iowa

Of all the great reasons to hire veterans, this one might be the greatest: They bring a skill set developed under some of the most challenging conditions imaginable. Veterans know how to get the job done right. Their leadership skills and strong work ethic are complemented by integrity and loyalty, so they make valuable, trustworthy additions to any team.

Mace.Huffman@iwd.iowa.gov or call 319-423-2809. Visit our Home Base Iowa website at www.homebaseiowa.gov/.

Post a Job

Job postings must be in the capacity of an “employer-employee” relationship. www.iowaWORKS.gov cannot be used to solicit independent contractors or self-employment opportunities. If you are a new user, you will be asked to register and create an account. Registering gives you the ability to search our databases for qualified applicants.

Indexing

National Labor Exchange (NLX) indexing is provided as a public service by leading global employers in alliance with the National Association of State Workforce Agencies (NASWA) and participating local agencies. Most employer career sites qualify to distribute jobs to the state job banks and the National Labor Exchange at no charge.

Business Tax Credits

Each year across the United States, employers claim more than \$1 billion in tax credits under the WOTC program. The Work Opportunity Tax Credit (WOTC) is a federal tax credit available to employers who hire eligible individuals from target groups with significant barriers to employment. Additional informal is available, on this and other credits, on the Business Tax Credits sheet.

Partner and Other Services

Vocational Rehabilitation | Short-term training or college | Tuition Assistance | Free Computer Workshops | High School Completion | AARP | Youth Programs | Federal Bonding | National Career Readiness Testing

For more information

Check out our services at Iowa Workforce Development home page
<http://www.iowaworkforcedevelopment.gov>.

Assessment and Testing | Business Tax Credits | Federal and State Links | Forms and Publications | IowaWorks | News | Jobs and Recruitment | Labor Market Information Regulatory Information | Search IowaWorks | Services Provided | Post A Job Order Online | Business Directory

We are here to assist you

To take advantage of any of our no cost services, please contact a member of our Business Services team. Call (319) 365-9474 ext. 31503 or direct dial your representative as follows:

Katherine.Pine@iwd.iowa.gov, ext. 31185, mobile: 319-423-5779
Jonathon.Dayton@iwd.iowa.gov, ext. 31112
Curt.Wheeler@iwd.iowa.gov, ext. 31139, mobile: 319-423-2746
Autumn.Hofmann@iwd.iowa.gov, 319-350-1035 x 30310



<https://www.facebook.com/iowaWorksCedarRapids/>
<https://www.facebook.com/iowaWorksIowaCity/>

COUNCIL PACKET

MEARDON, SUEPPEL & DOWNER P.L.C.
122 South Linn Street
Iowa City, IA 52240
Telephone: (319) 338-9222

MEMORANDUM

TO: Christine Yancey
FROM: William J. Sueppel
DATE: August 9, 2021
RE: Vacant Lot


We had previously discussed a vacant lot located in the City of Riverside that had formerly held modular homes. It is my understanding that the modular homes have been removed. Apparently, there are a couple of holes on the property. The property owner has taken steps to fence these holes and has plans to fill these in.

I see no legal basis giving the City the authority to order the holes filled in. This is private property and neither the State Code nor City Code of Ordinances specifically address this issue. I see no provision that prohibits holes on private property or requires the property owner to fill in holes on unused property. The property owner is not encouraging people to come on the property. Individuals cannot go on other's property without the owner's permission. Furthermore, the owner has taken steps to keep individuals away from the holes, even if those individuals were trespassing.

The City does not have a legal responsibility to ensure that individuals are not hurt by stepping in the existing holes. That would be an issue between the individual and the property owner.

Please contact me if you have any additional questions or need anything further.

Respectfully submitted,


William J. Sueppel