

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

Monday, June 5th, @ 6:00 PM

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

**NOTICE TO THE PUBLIC: This is a meeting of the City Council to conduct the regular business of the city. Every item on the agenda is an item of discussion and action if needed.**

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent agenda
  - a. Minutes
  - b. Expenditures
  - c. Alcohol permits
    - i. Murphy's Bar & Grill
    - ii. Copper Creek Ridge
    - iii. Riverside Area Community Club
    - iv. Riverside Casino and Golf Resort
    - v. Casey's General Store #2629
  - d. Tobacco permits
    - i. Dollar General Store #21630
    - ii. RCGR
    - iii. Kum & Go #80
    - iv. Casey's #2629
    - v. Casey's #3900
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk's table.**
6. City Engineer's Report (Axiom) (17)
  - a. 3<sup>rd</sup> Street project
  - b. Railroad Park
  - c. Wastewater Plant
  - d. Capt. Kirk ADA Plan
  - e. Alleyway Concept Plan
7. CDBG Downtown Revitalization Grant – RFQ for Architect Procurement (20)
8. Curb and Sidewalk Repairs (23)

CITY OF RIVERSIDE COUNCIL MEETING AGENDA  
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60 N GREENE ST

9. LED Lighting for City Shop (26)
10. Site Plan Approval for RV Park- Lot 3B Commercial Site (30)
11. Street Closings for TrekFest 38 (39)
12. Tree Removal at 211 St Mary's St (40)
13. Resolutions (next resolution # 2023-45)
  - a. Consider resolution for repair and maintenance of generators (41)
  - b. Consider resolution for install of Well #8 valves (46)
  - c. Consider resolution for WWTP Change Order #1-install conduit (51)
  - d. Consider resolution for Pay #6 – Railroad Park (55)
  - e. Consider resolution to set date for Public Hearing – WTP Project(61)
14. City Administrator Report (63)
15. Discussion on plans for vacant city-owned downtown property (64)
16. Closing Comments
17. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, May 15, 2023

City Council met at 5:30 PM for a work session at 71 E 3<sup>rd</sup> Street.

The regular Riverside City Council meeting started at 6:04 pm in the Riverside City Council Chambers. Mayor Allen Schneider called the meeting to order, with Kevin Kiene, Lois Schneider, and Kevin Mills present. Tom Sexton and Edgar McGuire were absent.

Motion made by Schneider, second by Mills to approve agenda. Passed 3-0.

Motion made by Schneider, second by Kiene to approve consent agenda, including May 1<sup>st</sup>, minutes, expenditures, and April Fire Department Report. Passed 3-0.

Schneider moved, second by Kiene to open Public Hearing to amend FY 23 Annual Budget at 6:06 pm. There were no oral or written comments. Mills moved, second by Kiene to close Public Hearing at 6:07 p.m.

Craig Kuepker, Urban Acres presented estimated valuation of City owned building at 40 W 1<sup>st</sup> Street.

Helen Orzula discussed tree planting for her Eagle Scout project.

Luis Ramirez, of PeopleService Inc., presented the monthly water and wastewater report, discussed Flygt pump repairs at wastewater plant, repairs of E&H Chlorine and PH Panel, and Harn R/O Systems proposal to evaluate water treatment plant.

Brian Boelk, Axiom Consultants updated the city council on the 3<sup>rd</sup> Street project, Wastewater Treatment Plant, Water Treatment Plant, Railroad Park surface repair, Kirk Birthplace ramp, Kleopfer-Buckeye storm water drainage, and Hwy 22 watermain issues.

Motion by Schneider, second by Mills to pass Resolution #2023-40, Adopting City Budget amendment for FY 22-23. Passed 3-0.

Kiene moved, second by Mills to pass Resolution #2023-41, Approving estimate for repairs to Flygt Pump 3153.181-0082 at the wastewater plant in the amount of \$10,236.00. Passed 3-0.

Mills moved, second by Kiene, to pass Resolution #2023-42, Approving repair of E&H Chlorine and PH Panel from HACH Company in the amount of \$8139.00. Passed 3-0.

Mills moved, second by Schneider, to pass Resolution #2023-43, Approving proposal for evaluation of the water treatment plant from Harn R/O Systems, Inc. in the amount of \$9150. Passed 3-0.

Motion by Kiene, second by Mills, to pass Resolution #2023-44, Approving Change Order #17 to Streb Construction Co. Inc. for filling gap on the retaining wall in the 3<sup>rd</sup> Street Project. Passed 3-0.

City Admin Cole Smith updated Council on 3<sup>rd</sup> Street complaints, Nuisance Conference, tree removal on 4<sup>th</sup> Street, FY 23 Audit, tax exemption for 40 W 1<sup>st</sup> Street, and Council chambers repair.

Admin explained Alliant Energy Spring 2023 grant award. Kiene moved, second by Mills to fund grant balance of \$1685. Passed 3-0.

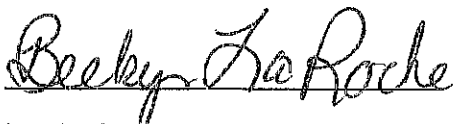
Council reviewed April Utility reports, and financials.

Motion by Mills, second by Kiene to adjourn at 7:50 p.m. Motion carried 3-0.

Full content of city council meetings can be viewed on the city website [www.riversideiowa.gov](http://www.riversideiowa.gov).

Next Meeting- Monday, June 5th, 2023 at 6:00 PM

ATTEST:



Becky LaRoche, City Clerk



Allen Schneider, Mayor

EXPENDITURES JUNE 5TH, 2023					
	COUNCIL MEETING	BILLS			
1	ABOVE & BEYOND	CH-A/C CHECK	001-5-650-6310	\$ 223.31	
2	ABOVE & BEYOND	WP-A/C CHECK	600-5-810-6332	\$ 93.66	
3	ABOVE & BEYOND	SHOP-A/C/ CHECK	001-5-210-6507	\$ 85.00	
4	ABOVE & BEYOND	WWTP-A/C CHECK	610-5-815-6332	\$ 154.15	\$ 556.12
5	ABSOLUTE OUTDOOR	SPRING WEED/FEED	001-5-430-6320	\$ 1,780.00	
6	ACCESS	COPIER	001-5-650-6496	\$ 357.00	
7	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 520.08	
8	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 795.50	
9	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 294.54	
10	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,416.15	
11	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 405.25	
12	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 301.67	\$ 3,733.19
13	AXIOM CONSULTANTS	KLEOPFER DRAINAGE	001-5-650-6407	\$ 337.50	
14	AXIOM CONSULTANTS	3RD STREET	301-5-750-6796	\$ 3,990.00	
15	AXIOM CONSULTANTS	MEETINGS	001-5-650-6407	\$ 870.00	
16	AXIOM CONSULTANTS	ON CALL	001-5-650-6407	\$ 1,765.00	
17	AXIOM CONSULTANTS	WWTP	301-5-750-6798	\$ 1,752.50	\$ 8,715.00
18	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$ 50.00	
19	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$ 50.00	
20	CAHOY PUMP SERVICE	WELL#8	600-5-810-6507	\$ 28,328.00	
21	CITY OF KALONA	APRIL B. INSPECTOR	001-5-170-6499	\$ 1,610.98	
22	COLE SMITH	CELL STIPEND	001-5-650-6373	\$ 50.00	
23	CUSTOM TREE SERVICE	2 TREES WASHINGTON & 4TH	001-5-510-6495	\$ 1,400.00	
24	DOUG MICHEL ELECTRIC	VET PK FLAG LIGHTS	001-5-430-6320	\$ 685.50	
25	ELECTRIC PUMP	REPAIR PUMP - RES 2023-41	610-5-815-6504	\$ 9,576.85	
26	ELECTRIC PUMP	INSTALL PUMP	610-5-815-6504	\$ 1,857.50	\$ 11,434.35
27	ENGINE COMPANY LEATHER	FD-4 PASSPORT	002-5-150-6356	\$ 70.00	
28	FIRE SERVICE TRAINING	FD- 1 FF1 CLASS-CRAFT	002-5-150-6354	\$ 50.00	
29	HACH	CHLOR/PH PANEL - RES 2023-42	600-5-810-6504	\$ 8,339.15	
30	HARRY'S CUSTOM TROPHIES	COLE NAME BADGE	001-5-650-6506	\$ 10.00	
31	HEIMAN	FD-REPLACE HOSE	002-5-150-6356	\$ 577.63	
32	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS	001-5-430-6325	\$ 415.00	
33	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS	001-5-650-6310	\$ 80.00	
34	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS	001-5-210-6507	\$ 728.00	
35	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS	600-5-810-6332	\$ 50.00	
36	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS	610-5-815-6332	\$ 60.00	
37	IOWA FIRE EQUIPMENT CO	SERVICE EXTINGUISHERS-FD	002-5-150-6356	\$ 461.00	\$ 1,794.00
38	IOWA OUTDOOR	PUBLICATIONS	001-5-650-6402	\$ 28.00	
39	IOWA PAPER	6 NEW CAN LIDS	001-5-430-6504	\$ 1,262.00	
40	J33- GEHMAN	GRANT	145-5-650-6417	\$ 770.15	
41	JC REFUSE	50 LAWN BAGS	670-5-840-6372	\$ 77.50	
42	JC REFUSE	STICKERS	670-5-840-6372	\$ 362.50	\$ 440.00
43	KUM&GO	FD-FUEL	002-5-150-6350	\$ 148.91	
44	KUM&GO	CITY TRUCK FUEL	110-5-210-6331	\$ 193.33	\$ 342.24
45	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$ 50.00	
46	MEARDON, SUEPPEL, DOWNER	LEGAL	001-5-650-6411	\$ 200.00	
47	MENARDS	PARKS	001-5-430-6325	\$ 153.23	
48	MENARDS	WTP	600-5-810-6374	\$ 386.46	\$ 539.69
49	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 45.66	
50	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 63.21	
51	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 16.08	\$ 124.95
52	PEOPLE SERVICES	SERVICE	610-5-815-6500	\$ 12,022.00	
53	PEOPLE SERVICES	SERVICE	600-5-800-6500	\$ 12,022.00	\$ 24,044.00
54	RELIANT FIRE APPARATUS	PUMP TEST-REPAIR LIGHTS/GAUGE	002-5-150-6356	\$ 6,808.99	
55	SHARON TELEPHONE CO	CITY HALL	001-5-650-6373	\$ 313.58	
56	SHARON TELEPHONE CO	FIRE DEPT	002-5-150-6332	\$ 87.64	
57	SHARON TELEPHONE CO	SHOP	001-5-210-6373	\$ 40.83	
58	SHARON TELEPHONE CO	WWTP	610-5-815-6373	\$ 40.83	
59	SHARON TELEPHONE CO	WTP	600-5-810-6373	\$ 40.83	\$ 523.71
60	THE NEWS	PUBLICATIONS	001-5-650-6402	\$ 850.76	
61	*****	<b>TOTAL BILLS</b>		<b>\$ 105,575.41</b>	
62	DELTA DENTAL	BILLING-JUNE	001-5-430-6150	\$ 186.84	\$ 63.54
63	LINCOLN NAT'L LIFE INS	BILLING-JUNE	001-5-620-6150	\$ 188.76	
64	WELLMARK	BC/BS	001-5-620-6150	\$ 2,166.35	
65	VERIZON	ADMIN TABLET	001-5-650-6373	\$ 25.02	
66	VERIZON	GATEWAY-WATER	600-5-810-6373	\$ 31.77	
67	VERIZON	GATEWAY-WW	610-5-815-6373	\$ 31.77	

68	US CELLULAR	FD	002-5-150-6332	\$	72.45	
69	*****	TOTAL PAID BILLS		\$	2,702.96	
70	*****	TOTAL EXPENDITURES				
71	EXPENDITURES by FUND					
72	GENERAL FUND	\$			15,688.20	
73	FIRE DEPARTMENT	\$			8,672.63	
74	ROAD USE FUND	\$			193.33	
75	CASINO FUND	\$			770.15	
76	CAPITAL PROJECTS	\$			5,742.50	
77	WATER FUND	\$			49,175.31	
78	SEWER FUND	\$			24,893.29	
79	GARBAGE	\$			440.00	
80	TOTAL EXPENDITURES	\$			105,575.41	

## Becky LaRoche

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Thursday, May 25, 2023 4:06 PM  
**To:** Becky LaRoche  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-178443 Ready for Review

Hello,

Application Number App-178443 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: WONDER WOMEN LLC

DBA: **Murphys Bar and Grill**

License Number: LC0048343

Application Number: App-178443

Tentative Effective Date: 6/3/2023

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

Amendment Type:

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.

## Becky LaRoche

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Wednesday, May 24, 2023 2:11 PM  
**To:** Becky LaRoche  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-181243 Ready for Review

Hello,

Application Number App-181243 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Copper Creek Ridge LLC

DBA: Copper Creek Ridge

License Number: LC0045571

Application Number: App-181243

Tentative Effective Date: 7/1/2023

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

Amendment Type:

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.



**Becky LaRoche**

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Tuesday, May 23, 2023 3:57 PM  
**To:** Becky LaRoche  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-181777 Ready for Review

Hello,

Application Number App-181777 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: RIVERSIDE AREA COMMUNITY CLUB

DBA: RIVERSIDE AREA COMMUNITY CLUB

License Number:

Application Number: App-181777

Tentative Effective Date: 6/22/2023

License Type: Special Class C Retail Alcohol License (BW)

Application Type: New

Amendment Type:

Thank you.

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## Becky LaRoche

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Monday, May 22, 2023 11:02 PM  
**To:** Becky LaRoche  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-181748 Ready for Review

Hello,

Application Number App-181748 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Riverside Casino and Golf Resort, LLC

DBA: Riverside Casino and Golf Resort, LLC

License Number: LE0001330

Application Number: App-181748

Tentative Effective Date: 8/1/2023

License Type: Class E Retail Alcohol License (LE)

Application Type: Renewal

Amendment Type:

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.

## Becky LaRoche

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**From:** noreply@salesforce.com on behalf of IOWA ABD Licensing Support  
<elaps@iowaabd.com>  
**Sent:** Friday, May 12, 2023 10:57 AM  
**To:** Becky LaRoche  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-181143 Ready for Review

Hello,

Application Number App-181143 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: CASEY'S MARKETING COMPANY

DBA: CASEY'S GENERAL STORE #2629

License Number: LE0003289

Application Number: App-181143

Tentative Effective Date: 7/1/2023

License Type: Class E Retail Alcohol License (LE)

Application Type: Amendment

Amendment Type: Ownership Updates

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.

RIVERSIDE CITY OF  
PO BOX 188  
0  
RIVERSIDE52327

July-June 6/30/2024

tax.iowa.gov

21630

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

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

Business Information:

Trade name/Doing business as: Dollar General #

21630

\$75

Physical location address: 3021 HIGHWAY 22

City: RIVERSIDE ZIP: 52327-9693

Mailing address: 100 Mission Ridge

City: Goodlettsville

State: TN

ZIP: 37072

Business phone number: 3195696900

Legal Ownership Information:

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP: Dolgencorp, LLC

Mailing address: 100 Mission Ridge

City: Goodlettsville

State: TN

ZIP: 37072

Phone number: 615-855-4000

Fax number: 877-364-4130

Email: tax-beerandwinelicense@dollargeneral.com

Retail Information:

Types of Sales: Over-the-counter  Vending machine

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

Types of Products Sold: (Check all that apply)

Cigarettes

Tobacco

Alternative Nicotine Products

Vapor Products

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

Alternative nicotine/vapor store

Bar

Convenience store/gas station

Drug store

Grocery store

Hotel/motel

Liquor store

Restaurant

Tobacco store

Has vending machine that assembles cigarettes

Other  Retail-General Merchandise

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

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

Name (please print): Lily Grace Castle

Name (please print): Vendor #369879 Invoice #202421630TOBCITY38

Signature: Lily Grace Castle

Signature: Batch #24749 \$75.00

Date: 5/1/2023

Date:

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

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

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

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

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2023 through June 30, 2024

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

**Business Information:**

Trade name/Doing business as: Riverside Casino and Golf Resort

Physical location address: 3184 Highway 22 City: Riverside ZIP: 52327

Mailing address: 3184 Highway 22 City: Riverside State: IA ZIP: 52327

Business phone number: 319-648-1234

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Riverside Casino and Golf Resort

Mailing address: 3184 Highway 22 City: Riverside State: IA ZIP: 52327

Phone number: 319-648-1234 Fax number: 319-648-5800 Email: dan.white@ecresorts.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

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

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

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

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

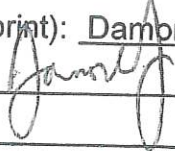
Has vending machine that assembles cigarettes  Other  Casino

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

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

Name (please print): Damon John

Name (please print): \_\_\_\_\_

Signature: 

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

Date: 05-04-2023

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

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

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

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

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

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



Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor tax.iowa.gov

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

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

Business Information:

Trade name/Doing business as: Kum & Go #80
Physical location address: 1178 Enterprise Dr City: Riverside ZIP: 52327
Mailing address: 1459 Grand Ave City: Des Moines State: IA ZIP: 50309
Business phone number: 515-274-7793

Legal Ownership Information:

Type of Ownership: Sole Proprietor [ ] Partnership [ ] Corporation [ ] LLC [x] LLP [ ]
Name of sole proprietor, partnership, corporation, LLC, or LLP Kum & Go LC
Mailing address: 1459 Grand Ave City: Des Moines State: IA ZIP: 50309
Phone number: 515-274-7793 Fax number: Email: Licenses@kumandgo.com

Retail Information:

Types of Sales: Over-the-counter [x] Vending machine [ ]
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes [ ] No [x]
Types of Products Sold: (Check all that apply)
Cigarettes [x] Tobacco [x] Alternative Nicotine Products [x] Vapor Products [x]

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

Alternative nicotine/vapor store [ ] Bar [ ] Convenience store/gas station [x] Drug store [ ]
Grocery store [ ] Hotel/motel [ ] Liquor store [ ] Restaurant [ ] Tobacco store [ ]
Has vending machine that assembles cigarettes [ ] Other [ ]

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

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

Name (please print): Charles Campbell Name (please print):
Signature: Charles W. Campbell Signature:
Date: 3/21/2023 Date:

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

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

- Fill in the amount paid for the permit:
• Fill in the date the permit was approved by the council or board:
• Fill in the permit number issued by the city/county:
• Fill in the name of the city or county issuing the permit:
• New [ ] Renewal [ ]
Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.
• Email: iapledge@iowaabd.com
• Fax: 515-281-7375

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

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

**Business Information:**

Trade name/Doing business as: CASEY'S MARKETING COMPANY/DBA CASEY'S #2629

Physical location address: 200 E 1ST ST City: RIVERSIDE ZIP: 52327

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Business phone number: 3196484185

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

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

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Phone number: 5153815974 Fax number: 515-446-6303 Email: licensingteam@caseys.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

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

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

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

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store

Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store

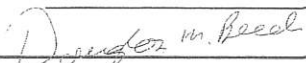
Has vending machine that assembles cigarettes  Other

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

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

Name (please print): DOUGLAS BEECH, AST. SECRETARY FOR CASEY'S MARKETING COMPANY

Name (please print): \_\_\_\_\_

Signature: 

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

Date: 04/18/2023

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

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

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

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

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

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

**Instructions on the reverse side**

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

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

**Business Information:**

Trade name/Doing business as: CASEY'S MARKETING COMPANY/DBA CASEY'S #3900

Physical location address: 3070 HWY 22 City: RIVERSIDE ZIP: 52327

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Business phone number: 0

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP

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

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Phone number: 5153815974 Fax number: 515-446-6303 Email: licensingteam@caseys.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine

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

Types of Products Sold: (Check all that apply)

Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

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

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store

Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store

Has vending machine that assembles cigarettes  Other

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

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

Name (please print): DOUGLAS BEECH, AST. SECRETARY FOR CASEY'S MARKETING COMPANY

Name (please print): \_\_\_\_\_

Signature: *Douglas M. Beech*

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

Date: 04/18/2023

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

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

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

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

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

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



---

## ENGINEER'S REPORT

**PROJECT:** City of Riverside  
**DATE:** May 30, 2023  
**TO:** City Council  
**TOPIC:** Project Updates

---

### Third Street Reconstruction

- Walk through and punchlist created for full project now that all grading completed. Second (follow-up) walk through in process of being scheduled with contractor.
- Axiom has continued to field concerns with final grading, seeding, and restoration.
- Approval of change order for limestone chip filler between retaining wall capstone and sidewalk/stairs given to contractor. Streb to follow up with schedule to complete.

### Railroad Park

- Installation of new blue color and removal and replacement of yellow completed.
- Final Pay App w/ remaining retainage submitted for approval and authorization (see Agenda item).
- Softline Solutions to provide the City of Riverside with a \$3,000 reimbursement.

### Wastewater Treatment Plant

The contractor is still waiting to receive the final delivery date on the Insulated Metal Wall Panels. They continue to battle supply chain issues (foam), but we will continue to follow up daily as they understand the urgency and need to get things firmed up. The only other item they are awaiting is the RTU Curb now that we have confirmation we are sticking with the Galvanized unit/curb. To eliminate any potential moisture issues at the parapet coping, they planned to have the roof and IMWP run simultaneously. With the IMWP schedule still unknown, the contractor has scheduled West Branch Roofing to begin the week of 6/19. All other interior and exterior prep work will begin that week as well.

### Kleopfer Stormwater

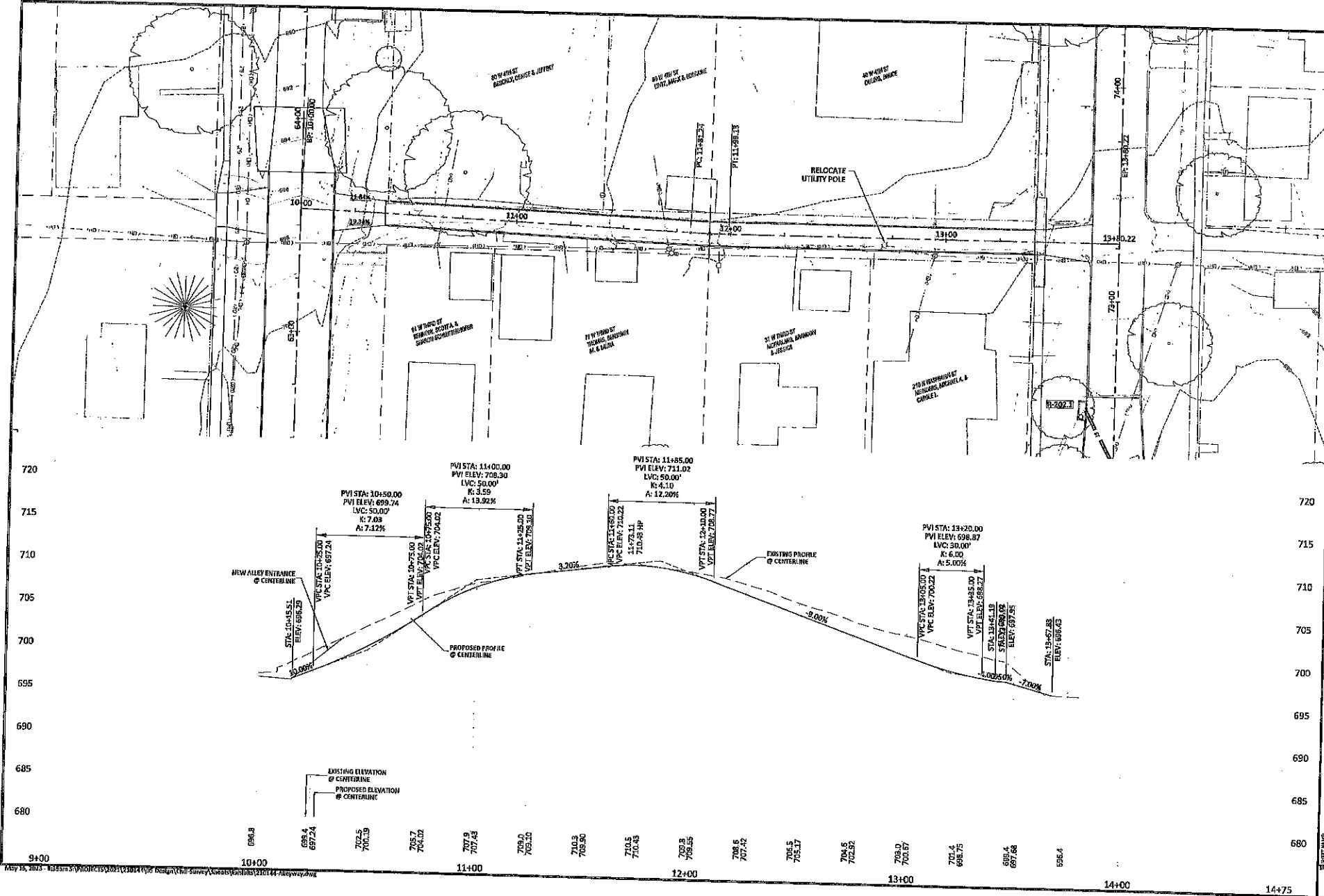
Axiom is waiting to seek direction from Council in terms of proceeding with project and/or responsibility of costs to City or property owners.

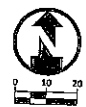
### Water Treatment Plant

V&K met with Steve (PeopleService) again last week and provided some information to him on the piping he was planning to have Brecke replace. They have coordinated that work and incorporated that into the current plans. Those plans were sent to HARN for their review and response to previous questions asked to them.

### Captain Kirk ADA Plan

Plans and specifications have been finalized as bid documents, including the alternate for colored and stamped concrete to match that of Hwy 22 and Washburn as close as possible. Axiom is waiting to seek direction from Council in terms of packaging with other pavement infill or repair work, or to seek bids as a stand along project. It has been noted that this project is not start construction until after Trek Fest 2023 (June 24, 2023).



<b>AXIOM</b> CONSULTANTS www.axiom-consultants.com   (800) 549-6220	
	
DATE	
DRAWING LOG	
DESCRIPTION OF WORK	
REV	
<b>(18)</b>	
<b>THIRD STREET RECONSTRUCTION</b>	
RIVERSIDE, IA 52327	
CITY OF RIVERSIDE	
ALLEYWAY CONCEPT	
(SHEET 18 OF 20)	
PROJECT NO: 210144	
DESIGNED BY: BOEK/BETTIS	
1 OF 2	

May 15, 2020 - 18:58:51 \\proj\c15\2014\18\18.dwg User: boek\j (User) Location: \\proj\c15\2014\18\18.dwg



## Sample publication for engineering/ architectural services

The City of Riverside is requesting proposals for architectural services to assist with a project seeking funding under the Community Development Block Grant (CDBG) program through the Iowa Economic Development Authority (IEDA).

The proposed project consists of improving building facades within a target area determined to have a predominance of “slum/blighting” conditions, as stipulated by CDBG regulations, within a defined area in Riverside’s downtown.

Proposals to the City should include the minimum information:

- Experience with IEDA’s CDBG program
- Description of the firm’s familiarity with the project’s architectural requirements, including historic preservation process and requirements
- Description of similar projects the firm has successfully completed
- Description of organizational capacity to complete all necessary activities, including an estimated project timeframe
- Names and professional experience of key personnel who will be assigned to this project
- References from previous clients of related work within the past five years
- Description of firm’s professional errors and omissions coverage

A full description of the work specifications are available from the City Administrator at [cityadmin@riversideiowa.gov](mailto:cityadmin@riversideiowa.gov).

Proposals must be submitted no later than **June 26<sup>th</sup> at 4:30 p.m.** Proposals should be submitted to Cole Smith, City Administrator, [cityadmin@riversideiowa.gov](mailto:cityadmin@riversideiowa.gov).

Questions regarding this request for proposals should be directed to Tom Gruis, Planner, East Central Iowa Council of Governments, [tom.gruis@ecicog.org](mailto:tom.gruis@ecicog.org).

## Draft RFQ for architectural services

The City of Riverside is requesting proposals for architectural services to assist with a project seeking funding under the Community Development Block Grant (CDBG) Downtown Revitalization (DTR) program through the Iowa Economic Development Authority (IEDA).

The proposed project consists of improving building facades within a target area determined to have a predominance of “slum/blighting” conditions, as stipulated by CDBG regulations, within a defined area in Riverside’s downtown. Refer to {attached map}. It is estimated that there will be eight participating buildings.

The following outlines work specifications and the request for qualifications:

**I. Scope of Work:** The scopes of services that the firm must be prepared and qualified to provide are as follows:

### Application Development

The architect will develop conceptual renderings and cost estimates to be included in the grant application with an estimated submission deadline of October/November 2023. The architect shall also assist the East Central Iowa Council of Governments (ECICOG), who is writing the grant application and would administer an awarded grant, with the descriptions and rankings of blighting elements. The proposed scope of work that is illustrated in the conception renderings and cost estimates must address the most blighting elements of each participating building.

### Final Designs, Bid Document Development, and Construction Management

Assuming a positive relationship with the City through the application development, the selected firm will enter a separate contract for final design, bid document development, and construction management if the project is awarded CDBG funding. The designs for any building that is potentially eligible for listing on the National Register of Historic Places or contributing to an eligible historic district shall be created following the Secretary of the Interior’s Standards for the Treatment of Historic Properties.

Grant administration will not be the responsibility of the selected professional.

**II. Statement of Qualifications.** Architects interested in submitting their qualifications should at a minimum include the following information, which will be considered equally by City representatives:

- Description of experience with IEDA’s CDBG program
- Description of the firm’s familiarity with the project’s architectural requirements, including the historic preservation process and requirements
- Description of similar projects the firm has successfully completed

- Description of organizational capacity to complete all necessary activities, including resumes of all employees who will be or may be assigned to this project.
- Description of the anticipated timeframe necessary to complete activities,
- References from previous clients of related work within the past five years, and
- Description of the firm’s errors and omissions coverage, including amount of coverage

**III. Evaluation criteria.** The City will evaluate and rank proposals received according to the following criteria:

	<u>Maximum</u>
Qualifications necessary to complete project:	30 percent
Previous work performance:	30 percent
Capacity to complete scope of work:	20 percent
Experience with the state’s CDBG program:	<u>20 percent</u>
<b>Total:</b>	100 percent

Please note that the architectural costs will not be considered during the selection process. Selection will be based on architectural qualifications. Fair and reasonable compensation will be negotiated following selection of the architect.

If applicable, architectural firms submitting qualifications will be informed of possible need for interview, and/or selection decision. The target award date for the **contract is July 17, 2023.**

**IV. Deadline for submission.**

Applications must be submitted no later than **June 26<sup>th</sup> at 4:30 p.m.** Proposals should be submitted electronically to Cole Smith, City Administrator, [cityadmin@riversideiowa.gov](mailto:cityadmin@riversideiowa.gov).

Questions regarding this request for proposals should be directed to Tom Gruis, Planner, ECICOG at [tom.gruis@ecicog.org](mailto:tom.gruis@ecicog.org) or 319-289-0064 no later than **date/time**. Questions and answers will be available to interested firms at **{link}**.

# Sidewalks and Curbs 5/24/2023

Corner of Ash St and Blackberry St



334 Blackberry St



197 Schnoebelen St



Corner of Schnoebelen St and Hickory St



609 Hickory St



315 Sycamore St





307 Sycamore St



305 Sycamore St



700 Ash St



280 N Ella St



Shop Lighting Purchase Memorandum

May 31, 2023

In addition to the purchase of LED lights, a scissor lift and materials will be needed to complete the installation of upgraded lighting at the shop. Labor will be covered by Logan Michel of our city staff.

The current lighting utilizes twenty 3 amp "gymnasium-style" lights. These lights take time to turn on and use significantly more electricity than their LED counterparts. The lowest estimate is \$2500 for twenty .13 amp LED lights. These lights would turn as soon as the switch is flipped and would in total use less energy than a single 3-amp light that we currently use. In addition, we would need to rent a scissor lift (roughly \$600 for a week) and purchase some installation materials (around \$250). Based on energy consumption savings and functionality improvements, I believe this would be a smart investment for the council to make.

Lowest Estimate	\$2500
Scissor Lift Rental	\$600
Material Allowance for Installation	\$250
<b>Total</b>	<b>\$3350</b>



Cole Smith

City Administrator



2149 S GILBERT ST  
 IOWA CITY, IA 52240-4300  
 P 319-337-9651 F 319-337-9653



# QUOTATION

QUOTE DATE	QUOTE #	PAGE #
05/18/2023	S511412055	1 of 1

CUST #: 92791

**QUOTE TO:**

CITY OF RIVERSIDE  
 PO BOX 188  
 RIVERSIDE, IA 523270188

**SHIP TO:**

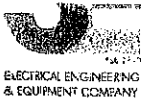
CITY OF RIVERSIDE  
 CITY OF RIVERSIDE  
 60 GREEN STREET  
 RIVERSIDE, IA 52327-9614

<b>REQUESTED BY</b>		<b>REFERENCE</b>	<b>ACCOUNT MANAGER</b>	
BRYAN			GEORGE A GUSICK JR	
<b>QUOTED BY</b>		<b>TERMS</b>	<b>FREIGHT TERMS</b>	
STEVE A QUICK			FREIGHT IF APPLICABLE	
ORDER QTY	AVAILABLE	DESCRIPTION	UNIT PRICE	EXT PRICE
20 ea	2 ea	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <b>SHIPPING INSTRUCTIONS</b>            319-325-9287         </div> CPHB-18LM-MVOLT-50K LITHONIA COMPACT PRO HIGH BAY, LED, 18LM, 120V-277V, 5000K	125.000/ea	2500.00

PRICES SUBJECT TO CHANGE  
 QUANTITIES AVAILABLE SUBJECT TO PRIOR SALE  
 PLEASE SEE WWW.CESCO.COM FOR STANDARD TERMS  
 AND CONDITIONS

\* This line is taxable

<b>SUBTOTAL</b>	2500.00
<b>S&amp;H CHARGES</b>	0.00
<b>ESTIMATED TAX</b>	0.00
<b>AMOUNT DUE</b>	2500.00



IOWA CITY, IA52240  
 (319)338-7561 FAX (319)338-8620

CUST.#: 1135  
 SHIP TO: COUNTER SALES - IOWA CITY  
 General Delivery  
 IOWA CITY, IA 52245

TAKEN BY	QUOTE DATE	QUOTE NO.
CCAS	05/12/23	8250358-00
P.O. NO.		PAGE #
QUOTE CITY OF RIVERSID		1
PLACED BY		

CORRESPONDENCE TO: Electrical Engineering & Equip  
 953 73RD ST  
 WINDSOR HEIGHTS, IA 50324-1031

BILL TO: COUNTER SALES - IOWA CITY  
 General Delivery  
 IOWA CITY, IA 52245

INSTRUCTIONS	REFERENCE	CASH DISCOUNT:
SHIP POINT	SHIP VIA	SHIPPED
IF PAID BY:		
3E - IOWA CITY	LOCAL IC	

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY E.O.	QTY. SHIPPED	QTY. U/M	NET PRICE	AMOUNT (NET)
ALL RETURNS OF STOCK PRODUCTS are subject to a 25% restock charge. * * ALL SPECIAL ORDERS must be paid for in advance or secured with a credit card. Any applicable freight charges will be added at the time of invoicing. SPECIAL ORDERS cannot be canceled and are non-returnable. I accept these terms. X _____ Print name here: _____ ***** *****							
1	LTH CPHB 18LM MVOLT 50K LED HIBAY 18K LUM 5K 120-277 0-10V DIM	20		20	E	148.44	2968.80
1	Lines Total	Qty Shipped Total		20	Total Taxes		2968.80 TO BE DETERMINED

# MEBULBS

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 Toll Free: 1-800-MEBULBS  
 1-800-632-8527

Email: orders@MEBULBS.com  
 Fax: (701) 232-3939

**SALES OFFICE**  
 4820 23rd Ave S Ste 201  
 Fargo, North Dakota

DATE  
 MO DAY YR

ORDER NO.

4183309

ACCOUNT NUMBER

NEW  OLD

PHONE  FIELD

SHIP TO \_\_\_\_\_ ATTN: BNan  
 ADDRESS 1197 Vibe Ave EMAIL: \_\_\_\_\_  
 CITY Riverside STATE \_\_\_\_\_ ZIP+4 \_\_\_\_\_  
 BILL TO \_\_\_\_\_ AUTH. PURCHASER'S REPRESENTATIVE \_\_\_\_\_  
 (Purchaser)  
 ADDRESS \_\_\_\_\_ ACCT. TYPE \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE Idaho ZIP+4 52327

# BOXES	TOTAL QUANTITY	CODE	NOTES (INCLUDE WATTS, VOLTS, COLOR, ETC.) DESCRIPTION	EACH	
	<u>20</u>		<u>150w Compass High bay</u>		<u>8 yr warranty</u> <u>229.16 energy saving</u> <u>1,939.40</u> <u>+ tax</u> <u>+ ship</u>
			<u>246.97</u>		

SPECIAL INSTRUCTIONS: City SWOP

CREDIT CARD INFORMATION:  
 VISA  MASTERCARD  DISCOVER  AMEX  
 CARD # \_\_\_\_\_  
 SECURITY CODE \_\_\_\_\_ EXP. DATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
 CARD HOLDER'S NAME \_\_\_\_\_

**REFERRALS** WARRANTY REPORT ATTACHED

PURCHASE ORDER NO. \_\_\_\_\_  HOLD FOR P.O. \_\_\_\_\_ CUSTOMER PHONE AND EXTENSION ( ) \_\_\_\_\_ BEST TIME TO CALL \_\_\_\_\_

AUTHORIZED PURCHASER'S REPRESENTATIVE X \_\_\_\_\_ CUSTOMER CELL PHONE ( ) \_\_\_\_\_

**FOR OFFICE USE ONLY**

PURCHASER IS:  SALES TAX EXEMPT (EXEMPTION CERTIFICATE MUST BE ATTACHED)

The purchaser has read and understands all the terms and conditions of this order including those provided on the reverse side hereof, some of which constitute waiver of protections provided by "do not call" laws.

SALES REPRESENTATIVE Drew Craft NUMBER \_\_\_\_\_ OE: CO ACPR  
 TRAINER'S NAME [Signature] NUMBER \_\_\_\_\_ CR: CR. CK HPY  
 LITERATURE / SAMPLE / OTHER CS: VER INC  
 CODE \_\_\_\_\_ DESCRIPTION \_\_\_\_\_ KEY# \_\_\_\_\_ PS: NIC WARR  
 NAME \_\_\_\_\_  LEFT  SENDQTY \_\_\_\_\_ AFTER ENTRY: HFPV HFBS  
 ADDRESS \_\_\_\_\_ LGDS HCMR  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP+4 \_\_\_\_\_ HVOL BY













# SITE PLAN LOT 3B, EASTSIDE COMMERCIAL SITE RIVERSIDE, WASHINGTON COUNTY, IOWA

PLAT PREPARED BY: **MMS CONSULTANTS, INC.**  
1917 S. GILBERT STREET  
IOWA CITY, IA 52240

OWNER/APPLICANT:  
**LOWLAND, INC.**  
3127 120TH STREET  
RIVERSIDE, IA 52327



STANDARD LEGEND AND NOTES	
---	PROPERTY 2 1/2" BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	EXISTING 20'-0" R/W LINES
---	EXISTING CENTER LINES
---	LEFT LINES, INTERNAL
---	LEFT LINES, PLATTED CO. 21 DEED
---	PROPOSED FACILITY LINES
---	EXISTING EASEMENT LINES
---	SHOWING
---	DECEASED DIMENSIONS
---	EXISTING RECORD MESSAGES
---	EXISTING POWER POLE
---	EXISTING POWER POLE W/TRANS
---	EXISTING POWER POLE W/TRANS
---	EXISTING CUT POLE
---	EXISTING CUT POLE
---	EXISTING SANITARY MANHOLE
---	EXISTING FIRE HYDRANT
---	EXISTING WATER VALVE
---	EXISTING FIRE HYDRANT
---	EXISTING FIRE HYDRANT
---	EXISTING SANITARY LINES
---	EXISTING SANITARY LINES
---	EXISTING FIRE HYDRANT
---	EXISTING FIRE HYDRANT
---	EXISTING ELECTRICAL LINES
---	EXISTING TELEPHONE LINES
---	EXISTING GAS LINES
---	EXISTING CONCRETE (E.G. DRIVEWAY)
---	EXISTING PAVED DRIVEWAY
---	EXISTING TREE LINE
---	EXISTING EXISTING TREE & SHRUB
---	EXISTING EXISTING TREE & SHRUB

2.83 AC



**CIVIL ENGINEERS  
LAND SURVEYORS  
LAND SCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS**  
1917 S. GILBERT ST.  
IOWA CITY, IOWA 52240  
(319) 351-0332  
www.mmsconsultants.net

**UTILITIES**  
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800-368-5898 NO LESS THAN 48 HRS IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY LINES ARE SHOWN AS EXISTING ON THE PLAN OR INDICATED WITHIN THE CONSTRUCTION AREA IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXISTENCE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



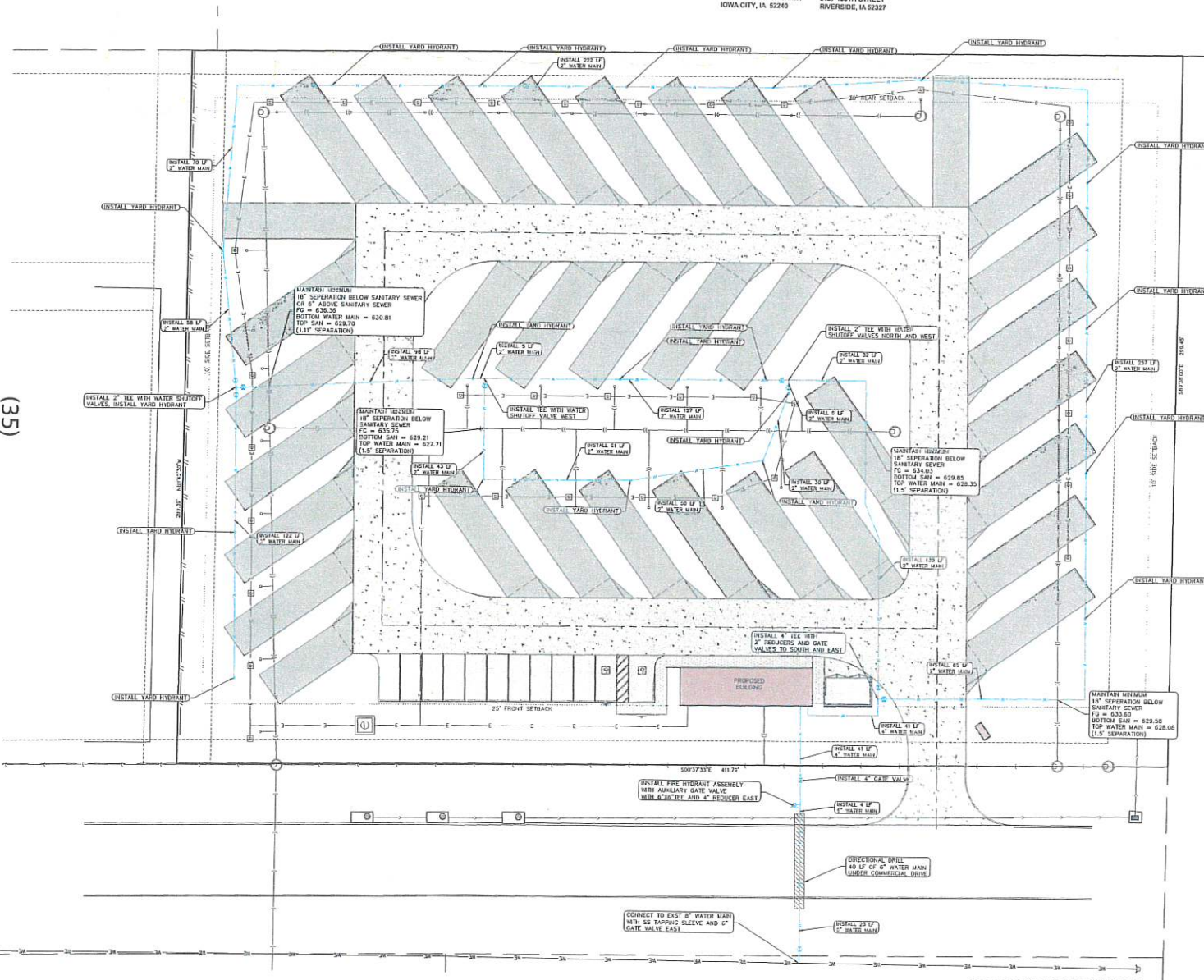
NOTE: ALL PROPOSED SANITARY SEWER IS PRIVATE UNLESS OTHERWISE NOTED.  
ALL PROPOSED WATERMAIN IS PRIVATE.

- C120 OVERALL SITE LAYOUT AND DIMENSION PLAN
- C140 OVERALL SITE GRADING, EROSION CONTROL, AND SWPPP
- C141 DETAILED SITE GRADING PLAN-NORTH HALF
- C142 DETAILED SITE GRADING PLAN-SOUTH HALF
- C160 SITE SANITARY SEWER PLAN
- C161 SITE WATER PLAN
- C162 SITE ELECTRICAL PLAN
- C500 GENERAL NOTES AND DETAILS
- L100 SITE LANDSCAPE PLAN

## SITE WATER PLAN

**LOT 3B  
EASTSIDE COMMERCIAL SITE  
RIVERSIDE  
WASHINGTON COUNTY  
IOWA**

**MMS CONSULTANTS, INC.**  
Date: 05-10-2023  
Designed by: PAUL BUCKLEY  
Drawn by: ADP  
Checked by: RLA  
Project No: C161  
11138-003



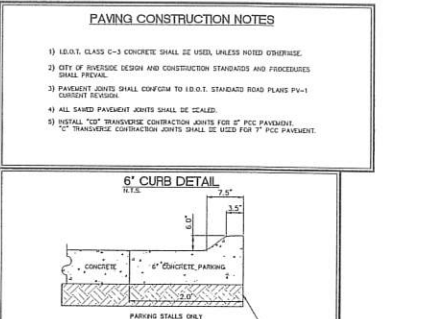
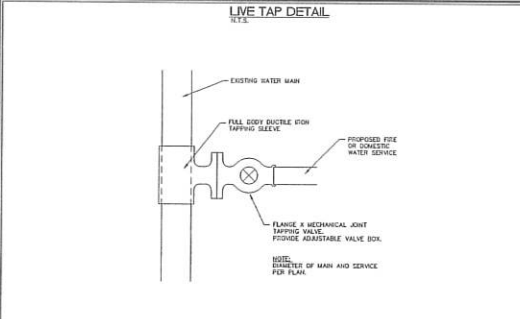
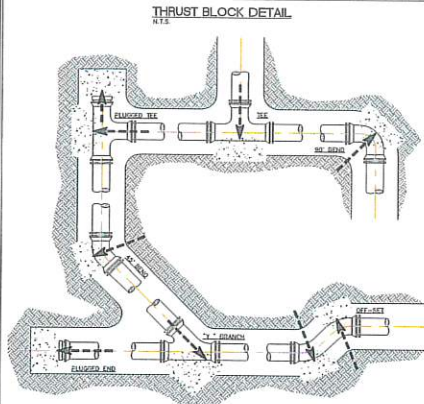
(35)



**SANITARY SEWER AND WATER MAIN CONSTRUCTION NOTES**

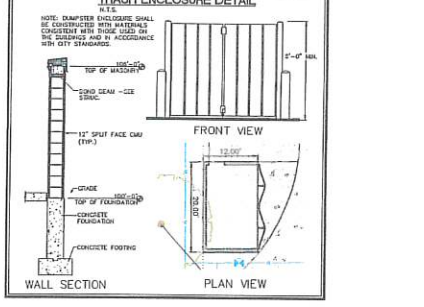
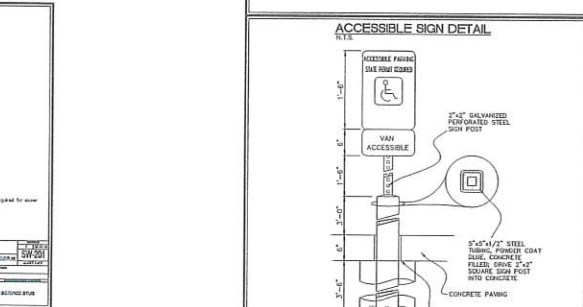
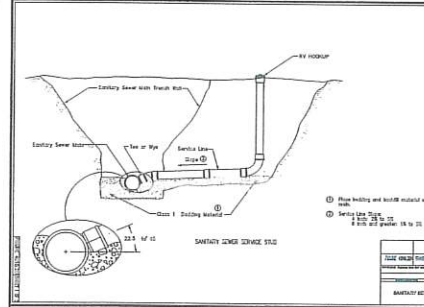
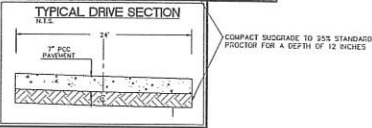
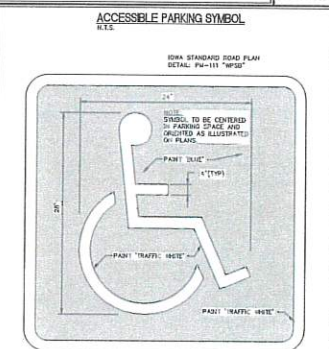
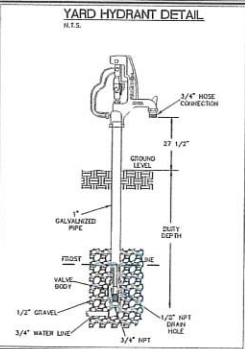
- SANITARY SEWER AND WATER MAIN CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE SDAS STANDARD SPECIFICATIONS. CITY OF IOWA DESIGN AND CONSTRUCTION STANDARDS AND PROCEDURES SHALL APPLY.
- CONTRACTOR SHALL FURNISH CRUSHED STONE ENCASUREMENT BIDDING FOR ALL SANITARY SEWER UNLESS NOTED OTHERWISE ON THE PLANS.
- SANITARY SEWERS TO BE PVC TRUSS PIPE UNLESS NOTED OTHERWISE. SANITARY SEWER SERVICE LINES SHALL BE PVC 20" TO 36" WITH GASKETED JOINTS. SANITARY SEWER SERVICE LINES SHALL BE 4" DIAMETER UNLESS NOTED OTHERWISE.
- CONTRACTOR TO PROVIDE CROW "BAND-SEAL" COUPLINGS FOR DUCTILAR PIPE CONNECTIONS.
- 4" DIAMETER WATER MAIN SHALL BE 20"-27" PVC PIPE. 4" DIAMETER WATER MAIN SHALL BE 20"-18" PVC PIPE. ALL WATER MAIN FITTINGS SHALL BE CAST-IRON WITH BRASS VALVES AND REGULATORS. ALL FITTINGS FOR WATER MAIN SHALL BE RESTRAINED WITH THRUST BLOCKS. ALL WATER MAINS AND SERVICE LINES SHALL HAVE CLASS 1-1 BENDING FOR 20" DIA. FOR STANDARD ROAD PLANS. FOR ALL WATER MAIN VALVES, THE VALVE SET AND GATE VALVE UNITS SHALL BE INCLUDED ALONG WITH A VALVE BOX CENTERLINE ADAPTOR.
- SANITARY SEWER TRENCH SHOULDER ON THE PROFILE VIEW SHALL BE BACKFILLED WITH TRENCH OF THE FOLLOWING COMPACTED TO 95% STANDARD PROCTOR DENSITY:
  - SUITABLE EXCAVATED MATERIAL. IF EXCAVATED MATERIAL IS NOT SUITABLE, THEN
  - CRUSHED STONE AS SPECIFIED FOR GRANULAR TRENCH BACKFILL SHALL BE USED.
- GRANULAR TRENCH BACKFILL SHALL BE CLASS A CRUSHED STONE CONFORMING TO I.O.D.T. STANDARD SPECIFICATION 412.04 WITH 1" MAXIMUM AGGREGATE SIZE. COMPACT TO 95% STANDARD PROCTOR DENSITY.
- ALL SANITARY SEWER SERVICE LINES CROSSING STREET RIGHT-OF-WAY SHALL BE BACKFILLED IN ACCORDANCE WITH THE FOLLOWING NOTE:
  - WATER MAINS AND SERVICE LINES SHALL BE LOCATED TO THE RIGHT OF THE FOLLOWING ADJACENT TO THE STREET RIGHT OF WAY SHALL BE BACKFILLED WITH EMBANKMENT TO THE STANDARD PROCTOR DENSITY.
  - SUITABLE EXCAVATED MATERIAL. IF EXCAVATED MATERIAL IS NOT SUITABLE, THEN
  - CRUSHED STONE AS SPECIFIED FOR GRANULAR TRENCH BACKFILL SHALL BE USED.
- ALL SANITARY SEWER SERVICE LINES SHALL BE EXTENDED:
  - TO THE UTILITY EASEMENT LINE FOR THOSE LOCATIONS WHERE THE LOTS BEING SERVED ARE ON THE OPPOSITE SIDE OF THE STREET FROM THE SEWER MAIN.
  - TO THE UTILITY EASEMENT LINE FOR THOSE LOCATIONS WHERE THE LOTS BEING SERVED ARE ADJACENT TO THE SEWER MAIN.

THE FOLLOWING MINIMUM CLEARANCES MUST BE MAINTAINED:
- WATER MAIN SHALL BE LOCATED 10 FEET HORIZONTALLY SEPARATE FROM ALL SANITARY SEWER AND SEWER LINES.
- WATER MAIN SHALL NOT PASS THROUGH NOR CONTACT A SEWER OR A SEWER MANHOLE. A MINIMUM HORIZONTAL SEPARATION OF 3 FEET SHALL BE MAINTAINED.
- VERTICAL SEPARATION OF WATER MAINS CROSSING OVER ANY SANITARY SEWER SHOULD BE A MINIMUM OF 18-INCHES. MANHOLE DEPTH TO THE TOP OF THE CURVED EDGE OF EACH PIPE. PHYSICAL CONDITIONS PREVENT THIS SEPARATION, THE WATER MAIN SHALL NOT BE PLACED CLOSER THAN 6-INCHES ABOVE A SEWER OR 12-INCHES BELOW A SEWER. THE SEWER CROSSES OVER OR UNDER THAN 10 INCHES BELOW A WATER MAIN ONE FULL LENGTH OF SEWER PIPE OF WATER MAIN MATERIAL SHALL BE WELDED TO BOTH ENDS AND AS FAR AS POSSIBLE FROM THE WATER MAIN. THE SEWER AND WATER PIPES MUST BE ADEQUATELY SUPPORTED AND HAVE WATERTIGHT JOINTS. A LOW PERMEABILITY SOIL SHALL BE USED FOR BACKFILL MATERIAL WITHIN 10 FEET OF THE POINT OF CROSSING.
- THOSE THE WATER MAIN CROSSES SEWER ONE FULL LENGTH OF WATER PIPE SHALL BE LOCATED TO BOTH ENDS ARE AS FAR AS POSSIBLE FROM THE SEWER. THE WATER AND SEWER PIPES MUST BE ADEQUATELY SUPPORTED AND HAVE WATERTIGHT JOINTS. A LOW PERMEABILITY SOIL SHALL BE USED FOR BACKFILL MATERIAL WITHIN 10 FEET OF THE POINT OF CROSSING.
- NOMINAL DEPTH OF WATER MAIN = 5.5 FEET TO TOP OF PIPE.
- WATER MAIN SHOWN ON PLAN VIEW SHALL BE INSTALLED PROFF TO PAVING.
- ALL SANITARY SEWER AND SERVICE LINES SHALL BE AIR TESTED TO FULFILL THE TEST:
  - PERFORM FROM MANHOLE-TO-MANHOLE AFTER BACKFILL.
  - PLACE PNEUMATIC PLUGS. (1) SEALING LENGTH: EQUAL TO OR GREATER THAN PIPE DIAMETER. (2) CAPABLE OF WITHSTANDING INTERNAL TEST PRESSURE WITHOUT EXTERNAL BRACING OR BULGING.
  - HYDRAULIC LEAK-PRESSURE AIR INTO SEALED LINE AND ADVISE INTERNAL AIR PRESSURE 4 PSIG GREATER THAN MAXIMUM PRESSURE EXERTED BY GROUNDWATER ABOVE PIPE INVERT.
  - LIMIT INTERNAL PRESSURE IN SEALED LINE BELOW 2 PSIG.
  - ALLOW 2 MINUTES MINIMUM FOR AIR PRESSURE TO STABILIZE. DISCONNECT LOW-PRESSURE AIR HOSE FROM CONTROL PANEL.
  - MAINTAIN THE AIR PRESSURE TO DROP FROM 3.5 TO 2.5 PSIG GREATER THAN MAXIMUM PRESSURE EXERTED BY GROUNDWATER ABOVE PIPE INVERT.



**THRUST BLOCK MINIMUM ENCASEMENT AREA (IN SQUARE FEET)**

PIPE SIZE	DEAD END OR TEE	90° BEND	45° BEND	11-1/4° BEND	22-1/2° BEND
4"	1.4	1.0	1.0	1.0	1.0
6"	2.0	4.0	2.1	1.1	1.0
8"	4.2	6.0	3.7	1.9	1.0
10"	7.3	10.3	5.2	2.8	1.4
12"	10.3	14.5	7.3	4.0	2.0
16"	11.2	25.5	13.8	7.0	3.5
20"	27.5	38.5	19.0	10.7	5.4
24"	32.2	55.5	30.0	15.3	7.7



- PERFORM FROM MANHOLE-TO-MANHOLE AFTER BACKFILL.
  - PLACE PNEUMATIC PLUGS. (1) SEALING LENGTH: EQUAL TO OR GREATER THAN PIPE DIAMETER. (2) CAPABLE OF WITHSTANDING INTERNAL TEST PRESSURE WITHOUT EXTERNAL BRACING OR BULGING.
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  - MAINTAIN THE AIR PRESSURE TO DROP FROM 3.5 TO 2.5 PSIG GREATER THAN MAXIMUM PRESSURE EXERTED BY GROUNDWATER ABOVE PIPE INVERT.
- | PIPE DIAMETER, MINIMUM THE LENGTH FOR THE FOR INCHES | MINIMUM THE LENGTH FOR THE FOR INCHES | MINIMUM THE LENGTH FOR THE FOR INCHES | MINIMUM THE LENGTH FOR THE FOR INCHES |
|--|---------------------------------------|---------------------------------------|---------------------------------------|
| 4  | 3-46                                  | 5-97                                  | 0-300 L                               |
| 6  | 5-40                                  | 3-98                                  | 0-85 L                                |
| 8  | 7-34                                  | 2-98                                  | 1-520 L                               |
| 10   | 9-28                                  | 2-59                                  | 2-374 L                               |
| 12   | 11-20                                 | 1-99                                  | 3-418 L                               |
| 16   | 14-10                                 | 1-20                                  | 2-342 L                               |
| 18   | 17-00                                 | 1-33                                  | 7-892 L                               |
| 24   | 22-40                                 | 1-14                                  | 10-470 L                              |
| 24   | 22-40                                 | 9-9                                   | 13-874 L                              |
| 27   | 25-20                                 | 8-8                                   | 17-368 L                              |
| 30   | 28-20                                 | 8-2                                   | 21-380 L                              |
| 33   | 31-10                                 | 7-2                                   | 25-282 L                              |
| 36   | 34-00                                 | 6-5                                   | 30-788 L                              |
- IN AREAS WHERE GROUND WATER IS KNOWN TO EXIST, THE HEIGHT OF WATER ABOVE THE TOP OF THE PIPE BEING TESTED, IN FEET, SHALL BE DETERMINED AND THAT HEIGHT INCREASED BY 2.5 TO ESTABLISH THE PRESSURE THAT WILL BE ADDED TO ALL READINGS ABOVE. ALTERNATIVELY, THE ENGINEER MAY ALLOW THE CONTRACTOR TO MEASURE INFILTRATION INTO THE SEWER BY USING A WATERTIGHT TEST OR OTHER SUITABLE DEVICE.
  - LOCAL REPAIR AND RE-TEST LEAKS.
  - AIR TESTING SHALL BE CONSIDERED INCIDENTAL TO SANITARY SEWER CONSTRUCTION.
  - ALL PVC TRUSS SEWERS SHALL HAVE A REFLECTION TEST PERFORMED AS FOLLOWS:
    - A REFLECTION TEST SHALL BE CONDUCTED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE AT LEAST 24 HOURS.
    - REFLECTION TEST TO BE CONDUCTED USING A RIGID SHAFT OR MANHOLE WITH A DIAMETER EQUAL TO 95% OF THE INSIDE DIAMETER OF THE PIPE. NO MECHANICAL PULLING DEVICES ALLOWED.
    - NO PIPE SHALL EXCEED A REFLECTION OF 5%.
  - MANHOLE FRAME AND LID TO BE HEIGHT 30-1842 SELF SEALING OR APPROVED EQUAL. ALL SANITARY MANHOLES SHALL BE INTERIOR CONCRETE.
 

INCHES	FEET	POUND
4	1.3	100
6	1.8	150
8	2.4	200
10	3.0	250
12	3.6	300
16	4.8	400
18	5.4	450
24	7.2	600
27	8.1	675
30	9.0	750
33	9.9	825
36	10.8	900
- WHERE PUBLIC OR PRIVATE UTILITY UTILITIES ARE SHOWN AS EXISTING ON THE PLANS, OR ENCOUNTERED WITHIN THE SITE OR PROPOSED AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO IDENTIFY THE UTILITIES AND PROVIDE PROTECTIVE MEASURES. THE CONTRACTOR SHALL AFFORD ACCESS TO THOSE FACILITIES FOR NECESSARY MAINTENANCE OR REPAIRS. INTERFERING FACILITIES AND UTILITIES HAVE BEEN IDENTIFIED FROM AVAILABLE SURVEYS AND RECORDS AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROPRIATE DATA. IT IS POSSIBLE THAT THERE MAY BE OTHER FACILITIES IN THE CONSTRUCTION AREA, THE EXISTENCE OF WHICH IS NOT PRESENTLY KNOWN OR KNOWN HEREON. IT IS THE CONTRACTOR'S RESPONSIBILITY TO BE AWARE OF SUCH UTILITIES AND EXACT LOCATIONS, AND TO AVOID STRIKING THEM. NO CLAIMS FOR DAMAGES, COMPENSATION, OR REPAIRS SHALL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

2.03 AC

CIVIL ENGINEERS  
LAND PLANNERS  
LAND SURVEYORS  
LANDSCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS

1317 S. GILBERT ST.  
IOWA CITY, IOWA 52249  
(319) 331-2519  
www.mmsconsultants.com

Date: Revision  
C50023 PERK CITY REVIEW - HEM

**GENERAL NOTES AND DETAILS**

LOT 3B  
EASTSIDE COMMERCIAL  
SITE  
RIVERSIDE  
WASHINGTON  
COUNTY  
IOWA

C120 OVERALL SITE LAYOUT AND DIMENSION PLAN  
C140 OVERALL SITE GRADING, EROSION CONTROL AND SWPPP  
C141 DETAILED SITE GRADING PLAN-NORTH HALF  
C142 DETAILED SITE GRADING PLAN-SOUTH HALF  
C160 SITE SANITARY SEWER PLAN  
C161 SITE WATER PLAN  
C162 SITE ELECTRICAL PLAN  
C500 GENERAL NOTES AND DETAILS  
L100 SITE LANDSCAPE PLAN

MMS CONSULTANTS, INC.  
Date: 05-10-2023  
Designed by: BUC  
Scale: PERK CITY PLAN  
Drawn by: ADP  
Checked by: BJA  
Project No.: C500

11138-003

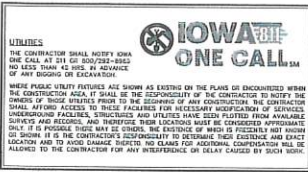
# SITE PLAN

## LOT 3B, EASTSIDE COMMERCIAL SITE

### RIVERSIDE, WASHINGTON COUNTY, IOWA

PLAT PREPARED BY:  
MMS CONSULTANTS, INC.  
1917 S. GILBERT STREET  
IOWA CITY, IA 52240

OWNER/APPLICANT:  
LOWHARD, MIKE  
3127 130TH STREET  
RIVERSIDE, IA 52227



CIVIL ENGINEERS  
LAND PLANNERS  
LAND SURVEYORS  
LANDSCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.  
IOWA CITY, IOWA 52240  
(515) 251-1512  
www.mmsconsultants.net

Date: Revision:  
05/09/23 PER CITY REVIEW - HSH

### SITE LANDSCAPE PLAN

LOT 3B  
EASTSIDE COMMERCIAL  
SITE  
RIVERSIDE  
WASHINGTON  
COUNTY  
IOWA

MMS CONSULTANTS, INC.

Date: 05-10-2023

Designed by: JAC Field Coord. by:

Drawn by: JBP Scale: 1"=30'

Checked by: RLA Sheet No.:

Project No. L100

11138-003

### LANDSCAPE REQUIREMENTS

25% OPEN SPACE REQUIRED  
123,339 X 0.25 = 30,835 SF  
1 TREE PER 1,000 SF OF REQUIRED OPEN SPACE  
30,835 / 1,000 = 30 TREES  
1 SHRUB PER 1,000 SF OF REQUIRED OPEN SPACE  
30,835 / 1,000 = 30 SHRUBS

### PLANT SCHEDULE

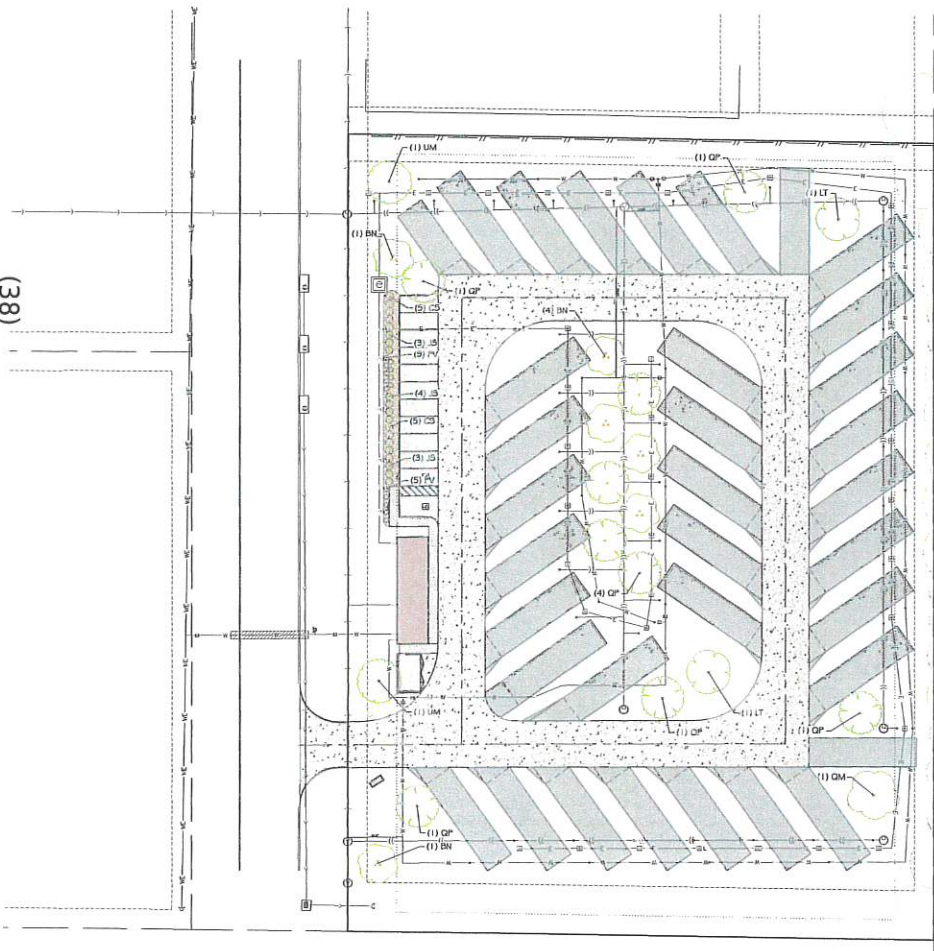
SHRUB TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. X W.
	BN	6	Desula naga	River Birch	2" CAL.	B&B	60' x 45'
	LT	2	Liriodendron tulipifera	Tulip Tree	2" CAL.	B&B	60' x 50'
	QM	1	Quercus macrocarpa	Bur Oak	2" CAL.	B&B	60' x 60'
	QP	9	Quercus prinus	Pin Oak	2" CAL.	B&B	60' x 40'
	UM	2	Ulmus x 'Morton Glazey' TM	Trunyah Elm	2" CAL.	B&B	60' x 40'
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. X W.
	CS	10	Cornus sericea 'Fernox' TM	Amelco Red Twig Dogwood	24" HIL.	Container	4' x 4'
EVERGREEN SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. X W.
	JS	10	Juniperus squarata 'Blue Star'	Blue Star Juniper	12" HIL.	Container	3' x 4'
ORNAMENTAL GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. X W.
	PV	14	Panicum vergatum 'Prince Fire'	Prince Fire Switch Grass	24" HIL.	Container	4' x 3'

### STANDARD LEGEND AND NOTES

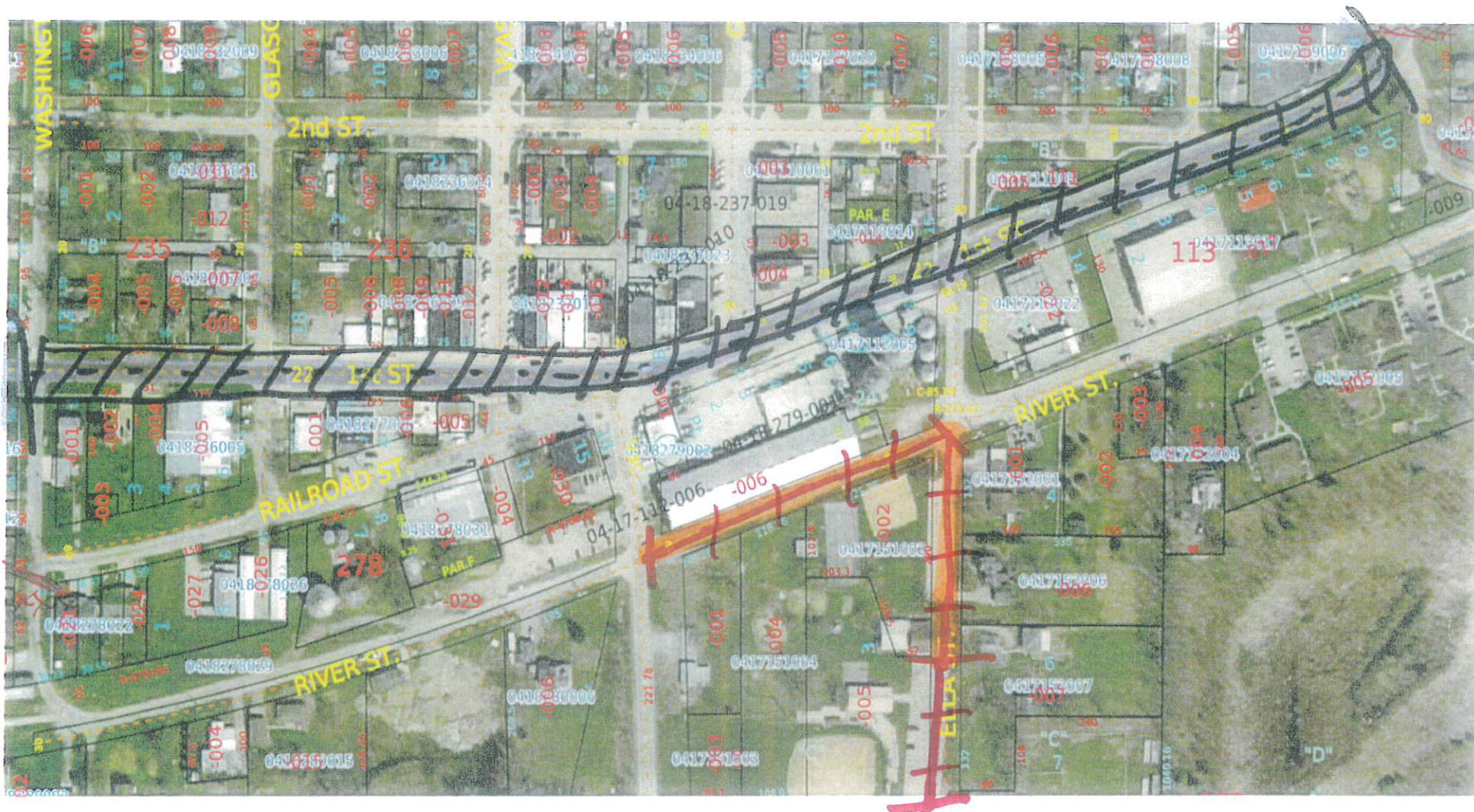
---	PROPERTY &/OR BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	EXISTING RIGHT-OF-WAY LINES
---	CENTER LINES
---	EXISTING CENTER LINES
---	LOT LINES, INTERNAL
---	LOT LINES, PLATTED FOR BY REED
---	PROPOSED EXISTENT LINES
---	EXISTING EXISTENT LINES
---	BENCHMARK
---	RECORDED DIMENSIONS
---	CIVIC SEGMENT NUMBER
---	22-1
---	EXIST. POWER POLE
---	PROP. POWER POLE
---	EXIST. POWER POLE W/SHOP
---	PROP. POWER POLE W/SHOP
---	EXIST. POWER POLE W/TRANS.
---	PROP. POWER POLE W/TRANS.
---	EXIST. C&G POLE
---	PROP. C&G POLE
---	EXIST. LIGHT POLE
---	PROP. LIGHT POLE
---	EXIST. SANITARY MANHOLE
---	PROP. SANITARY MANHOLE
---	EXIST. FIRE HYDRANT
---	PROP. FIRE HYDRANT
---	EXIST. WATER VALVE
---	PROP. WATER VALVE
---	EXIST. DRAINAGE MANHOLE
---	PROP. DRAINAGE MANHOLE
---	EXIST. CURB STREET
---	PROP. CURB STREET
---	EXIST. FENCE LINE
---	PROP. FENCE LINE
---	EXISTING SANITARY SEWER
---	PROPOSED SANITARY SEWER
---	EXISTING STORM SEWER
---	PROPOSED STORM SEWER
---	EXISTING WATER LINES
---	PROPOSED WATER LINES
---	EXISTING TELEPHONE LINES
---	PROPOSED TELEPHONE LINES
---	EXISTING GAS LINES
---	PROPOSED GAS LINES
---	EXISTING CONTOUR LINES (1' INTERVAL)
---	PROPOSED CONTOUR LINES (1' INTERVAL)
---	EXISTING GRAVITY
---	EXISTING TREE LINE
---	EXISTING DECIDUOUS TREE & SHRUB
---	EXISTING EVERGREEN TREE & SHRUB

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

- C120 OVERALL SITE LAYOUT AND DIMENSION PLAN
- C140 OVERALL SITE GRADING, EROSION CONTROL AND SWPPP
- C141 DETAILED SITE GRADING PLAN-NORTH HALF
- C142 DETAILED SITE GRADING PLAN-SOUTH HALF
- C160 SITE SANITARY SEWER PLAN
- C161 SITE WATER PLAN
- C162 SITE ELECTRICAL PLAN
- C500 GENERAL NOTES AND DETAILS
- L100 SITE LANDSCAPE PLAN



(38)



(39)

-/-/-/- PARADE = close Washington → 3rd / Hwy 22

— T.Fest — River St. (Pioneer — Ella) Ella = River Street to **BALL** Fields





**RESOLUTION #2023-XX**

**RESOLUTION APPROVING GENERATOR MAINTENANCE**

**Whereas**, the City of Riverside City Council at the recommendation of PeopleService, Inc, to approve a service and maintenance contract for the city owned generators,

**Whereas**, PeopleService, Inc has researched and obtained three quotes,

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the generator maintenance contract from \_\_\_\_\_ of \_\_\_\_\_, Iowa in the amount of \$ \_\_\_\_\_

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

**Roll Call Vote:** Sexton, McGuire, Schneider, Kiene, Mills

Ayes:

Nays:

Absents:

**Passed and approved** by the City Council of Riverside, Iowa and approved this 5th day of June, 2023.

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**GENERATOR MAINTENANCE 6-5-23**

COMPANY	CITY	BID	COST HOLD
ALTORFER-CAT	CEDAR RAUIDS, IA	\$ 6,160.00	5 YRS
CUMMINS	CEDAR RAPIDS, IA	\$ 6,002.69	3 YRS
POWER SERVICES	MENDON, IL	\$ 5,400.00	1 YR



**ALTORFER**  
Power Systems



May 08, 2023

Quote#: 23-RL-20866-N

Customer # 603690

City of Riverside

Attention: Steve Kramer  
21 East 1st Street  
Riverside, IA 52327

- Reference: 1. The SL1 comprehensive inspection is needed to determine the generators repair and maintenance needs.  
 2. Except for the Lift Station # 3 door Latch/lock, no repair will be performed without prior authorization.  
 3. This quote includes parts and labor to install the missing Lift Station # 3 door latch/lock.  
 4. Annual Maintenance is already completed 2023. The Annual Maintenance in this agreement will occur in years 2024 through 2029.

**A Six Year POW-R-GUARD Maintenance Agreement for Caterpillar Emergency Standby Generator(s).**

Kato	SED50FPJ4	146139-0507	Caterpillar	C18	OSTD00179
Caterpillar	D125P2	0NPS02212	Caterpillar	D50P3	0NPF02488
Caterpillar	D40P3	0NPF01766	Caterpillar	D125P1	0NAT00599
Caterpillar	D30-10	0GBE00945	Caterpillar	C15	0C5E00651

Thank you for allowing Altorfer Power Systems the opportunity to provide a scheduled maintenance plan for your power generation system. These services have been tailored to your company's requirements and specific needs, while following Caterpillar's published schedules. A complete description of the services offered is included in this proposal package. The following is a summary of the service levels included in this agreement:

**NOTE:** Any specific training required to perform these services will be billed at normal time and material rates.

Type	Description	Visit Qty
Service Level 1	Comprehensive Inspection	8
Service Level 2	Full Service, plus Service Level 1	48
Service Level 30	Install/Activate Cat RAM	2

\*\*Service Level intervals are based on 250 or less run hours per

SerialNum	Visit Qty	Invoice Amount	Make	Model	Serial Number	Location
0C5E00651	7	\$959	Cat	C15	0C5E00651	Water Plant
0GBE00945	7	\$624	Cat	D30-10	0GBE00945	Lift Station # 4
0NAT00599	7	\$733	Cat	D125P1	0NAT00599	Lift Station # 1
0NPF01766	7	\$614	Cat	D40P3	0NPF01766	Lift Station # 2
0NPF02488	7	\$662	Cat	D50P3	0NPF02488	Lift Station # 3
0NPS02212	7	\$733	Cat	D125P2	0NPS02212	Casino Lift station
OSTD00179	7	\$964	Cat	C18	OSTD00179	Waste Water Plant
146139-0507	7	\$871	Katolight	SED50FPJ4T2	146139-0507	Fire Department

Altorfer Inc.

2550 6th St SW, Cedar Rapids, IA 52404

Phone: (319) 365-6500 FAX: (319) 365-5493



# Sales and Service

CEDAR RAPIDS IA BRANCH  
 625 33RD AVE SW  
 CEDAR RAPIDS, IA 52404  
 Phone: 319-366-7537

## PLANNED MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
CITY OF RIVERSIDE PO BOX 188 Riverside, IA 52327	Contact: Bill Stukey Phone: 319 8003281 Fax: Cust Id: 93639	Quote Date: 19-MAY-21 Quote Expires: 19-MAY-22 Quote Num: 135791 Quoted By: Melanie M Schutz Quote Term: 3 Year(s)

Site Information				
1	LIFT STATION 1	3027 IA 22	RIVERSIDE	IA 52327
2	LIFT STATION 2	STATE HIGHWAY 22	RIVERSIDE	IA 52327
3	LIFT STATION 3	81 S PIONEER ST	RIVERSIDE	IA 52327
4	LIFT STATION 4	HIGHWAY 22	RIVERSIDE	IA 52327
5	LIFT STATION 5	3184 IA 22	RIVERSIDE	IA 52327
6	WATER PLANT	3126 HIGHWAY 22	RIVERSIDE	IA 52327
7	WWTP	1195 VINE AVE	RIVERSIDE	IA 52327
8	FIRE STATION	271 E 1ST ST	RIVERSIDE	IA 52327

Site Unit Number	Manufacturer	Model	Prod Model	Serial Number	Type	
1	LIFT STATION 1	OLYMPIAN	125 KW - D125P	D125P1	NAT00599	STANDBY
2	LIFT STATION 2	OLYMPIAN	40 KW - D40P3	D40P3	NPF01766	STANDBY
3	LIFT STATION 3	OLYMPIAN	50 KW - D50P3	D50P3	NPF02488	STANDBY
4	LIFT STATION 4	CAT	C2.2	C2.2	GBE00945	STANDBY
5	LIFT STATION 5	OLYMPIAN	D125P2	D125P2	NPS02212	STANDBY
6	WATER PLANT	CAT	550KW - C15	C15	C5E00651	STANDBY
7	WWTP	CAT	626KW - C18	C18	STD00179	STANDBY
8	FIRE STATION	KATOLIGHT	50KW - SED50FI	SED50FPJ4T2	146139-0507	STANDBY

Site Unit Number	Service Event	Qty	Sell Price	Extended Price	
1	LIFT STATION 1	INSP WITH FULL SERVICE	3	763.57	2,290.71
2	LIFT STATION 2	INSP WITH FULL SERVICE	3	593.43	1,780.29
3	LIFT STATION 3	INSP WITH FULL SERVICE	3	558.32	1,674.96
4	LIFT STATION 4	INSP WITH FULL SERVICE	3	542.19	1,626.57
5	LIFT STATION 5	INSP WITH FULL SERVICE	3	763.57	2,290.71
6	WATER PLANT	INSP WITH FULL SERVICE	3	1,059.49	3,178.47
7	WWTP	INSP WITH FULL SERVICE	3	1,081.28	3,243.84
8	FIRE STATION	INSP WITH FULL SERVICE	3	640.84	1,922.52

\*\*\*THIS QUOTE DOES NOT INCLUDE APPLICABLE TAXES\*\*\*

Please complete, sign and return to:  
 Melanie Schutz, Inside Sales at melanie.m.schutz@cummings.com, Phone: 651-286-2153

BASED ON YOUR PREVIOUS PM SCHEDULE, TENTATIVE SCHEDULE IS AS FOLLOWS:



# Sales and Service

## PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF RIVERSIDE PO BOX 188 Riverside, IA 52327	Contact: Bill Stukey Phone: 319 8003281 Fax: Cust Id: 93639	Quote Date: 19-MAY-21 Quote Expires: 19-MAY-22 Quote Num: 135791 Quoted By: Melanie M Schutz Quote Term: 3 Year(s)

August 2021, 2022, 2023: Annual Full Service

**\*\*THIS AGREEMENT CAN BE CANCELLED AT ANY TIME WITHOUT PENALTY\*\***

**\*\*PAYMENT DUE AFTER EACH SERVICE HAS BEEN COMPLETED\*\***

PO # \_\_\_\_\_ (If applicable)

Unless otherwise requested this quote reflects labor during regular business hours. Additional repairs will not be performed without customer's authorization.

Standard Agreement Amount	\$18,008.07
Proposal Total	\$18,008.07

6002.69 / yr.

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITY, WHICH ARE EXPRESSLY INCORPORATED HEREIN. CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD, AND ACCEPTED.

Customer Approval \_\_\_\_\_

CUMMINS INC \_\_\_\_\_

Signature: [Signature]

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

Date: 8-19-2021

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

POWER SERVICES COMPANY, LLC

2506 E 1650th St  
Mendon, IL 62351



# Estimate

Date	Estimate #
3/3/2023	166282

Name / Address

Kramer, Steven  
319-721-1828  
skramer@peopleservice.com

Office (217) 696-2536  
Fax (217) 938-4102  
powerservices@adams.net

			Project
Qty	Description	Rate	Total
	Preventive Maintenance Service with Gen and ATS inspection. Includes changing Oil, Oil filters and Fuel filters. Inspect all fluid and fuel levels, run startup to confirm ATS and Gen functions. Run Gen to check and set monitor systems and ATS TDLs. Initiate transfer after startup for 30 - 60 min. See the Official PM Inspection Report included for full inspection details. Labor, Drivetime, Mileage and Materials included. *** A copy of the PM Report is provided for your records and insurance needs.		
1	550 KW Diesel	1,475.00	1,475.00
1	550 KW Diesel, WWTP	1,475.00	1,475.00
1	125 KW Diesel, Lift Station 5	500.00	500.00
1	125 KW Diesel, Lift Station 1	500.00	500.00
1	50 KW Diesel	400.00	400.00
1	40 KW Diesel, Lift Station 2	350.00	350.00
1	30 KW Diesel, Lift Station 4	300.00	300.00
1	55KW Katolight	400.00	400.00
		<b>Subtotal</b>	\$5,400.00
		<b>Sales Tax (6.5%)</b>	\$0.00
		<b>Total</b>	\$5,400.00

**RESOLUTION #2023-XX**

**RESOLUTION APPROVING INSTALLING CONTROL VALVES  
AND STAINLESS-STEEL PIPING FOR OPERATION OF WELL #8**

**Whereas**, the City of Riverside City Council at the recommendation of PeopleService, Inc, to approve installing control valves and stainless steel piping for the operation of the newly repaired Well #8,

**Whereas**, PeopleService Inc. obtained two quotes for installation,

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the repair estimate from \_\_\_\_\_ of \_\_\_\_\_, Iowa in the amount of \$\_\_\_\_\_.

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

**Roll Call Vote:** Sexton, McGuire, Schneider, Kiene, Mills

**Ayes:**

**Nays:**

**Absents:**

**Passed and approved** by the City Council of Riverside, Iowa and approved this 5th day of June, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

4140 F Avenue NW  
Cedar Rapids, Iowa 52405  
United States  
(319) 396-7055 Office  
(800) 728-7055 Toll-Free  
(319) 396-9390 Fax  
Info@brecke.com  
www.brecke.com



11921 Sherrill Road  
Dubuque, Iowa 52002  
United States  
Office (563) 583-4852  
Toll-Free (800) 728-7055  
Fax (563) 845-7484  
info@brecke.com  
www.brecke.com

May 23, 2023

Riverside Water Treatment-Peoples Services

Attn: Steve Kramer  
3126 IA-22 Riverside, IA 52327

We are pleased to present the following proposal to install four, customer provided 8" lug butterfly control valves and one 3" flanged ball control valve. Fabricate and install new 8" stainless steel pipe and fittings for above ground loops in the building for wells 7 and 8. Install a 3" stainless steel by-pass line for the 3" flanged ball valve.

Labor to install: \$18,522.40

Materials: \$6,337.40

Tax: \$1,740.19

*NO tax \$24,859.80*

Total: \$26,599.99

Total: **\$26,599.99** [twenty-six thousand five hundred ninety-nine dollars and ninety-nine cents]  
(Remove the tax is tax does not apply).

Exclusions: Over-time is excluded from this quote.

We thank you for the opportunity to present this proposal. If you have any questions or should require additional information, please feel free to contact our office.

Authorized Signature: **Dwain Sanford**

Prices quoted herein are firm prices provided this proposal is accepted within 30 days from the date of this quotation. Proposal accepted after this date is subject to adjustment at the option of either party. If project materials are not used within 30 days of receipt, we will invoice the cost of materials prior to use. Materials will be stored at customer site. If site conditions do not allow storage, we reserve the right to invoice any storage cost. Prices do not include any state sales taxes when applicable.

ACCEPTANCE OF PROPOSAL – THE ABOVE PRICES, SCOPE OF WORK AND WARRANTY POLICY ARE ACCEPTED AND B.G. BRECKE, INC. IS AUTHORIZED TO PERFORM THE OUTLINED SCOPE OF WORK. PAYMENT TERMS ARE NET 30 DAYS. B.G. BRECKE, INC. RESERVES THE RIGHT TO TAKE ALL ACTIONS NECESSARY TO PROTECT ITS INTEREST IN THE EVENT OF ACCOUNT DELINQUENCY

DATE OF ACCEPTANCE \_\_\_\_\_ PURCHASE ORDER NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_ TITLE \_\_\_\_\_ THIS

DOCUMENT CONTAINS CONFIDENTIAL INFORMATION AND IS INTENDED ONLY FOR THE COMPANY NAMES. ANY USE, COPYING OR DISCLOSURE OF INFORMATION OUTSIDE OF THE NAMED COMPANY IS STRICTLY PROHIBITED BY LAW.

HVAC • Building Automation Systems • Commercial Refrigeration • Food Service Equipment • Heating – Hydronic and Steam System Specialists • Boiler Repair and Replacement • Pre-Fabrication • Pipe Fitting / Process Piping / Welding / Fabrication • Authorized "PP" and "R" Stamp Holder • Industrial Millwright Services • Plumbing • Excavation – Water Service and Sewer Installation, Repairs and Replacement • Water Treatment – Cooling Towers, Boilers and Water Softeners • Design Build Projects for Mechanical Systems • PD3D / CAD / Engineered Drawings • Consulting / Project Management • Maintenance Contracts Available • Provide 24 Hour Service, 7 Days a Week



PLUMBING      SHEETMETAL      PROCESS PIPING      SERVICE AND MAINTENANCE  
FIRE SPRINKLER SYSTEMS      MILLWRIGHTS      ELECTRICAL      DATA TECHNOLOGY

PROPOSAL NO.: TG-1183

Date: 05/26/2023

To: Riverside Water Treatment Plant

Project Name: Replace 2-8" spool pieces for well valves.

Location: 3126 IA-22, Riverside, IA 52327.

Winger Companies (hereinafter designated as "Winger") propose to furnish material, labor, construction, insurance and benefits for specified scopes below as a lump sum price for the above referenced project, as follows:

#### SCOPE OF WORK

Winger proposes to supply, deliver, and install the following to complete the above referenced project as outlined below:

- Provide two 8" 304L SS SCH 10 piping spool pieces for well piping. Spools to have two tees, one 90, one blind flange, and three flanges. Piping not to exceed 20'. Also provide one 8"X3" tee with flanges and 3" piping to flow meter, 3" piping not to exceed 20'.
- Flanges to be type A stub end with galvanized backing rings.
- Labor to demo existing PVC piping and fittings described in scope above. Install owner provided valves and install above SS piping.
- Valves and valve wiring is not included in pricing.
- Work to be performed between the hours of 7:00am and 3:30pm, Monday-Friday.

#### EXCLUSIONS

1. Construction Power/ Temporary Lighting/ Temporary Heating & Cooling
2. Trash or garbage receptacles and trash removal fees
3. Liquidated damages
4. Taxes
5. Retention
6. Bonds
7. Items of work not stated under "Scope of Work"
8. Removal of excessive rust, scale, dirt, etc. necessary for installation for our scope of work
9. Removal, repair or replacement of our scope of work damaged by other trades previous to, during or after installation.





PLUMBING      SHEETMETAL      PROCESS PIPING      SERVICE AND MAINTENANCE  
FIRE SPRINKLER SYSTEMS      MILLWRIGHTS      ELECTRICAL      DATA TECHNOLOGY

## CLARIFICATIONS

1. Progressive billings be billed on a: weekly, bi-weekly, or monthly basis.
2. All price breakdown information is for the purpose of accounting only and is not intended to be stand-alone pricing.
3. Taxes are not included in this proposal and will be added if applicable.
4. Site conditions to be drivable and accessible for all aerial equipment.
5. Pricing based on having clear, unrestricted and unimpeded access to work.
6. Upon request and at the expense of client, Winger will furnish performance and payment bonds. The cost of any such bonds is not included in the bid price and shall be paid for by the client.
7. Winger's work shall be considered complete, once the client has been notified. The client's inspection of the work shall take place within twenty-four (24) hours from receipt of notice from Winger. Client's acknowledgement of receipt shall constitute acceptance of the work.
8. Any damage to our work, which is not fault of Winger, will be considered damage by others. Winger will be compensated for any repairs of damage by others via change order to the subcontract. Our indemnification for loss, damages, injury, or death will not apply to occurrences due to the fault of others.
9. Winger shall not be responsible for damaged work in place arising from or relating to weather, environmental conditions, or other parties, except to the extent that such damage is covered by insurance (excluding deductibles).
10. Winger reserves the right to refuse work based upon proper financial information of the customer and/or any other reason that may incur significant damage to Winger.



PLUMBING SHEETMETAL PROCESS PIPING SERVICE AND MAINTENANCE  
FIRE SPRINKLER SYSTEMS MILLWRIGHTS ELECTRICAL DATA TECHNOLOGY

**Base Bid Price: \$ 29,850 and 00/100 Dollars**

All balances are due in full within thirty (30) days of the invoice date. Past due balances will accrue interest at the rate of 2% monthly. If collection requires litigation, we will be entitled to reimbursement for reasonable attorney fees and court costs incurred.

This proposal is valid for Thirty (30) days from date of issue.

Regards,

Travis Godbey  
Project Manager  
tgodbey@wingercompanies.com

*By signing this proposal, the client below has agreed to the proposed scope of work and cost. This proposal will become an attachment to any and all subcontracts.*

Company: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
PO NO.: \_\_\_\_\_  
Date: \_\_\_\_\_

**RESOLUTION #2023-xx**

**RESOLUTION APPROVING CHANGE ORDER #1  
TO SPECTRA BUILD  
FOR THE WASTEWATER PLANT IMPROVEMENT PROJECT**

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk, and it is the opinion of the City Engineering Firm that the City Council accept this change order for additional design for conduit, cameras and door security.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Change Order #1 in the amount of \$1992.38.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 5th day of June 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

# INSTRUCTION TO CONTRACTOR

I.T.C.

**JOB NAME:** City of Riverside, WWTP Renovations **JOB NUMBER:** 220181

**ASSOCIATED RFI NAME:** \_\_\_\_\_ **RFI NUMBER:** \_\_\_\_\_ **ITC NUMBER:** 01

**RELEVANT SPEC/PLAN NUMBER:** ME201 **SPEC/PLAN NAME:** Mechanical & Electrical Plans

**ASSOCIATED C.A.R.:** \_\_\_\_\_ **DATE:** 4/21/2023



**CLARIFY:** provide additional information about drawings, specifications, or procedures.



**REQUEST CHANGE AUTHORIZATION REQUEST (CAR):** based on additional information provided or discovered, contractor should provide a CAR (addition or credit) and associated justification.



**TRANSMIT DRAWINGS:** documents provided for incorporation into the work subject to the supplemental information provided below.

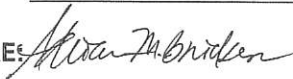
## INSTRUCTION:

Additional electrical design is added for conduit, cameras and door security.  
Pricing is due back to Axiom by Thursday, May 11th.

## REASON / JUSTIFICATION:

City of Riverside Council wants to install security cameras in the future and they want the electrical services for the system to be installed with this project. Engineering team met onsite with the Mayor and the Security company on 4/21/2023 to determine the electrical needs.

**ISSUED BY:** Adrienne Bricker **DATE:** 5/1/2023

**SIGNATURE:** 



# Change Order

Order#: 4-2

Order Date: 05/12/2023

**To:** City of Riverside  
60 Greene St  
Riverside IA 52327

**Project:** 22041  
Riverside WWTP Renovations 22041  
1197 Vine Ave  
Riverside IA 52327

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached

**Ordered By:**

**Customer Order:**

Specifications Attached

Description of Work	Amount
Electrical raceways per ITC01	1,992.38

Negative changes will lower the overall contract price requiring no additional payment by owner.

**Requested Amount of Change**

**1,992.38**

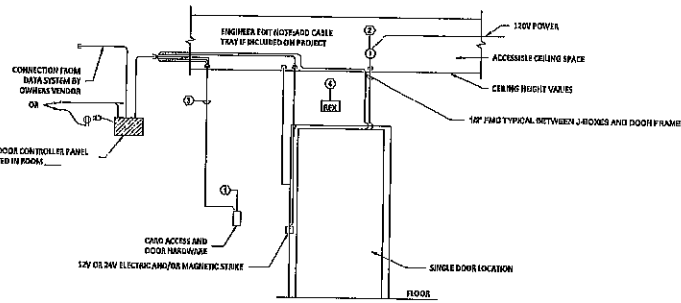
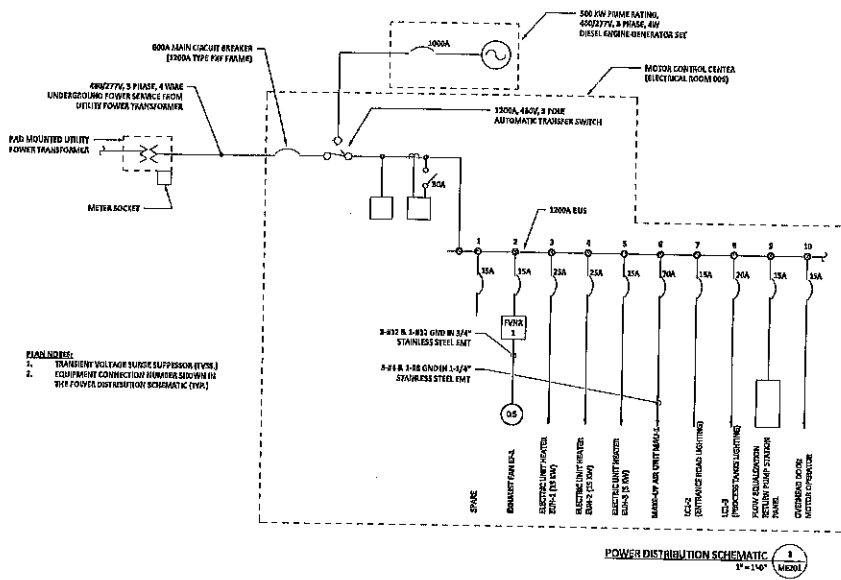
The original Contract Sum was .....	299,700.00
Net change by previous Change Orders .....	0.00
The Contract Sum prior to this Change Order .....	299,700.00
The Contract Sum will be changed by this Change Order .....	1,992.38
The new Contract Sum including this Change Order will be .....	301,692.38
The Contract Time will be changed by .....	0 Days

Owner: \_\_\_\_\_

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

Contractor:  \_\_\_\_\_

Date: 05/12/23



**GENERAL NOTES:**

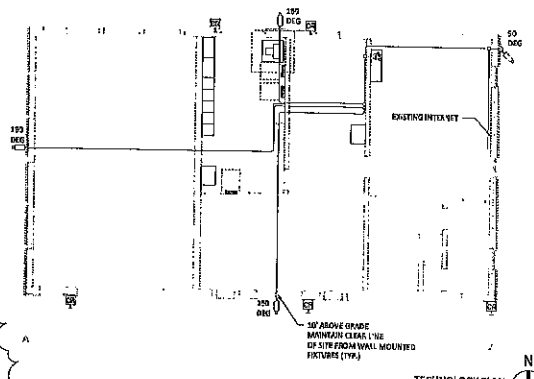
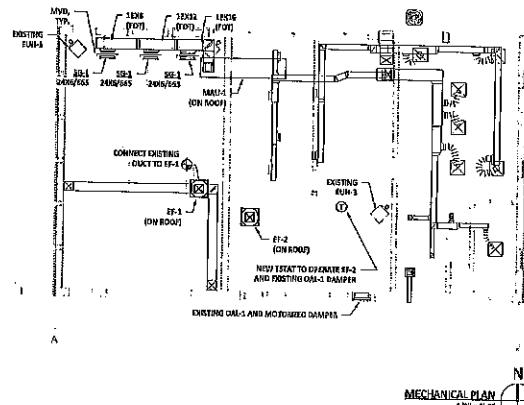
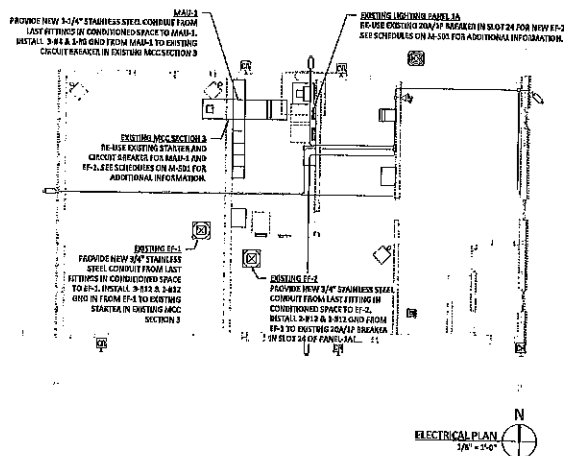
- (TYPICAL ACCESS DOOR MOUNTAIN ONLY)
- DETAIL REPRESENTS ALL MOUNTING OPTIONS, CLARITY AND TYPE OF MOUNTS VARY BY LOCATION AS INDICATED ON PLAN. PROVIDE COMPLETE RULING IN CONNECTIONS PER LOCATION.
  - COORDINATE STOP DRAWING SHIMMETS AND MOUNTING DIAGRAMS FOR EACH POWER ACCESS/ACCESS DOOR LOCATION WITH GENERAL CONTRACTOR AND CARD ACCESS MANUFACTURER.
  - DEVICES AND HARDWARE FURNISHED BY GENERAL CONTRACTOR PER 2ND OWNER CARD ACCESS EQUIPMENT FURNISHED DIRECTLY BY OWNERS VENDOR AND INSTALLED UNDER SEPARATE CONTRACT.
  - ENGINEER EDC NOT TO VERIFY DOOR SPEC OR DRAWING SPEC. MUST NOTE AS REQUIRED FOR REVIEW OF MISC. FINISHES PER 2ND FROM EACH DOOR IN BOX AND/OIL DOOR FRAME TO CABLE TRAY IN ACCESSIBLE CEILING SPACE.  
ENGINEER EDC NOT TO VERIFY CABLE TRAY IS INCLUDED IN THIS PROJECT, REVERSE NOTE AS REQUIRED.

**KEYNOTES:**

- PROVIDE SOLUTION FOR CARD READERS. PROVIDE ANGLE GRIND FLUSH BOX AT 42-INCHES AFF AND 6-INCHES FROM DOOR FRAME WITH 1/2" CONDUIT CONCEALED IN WALL SPACES TO ACCESSIBLE CEILING SPACE WITH INSURANCE, IN AREAS WITHOUT CEILING, STUD ADJACENT TO STUDS FROM KEYNOTES 2, 3, 4, 5, AND 6. ONLY FRAMING, CHASSIS, AND PHYSICAL ACCESS CONTROL SYSTEM TO BE BY OTHERS.
- PROVIDE BRACKET FOR 1/2" RIGID CEILING OR IN ACCESSIBLE JOIST SPACE IN AREAS WITHOUT CEILING. MOUNT ADJACENT TO CONDUIT STUDS FROM KEYNOTES 2, 3, 4, 5 AND 6. DOOR CONTROL, CABLEING, AND PHYSICAL ACCESS CONTROL SYSTEM TO BE BY OTHERS.
- PROVIDE 1/2" CONDUIT CONCEALED IN WALL FROM DOOR FRAME DEVICE STUDS INTO ACCESSIBLE CEILING SPACE WITH BRUSHED WHITE POWDERED DOOR STAIN IS SPECIFIED. IN AREAS WITH LAY CERAMIC, STUD ADJACENT FROM STUDS FROM KEYNOTES 2, 3, 4, 5, AND 6. DOOR STRIKE CONNECTIONS AND CABLEING TO BE BY OTHERS.
- VERIFY RACK DEVICE AND OTHERS.

**TYPICAL MOUNTING HEIGHTS**  
 1/8" = 1'-0"  
 MECH 2

**TECHNOLOGY NOTES:**  
 CAMERAS AND ACCESS CONTROL ARE FURNISHED AND INSTALLED BY OWNER AT A FUTURE DATE. ELECTRICAL CONNECTIONS TO IN-STALL JUNCTION BOX AT EACH CAMERA AND CARD READER LOCATION. INSTALL 1/2" CONDUIT FROM JUNCTION BOX TO ACCESSIBLE CEILING OR ABOVE IF NOT CEILING INSTALLED, PATHWAYS FROM A NOW CEILING TO BE INSTALLED BY CAMERA AND ACCESS CONTROL CONTRACTOR BY THE FUTURE. SEE DETAIL ON THE SHEET FOR ADDITIONAL INFORMATION. VERIFY DOOR SWING FROM TO INSTALLING CARD READER BOX, CARD READER TO BE OFF SITE DOOR SWING.



REV	DATE	DESCRIPTION OF CHANGE
A	08-20-2011	ISSUED FOR PERMIT
B	08-20-2011	ISSUED FOR PERMIT
C	08-20-2011	ISSUED FOR PERMIT
D	08-20-2011	ISSUED FOR PERMIT
E	08-20-2011	ISSUED FOR PERMIT
F	08-20-2011	ISSUED FOR PERMIT
G	08-20-2011	ISSUED FOR PERMIT
H	08-20-2011	ISSUED FOR PERMIT
I	08-20-2011	ISSUED FOR PERMIT
J	08-20-2011	ISSUED FOR PERMIT
K	08-20-2011	ISSUED FOR PERMIT
L	08-20-2011	ISSUED FOR PERMIT
M	08-20-2011	ISSUED FOR PERMIT
N	08-20-2011	ISSUED FOR PERMIT
O	08-20-2011	ISSUED FOR PERMIT
P	08-20-2011	ISSUED FOR PERMIT
Q	08-20-2011	ISSUED FOR PERMIT
R	08-20-2011	ISSUED FOR PERMIT
S	08-20-2011	ISSUED FOR PERMIT
T	08-20-2011	ISSUED FOR PERMIT
U	08-20-2011	ISSUED FOR PERMIT
V	08-20-2011	ISSUED FOR PERMIT
W	08-20-2011	ISSUED FOR PERMIT
X	08-20-2011	ISSUED FOR PERMIT
Y	08-20-2011	ISSUED FOR PERMIT
Z	08-20-2011	ISSUED FOR PERMIT

**RESOLUTION #2023-xx**

**RESOLUTION APPROVING FINAL PAY REQUEST #6 to ALL  
AMERICAN CONCRETE, INC. FOR  
RAILROAD PARK IMPROVEMENTS**

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk and it is the opinion of the City Engineering Firm that the City Council accept this pay request in the amount of \$16,128.08 for the payment of this project through 5/25/2023.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #6 for work done on the Railroad Park project by All American Concrete, Inc., with 100% complete.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 5<sup>th</sup> day of June, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

FINAL

**PAYMENT APPLICATION**

<p>TO: City of Riverside 60 Greene St. Riverside, Iowa 52327 Attn:</p> <p>FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776</p> <p>FOR: Riverside Railroad Park Improvements</p>	<p>PROJECT NAME AND LOCATION: Riverside RR Park Improvements Riverside Railroad Park Improvements 60 Greene St. Riverside, Iowa 52327</p> <p>ARCHITECT: Axiom Consultants 60 E. Court St. Iowa City, Iowa 52240</p>	<p>APPLICATION # 6 Final</p> <p>PERIOD THRU: 05/25/2023</p> <p>PROJECT #s:</p> <p>DATE OF CONTRACT: 01/31/2022</p>	<p>Distribution to:</p> <p><input type="checkbox"/> OWNER</p> <p><input type="checkbox"/> ARCHITECT</p> <p><input type="checkbox"/> CONTRACTOR</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
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**CONTRACTOR'S SUMMARY OF WORK**

Application is made for payment as shown below.  
Continuation Page is attached.

1. CONTRACT AMOUNT	\$525,641.45
2. SUM OF ALL CHANGE ORDERS	\$15,414.79
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$541,056.24
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$528,261.59
5. RETAINAGE:	
a. 0.00% of Completed Work (Columns D + E on Continuation Page)	\$0.00
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$0.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$528,261.59
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$512,133.51
8. PAYMENT DUE	\$16,128.08
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$12,794.66

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$16,589.79	(\$1,175.00)
Total approved this month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$16,589.79</b>	<b>(\$1,175.00)</b>
<b>NET CHANGES</b>	<b>\$15,414.79</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: All American Concrete, Inc.

By: Jodi Dunon Date: 5-25-23

State of: Iowa  
County of: Muscatine

Subscribed and sworn to before me this 25<sup>th</sup> day of May 2023



Notary Public: Nicole Polito  
My Commission Expires: 10/17/25

**ARCHITECT'S CERTIFICATION**

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT..... \$16,128.08

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: \_\_\_\_\_  
By: [Signature] Date: 5/30/23

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

(56)



CONTINUATION PAGE

PROJECT: Riverside RR Park Improvements  
 Riverside Railroad Park Improvements

APPLICATION #: 6 Final  
 DATE OF APPLICATION: 05/25/2023  
 PERIOD THRU: 05/25/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
COR #10	Deduct for relocating birdhouse (\$400.00) PER LS	1.00	(\$400.00)	1.00	(\$400.00)	0.00	\$0.00	100%	\$0.00	
COR #11	Rprs.mery go round/seesaw \$1,930.00 PER LS	1.00	\$1,930.00	1.00	\$1,930.00	0.00	\$0.00	100%	\$0.00	
COR #13	Exist. Signs on New Posts/Figs. \$434.50 PER Each	2.00	\$869.00	2.00	\$869.00	0.00	\$0.00	100%	\$0.00	
COR #2	Playground Cleaning \$667.34 PER LS	1.00	\$667.34	1.00	\$667.34	0.00	\$0.00	100%	\$0.00	
COR #3	Crosswalk Paint Deduct (\$275.00) PER LS	1.00	(\$275.00)	1.00	(\$275.00)	0.00	\$0.00	100%	\$0.00	
COR #4	Play Surface Pattern Upcharge \$3,135.00 PER LS	1.00	\$3,135.00	1.00	\$3,135.00	0.00	\$0.00	100%	\$0.00	
COR #5R1	Play surface color upcharge \$911.25 PER LS	1.00	\$911.25	1.00	\$911.25	0.00	\$0.00	100%	\$0.00	
COR #6	Curbs & Mulch \$6,327.20 PER LS	1.00	\$6,327.20	1.00	\$6,327.20	0.00	\$0.00	100%	\$0.00	
COR #7	Sod to Seeding Deduct (\$500.00) PER LS	1.00	(\$500.00)	1.00	(\$500.00)	0.00	\$0.00	100%	\$0.00	
COR# 9R1	ITC 10 subbase modifications \$2,750.00 PER LS	1.00	\$2,750.00	1.00	\$2,750.00	0.00	\$0.00	100%	\$0.00	
1	Mobilization \$18,000.00 PER LS	1.00	\$18,000.00	1.00	\$18,000.00	0.00	\$0.00	100%	\$0.00	
2	Clearing & Grubbing \$0.00 PER	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00		\$0.00	
3	Pavement Removal \$8.50 PER SY	1,430.00	\$12,155.00	1,432.00	\$12,172.00	0.00	\$0.00	100%	(\$17.00)	
4	Play Sand Removal \$9.00 PER Ton	575.00	\$5,175.00	575.00	\$5,175.00	0.00	\$0.00	100%	\$0.00	
5	Relocate Birdhouse & 2 Benches \$1,400.00 PER LS	1.00	\$1,400.00	1.00	\$1,400.00	0.00	\$0.00	100%	\$0.00	
6	Topsoil-Strip,Stockpile,Respread \$34.00 PER CY	391.00	\$13,294.00	391.00	\$13,294.00	0.00	\$0.00	100%	\$0.00	
SUB-TOTALS			\$65,438.79		\$65,455.79		\$0.00	100%	(\$17.00)	

CONTINUATION PAGE

Payment Application containing Contractor's signature is attached.

PROJECT: Riverside RR Park Improvements  
Riverside Railroad Park Improvements

APPLICATION #: 6 Final  
DATE OF APPLICATION: 05/25/2023  
PERIOD THRU: 05/25/2023  
PROJECT #s:

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
7	Earthwork \$20.40 PER CY	1,300.00	\$26,520.00	1,300.00	\$26,520.00	0.00	\$0.00	100%	\$0.00	
8	Rain Garden Soil Mix \$100.00 PER CY	122.00	\$12,200.00	120.00	\$12,000.00	0.00	\$0.00	98%	\$200.00	
9	Storm Sewer, 18" RCP \$80.00 PER LF	40.00	\$3,200.00	40.00	\$3,200.00	0.00	\$0.00	100%	\$0.00	
10	Storm Sewer, 12" RCP \$57.00 PER LF	234.00	\$13,338.00	200.00	\$11,400.00	0.00	\$0.00	85%	\$1,938.00	
11	Storm Sewer, 12" CMP \$75.00 PER LF	38.00	\$2,850.00	38.00	\$2,850.00	0.00	\$0.00	100%	\$0.00	
12	Storm Sewer, 8" HDPE \$46.00 PER LF	28.00	\$1,288.00	28.00	\$1,288.00	0.00	\$0.00	100%	\$0.00	
13	Storm Sewer, 3" X 14" Arch Pipe \$118.00 PER LF	148.00	\$17,464.00	148.00	\$17,464.00	0.00	\$0.00	100%	\$0.00	
14	Subdrain, 4" (Playground Surface) \$21.00 PER LF	320.00	\$6,720.00	320.00	\$6,720.00	0.00	\$0.00	100%	\$0.00	
15	Subdrain, 6" (Roadway) \$21.00 PER LF	513.00	\$10,773.00	513.00	\$10,773.00	0.00	\$0.00	100%	\$0.00	
16	Storm Intakes, SW-501 \$4,000.00 PER Each	2.00	\$8,000.00	2.00	\$8,000.00	0.00	\$0.00	100%	\$0.00	
17	Storm Intakes, SW-512 \$1,700.00 PER Each	2.00	\$3,400.00	1.00	\$1,700.00	0.00	\$0.00	50%	\$1,700.00	
18	Storm Intakes, SW-505 w/Type Q \$6,000.00 PER Each	1.00	\$6,000.00	1.00	\$6,000.00	0.00	\$0.00	100%	\$0.00	
19	Storm Structures, 18" FES \$1,800.00 PER Each	4.00	\$7,200.00	4.00	\$7,200.00	0.00	\$0.00	100%	\$0.00	
20	Storm Structures, 12" FES \$1,500.00 PER Each	2.00	\$3,000.00	2.00	\$3,000.00	0.00	\$0.00	100%	\$0.00	
21	Storm Structures, 8" FES \$750.00 PER Each	2.00	\$1,500.00	2.00	\$1,500.00	0.00	\$0.00	100%	\$0.00	
22	Rip Rap, Class E \$72.00 PER Ton	80.00	\$5,760.00	80.00	\$6,785.28	0.00	\$0.00	118%	(\$1,025.28)	
SUB-TOTALS			\$194,651.79		\$191,856.07		\$0.00	99%	\$2,795.72	

CONTINUATION PAGE

PROJECT: Riverside RR Park Improvements  
 Riverside Railroad Park Improvements

APPLICATION #: 6 Final  
 DATE OF APPLICATION: 05/25/2023  
 PERIOD THRU: 05/25/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		E AMOUNT THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD						
23	Water Valve Adjustments \$500.00 PER LS	1.00	\$500.00	1.00	\$500.00	0.00	\$0.00	\$500.00	100%	\$0.00	
24	Dbl. Reinforced Pavement 7" \$105.00 PER SY	118.00	\$12,390.00	118.00	\$12,390.00	0.00	\$0.00	\$12,390.00	100%	\$0.00	
25	Paving, 7" PCC-S Hickory St. \$43.55 PER SY	643.00	\$28,002.65	643.00	\$28,002.65	0.00	\$0.00	\$28,002.65	100%	\$0.00	
26	Paving, 6" PCC-Parking \$36.40 PER SY	1,117.00	\$40,658.80	1,117.00	\$40,658.80	0.00	\$0.00	\$40,658.80	100%	\$0.00	
27	Modified Subbase, 4" & 6" \$21.50 PER Ton	807.00	\$17,350.50	948.75	\$20,398.13	0.00	\$0.00	\$20,398.13	118%	(\$3,047.63)	
28	Paving, 4" PCC-SW incl. Ramps & \$49.00 PER SY	1,085.00	\$53,165.00	1,081.20	\$51,998.80	0.00	\$0.00	\$51,998.80	98%	\$1,166.20	
29	Driveways, Gravel \$30.00 PER Ton	20.00	\$600.00	31.01	\$930.30	0.00	\$0.00	\$930.30	155%	(\$330.30)	
30	Pavement Markings \$1,500.00 PER LS	1.00	\$1,500.00	1.00	\$1,500.00	0.00	\$0.00	\$1,500.00	100%	\$0.00	
31	Playground Surfacing \$18.00 PER SF	8,465.00	\$152,297.94	8,461.00	\$152,297.94	0.00	\$0.00	\$152,297.94	96%	\$7,110.06	
32	Playground Equip. Installation \$1,500.00 PER Each	2.00	\$3,000.00	2.00	\$3,000.00	0.00	\$0.00	\$3,000.00	100%	\$0.00	
33	Seeding & Mulch-Temporary \$2,900.00 PER Acre	0.75	\$2,175.00	0.00	\$0.00	0.00	\$0.00	\$0.00	0%	\$2,175.00	
34	Perm. Native Seeding & Mulch \$5.00 PER SY	200.00	\$1,000.00	200.00	\$1,000.00	0.00	\$0.00	\$1,000.00	100%	\$0.00	
35	Sod-Permanent \$425.00 PER SQ	2.50	\$1,062.50	2.50	\$1,062.50	0.00	\$0.00	\$1,062.50	100%	\$0.00	
36	Signage \$420.00 PER Each	6.00	\$2,520.00	6.00	\$2,520.00	0.00	\$0.00	\$2,520.00	100%	\$0.00	
37	Traffic Control \$3,000.00 PER LS	1.00	\$3,000.00	1.00	\$3,000.00	0.00	\$0.00	\$3,000.00	100%	\$0.00	
38	Erosion Control Measures \$6,300.00 PER LS	1.00	\$6,300.00	1.00	\$6,300.00	0.00	\$0.00	\$6,300.00	100%	\$0.00	
SUB-TOTALS			\$527,284.24		\$517,415.19		\$0.00	\$517,415.19	98%	\$9,869.06	

CONTINUATION PAGE

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PROJECT: Riverside RR Park Improvements  
 Riverside Railroad Park Improvements

APPLICATION #: 6 Final  
 DATE OF APPLICATION: 05/25/2023  
 PERIOD THRU: 05/25/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		E AMOUNT THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	%						
					% COMP (G / C)						
39	Trees, Relocate \$0.00 PER	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
40	Rip Rap, 3"-6" Erosion Stone \$60.00 PER Ton	63.00	\$3,780.00	14.24	\$854.40	0.00	\$0.00	0.00	\$854.40	23%	\$2,925.60
41	Seeding & Mulch, Perm. Type 1 \$5,600.00 PER Acre	0.80	\$4,480.00	0.80	\$4,480.00	0.00	\$0.00	0.80	\$4,480.00	100%	\$0.00
42	Storm Sewer Removal, 12" CMP \$16.00 PER LF	132.00	\$2,112.00	132.00	\$2,112.00	0.00	\$0.00	0.00	\$2,112.00	100%	\$0.00
43	Water Fountain & Yard Hyd. Rmvl \$800.00 PER LS	1.00	\$800.00	1.00	\$800.00	0.00	\$0.00	1.00	\$800.00	100%	\$0.00
44	Connect to Exist. St. Swr. Struct. \$500.00 PER Each	2.00	\$1,000.00	2.00	\$1,000.00	0.00	\$0.00	2.00	\$1,000.00	100%	\$0.00
45	Subdrain, Cleanouts \$800.00 PER Each	2.00	\$1,600.00	2.00	\$1,600.00	0.00	\$0.00	2.00	\$1,600.00	100%	\$0.00
TOTALS			\$541,056.24		\$528,261.59		\$0.00		\$528,261.59	98%	\$12,794.66

**APPROVED**

BY:  DATE: 5/25/23

(69)

**RESOLUTION #2023-XX**

**RESOLUTION TO SET THE DATE FOR PUBLIC  
HEARING FOR THE BID LETTING FOR THE  
"WATER TREATMENT PLANT IMPROVEMENTS  
PROJECT"**

WHEREAS, the City Of Riverside, Iowa, will set the date to hold a public hearing on proposed plans, specifications, form of contract and estimated costs for construction of the Water Treatment Plant Improvements Project for the City of Riverside, Iowa on June 19, 2023, at 6:00 p.m. in the City Council Chambers located at the Riverside City Hall, 60 Greene Street, Riverside, Iowa.

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

IT WAS MOVED BY Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_ that the foregoing resolution be adopted.

Roll Call Vote: Schneider, Sexton, Mills, Kiene, McGuire

Ayes:

Nays:

Absent:

Signed:

\_\_\_\_\_  
Allen Schneider, Mayor

Attest:

\_\_\_\_\_  
Becky LaRoche, City Clerk

**NOTICE OF PUBLIC HEARING ON  
PROPOSED WATER TREATMENT PLANT IMPROVEMENTS  
PROJECT**

YOU ARE HEREBY NOTIFIED that the City of Riverside, Iowa, will hold a public hearing on proposed plans, specifications, form of contract and estimated costs for construction of the Water Treatment Plant Improvements Project for the City of Riverside, Iowa on June 19, 2023, at 6:00 p.m. in the City Council Chambers located at the Riverside City Hall, 60 Greene Street, Riverside, Iowa.

All interested persons are invited to attend the public hearing and to offer comments, orally or in writing, on support of or in opposition to the proposed Water Treatment Plant Improvements Project. Written comments may be submitted to the Riverside City Clerk, P.O. Box 188, Riverside, IA52327-0188, in advance of the public hearing. Any questions regarding the topic may also be directed to City Hall.

**This notice is published at the direction of the City Council for the City of Riverside, Iowa.**

*The News  
6-8-23*

City Administrator's Report

May 31, 2023

For Council Meeting on June 5, 2023

**Watering on 3<sup>rd</sup> St-**

Per SUDAS, Stevens is responsible for the first 21 days of watering of the newly seeded areas. Beyond that, residents will be responsible for the watering of these areas. We've had a few residents ask if the City would be providing any sort of assistance.

**Street Parking-**

It has come to my attention that we have some safety concerns when it comes to on-street parking on our residential streets. Parking on both sides of the street creates traffic bottlenecks, visibility issues, emergency response difficulties, and general community safety concerns. I'd like to work with our staff and identify how we can improve street safety while providing ample parking for vehicles on our residential streets. The main way to address this would be to limit parking to one side of the street.

**Staff Evaluations-**

I have given each full-time staff member a self-evaluation to fill out in preparation for our annual employee reviews. Allen and I will be conducting these reviews individually with each staff member before our next council meeting. Pay increases will be dependent upon those evaluations. Action on the increases will be taken at the June 19<sup>th</sup> council meeting.

**Council Chambers Project-**

I have a meeting with the final contractor on Friday, June 2<sup>nd</sup>, for the insulation, conduit, and wall reconstruction aspects of this project. Once we receive that estimate, we will be ready to make a decision and get the project finished. I am also getting updated estimates for the technology improvements.

**Comprehensive Plan-**

It is recommended that a comprehensive plan be updated every ten years. Our last comprehensive plan was done in 2013, so I have started to collect estimates for a new planning process to start in early 2024.


**More Introductions-**

Since our last council meeting, I've met and had in-depth conversations with the Riverside Fire Department, RACC, KCTC, Sharon Telephone, ECICOG, Bill Sueppel, Riverside Casino & Golf Resort, a few local contractors, WEDG, residents, and more. I look forward to meeting and working with more of the people and organizations that are committed to our community's progress and prosperity.



Cole Smith

City Administrator



**IOWA  
MPI**

**Municipal Professionals Institute**

The Institute is broken into three educational sessions throughout the year:

**February 8–10, 2023 (winter session)**

- Virtual Classes on TalentLMS

**July 17–20, 2023 (summer session)**

- In-person classes held at Gateway in Ames

**October 4–6, 2023 (fall session)**

- Virtual Classes on TalentLMS

All sessions offer different courses. No course is repeated during the year. Pricing is based on individual schedules. Registration will open for each session separately.

**Questions?**

Contact: Office of State & Local  
Government Programs

2321 North Loop Drive, Suite 121  
Ames, IA 50010

[sshonroc@iastate.edu](mailto:sshonroc@iastate.edu)

This is the 48th year of the Institute, still one of the largest in the nation, with more than 200 municipal professionals attending each year.

Sponsored by Iowa State University Office of State & Local Government Programs and the Iowa Municipal Finance Officers Association in cooperation of the Iowa League of Cities.



**WINTER: FEBRUARY 8–10, 2023**

Register for this VIRTUAL event by February 1, 2023

**Wednesday, February 8**

- CL301:** Parliamentary Procedures  
9 a.m. – 12 p.m. (3 hours)
- FX290:** E-Reporting & Communications for the Clerk's Office  
8 a.m. – 12:15 p.m. (4 hours)
- FX210:** Managing Risk and Purchasing Insurance  
1 – 3 p.m. (2 hours)

**Thursday, February 9**

- BA155:** Principles of Effective Management  
8 a.m. – 12:15 p.m. (4 hours)
- CL330:** Office Administration/P&Z/Nuisance  
8 a.m. – 3 p.m. (6 hours)
- FX201:** Administrative Law and Procedures  
1 – 3 p.m. (2 hours)

**Friday, February 10**

- FX230:** The Fine Art of Negotiations  
8 a.m. – 12:15 p.m. (4 hours)
- CL329:** Clerks Role in Elections  
8 – 10 a.m. (2 hours)
- BA140:** Ethics of Public Officials  
10:15 a.m. – 12:15 p.m. (2 hours)

**SUMMER: JULY 17–20, 2023**

Register for this IN-PERSON event by July 7, 2023

**Monday, July 17**

- BA101:** Elements of a City Financial System  
8 a.m. – 5:15 p.m. (8 hours)
- CL325:** Iowa Open Meetings & Open Records  
8 a.m. – 12:15 p.m. (4 hours)
- BA110:** Basics of a Personnel System  
1 – 5:15 p.m. (4 hours)

**Tuesday, July 18**

- BA125:** Written Communication  
8 a.m. – 12:15 p.m. (4 hours)
- BA130:** Understanding Legal Terms  
8 a.m. – 3 p.m. (6 hours)
- FN401:** Budgeting for Iowa Cities  
1 – 5:15 p.m. (4 hours)
- BA120-1:** Planning Difficult Discussions  
3:15 – 5:15 p.m. (2 hours of an 8 hour class)

**Wednesday, July 19**

- BA150:** Group Dynamics & Team Building  
8 a.m. – 5:15 p.m. (8 hours)
- FN110:** General Ledger Accounting  
8 a.m. – 5:15 p.m. (8 hours)

**Thursday, July 20**

- BA120-2:** Conducting Difficult Discussions  
8 a.m. – 5:15 p.m. (6 hours of 8 hour class)
- FX250:** Best Practices in City Government  
1 – 4:15 p.m. (3 hours, must be taken with BA120)
- FN415:** Accounting, Auditing and Other Fiscal Responsibilities  
8 a.m. – 12:15 p.m. (4 hours)
- BA145:** Working with Public Officials  
1 – 5:15 p.m. (4 hours)

**FALL: OCTOBER 4–6, 2023**

Register for this VIRTUAL event by September 27, 2023

**Wednesday, October 4**

- FX240:** Coping with Controversy  
8 a.m. – 12:15 p.m. (4 hours)
- CL310:** Legal Aspects of Minutes  
8 a.m. – 3 p.m. (6 hours)
- FN402:** Capital Planning  
1 – 3 p.m. (2 hours)

**Thursday, October 5**

- BA149:** Working with Citizens  
8 a.m. – 12:15 p.m. (4 hours)
- FN409:** Public Funds Investing  
9 a.m. – 12:15 p.m. (3 hours)
- CL315:** Writing Resolutions & Ordinances  
1 – 3 p.m. (2 hours)
- FX220:** Intergovernmental Relations  
1 – 3 p.m. (2 hours)

**Friday, October 6**

- FN406:** Financing Options and Economic Development  
8 a.m. – 12:15 p.m. (4 hours)
- CL320:** Records Retention Practices  
8 – 10 a.m. (2 hours)

**Course Key**

**BA - Basic Courses:** 50 credits required | **FX - Flex Courses:** 25 credits required  
**CL - CLERK Courses:** 25 credits required | **FN - Finance Officer Courses:** 25 credits required



**IOWA  
MPI**

### Winter & Fall Session Information:

The virtual sessions of Institute will be held in a live and interactive format. Courses will not be recorded as webinars that you can watch when available, you will be required to be online and interacting to receive credit for certification. Instructors will have random polls within the sessions or you may be called on at random. Be sure to check the times of your courses as course links will close 15 minutes after classes start.

All virtual courses, Zoom sessions, class materials and testing will be housed on TalentLMS. We will provide a unique link for each session (winter, summer and fall) as well as a new login for each session. To stay updated keep checking our website at: [extension.iastate.edu/communities/oslgp/mpi-mpa](https://extension.iastate.edu/communities/oslgp/mpi-mpa).

#### Technology Requirements

Virtual courses will require a laptop or desktop computer in order to participate. Cameras or a video option will be required to be on the entire time to receive credit for the course. Technology issues will need to be addressed before the start of the virtual sessions. Opportunities to test your system will be available.

**Fall, summer, and winter sessions will utilize TalentLMS to store course documents, instructor presentations, and test links. Each session will require a separate registration process to enroll and will produce a new login within TalentLMS.**

### Summer Session Information

#### Housing and Directions

Gateway Hotel and Conference Center  
2100 Green Hills Drive  
Ames, IA 50014

Make your room reservations directly with Gateway at 1-800-FOR-AMES or (515) 292-8600 by Monday, June 26.

Please identify yourself as a Municipal Professionals Institute attendee and request the MPI room rate. Room rates do not include tax, which is 12%. For special accommodations please contact the hotel.

*\* Registration fee does not include housing. You need to make your own hotel reservations by Monday, June 26.*

#### Meals

Monday, July 17, following the morning session, a lunch will be held at Gateway. Costs are included in your registration fees.

Gateway has a restaurant on site. Ames has many fine restaurants within easy driving distance of the Gateway and a list and map will be provided to you at registration. Fast food is recommended during the daily lunch breaks.

### Registration

Registration fees are based on the number of classes that you decide to take. Cost is \$16/ credit hour. Fees must be paid before the session begins, with refunds guaranteed on registrations cancelled two weeks prior to training. A \$50 fee will be charged for all refunds after that date. Additional fees may be incurred for day of cancellations, changes, or nonattendance. Registration is available online at [extension.iastate.edu/communities/oslgp/mpi-mpa](https://extension.iastate.edu/communities/oslgp/mpi-mpa). Payments can be made online via credit card after registering. All registrations will receive an email confirmation and if you choose to pay by check, you will need to send a copy of this confirmation.

### Scholarships and Shirt Order

The Institute & IMFOA award scholarships each year to assist with the cost of the Institute. Scholarship information and application materials can be found at [extension.iastate.edu/communities/oslgp/mpi-mpa](https://extension.iastate.edu/communities/oslgp/mpi-mpa) or by contacting Sara Shonrock at [sshonroc@iastate.edu](mailto:sshonroc@iastate.edu). The application deadline is April 3, 2023.

Institute awarded scholarships are funded through the sale of sweatshirts which can be purchased during the summer session registration. Only advanced purchase of sweatshirts is available, they are not available for purchase during the Institute. The 2023 Institute is offering a forest green hoodie with a left chest logo in peach for \$30 (\$32 for sizes XXL-XXXXL).

## Benefits of the Institute

- Opportunities for interaction with speakers, faculty and staff from universities and individuals who are involved in municipal administration.
- Opportunities to collaborate with other municipal professionals from across the state - make friends and business acquaintances.
- Updates on new laws, programs and technology affecting Iowa municipal government.

## Certification

In addition to providing municipal professionals with valuable information to assist in the performance of their duties, the successful completion of the entire Institute fulfills most of the educational requirements for certification by the International Institute of Municipal Clerks (IIMC), and the Iowa Certification of Municipal Professionals program.

Full participation and attendance is required to receive credit for certification. In-person classes are held at the Gateway Center in Ames and final class schedules with locations will be provided in July. All classes will use TalentLMS to house course documents, instructor presentations, Zoom links for online classes, and links for all testing. A course may be cancelled if there is insufficient registration. Participants will be contacted in advance if this occurs. For questions on any courses offered, please contact Sara Shonrock at [sshonroc@iastate.edu](mailto:sshonroc@iastate.edu) (515-290-1811).

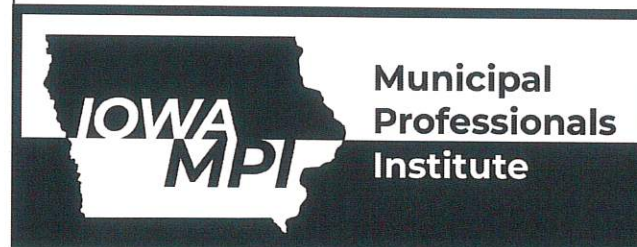
Register Online at  
[www.extension.iastate.edu/communities/oslgp/mpi-mpa](http://www.extension.iastate.edu/communities/oslgp/mpi-mpa)

IIMC is an international association of clerks dedicated to advancing the professionalism required to be a city clerk. Certification by IIMC is a recognition of the individual clerk's involvement in professional development activities. By completing the appropriate courses offered by the Iowa Municipal Professionals Institute, clerks receive 60 points toward certification. This constitutes one-half of the 120 points needed for certification with the remaining points gained through experience and attendance at professional meetings.

The Certification for Municipal Professionals is an Iowa based program sponsored by the Iowa Municipal Finance Officers Association (IMFOA). It provides individuals with the opportunity to be certified in any or all of the four certification categories.

Those categories are:

- Certified Municipal Clerk
- Certified Municipal Finance Officer
- Clerk Associate
- Finance Associate



## Testing

IIMC requires each state to test participants in the major subjects offered through recognized training. The Iowa Municipal Professionals Institute (MPI) complies with this requirement by testing the major subjects offered in each of the courses which comprise the credits needed for IIMC certification. In addition, all "Basic" courses under the Iowa Certification for Municipal Professionals program require testing. Testing is conducted in a way that is non-threatening. Tests emphasize an understanding of how the material presented can be applied to the work done by municipal professionals. The tests are primarily short answer with focus on identifying terms and longer answer to address application. Participants are allowed to use notes and materials from the courses to assist in answering. Summer session participants will have access to technology as well as time set aside to complete tests during the week. Per IMFOA guidelines, all tests will be required to be completed within a specified time limit after the course has ended in order to receive certification credit.

### Questions?

Contact: Office of  
State & Local  
Government Programs

2321 North Loop Drive, Suite  
121 • Ames, IA 50010  
[sshonroc@iastate.edu](mailto:sshonroc@iastate.edu)

2023 Iowa Municipal Professionals Institute – July 17-20th

\$480 - 30 Credit Hours @ \$16/hr

\$378 - 3 Nights at the Gateway Hotel in Ames @ \$126/night

\$180.39 - 275.4 miles @ \$0.655/mile

\$200 – Total Meal Per Diem

**Total- ≈\$1238.39**

**Parcel Number:** 04-18-277-004  
**Deed Holder:** RIVERSIDE, CITY OF, IOWA  
**Property Address:** 40 1ST ST W  
 RIVERSIDE [MAP THIS ADDRESS](#)  
**Class:** COMMERCIAL  
**Map Area:** RIVERSIDE COMM  
**Sec-Twp-Rng:** --  
**Lot-Block:** -  
**Legal Description:** 05 B OP W 40 FT LOT 5 & IRR TR RR ST S OF W 40 FT  
**Property Report:** [PROPERTY REPORT \(PDF FILE\)](#)



Pin 04-18-277-004 Photo

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Current Value Information

Land Value	Dwelling Value	Improvement Value	Total Value
\$0	\$0	\$0	\$0

Land Front Foot Information

Lot	Front	Rear	Side 1	Side 2
Main Lot	40.00	40.00	62.00	62.00

Agricultural Land Information

Total Acres	Total CSR	Average CSR
0.0000	0.00	0.00

Commercial Building Information

Occupancy	Year Built	Building Area
Store - Retail Small	1940	800
Store - Retail Small	1995	130
Store - Retail Small	1995	24
Warehouse (Storage)	1940	920

Sale Information

Sale Date	Amount	Non-Useable Transaction Code	Recording
12/23/2022	\$0	2 - Sale to/by Government/Exempt Organization	2023-0464
11/06/2002	\$35,000	0 - Normal	2002-6355
09/20/1999	\$32,000	18 - Court-ordered Sale	347-89