

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA**  
**RIVERSIDE FIRE STATION**  
**217 E 1<sup>ST</sup> ST**  
**NOTE CHANGE OF MEETING LOCATION**  
**PARKING ON WEST SIDE OF BUILDING ONLY**  
REGULAR MEETING  
Monday, July 20, 2020 – 6:00 P.M.

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

1. Call meeting to order
2. Approval of agenda
3. Consent agenda
  - a. Minutes from 7-6-2020
  - b. Expenditures for 7-20-2020
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table
5. Department Reports
  - a. Fire Department Report-June **pg 8**
6. PeopleService Inc **pg 9**
7. Request to approve city wide garage sales for August 21<sup>st</sup>, 22<sup>nd</sup>
8. Public Hearing for Economic Development Agreement-Copper Creek LLC **pg 17**
9. Resolution #072020-01 to Approve Economic Development Agreement-Copper Creek LLC **pg 18**
10. Resolution #072020-02 Set Public Hearing for Codification of City Code **pg 24**
11. Resolution #072020-03 Interfund Transfers, Northern Heights Phase 1 **pg 26**
12. Review and pending approval for Community Beautification Incentive Program for FY21 **pg 28**
13. Review and pending approval for Downtown Business District Incentive Program for FY21 **pg 33**
14. Discussion on Galileo Seeding-possible action
15. Northern Heights
  - a. Resolution #072020-04 Accept Improvements Northern Heights Phase 1, with the exception of the detention basin **pg 38**
  - b. Resolution #072020-05 Approve Final Plat Northern Heights Phase 1 **pg 45**

**CITY OF RIVERSIDE COUNCIL MEETING AGENDA**  
**RIVERSIDE FIRE STATION**  
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16. Updates on 4<sup>th</sup> Street Project

- a. Resolution #072020-06 Change Order #1 J&L Construction Trim Branches \$442.75 **pg 78**
- b. Resolution #072020-07 Change Order #2 J&L Construction Extend 6" Main on Greene \$4,507.00 **pg 82**
- c. Resolution #072020-08 Pay Request #3 J&L Construction \$174,401.23 **pg 84**

17. Safe Routes to School Project

- a. Resolution #072020-09 Pay Request #1 All American Concrete, Inc \$24,298.50 **pg 88**

18. Ash/Tupelo

- a. Resolution #072020-10 Approve Final Acceptance and Release of Retainage **pg 91**
- b. Resolution #072020-11 Pay Request #8 Cornerstone Excavating \$33,551.80 **pg 93**

19. Motion to adjourn

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

## COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: July 6, 2020

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

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

Rodgers moved to approve the minutes of June 15<sup>th</sup>, 2020, expenditures, and liquor license for Riverside Casino and Golf Resort. Second by Schneider, passed 5-0.

Bill Stukey, PeopleService, Inc. presented May water and wastewater report.

Council reviewed minutes from June 17<sup>th</sup> Park Committee meeting with ITC on trail plantings.

Rusty Rogerson, with the Chamber of Commerce, requested permission for car show in front of City Hall. McGuire moved to allow Chamber to have "Show and Shine" car show on Sunday, July 12<sup>th</sup> from 1-4 pm. Second by Schneider, passed 5-0.

McGuire moved to pass Resolution #070620-01 Setting date of July 20<sup>th</sup>, 2020 for Public Hearing on proposed Economic Development Agreement with Copper Creek Ridge, LLC. Second by Sexton, passed 5-0.

Sexton moved to approve low bid for painting City Hall with Edwards Painting, not to exceed \$2,800.00. Second by McGuire, passed 5-0.

Sexton moved to proceed with Delta Shield installation in Railroad Park at an estimate of \$3555.00. Second by Schneider, passed 5-0.

Council reviewed Business and Residential beautification grants. Admin will send to City attorney for opinion.

McGuire moved to approve Amended Zoning Map. Second by Schneider, passed 5-0.

McGuire moved to contribute \$15,000 toward building renovations that will house the northern ambulance in Kalona. Second by Schneider, passed 5-0.

McGuire moved to pass Resolution #070620-03, approving change order #7 to adjust the elevation of beehive intake #14 on the Ash Street project for \$1090.00. Second by Redlinger, passed 5-0.

Rodgers moved to pass Resolution #070620-04, accepting Ash Street design amendment #1, decreasing contract in the amount of \$3270.00. Second by McGuire, passed 5-0.

Schneider moved to pass Resolution #070620-02 Pay Request # 7 to Cornerstone Excavating for the Ash Street Project in the amount of \$30,884.50. Second by McGuire, passed 5-0.

## COUNCIL PACKET

Council discussed options for the seeding of 2.5 acres on City property north of Galileo Drive.

McGuire moved to table resolution #070620-05, Release Sod Retainage to Triple B Construction. Second by Sexton, passed 5-0.

McGuire moved to table Resolution #070620-06, Approving Final Acceptance from APEX Construction for the Northern Heights Subdivision. Second by Rodgers, passed 5-0.

McGuire moved to table Resolution #070620-07, Accepting Final Plat for Northern Heights Subdivision. Second by Rodgers, passed 5-0.

Pottorff, MMS Consultants, reported on 4<sup>th</sup> Street, and Safe Walk to School projects.

Sexton moved to grant All American Concrete one working day for utility delay. Second by McGuire, passed 5-0. Project will start July 7, 2020.

Redlinger moved to adjourn at 8:17 pm. Second by Rodgers, passed 5-0

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

Council Meeting – Monday, July 20<sup>th</sup> 2020 at 6:00 p.m.

ATTEST:

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Becky LaRoche; City Clerk

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Allen Schneider; Mayor



# COUNCIL PACKET

	EXPENDITURES 07-20-20				
	COUNCIL MEETING	UNPAID BILLS:			
1	BIG IRON WELDING	CON. PARK DOORS	001-5-430-6325	\$ 167.44	
2	ELECTRIC PUMP	LS #1 PUMP REPAIR	610-5-815-6504	\$ 14,962.73	
	FIRST CLASS APPARELL	UNIFORM	001-5-210-6181	\$ 151.20	
	EDWARDS PAINTING	CITY HALL	001-5-650-6310	\$ 2,800.00	
	EDWARDS PAINTING	CHAMBER RAILINGS	001-5-650-6310	\$ 417.93	\$ 3,217.93
3	IN DEPTH MARKETING	WATER STATION	001-5-430-6504	\$ 1,533.33	
4	IOWA DNR	WATER SUPPLY PERMIT	600-5-810-6245	\$ 113.40	
5	IOWA TOWNSHIP TRUSTEES	CEMETARY FY 21	001-5-450-6499	\$ 6,000.00	
6	JOHNSON CO REFUSE	YARD BAGS	670-5-840-6372	\$ 38.75	
7	JOHNSON CO REFUSE	JULY	670-5-840-6499	\$ 7,196.50	
8	KALONA AUTO	RVFD	002-5-150-6352	\$ 227.34	
9	KALONA AUTO	PARKS	001-5-430-6325	\$ 31.90	\$ 259.24
10	KALONA PUBLIC LIBRARY	FY 20	001-5-410-6502	\$ 20,654.00	
11	KALONA PUBLIC LIBRARY	FY21	001-5-410-6502	\$ 20,954.00	\$ 41,608.00
12	LEAF	COPIER LEASE	001-5-650-6496	\$ 156.50	
13	MMS CONSULTANTS	ZONING	001-5-650-6407	\$ 923.60	
14	MMS CONSULTANTS	NORTHERN HIEGHTS	301-5-750-6784	\$ 5,153.70	
15	MMS CONSULTANTS	ASH STREET	301-5-750-6789	\$ 3,177.08	
16	MMS CONSULTANTS	4TH STREET	301-5-750-6777	\$ 19,688.88	
17	MMS CONSULTANTS	ZONING MAP	001-5-650-6407	\$ 129.50	\$ 29,072.76
18	NORTHLAND SECURITIES	DISCLOSURE REPORT	001-5-650-6499	\$ 435.00	
19	OFFICE EXPRESS	CITY HALL	001-5-650-6506	\$ 328.68	
20	OFFICE EXPRESS	RVFD	002-5-150-6340	\$ 253.91	\$ 582.59
21	PAWS & MORE	2ND QTR CONTRIBUTIONS	001-5-190-6413	\$ 222.00	
22	PAWS & MORE	RES#021820-05 DONATION	145-5-650-6423	\$ 2,500.00	\$ 2,722.00
23	REC	SIGN	001-5-520-6510	\$ 87.26	
24	REC	LIFT STATION	610-5-815-6371	\$ 66.85	
25	REC	W/W PLANT	610-5-815-6371	\$ 3,467.20	
26	REC	SHOP	001-5-210-6371	\$ 45.62	
27	REC	WATER PLANT	600-5-810-6371	\$ 2,047.85	
28	REC	TRAFIC LIGHT	001-5-230-6371	\$ 152.77	
29	REC	CASINO L/S	610-5-815-6371	\$ 203.90	\$ 6,071.45
30	RIVERSIDE HISTORY CENTER	2ND QTR CONTRIBUTIONS	145-5-650-6413	\$ 5,030.17	
31	SORRELL GLASS	LOBBY WINDOWS	001-5-650-6310	\$ 761.37	
32	STANDARD PEST CONTROL	JULY SERVICE	001-5-650-6310	\$ 60.00	
33	STUTSMAN	PARKS	001-5-430-6325	\$ 90.13	
34	US CELLULAR	RVFD	002-5-150-6332	\$ 95.31	
35	US CELLULAR	CITY HALL	001-5-650-6373	\$ 53.73	\$ 149.04
36	VISA	PARKS	001-5-430-6323	\$ 188.55	
37	VISA	OFFICE	001-5-650-6506	\$ 26.60	
38	VISA	USTREAM	001-5-650-6494	\$ 105.93	
39	VISA	IA LEAGUE	001-5-650-6240	\$ 50.00	
40	VISA	GoToMeeting BUSINESS	001-5-650-6497	\$ 5.30	\$ 376.38
41	WASHINGTON CO. AUDITOR	JULY-SEPT. LAW CONTRACT	001-5-110-6499	\$ 24,332.50	
	WINDSTREAM	SIGN	001-5-520-6510	\$ 57.38	
	WINDSTREAM	WATER PLANT	600-5-810-6373	\$ 149.65	
	WINDSTREAM	SHOP	001-5-210-6373	\$ 181.45	\$ 388.48
42	*****	TOTAL BILLS		\$ 145,476.89	
43		PAID BILLS:			
44	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2020 JUNE	\$ 649.00		
45	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2020 JUNE	\$ 236.00		
46	IOWA DEPT OF REVENUE	IOWA WET TAX - 2020 JUNE	\$ 1,088.00		
47	IPERS	CONTRIBUTIONS - 2020 JUNE	\$ 2,692.70		
48	IRS	941 TAX DEPOSIT - 2020 JUNE	\$ 2,994.06		
49	PAYROLL	PAYROLL - 2020 JUNE	\$ 13,480.40		
50	1ST NAT'L BANK	HEALTH SAVINGS ACCOUNT	\$ 1,500.00		
51		TOTAL PAID BILLS		\$ 22,640.16	
52	*****	TOTAL EXPENDITURES		\$ 168,117.05	
53					
54	GENERAL FUND		\$ 81,103.67		
55	FIRE DEPARTMENT		\$ 576.56		
56	ROAD USE FUND		\$ -		
57	CASINO FUNDS		\$ 7,530.17		
58	DEBT SERVICE		\$ -		
59	CAPITAL PROJECTS		\$ 28,019.66		
60	WATER FUND		\$ 2,310.90		
61	SEWER FUND		\$ 18,700.68		
62	GARBAGE		\$ 7,235.25		
63	TOTAL EXPENDITURES		\$ 145,476.89		

# COUNCIL PACKET

65	MTD TREASURERS REPORT	5/30/2020	REVENUES	EXPENSES	BALANCE
66	GENERAL FUND		\$ 8,121.87	\$ 52,860.39	\$ 421,309.88
67	FIRE DEPT FUND		\$ 33,973.39	\$ 29,660.70	\$ 87,399.14
68	ROAD USE TAX FUND		\$ 5,942.85	\$ 351.68	\$ 155,916.66
69	LOCAL OPTION SALES TAX		\$ 9,785.39	\$ -	\$ 251,597.29
70	CASINO REVENUE RUND		\$ 235,847.64	\$ (40,000.00)	\$ 74,632.33
71	DEBT SERVICE		\$ -	\$ 250.00	\$ -
72	CAPITAL PROJECTS FUND		\$ (38,750.00)	\$ 182,538.77	\$ 682,897.89
73	COMMUNITY CENTER FUNDS		\$ 146.48	\$ -	\$ 908,636.71
74	WATER FUND		\$ 20,607.04	\$ 15,568.27	\$ 490,240.70
75	SEWER FUND		\$ 19,502.53	\$ 17,601.89	\$ 223,301.92
76	GARBAGE/LANDFILL FUND		\$ 7,911.19	\$ 7,081.50	\$ 9,545.56
77	STORM WATER FUND		\$ 1,658.69	\$ -	\$ 4,494.61
78	TOTAL		\$ 304,747.07	\$ 265,913.20	\$ 3,309,972.69

MTD TREASURERS REPORT

AS OF: JUNE 30TH, 2020

	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
11-GENERAL FUND	465,989.23	8,121.87	52,860.39	421,250.71	0.00	59.17	421,309.88
22-FIRE DEPARTMENT	83,086.45	33,973.39	29,660.70	87,399.14	0.00	0.00	87,399.14
00-ROAD USE TAX	150,325.49	5,942.85	351.68	155,916.66	0.00	0.00	155,916.66
11-LOCAL OPTION SALES TAX	241,811.90	9,785.39	0.00	251,597.29	0.00	0.00	251,597.29
55-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
55-CASINO REVENUE FUND	( 201,215.31)	235,847.64	( 40,000.00)	74,632.33	0.00	0.00	74,632.33
00-DEBT SERVICE	250.00	0.00	250.00	0.00	0.00	0.00	0.00
11-CAPITAL PROJECTS	904,186.66	( 38,750.00)	182,538.77	682,897.89	0.00	0.00	682,897.89
22-COMMUNITY CENTER FUNDS	908,490.23	146.48	0.00	908,636.71	0.00	0.00	908,636.71
00-WATER FUND	485,201.93	20,607.04	15,568.27	490,240.70	0.00	0.00	490,240.70
00-SEWER FUND	221,401.28	19,502.53	17,601.89	223,301.92	0.00	0.00	223,301.92
00-LANDFILL/GARBAGE	8,715.87	7,911.19	7,081.50	9,545.56	0.00	0.00	9,545.56
00-STORM WATER	2,835.92	1,658.69	0.00	4,494.61	0.00	0.00	4,494.61
GRAND TOTAL	3,271,079.65	304,747.07	265,913.20	3,309,913.52	0.00	59.17	3,309,972.69

COUNCIL PACKET

\*\*\* END OF REPORT \*\*\*

**COUNCIL PACKET**  
CITY OF RIVERSIDE  
POOLED CASH REPORT (FUND 999)  
AS OF: JUNE 30TH, 2020

*ok by 7-15-20*

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	465,989.23 (	44,679.35)	421,309.88
002-1110	CHECKING ACCT-FIRE DEP.	83,086.45	4,312.69	87,399.14
110-1110	CHECKING ACCT-ROAD USE TAX	150,325.49	5,591.17	155,916.66
121-1110	CHECKING ACCT-LOST	241,811.90	9,785.39	251,597.29
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	( 201,215.31)	275,847.64	74,632.33
200-1110	CHECKING ACCT-DEBT SERVICE	250.00 (	250.00)	0.00
301-1110	CHECKING ACCT-CAP PROJECTS	904,186.66 (	221,288.77)	682,897.89
302-1110	COMMUNITY CENTER FUNDS	908,490.23	146.48	908,636.71
600-1110	CHECKING ACCT-WATER	485,201.93	5,038.77	490,240.70
610-1110	CHECKING ACCT-SEWER	221,401.28	1,900.64	223,301.92
670-1110	CHECKING ACCT-GARBAGE	8,715.87	829.69	9,545.56
680-1110	CHECKING ACCT-STORM WATER	2,835.92	1,658.69	4,494.61
TOTAL CLAIM ON CASH		3,271,079.65	38,893.04	3,309,972.69

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK	31,403.69	22,025.76	53,429.45
999-1112	PEOPLES BANK MONEY MARKET	1,924,532.87	1,819.08	1,926,351.95 ✓
999-1114	HILLS BANK	151,303.51	14,901.72	166,205.23 ✓
999-1115	CB FUND	101,837.53	146.48	101,984.01 ✓
999-1116	COMMUNITY BUILDING CD #18936	295,426.88	0.00	295,426.88 ✓
999-1117	COMMUNITY BUILDING CD#18975	288,943.19	0.00	288,943.19 ✓
999-1118	WATER RESERVES CD#921190	255,349.35	0.00	255,349.35 ✓
999-1119	COMMUNITY BUILDING CD#19068	222,282.63	0.00	222,282.63 ✓
SUBTOTAL CASH IN BANK - POOLED CASH		3,271,079.65	38,893.04	3,309,972.69

WAGES PAYABLE

999-2010	WAGES PAYABLE	0.00	0.00	0.00
SUBTOTAL WAGES PAYABLE		0.00	0.00	0.00

TOTAL CASH IN BANK - POOLED CASH	3,271,079.65	38,893.04	3,309,972.69
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DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	3,271,079.65	38,893.04	3,309,972.69
TOTAL DUE TO OTHER FUNDS		3,271,079.65	38,893.04	3,309,972.69

*OS Deposit  
<6,099.52>*

*OS checks  
+ 44,821.26*

*\$92,151.19*

*PTSB BAL*

*\$92,151.19*

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## COUNCIL PACKET

CITY OF RIVERSIDE

POOLED CASH REPORT (FUND 999)

AS OF: JUNE 30TH, 2020

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

DUE FROM OTHER FUNDS

999-1330	DUE FROM OTHER FUNDS	0.00	0.00	0.00
TOTAL DUE FROM OTHER FUNDS		0.00	0.00	0.00

ACCOUNTS PAYABLE - POOLED CASH

999-2020	ACCOUNTS PAYABLE CONTROL	0.00	0.00	0.00
TOTAL ACCOUNTS PAYABLE POOLED CASH		0.00	0.00	0.00

## \*\*\* PROOF CASH BALANCES \*\*\*

(A)		(B)		(C)	
CLAIM ON CASH	3,309,972.69	CLAIM ON CASH	3,309,972.69	CASH IN BANK	3,309,972.69
CASH IN BANK	3,309,972.69	DUE TO OTHER FUNDS	3,309,972.69	DUE TO OTHER FUNDS	3,309,972.69
DIFFERENCE	0.00		0.00		0.00

## \*\*\* PROOF ACCOUNTS PAYABLE BALANCES \*\*\*

(D)		(E)		(F)	
AP PENDING	0.00	AP PENDING	0.00	DUE FROM OTHER FUNDS	0.00
DUE FROM OTHER FUNDS	0.00	ACCOUNTS PAYABLE	0.00	ACCOUNTS PAYABLE	0.00
DIFFERENCE	0.00		0.00		0.00

\*\*\* END OF REPORT \*\*\*

## **RIVERSIDE FIRE DEPARTMENT**

**FIRE / RESCUE / EMS / HAZMAT**



### **June 2020 Update**

#### **Calls for Service:**

Medicals - 14  
Structure Fires – 1  
Motor Vehicle Accidents – 4  
Hazmat Anhydrous Leak – 1

#### **Total calls – 20 calls for service in June**

RFD responded to a mix of calls for the month of June, the call volume has picked back up since the start of COVID.

#### **Training:**

The members trained on forcible entry, rescue jacks and rapid intervention/rescue a trapped firefighter.

#### **RESA:**

The pancake breakfast was cancelled due to COVID-19, we're looking to see if we even have it this year at all. The members are working with Bud's as to what to do with the rest of the meat.

#### **Other News**

The Chief's worked on wrapping up the FYI 20 budget with City staff. We still seem to be having problems with the weather/noon sirens. DC Hancock is working on getting the issue fixed. We have plans to add 4-5 new members in July, more info to come and application to be presented. We have had 4 members step down since the 1<sup>st</sup> of the year. FC Smothers worked with Christine on the upcoming FYI budget that started July 1<sup>st</sup>. We will look at updating door locks/security for a building project this year. We have been keeping an eye on the changes coming with the new ambulance service.

**"WE'RE STILL HERE AND READY TO RESPOND"**

Thanks  
Fire Chief Smothers

## COUNCIL PACKET



Date: July 10, 2020

To: Riverside Council

From: Bill Stukey, Operator

O & M Report: June 2020

### **Water Operation & Maintenance**

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- All 10 lead and copper tests were collected and all passed. According to the Iowa DNR we are required to take 10 samples from homes every three years and must have a 90% pass. Our samples were 100% passing.
- I have filled out and mailed the water system permit application. Permits are good for three years and a new one will be issued this fall.
- MMS notified me that a lead service line was found at 181 E 4<sup>th</sup> St. Carter's replaced the City's portion of the line. I spoke to the homeowners about replacing their section and have been working with the homeowner and Christine about assisting the homeowner in replacing the rest of their line with the project. Carter's will be providing a quote to me. I also spoke with the DNR about the City's obligations and responsibility on replacing the private section of lead lines. They stated we are not obligated to force a homeowner to replace private sections of lead line if the City's lead and copper tests are in compliance. They did strongly suggest we assist and encourage the homeowners to replace their lead lines.
- I flushed two hydrants at the end of Schnoebelen St. to help with rusty water and to bring fresh water to the front of the school.
- 44 regular locates, all complete. 2 joint meet locates completed.
- 10 door postings, no disconnects.
- The water main for Dollar General has been tapped and inspected. During the process of locating the 12" water main west of the Vet clinic we discovered there is no tracer wire on this line west of Kum & Go. I did some investigating and it appears we have approximately 4,700 feet of

## COUNCIL PACKET



12" plastic water main that is not easily locatable as there is no tracer wire between Schoebelen St. and Enterprise Dr. |

### **Wastewater Operation & Maintenance**

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- |Engie has been granted permission by the Iowa DNR to start using cell 1 at the wastewater plant for their lime sludge storage. Engie will still be working on getting this cell reclassified to match the actual use.
- I met with Engie and Shive Hattery about construction of the road and a pad for the dump site. We have agreed to wait on road construction until the new county communication tower is completed just north of the water plant. We feel it would be best to wait until after they have completed construction so we do not inhibit their access to work. They plan to lay 3" asphalt from the highway up through the plant and use concrete from the parking lot going north for their dump pad and turn around area.
- Construction on the communication tower should start on July 23<sup>rd</sup> with a completion expected sometime in late August to early September.|

### **Iowa Department of Natural Resources**

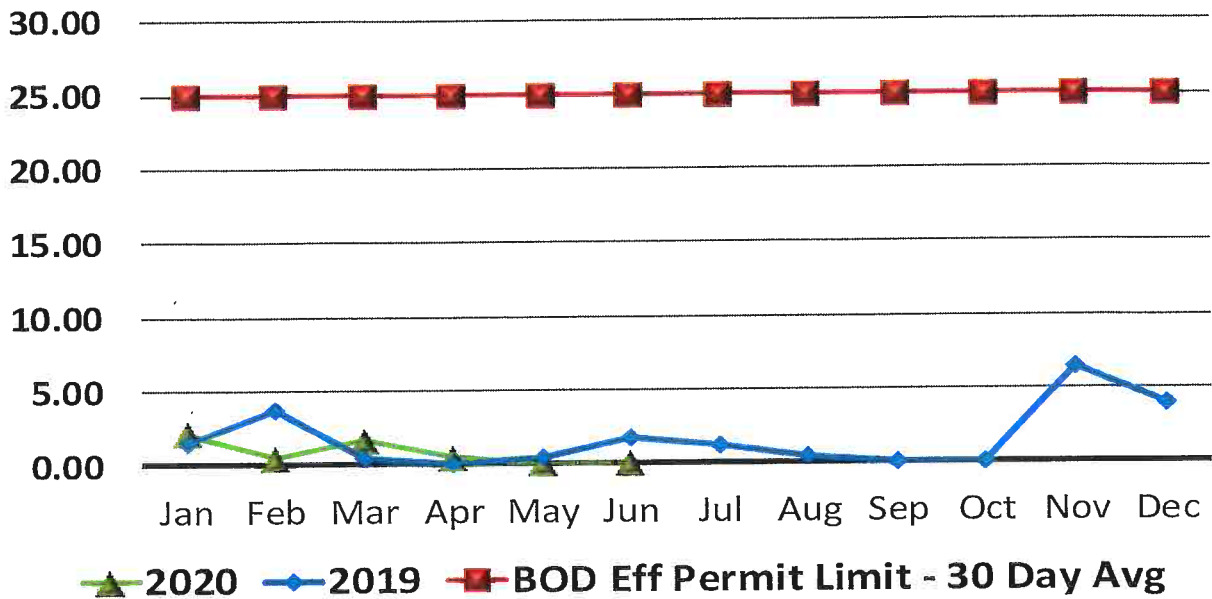
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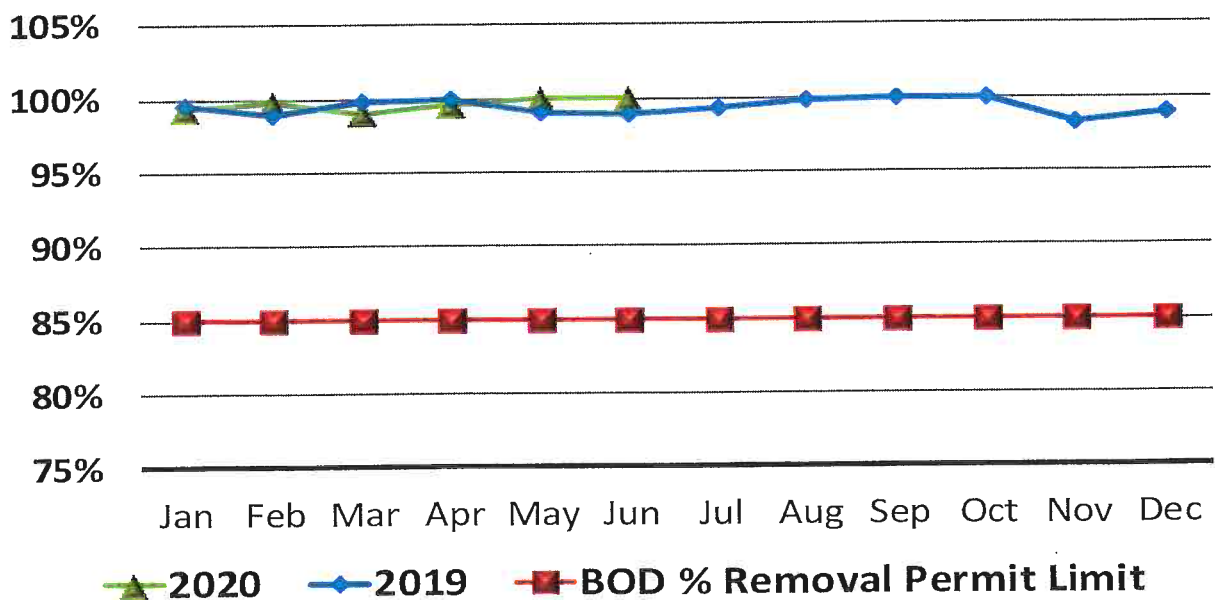




## BOD Effluent

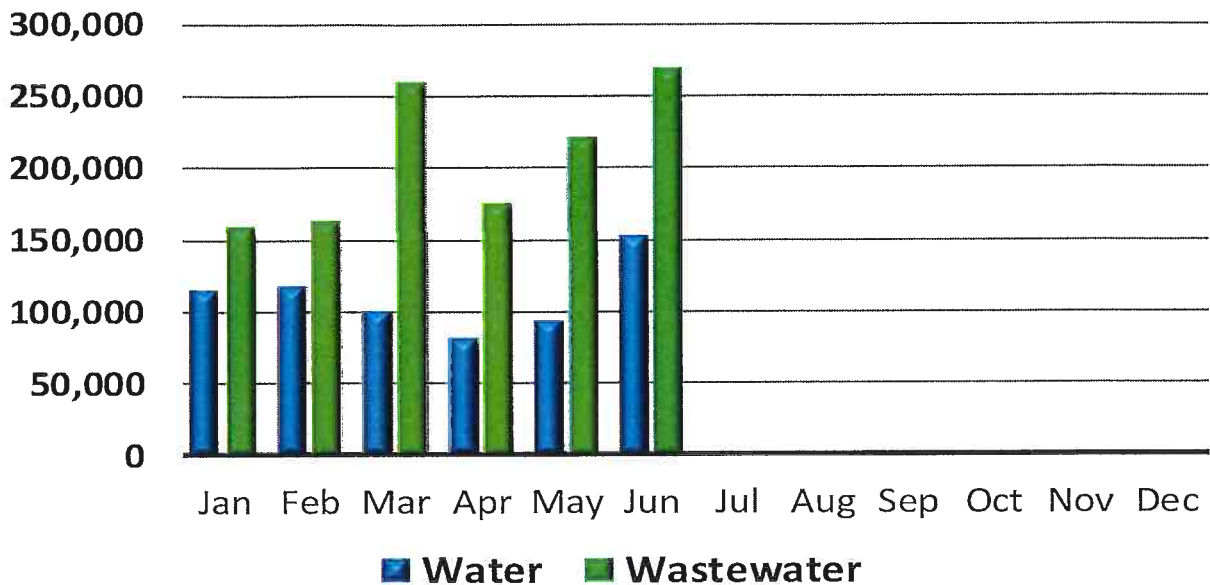


## BOD % Removal





**Average Daily Water Pumped vs. Wastewater  
In Gallons**



Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$25,670.00	\$16,750.96	65%	100%
Maintenance Budget	\$21,391.00	\$12,960.97	61%	100%
Total	\$47,061.00	\$29,711.93	63%	100%

# COUNCIL PACKET



		June-20	May-20	June-19
<b>Water</b>				
Total Monthly Pumped	gallons	4,570,000	2,890,000	4,724,000
Average Daily Pumped	gallons	152,330	93,230	157,470
Maximum Daily Pumped	gallons	287,000	206,000	257,000
Minimum Daily Pumped	gallons	41,000	0	67,000
<b>Chlorine</b>				
Chlorine - Total Avg Residual Plant	mg/L	1.48	1.12	1.76
Chlorine - Total Avg Residual System	mg/L	1.04	0.88	1.27
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	169.00	81.00	153.00
<b>Iron</b>				
Iron - Avg Raw	mg/L	2.43	2.25	1.89
<b>Polyphosphate</b>				
Polyphosphate - Avg Residual	mg/L	1.47	1.68	1.35
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	12.50	8.00	22.00
<b>Water Loss</b>				
Water Billed	gallons	2,969,729	2,289,000	3,583,046
Water used in main breaks/hydrant flushing	gallons	35,000	70,000	50,000
Water used at city buildings	gallons	129,282	106,637	89,532
Loss	gallons	9%	14%	19%
<b>Wastewater</b>				
<b>BOD</b>				
BOD Influent Avg	mg/L	117	104	166
BOD Effluent Avg	mg/L	0	0.0	2
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.99%	99.99%	98.90%
BOD % Removal Permit Limit	%	85%	85%	85%
<b>TSS</b>				
TSS Influent Avg	mg/L	98	88	118
TSS Effluent Avg	mg/L	3	2	1
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	97.33%	97.44%	98.80%
TSS % Removal Permit Limit	%	85%	85%	85%
<b>Nitrogen Ammonia</b>				
NA Effluent Avg	mg/L	0	<0.1	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	4	6	4
<b>Influent Flow</b>				
Total Monthly	gallons	8,097,600	6,837,300	11,178,700
Average Daily	gallons	269,920	220,558	372,623
Maximum Daily	gallons	999,600	472,100	74,310
Minimum Daily	gallons	163,400	108,500	203,800
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000

# COUNCIL PACKET



## RIVERSIDE--JUNE '20

### Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
6/8/20	Hydrotex	High Service Pump Oil	\$194.66
		<b>Total</b>	<b>\$194.66</b>

### Water System Maintenance

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

### Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
6/30/20	Wastewater Supply	Supplies	\$41.73
6/30/20	MidAmerican Research	Weed Killer	\$1,669.73
		<b>Total</b>	<b>\$1,711.46</b>

### Wastewater System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
6/30/20	MidAmerican Research	Weed Killer	\$168.99
		<b>Total</b>	<b>\$168.99</b>

Water Plant Maintenance	\$194.66
Water System Maintenance	\$0.00
W/W Plant Maintenance	\$1,711.46
W/W System Maintenance	\$168.99
Month Total	<u>\$2,075.11</u>

Annual Maintenance Budget \$21,391.00

Total Maintenance Dollars \$12,960.97  
Spent Year to Date

Percent Maintenance Budget Spent Year to Date 61%

# COUNCIL PACKET



## RIVERSIDE - JUNE '20

### Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
6/24/20	Hawkins	Sodium Hypochlorite	\$375.75
6/24/20	Hawkins	Caustic	\$454.25
		<b>Total</b>	<b>\$830.00</b>

### Wastewater System Chemicals

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

Water System Chemicals	\$830.00
WW System Chemicals	\$0.00
<b>Month Total</b>	<b>\$830.00</b>

Annual Chemical Budget \$25,670.00

Total Chemical Dollars \$16,750.96  
Spent Year to Date

Percent Chemical Budget 65%  
Spent Year to Date

Maintenance Month Total	\$2,075.11
Chemical Month Total	\$830.00
<b>Month Total</b>	<b>\$2,905.11</b>

Annual Budget \$47,061.00

Total Spent Year to Date \$29,665.99

Percent Budget Spent 63%  
Year to Date

# COUNCIL PACKET



## Work Orders Completed

Date completed	Equipment	Task
6/22/2020	BLOWERS	Monthly PM
6/22/2020	WWTP GENERATOR	Monthly PM
6/4/2020	LIFT STATION #1	LS Monthly PM
6/4/2020	LIFT STATION #1	LS Quarterly PM
6/1/2020	LIFT STATION #2	LS Monthly PM
6/1/2020	LIFT STATION #2	LS Quarterly PM
6/4/2020	LIFT STATION #3	LS Monthly PM
6/4/2020	LIFT STATION #3	LS Quarterly PM
6/4/2020	LIFT STATION #4	LS Monthly PM
6/4/2020	LIFT STATION #4	LS Quarterly PM
6/4/2020	LIFT STATION #5	LS Monthly PM
6/4/2020	LIFT STATION #5	LS Quarterly PM
6/22/2020	MAIN LIFT STATION	LS Monthly PM
6/4/2020	SAM (SURGE ANOXIC MIX) PUMP #1	Annual PM
6/4/2020	SAM (SURGE ANOXIC MIX) PUMP #2	Annual PM
6/17/2020	SBR PUMP 1A	Annual PM
6/17/2020	SBR PUMP 1B	Annual PM
6/17/2020	SBR Pump 2A	Annual PM
6/17/2020	SBR PUMP 2B	Annual PM
6/4/2020	Sludge Pump	Annual PM
6/4/2020	EFFLUENT SAMPLER	Monthly PM
6/4/2020	INFLUENT SAMPLER	Monthly PM
6/4/2020	SCREEN UNIT	Monthly PM
6/2/2020	UV SYSTEM	Monthly PM
6/4/2020	FIRE EXTINGUISHERS	Inspection
6/18/2020	FILTER	Monthly PM
6/18/2020	CARTRIDGE FILTERS	Monthly PM
6/17/2020	DEHUMIDIFIERS	Monthly PM
6/18/2020	WATER PLANT GENERATOR	Monthly PM
6/18/2020	HIGH SERVICE PUMPS	Monthly PM
6/4/2020	FIRE EXTINGUISHERS	Inspection

## COUNCIL PACKET

Riverside / 436225-21 / Set Hrg General Fund

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO AN ECONOMIC DEVELOPMENT AGREEMENT AND TO  
PLEDGE THE FUNDING OF PAYMENTS THEREUNDER IN AN AMOUNT  
NOT TO EXCEED \$40,000

(GENERAL FUND)

The City Council of the City of Riverside, Iowa, will meet on July 20, 2020, at the Riverside Fire Station, Riverside, Iowa, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into an economic development agreement (the "Agreement") and to pledge the funding of payments thereunder in a principal amount not to exceed \$40,000 for the purpose of providing an economic development grant to Copper Creek Ridge, LLC in connection with the operation and maintenance of an events center, including the construction of a parking lot for the events center.

The Agreement is proposed to be entered into pursuant to authority contained in Chapter 15A and Section 384.24A of the Code of Iowa. Payments under the Agreement shall be payable from the City's General Fund and not from the direct imposition of a debt service property tax levy.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Riverside, Iowa.

Becky LaRoche  
City Clerk



## COUNCIL PACKET

Riverside/436225-21/Hold Hrg&App Dev Agmt

### RESOLUTION #072020-01

#### Resolution Approving General Fund Economic Development Grant Agreement with Copper Creek Ridge, LLC

WHEREAS, the City of Riverside (the "City"), in Washington County, State of Iowa, pursuant to the provisions of Section 384.24A and Chapter 15A of the Code of Iowa, proposes to enter into a General Fund Economic Development Grant Agreement (the "Agreement") and to pledge the general fund to the funding of grant payments thereunder in an amount not to exceed \$40,000 for the purpose of providing economic development grants (the "Grants") to Copper Creek Ridge, LLC (the "Developer") in connection with the operation and maintenance of an events center, including the construction of a parking lot for the events center (the "Project") and has published notice of the proposed action and has held a hearing thereon on July 20, 2020; and

WHEREAS, Chapter 15A of the Code of Iowa ("Chapter 15A") declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Riverside, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the City Council hereby finds that:

(a) The Project will add diversity and generate new opportunities for the City and State of Iowa economies; and

(b) The Project will generate public gains and benefits, particularly in the creation of new jobs, which are warranted in comparison to the amount of the proposed financial incentives.

Section 2. The City Council further finds that a public purpose will reasonably be accomplished by entering into the Agreement and providing the Grants to the Developer.

Section 3. The Agreement is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content in which the Agreement has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Agreement.



## COUNCIL PACKET

Riverside/436225-21/Hold Hrg&App Dev Agmt

Section 4. The City Council hereby covenants to appropriate to the General Fund of the City sufficient funds necessary to make the Grants to the Developer in accordance with the Agreement. The City hereby pledges the General Fund for the full and prompt funding of the Grants in accordance with and subject to the terms and conditions of the Agreement.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed and approved this 20<sup>th</sup> day of July, 2020.

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Mayor

Attest:

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City Clerk

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On motion and vote the meeting adjourned.

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Mayor

Attest:

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City Clerk

## COUNCIL PACKET

### DEVELOPMENT AGREEMENT

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

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

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

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

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

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

NOW THEREFORE, the parties hereto agree as follows:

**A. Company's Covenants**

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

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

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

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

## COUNCIL PACKET

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

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

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

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

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

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

### **B. City's Obligations**

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

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

## COUNCIL PACKET

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

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

### **C. Administrative Provisions**

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

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

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

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

## COUNCIL PACKET

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

CITY OF RIVERSIDE, IOWA

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

COPPER CREEK RIDGE, LLC

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

COUNCIL PACKET

**RESOLUTION #072020-02**

**RESOLUTION TO SET THE DATE FOR PUBLIC HEARING  
FOR CODIFICATION OF CITY CODE**

WHEREAS, the City of Riverside, Iowa, will set the date to hold a public hearing on the acceptance of the Codification of the City Code of Ordinances, at the City Council meeting, on August 3, 2020, which begins at 6:00 p.m., in the Riverside Fire station, 271 E 1<sup>st</sup> Street, Riverside, Iowa.

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

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

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

Ayes:

Nays:

Absent:

PASSED AND APPROVED by the City Council of Riverside, Iowa on this 20<sup>th</sup> day of July, 2020.

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

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

## COUNCIL PACKET

### Timetable for Codification

Code to Attorney	6/29/2020
Set Public Hearing	7/20/2020
Public Hearing	8/3/2020
1st Reading	8/3/2020
2nd Reading	8/17/2020
3rd Reading	9/8/2020
Publish	9/17/2020

## COUNCIL PACKET

Riverside/436225-21/Internal TIF Advance & Ec Dev Loan

### RESOLUTION NO. 072020-03

#### Resolution Authorizing Internal Advance For Funding of Economic Development Grant

WHEREAS, Chapter 15A of the Code of Iowa ("Chapter 15A") declares that economic development is a public purpose for which a city may provide grants, loans, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans or other financial assistance, a city council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that, in determining whether funds should be spent, a city council must consider any or all of a series of factors; and

WHEREAS, the City of Riverside, Iowa (the "City"), has previously established the Northern Heights Housing Urban Renewal Area (the "Urban Renewal Area") and has established the Northern Heights Housing Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund") in connection therewith; and

WHEREAS, the City has undertaken an urban renewal project consisting of funding an economic development grant (the "Grant") to Apex Development Group, L.L.C. (the "Developer") in connection with the construction of public infrastructure improvements necessary for the development of a residential housing subdivision (the "Project"); and

WHEREAS, in order to cover the City's costs in funding the Grant and to make such costs eligible to be recouped from future incremental property tax revenues, it is necessary to facilitate an internal advance (the "Advance") of funds in the amount of \$692,000; and

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Riverside, Iowa, as follows:

Section 1. It is hereby directed that an amount not to exceed Six Hundred Ninety-Two Thousand Dollars (\$692,000) be advanced to the funding of the Grant from the City's Casino Revenue Fund-145 (the "Source Fund"). The Advance shall be repaid to the Source Fund, without interest, out of incremental property tax revenues received into the Tax Increment Fund.

It is intended that the Advance shall be repaid in eleven (11) installments on June 1, in each of the years 2022 through 2032, provided however that repayment of the Advance is subject to the determination of future City Councils that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Advance, and the City Council reserves the right to appropriate funds, or to withhold such appropriation, at its discretion.



## COUNCIL PACKET

Riverside/436225-21/Internal TIF Advance & Ec Dev Loan

Section 2. Pursuant to Section 403.22 of the Code of Iowa, 2019, provision shall be made for providing housing assistance to families of low and moderate income. The amount to be set aside for such purpose (the "LMI Requirement") shall be equal to 38.02% of every dollar of Incremental Property Tax Revenues collected into the Tax Increment Fund and used for the repayment of the Advance. In no event shall the aggregate dollars set aside for the satisfaction of the LMI Requirement exceed \$263,098.

Section 3. A copy of this Resolution shall be filed in the office of the County Auditor of Washington County, Iowa to evidence the Advance. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify, no later than December 1, 2020, the original amount of the Advance, plus the estimated LMI Requirement.

Section 4. Pursuant to the factors listed in Chapter 15A, the City Council hereby finds that:

- a) The Project will add diversity and generate new opportunities for the Riverside and Iowa economies;
- b) The Project will generate public gains and benefits, which are warranted in comparison to the amount of the proposed Grant;

Section 5. The City Council further finds that a public purpose will reasonably be accomplished by making the Grant in connection with the Project. The Grant is hereby approved and the City Clerk is hereby authorized and directed to take all action necessary to fund the Grant to the Developer in accordance with the terms of this Resolution. All action heretofore taken by the City Clerk is all hereby ratified and affirmed.

Section 6. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 20<sup>th</sup> day of July, 2020.

---

Mayor

Attest:

---

City Clerk



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

## **City of Riverside Residential Community Beautification Incentive Program**

### **Guidelines & Policies**

The Community Beautification incentive program is designed to stimulate improvements to dwellings and properties in the residential district of Riverside. This grant is to encourage growth and attract new families by creating a positive, clean, and welcoming environment for our residents of Riverside.

### **Program Objectives**

- To make positive, high-impact visual improvements to dwellings and properties by providing an overall enhanced image for Riverside, thereby attracting families to want to live and raise a family in Riverside.

### **Available Assistance**

- To provide a maximum of \$2,500 financial assistance per project as a ***matching monetary incentive*** grant package as a forgivable loan to property owners for the ***restoration or rehabilitation of dwelling and property, or***
- To provide a maximum of \$2,500 financial assistance per project as a ***matching monetary incentive*** grant package as a forgivable loan to help property owners ***update or beautify their dwelling or property.***

### **Eligibility Requirements**

- Assistance under this program will be considered subject to the availability of funding.
- Property owners within the City limits of Riverside are eligible to apply.
- For Residential use only.

## COUNCIL PACKET

### **Minimum Guidelines**

- Dwellings and Properties improved with funds from this program must remain livable, occupied and free of deterioration for period of (12) twelve months from the date of agreement. In the event these terms are not met any grant funds must be returned to the City.
- Tax payments for the subject property shall be up to date at the time of application.
- Grants will be approved at the sole discretion of the City.
- To be considered for approval, projects must make a substantial, visible improvement to the appearance of the building (to be determined by City staff).
- Dwelling and property improvements should maintain the character of the residential area.
- Retroactive applications will not be accepted. Applicants must consult with City Staff before work begins to define a project scope.

### **Eligible Improvements**

- Sidewalks, Driveways, and Landscaping.
- Permanent exterior improvements to include but not limited to:
  - Installation, repair, or replacement of exterior exit doors.
  - Roof installation, repair, or replacement.
  - Repair, replacement, or addition of exterior shutters, awnings, and/or canopies.
  - Repair and/or rebuilding exterior walls, including siding, painting, sealing, and tuck pointing.
  - Repair or replacement of frames, sills, glazing, glass, and/or installation of new windows.
  - Installation, repair, or replacement of exterior lighting.
  - Repair, replacement of front porches, decks.
- Compliance with Americans with Disabilities Act (ADA) for sidewalks on properties.

### **Ineligible Improvements**

- Structural additions that would enlarge the residential (livable) space of building—or an area not originally a livable space made livable.
- Furnishings and equipment purchase.
- Working capital.
- Inventory.
- Labor provided by the applicant, tenant, or property owner of the building.
- Extermination of insects, rodents, vermin, and other pests.

## COUNCIL PACKET

- Improvements that do not comply with the City of Riverside's Land Use Plan, Zoning Ordinance, Building Code, and/or other applicable laws.
- Expenses incurred prior to grant application approval.

**Grant Awarding.** Grants are on a first come, first serve basis while funding is available per budget year. One Grant application per property owner per year is allowed or at Council discretion. Prioritization may be given to those properties valued in the \$150,000 to \$180,000 range. Preference is given to new applicants and may be given to those who use local businesses in their project.

### **Application Process / Additional Information**

- After reviewing the program guidelines, the applicant will meet with the Grant Committee to discuss the desired work to be undertaken. Written bids, sketches, color samples, material supplies, and photographs are encouraged to be submitted along with the application.
- The Grant Committee will review application making sure all requirements have been met and then present to the City Council for either approval or rejection of the grant request.
- Once Council approval is obtained the City Clerk will contact the applicant and provide the authorization to proceed.
- The applicant is responsible for obtaining any necessary building permits prior to beginning the project and will be responsible for complying with all Ordinances and laws.
- The applicant has ninety (90) days to begin the project and the length of time authorized to complete the project will be determined by City staff (based on the scope of the project).
- Deviations from approved plans and specifications without the prior authorization of the Grant Committee may disqualify the applicant from receiving any grant funds.
- When the project is complete, the applicant will submit to the City Clerk copies of all bills including proof of payment and at which time the City Clerk will present the paperwork to the Grant Committee to determine whether the overall project met program guidelines. If all requirements have been met, the City Clerk will take the request for payment to council for approval, and once approve is received, the City Clerk will issue payment to the applicant. Please allow 30 days for processing.

COUNCIL PACKET



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

**City of Riverside Residential  
Community Beautification Incentive Program  
GRANT APPLICATION**

Applicant Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Type of Work to be performed:

\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

Total Project Cost: \$ \_\_\_\_\_

Total Amount Requested from the City: \$ \_\_\_\_\_

## COUNCIL PACKET

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

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR CITY USE ONLY

Date Draft Application Received (if applicable): \_\_\_\_\_

Date Grant Application Received: \_\_\_\_\_

Date Reviewed by Grant Committee: \_\_\_\_\_

Responses from Grant Committee:

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Recommendation for Approval by Grant Committee: \_\_\_\_\_ Yes \_\_\_\_\_ No

Council Decision: \_\_\_\_\_ Yes \_\_\_\_\_ No

Comments:

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## COUNCIL PACKET



### City of Riverside Downtown Business District Incentive Program FY21

#### **Program Objective**

Provide financial assistance to commercial entities for the redevelopment or remediation of underutilized buildings.

#### **Project Intent**

- make a positive, high-impact visual improvement to commercial buildings
- provide an overall enhanced image
- maintain the structural integrity of the downtown historic buildings
- increase property values
- demonstrate public/private sector investment
- provide a significant positive impact on the community

#### **Definitions**

- Building: A structure used or intended to be used for commercial purposes and properly zoned as a commercial property. This grant is not available for residential purposes.
- Underutilized building: A building that is vacant or mostly vacant, is blighted or severely deteriorated, contains potential safety hazards including structural instability, code noncompliance, hazardous materials or generally unsafe or hazardous conditions.

#### **Available Assistance**

The City of Riverside shall administer the fund in a manner to make grant moneys available each fiscal year when funding is available and established by City Budget and Resolution.

Maximum grant amount per applicant per year shall not exceed \$10,000.00. Monies awarded will be on reimbursement basis, with 50% of expenses reimbursed to the maximum amount allowed per year.

#### **Eligibility Requirements**

- Available to property or building owners only
- Must be in the business district
- Mixed-use buildings: Only the Commercial portion of the building is eligible

## COUNCIL PACKET

- Must meet the definition of building
- Must meet the definition of underutilized
- Work must be performed by a licensed contractor

### Eligible Improvements

- Permanent commercial exterior improvements
- Compliance with ADA for commercial properties
- Installation, repair or replacement of exterior exit doors
- Repair and/or rebuilding of exterior walls, including sealing and tuck pointing
- Repair or replacement of frames, sills, glazing, glass and/or installation of new windows
- Installation, repair, or replacement of exterior lighting
- Repair, replacement or purchase of signs-preference of use of local business for sign construction
- Repair, replacement or addition of exterior shutters, awnings, and/or canopies
- Roof installation, repair, or replacement
- ***Preference given to applicants that maintain the historical and aesthetic integrity of the structure***

### Ineligible Improvements

- Interior remodeling improvements
- Projects started, in process or completed prior to application for the grant
- Projects where other grant funding has been received
- Labor provided by the applicant

### Grant Forms/Application Period

- Grant forms will be available at City Hall and on the City website.
- Grant cycle will be July 1 through June 30 of each year
- Completed applications need to be received by at City Hall each year by June 1st to be considered for the next grant cycle. Draft applications are strongly encouraged and can be submitted as early as February 1<sup>st</sup>. ***Due to the late start of the grant cycle for FY21, applications are due August 1, 2020.*** A completed application must include:
  - Application form with signatures of applicant and builder owner if different.
  - Construction drawings/plans for the project.
  - Photos of the project area.
  - Itemized budget that includes a complete list of projected expenses listing dollars applied for.
  - Bids/estimates from contractors.
  - Property owners estimated financial contribution. (Cannot use grant proceeds from other grants as financial contribution)
- Grants are awarded on a FY basis, with money available between July 1<sup>st</sup> through June 30<sup>th</sup> of each year. Projects must be completed with rebate request forms with the appropriate supporting documentation submitted by May 31<sup>st</sup> of the grant cycle.



## COUNCIL PACKET

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

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

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

### Grant Application Checklist:

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

COUNCIL PACKET



CITY OF RIVERSIDE BUSINESS DISTRICT GRANT APPLICATION

Applicant Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

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

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

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

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Total Project Cost: \$ \_\_\_\_\_

Total Amount Requested from the City: \$ \_\_\_\_\_

## COUNCIL PACKET

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

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FOR CITY USE ONLY**

Date Draft Application Received (if applicable): \_\_\_\_\_

Date Grant Application Received: \_\_\_\_\_

Date Reviewed by Grant Committee: \_\_\_\_\_

Responses from Grant Committee: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Recommendation for Approval by Grant Committee: \_\_\_\_\_ Yes \_\_\_\_\_ No

Council Decision: \_\_\_\_\_ Yes \_\_\_\_\_ No

Comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

COUNCIL PACKET

RESOLUTION #072020-04

RESOLUTION APPROVING FINAL ACCEPTANCE FROM APEX  
CONSTRUCTION FOR NORTHERN HEIGHTS SUBDIVISION

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from APEX Construction for the Northern Heights Subdivision, phase #1, with exception of the water detention basin.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to APEX Construction for the Northern Heights Subdivision..

**Moved by** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20th day of July, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



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

1917 S. Gilbert Street  
 Iowa City, Iowa 52240

**319.351.8282**

mmsconsultants.net  
 mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

July 15, 2020

2245-041

Mayor Allen Schneider and City Council  
 City of Riverside  
 60 N Greene Street  
 Riverside, Iowa 52327

RE: Acceptance of Public Improvements for Northern Heights Addition

Honorable Mayor and City Council,

I have reviewed the work for the public improvements for Northern Heights Addition. I prepared a punch list on June 4, 2020 which outlined some items remaining for the developer to complete prior to acceptance of the public improvements. Most of the items on the punch list have since been addressed.

I certify that the public improvements shown on the construction plans have been completed in substantial compliance with the construction plans approved by the City Council, except as noted on the punch list.

Many of the outstanding items are related to the storm water basin on Outlot A. I recommend that the City does not accept ownership of Outlot A until the basin has adequate grass cover and the basin is flowing as designed. The final plat documents include an agreement for this that Apex has signed.

I recommend that the City approve the Final Plat for Northern Heights Addition and accept the public improvements. Once the items on the punch list are completed to the satisfaction of City staff, the final plat could be recorded.

Respectfully yours,

Scott Pottorff, P.E.  
 MMS Consultants, Inc.

N:\2245\2245-041\2245-041acceptanceletter.docx



# COUNCIL PACKET

## MORTGAGEE'S CONSENT TO PLATTING OF NORTHERN HEIGHTS SUBDIVISION RIVERSIDE, WASHINGTON COUNTY, IOWA

This consent by Hills Bank and Trust Company, Kalona, Washington County, Iowa, mortgagee in a Mortgage by John A. Roetlin and Joanne J. Roetlin, husband and wife, dated March 29, 2012 filed of record April 2, 2012 as Instrument #2012-1152, is to acknowledge the platting of NORTHERN HEIGHTS SUBDIVISION, RIVERSIDE, WASHINGTON COUNTY, IOWA, covering the following described real estate:

BEING PART OF LOT 1, SUBDIVISION OF THE NORTHWEST QUARTER (NW ¼) OF THE SOUTHWEST QUARTER (SW ¼) AND THE NORTHEAST QUARTER (NE ¼) OF THE SOUTHWEST QUARTER (SW ¼) LYING WEST OF TUPELO BOULEVARD, ALL IN SECTION 8, TOWNSHIP 77 NORTH, RANGE 6 WEST OF THE 5TH P.M., WASHINGTON COUNTY, IOWA, DESCRIBED AS:  
COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER (NE ¼) OF THE SOUTHWEST QUARTER (SW ¼) OF SAID SECTION 8 (NE CORNER OF SAID LOT 1), THENCE ALONG THE EAST LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER (NW ¼ SW ¼) S02°51'53"E, 566.38 FEET TO THE POINT OF BEGINNING AND THE SOUTH LINE OF PARCEL L, AS RECORDED IN BOOK 2011, PAGE 44 OF THE WASHINGTON COUNTY RECORDER'S OFFICE; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S83°32'00"W, 173.94 FEET TO THE CENTERLINE OF TUPELO BOULEVARD; THENCE ALONG SAID CENTERLINE S28°12'46"W, 597.25 FEET TO THE NORTHEAST CORNER OF PARCEL C-1 AS RECORDED IN BOOK 25 PAGE 44 OF THE WASHINGTON COUNTY RECORDER'S OFFICE; THENCE ALONG THE NORTH LINE OF SAID PARCEL C-1 N77°34'16"W, 515.62 FEET TO THE NORTHWEST (NW) CORNER OF SAID PARCEL C-1, THENCE S89°27'45"W, 262.36 FEET; THENCE N12°35'04"E, 135.10 FEET; THENCE 15.00 FEET ALONG A 230 FOOT RADIUS CURVE CONCAVE NORTH (CHORD BEARING N75°32'52"W, 14.99 FEET); THENCE N16°19'12"E, 177.90 FEET; THENCE S89°59'19"E, 229.56 FEET; THENCE N00°01'09"E, 170.08 FEET; THENCE S89°58'51"E, 192.12; THENCE N00°01'09"E, 23.00 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL L; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S69°50'28"E, 75.00 FEET; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S83°32'00"W, 320.38 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 9.38 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

Hills Bank and Trust Company, hereby releases any property, the subject matter of said Mortgage, which is otherwise shown on the plat as an easementway for utilities or roadway, drive or lane, whether publicly or privately owned, benefiting the property, the subject matter of the Plat.

Signed this 15<sup>th</sup> day of July, 2020.

HILLS BANK AND TRUST COMPANY

(SEAL)

by \_\_\_\_\_  
Dave J. Hochstetler, Senior Vice President

STATE OF IOWA :  
: SS  
COUNTY OF WASHINGTON :

On this \_\_\_\_\_ day of July, 2020, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Dave J. Hochstetler to me personally known, who, being by me duly sworn, did say

## COUNCIL PACKET

that he is the Senior Vice President, Commercial Banking, of said corporation executing the within and foregoing instrument, that the seal affixed thereto is the seal of said corporation; that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and that the said Dave J. Hochstetler as such officer acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by him voluntarily executed.

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NOTARY PUBLIC in and for the State of Iowa



## COUNCIL PACKET

### CERTIFICATE OF TREASURER

I, Jeffrey A. Garrett, Treasurer of Washington County, Iowa, do hereby certify the platted land described on Exhibit A appended hereto, is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa as shown by the records of the Washington County, Iowa Treasurer.

Dated this \_\_\_\_\_ day of July, 2020.

**TREASURER OF WASHINGTON COUNTY IOWA**

\_\_\_\_\_  
by Jeffrey A. Garrett, Treasurer

(Seal)

Tax Parcel Number: 04-08-302-010

COUNCIL PACKET


STATE OF IOWA                    )  
COUNTY OF WASHINGTON    ) ss

CERTIFICATE OF AUDITOR

I, Daniel L. Widmer, hereby certify that I am the duly elected, qualified and acting Auditor of Washington County, Iowa.

The name of "Northern Heights Subdivision", which is located in Washington County, Iowa, in Section 8, Township 77 North, Range 6 West of the 5<sup>th</sup> P.M., Washington County, Iowa, is sufficiently succinct and unique and may be used for the name of a subdivision in Washington County, Iowa, under § 354.6 (2) and § 354.11 (6), Code of Iowa.

Dated this day 19th of June, 2020.

  
\_\_\_\_\_  
Daniel L. Widmer  
County Auditor  
Washington County, Iowa

(seal)

COUNCIL PACKET

**RESOLUTION #0702020-05**

**RESOLUTION APPROVING THE FINAL PLAT FOR  
NORTHERN HEIGHTS SUBDIVISION**

**WHEREAS**, on this 20<sup>TH</sup> day of July, 2020, the City Council of Riverside, reviewed and accepted the Final Plat for Phase 1 in the Northern Heights Subdivision, in the City of Riverside.

**THEREFORE, BE IT RESOLVED**, The City of Riverside City Council, hereby approves the Final Plat for Northern Heights Subdivision, phase 1, prepared by Axiom Consultants.

Planning and Zoning Commission recommended approval of final plat to City Council on June 23, 2020.

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

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

Ayes:

Nays:

Absent:

**Passed and Approved** by the City Council of Riverside, Iowa and approved this 20<sup>th</sup> day of July, 2020.

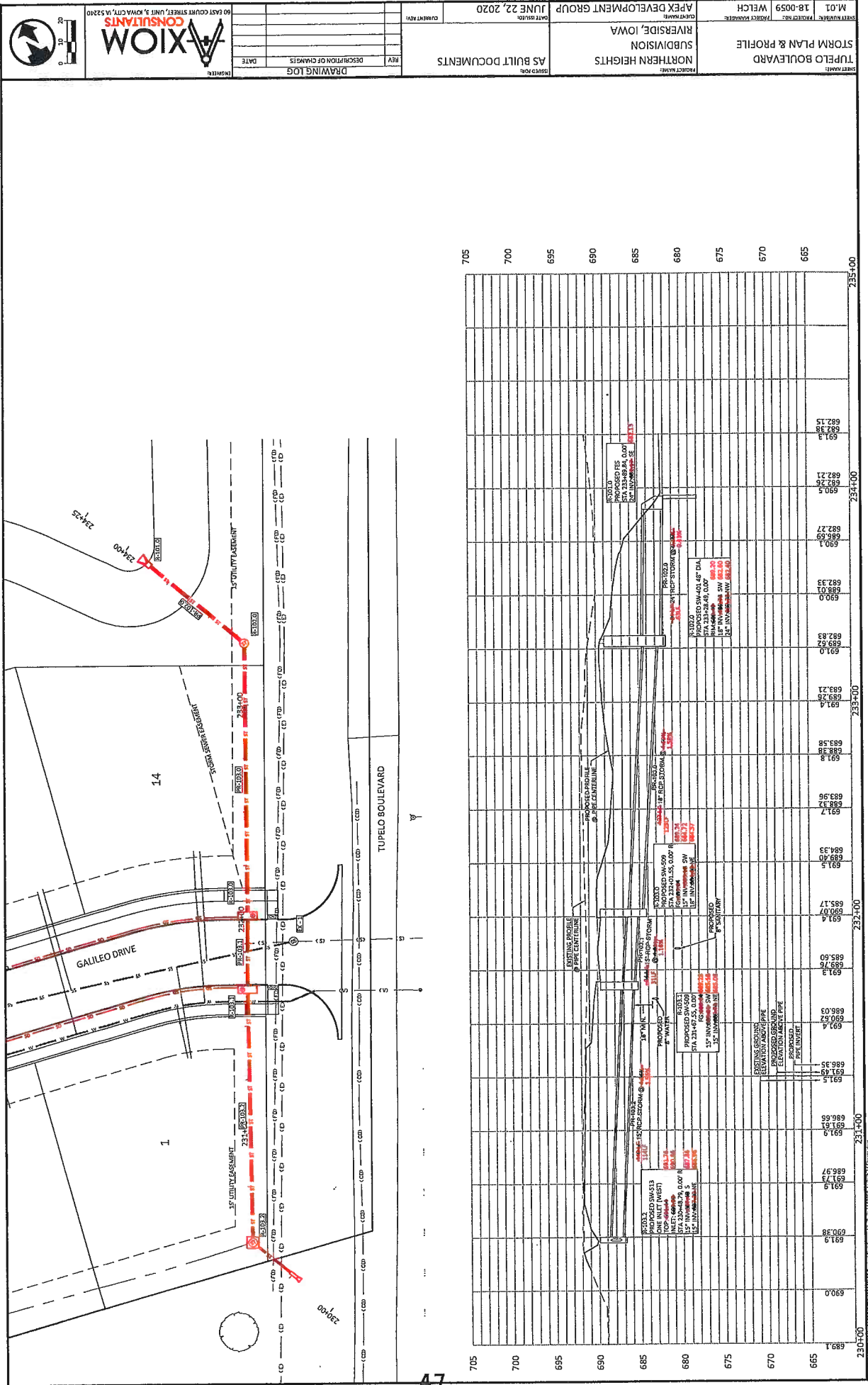
SIGNED: \_\_\_\_\_  
Allen Schneider, Mayor

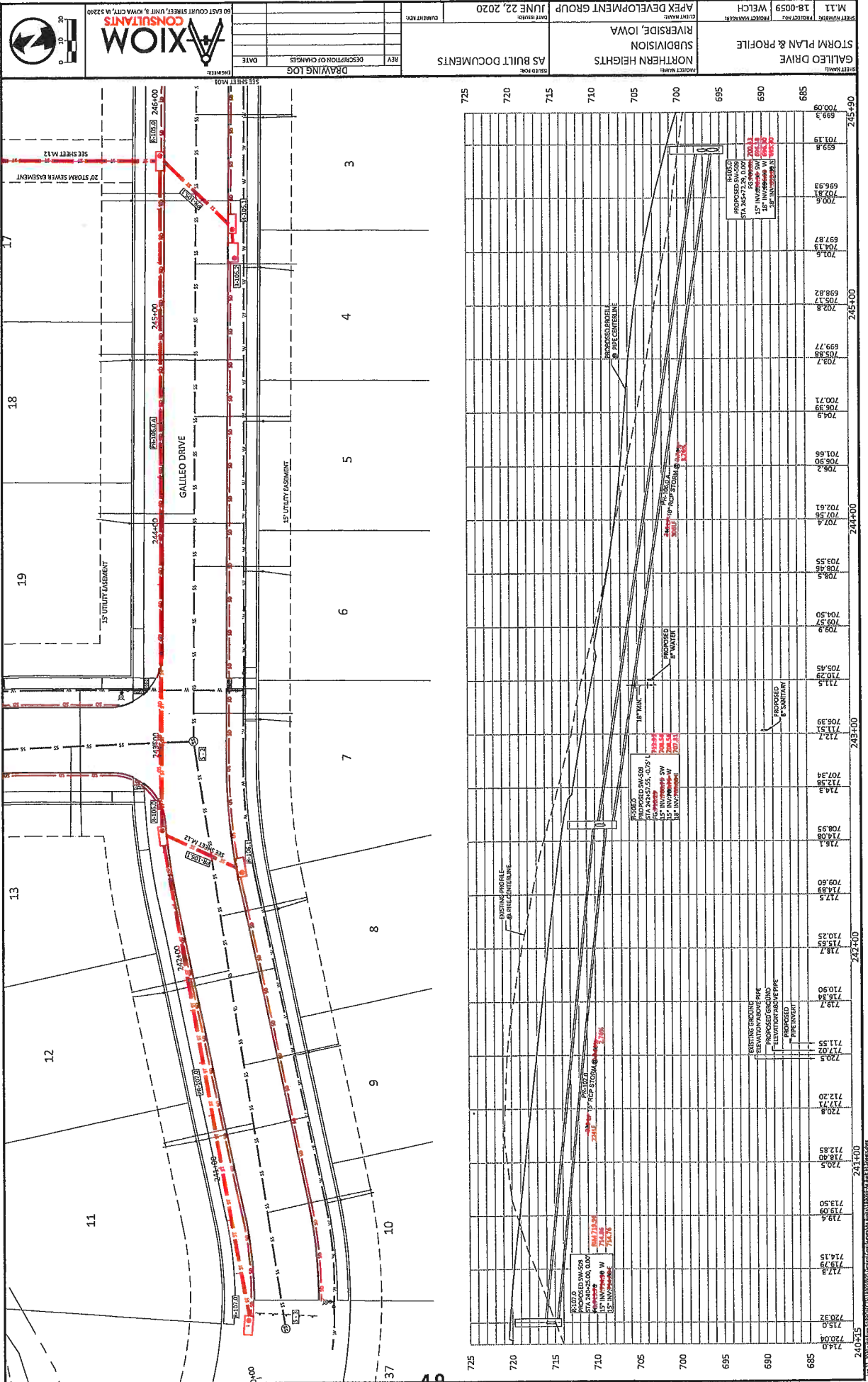
Date: \_\_\_\_\_

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

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

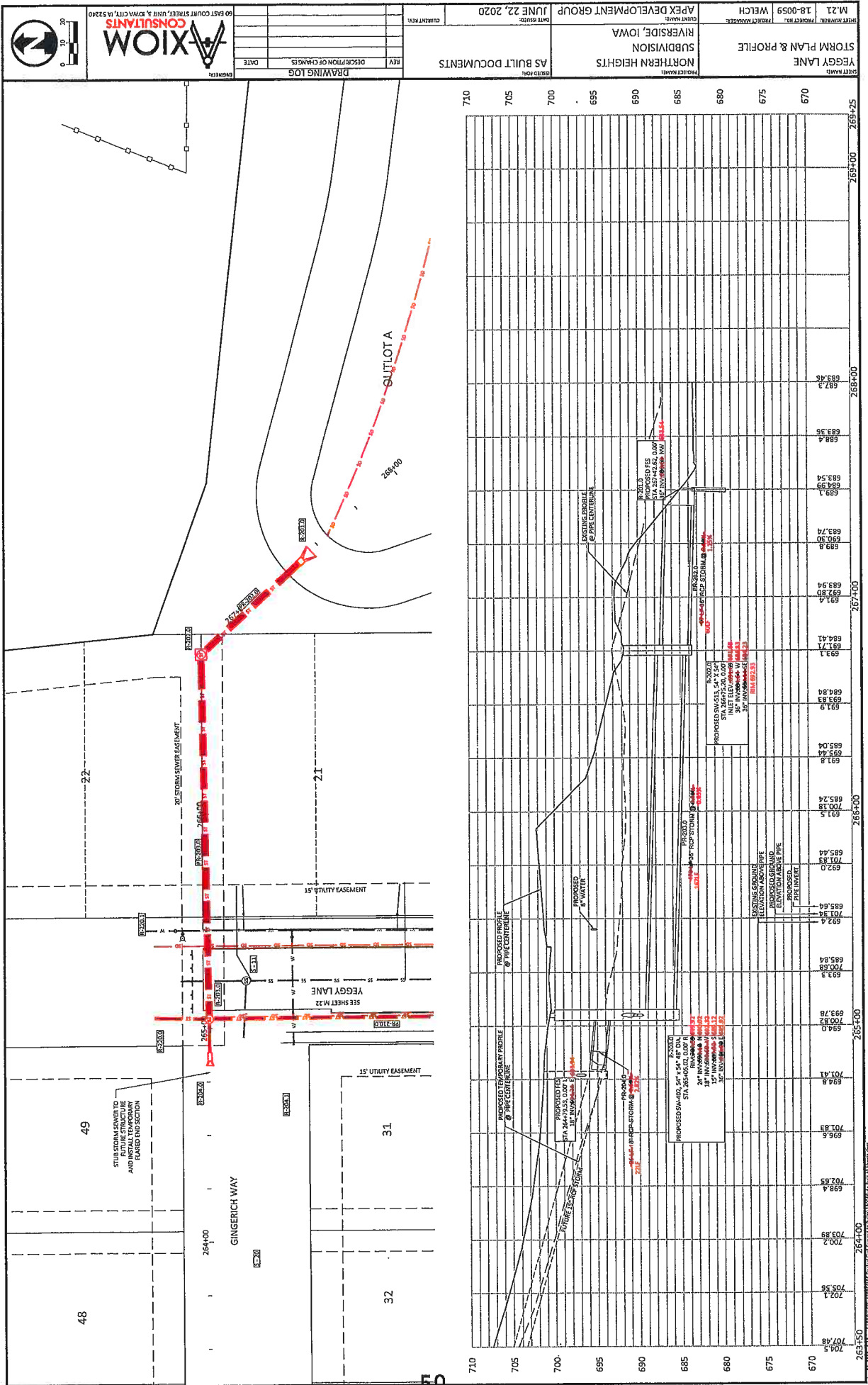








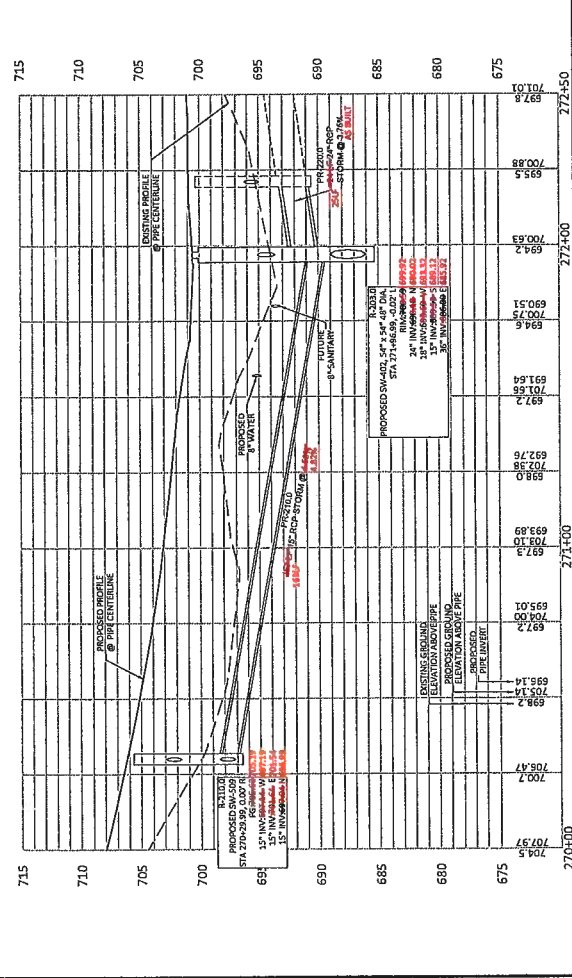
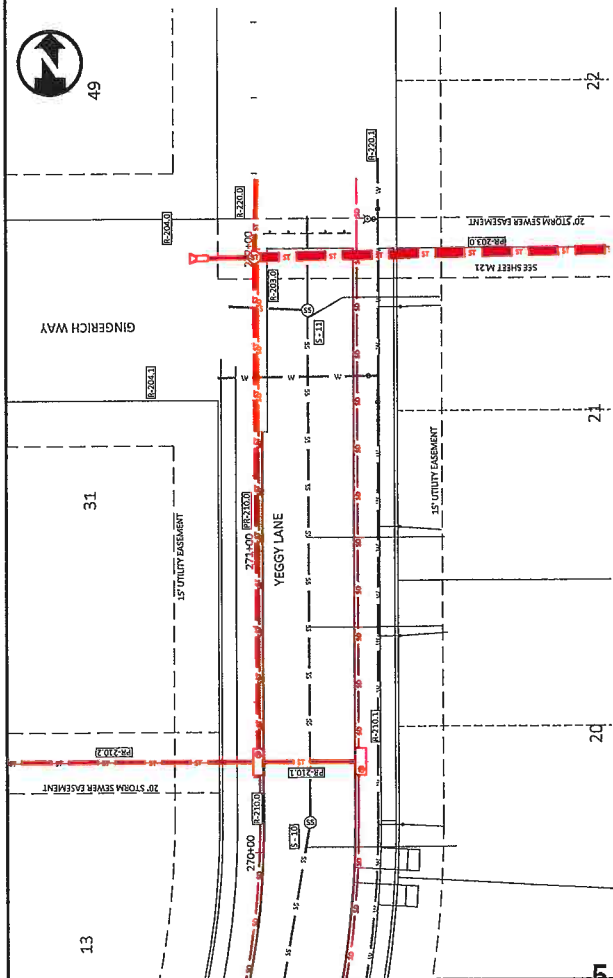
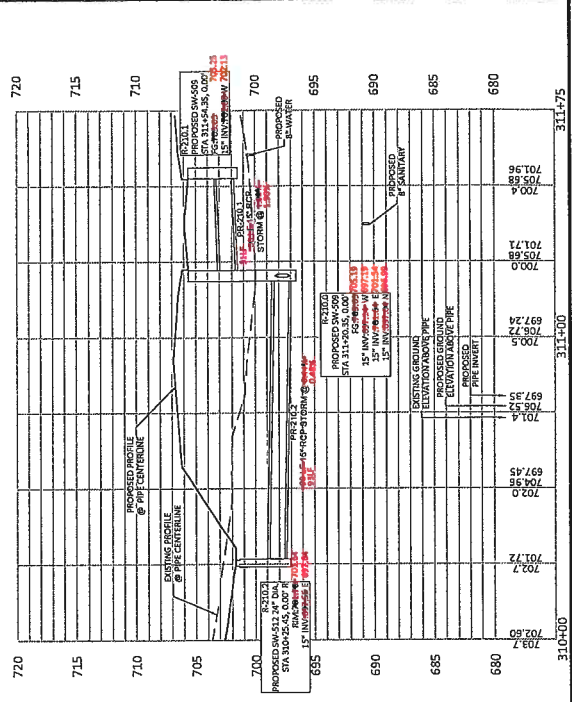
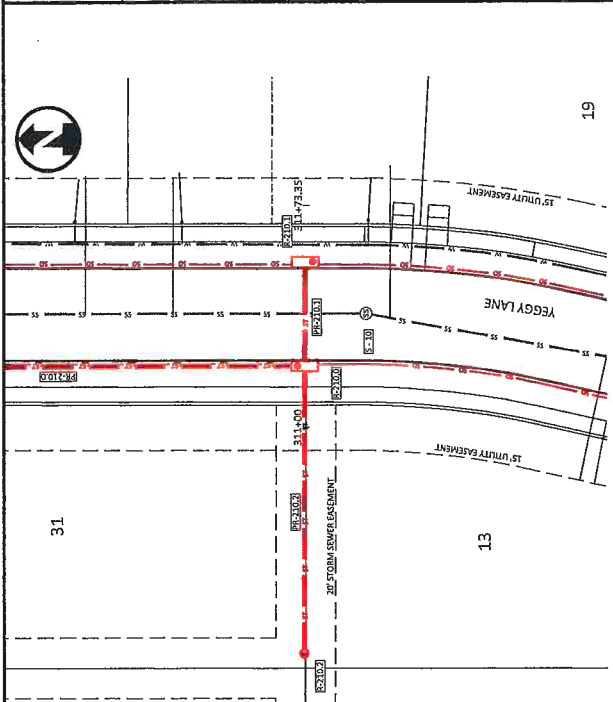


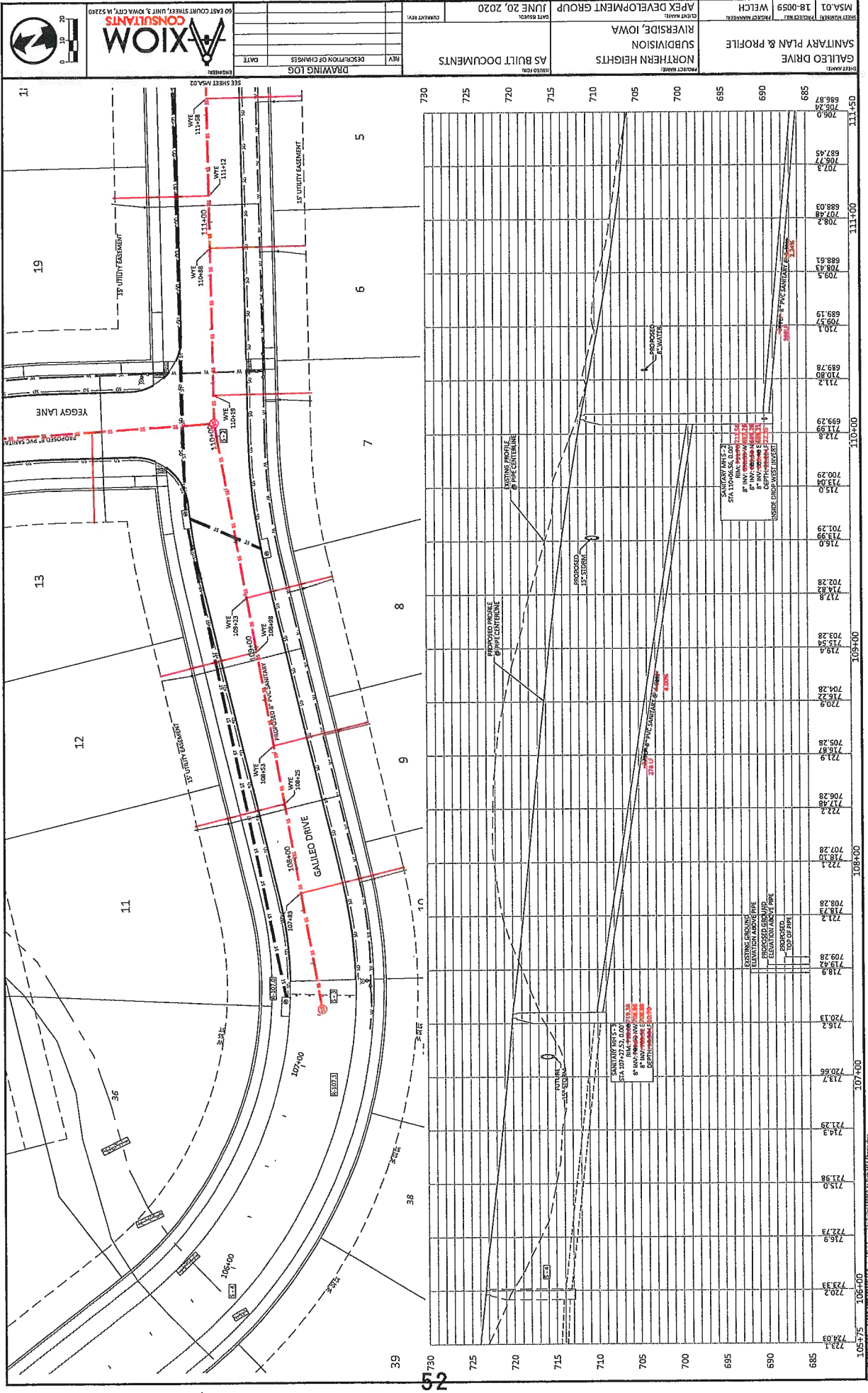




**COUNCIL PACKET**

SHEET NAME: YEGGY LANE STORM PLAN & PROFILE		SHEET NUMBER: 18-0059 WELCH	
PROJECT NAME: NORTHERN HEIGHTS SUBDIVISION RIVERSIDE, IOWA		PROJECT NUMBER: 18-0059 WELCH	
ISSUED FOR: AS BUILT DOCUMENTS		DATE REVISED: JUNE 22, 2020	
REV:		QUANTITY REV:	
DRAWING LOG		DATE	
DESCRIPTION OF CHANGES		DATE	
DRAWN BY:		DATE	
CHECKED BY:		DATE	
APPROVED BY:		DATE	
PROJECT NAME:		PROJECT NUMBER:	
SHEET NAME:		SHEET NUMBER:	





**COUNCIL PACKET**

**PROJECT INFORMATION**

CLIENT: APEX DEVELOPMENT GROUP  
 PROJECT: SUBDIVISION RIVERSIDE, IOWA  
 DRAWING: SANITARY PLAN & PROFILE  
 DATE: JUNE 20, 2020

**DRAWING LOG**

REV	DESCRIPTION OF CHANGES	DATE
1	ISSUED FOR PERMIT	06/20/20

**PROJECT LOCATION**

15' UTILITY EASEMENT  
 30' UTILITY EASEMENT  
 GALILEO DRIVE  
 TUPPER BOULEVARD

**PROPOSED SEWER LINE**

PROPOSED SEWER LINE @ 1.5%  
 PROPOSED SEWER LINE @ 1.5%  
 PROPOSED SEWER LINE @ 1.5%

**EXISTING GROUND**

EXISTING GROUND  
 ELEVATION ABOVE PIPE  
 ELEVATION ABOVE PIPE  
 ELEVATION ABOVE PIPE

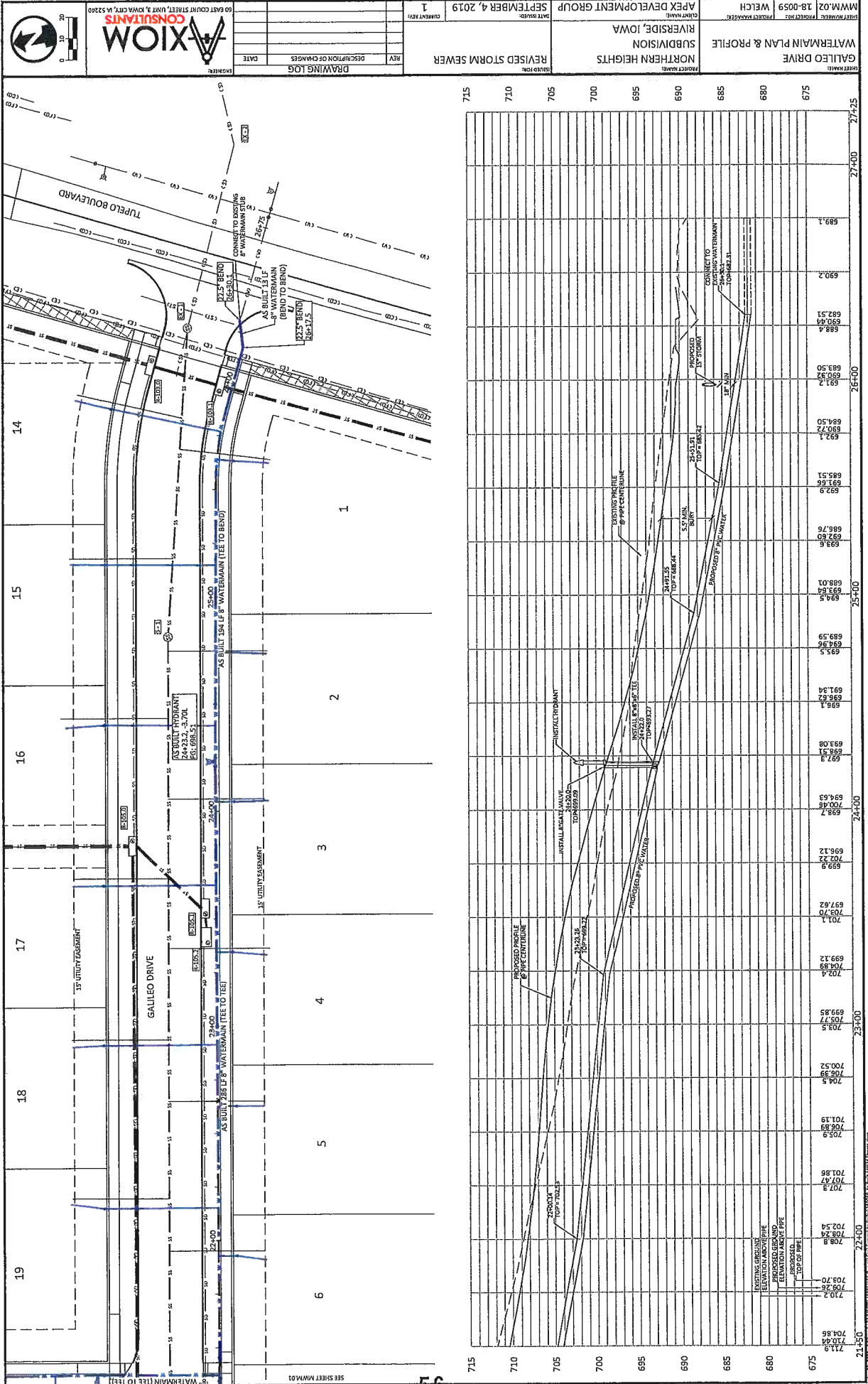
**STATIONING**

STATIONING  
 STATIONING  
 STATIONING

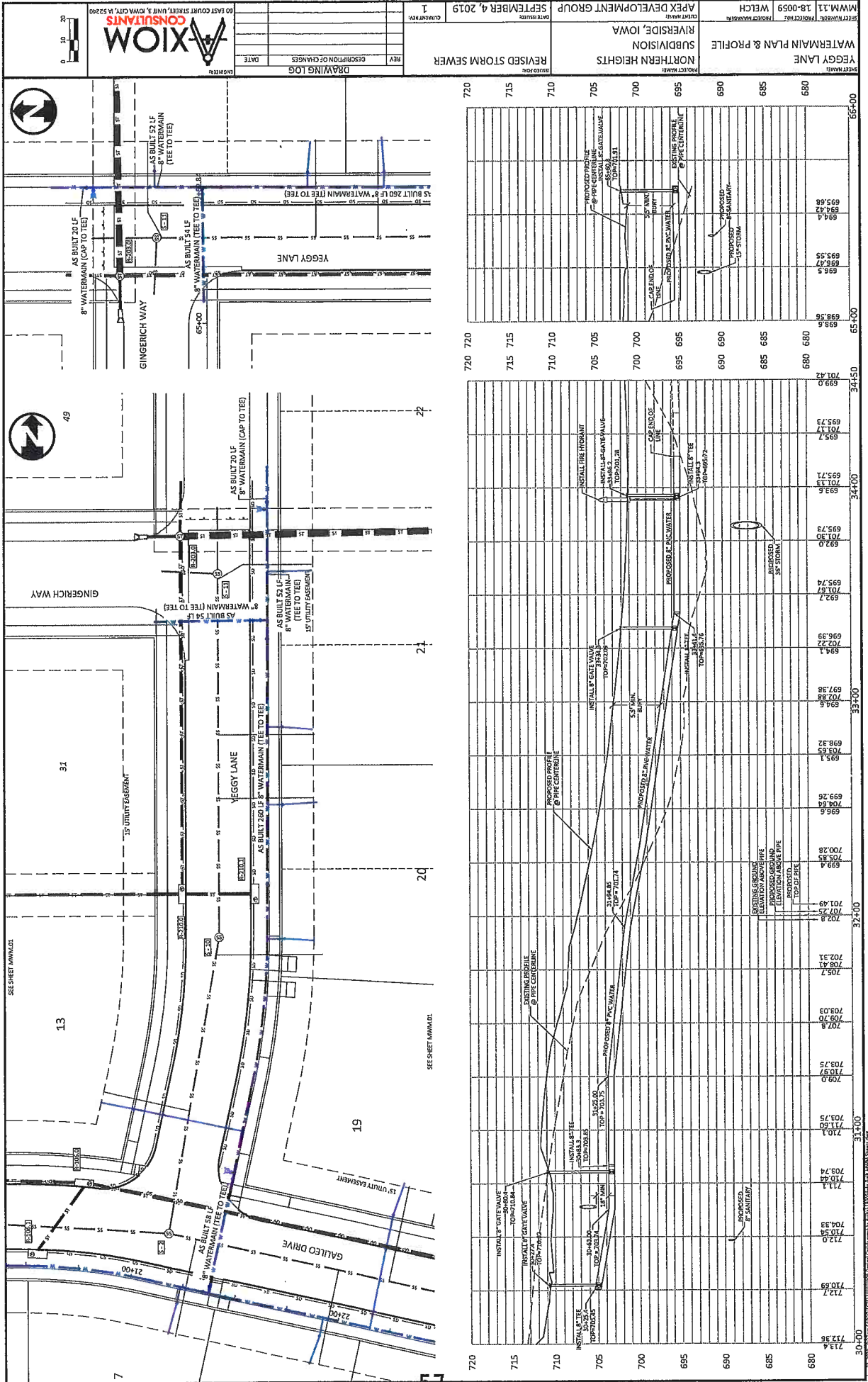




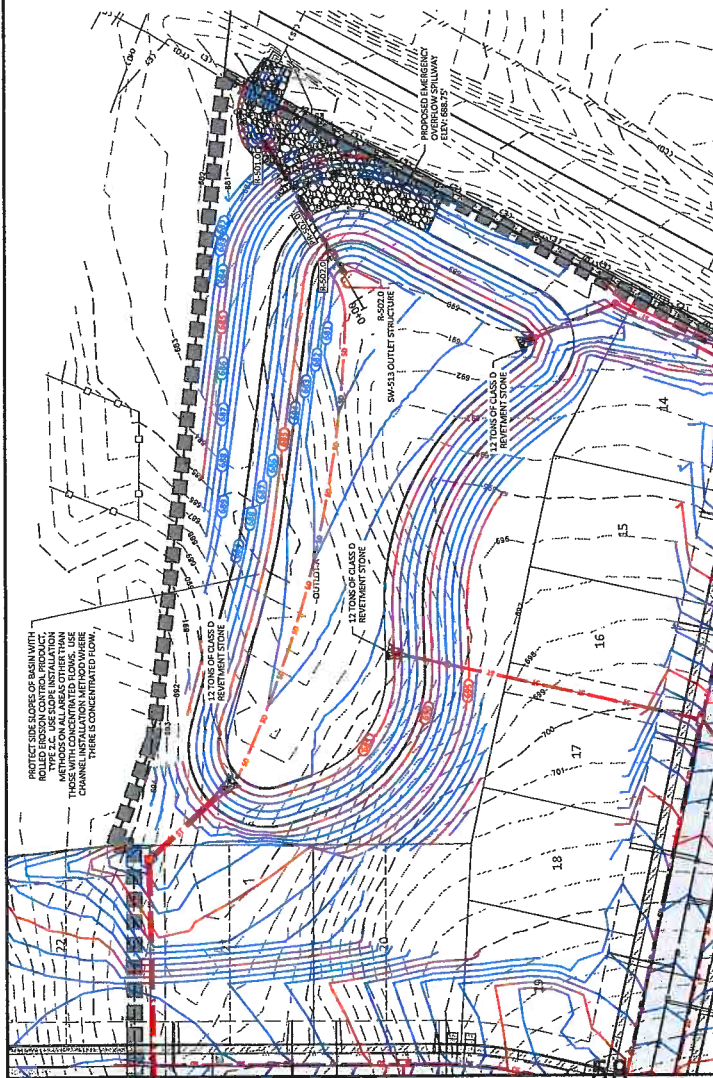
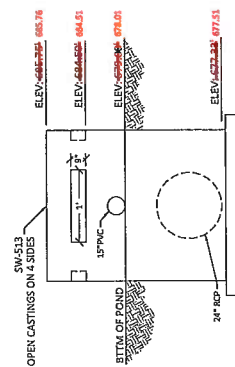
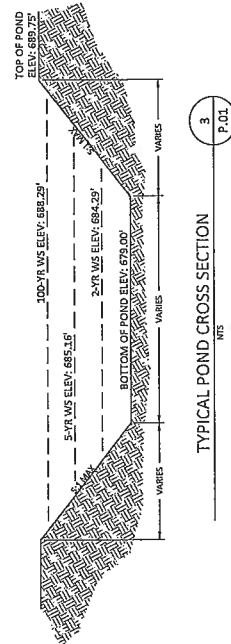
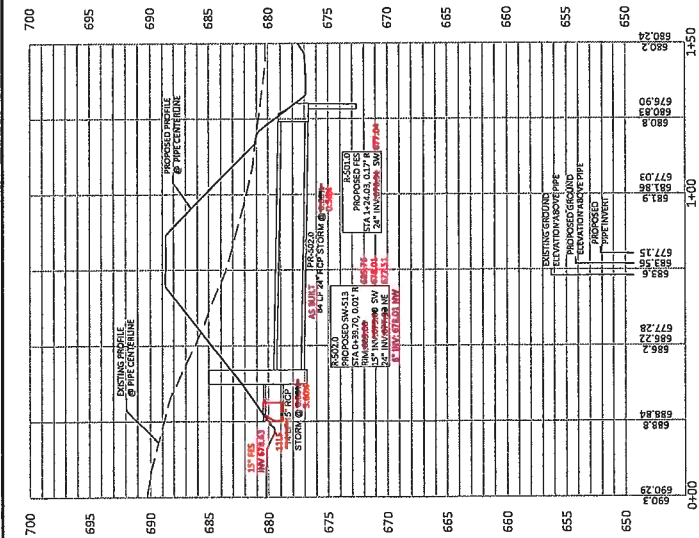




# COUNCIL PACKET









# COUNCIL PACKET

## WOLFE LAW OFFICES

DOUGLAS D. WOLFE  
RES.TEL. 560-0707  
RICHARD B. WOLFE (1906-2002)

ATTORNEYS AND COUNSELORS AT LAW  
202 FIRST STREET WEST  
MOUNT VERNON BANK BUILDING  
BOX 174  
MOUNT VERNON, IOWA 52314

OFFICE TELEPHONE  
895-8578  
AREA CODE  
319  
FAX 319-895-8434

July 14, 2020

To Whom It May Concern:

This is to certify that I have examined the Abstract of Title consisting of 32 Entries, to the following described real estate which is included within the abstract caption:

**See Exhibit "A" appended hereto and incorporated herein**

and find title thereto as of the 23<sup>rd</sup> day of June, 2020, at 8:00 A.M., date and hour of last certification (Memo No. 70,895), along with Addendum dated July 13, 2020 (Memo No. 70,983), of said abstract by Washington Title and Guaranty Company, Title Guaranty Division Iowa Finance Authority Abstracter #8505 to be in:

**Yeggy Roetlin Farms, LLC, legal title holder and  
Apex Development Group, LLC, equitable titleholder**

subject to the following:

Entry 20 indicates a Mortgage in favor of Hills Bank and Trust Company dated March 29, 2012 and filed for record April 2, 2012 appearing as Instrument #2012-1152 of the records of the Washington County, Iowa Recorder. The foregoing mortgagee will consent to the plat of Northern Heights Subdivision, Riverside, Washington County, Iowa.

The Addendum dated July 13, 2020 indicates the property under examination, along with additional property, is the subject of a real estate installment contract July 1, 2020 and filed for record July 2, 2020 appearing as Instrument #2020-2547 between the legal titleholder Yeggy Roetlin Farms LLC and equitable titleholder Apex Development Group, LLC.

Entry 22 indicates the subject property under examination is part of a larger parcel the subject of an Annexation proceeding within the City of Riverside, Iowa filed for record May 15, 2019 appearing as Instrument #2019-1351 of the records of the Washington County, Iowa Recorder.

Entry 23 indicates a Development Agreement North Growth Area Potential Project to the City of Riverside, Washington County, Iowa filed for record July 12, 2019 appearing as Instrument #2019-2183 between Apex Development Group, LLC and The City of Riverside, Iowa. Entry 24 indicates an Addendum between the parties to the foregoing Agreement filed for record August 19, 2019 appearing as Instrument #2019-2751.

## COUNCIL PACKET

Norther Heights Subdivision /Plat Opinion  
July 14, 2020  
Page 2 of 3

Entry 32 indicates the real estate taxes for fiscal year 2018 are \$678.00 with the first installment paid in full and the second installment paid in full. (Tax parcel No. 04-08-302-110). All previous general taxes are paid in full. Property Address: Tupelo Blvd, Riverside, IA 52327.

The property covered by the Abstract under examination may be subject to various zoning, building, fire and health ordinances and amendments thereto, regulating and restricting the use and enjoyment of the property, passed by the appropriate governmental body in Washington County, Iowa, including those shown at Entries 25-28, a review of which should be undertaken and of which inquiry should be made.

This opinion is made expressly limited to matters shown in the abstract covering the period up to the date of certification. No opinion is expressed as to matters not shown in the abstract that might affect title to the real estate, among which are the following:

- (a) The abstract company normally indicates it has conducted a search of the Mechanic's Notice and Lien Registry maintained by the Iowa Secretary of State. It is recommended a search of the Registry for Notices of Commencement and Preliminary Notices be conducted prior to closing. The absence of posted notices or liens cannot be relied upon as proof there are no parties with mechanic's lien rights. One should always inquire into the existence of lienable labor or materials and to obtain lien waivers or to take other remedial action as necessary.
- (b) Rights of persons in possession;
- (c) All public assessments ordered but which have not become matters of record in the county courthouse;
- (d) Forged or fraudulent contracts, deeds or other instruments affecting title;
- (e) Any transfers, the substance and subject of which may be attacked as a fraudulent conveyance within the meaning of the Federal Bankruptcy Code or Iowa law;
- (f) Any defects of title which may be revealed by an accurate location of improvements and boundaries;
- (g) Any state of facts which might be revealed by physical inspection or soil test of the property, including but not limited to diseased trees, location of driveways, easements, fences, hedges, drainage ditches, and an encroachment of buildings which may have set the boundary lines of the property;
- (h) Zoning or other ordinances of the municipality or county;
- (i) Any flood plain regulations, encroachment limits or flood plain zoning as established by the Iowa Natural Resources Council;
- (j) Any security interest in fixtures attached to the real estate of which notice may be given by a financing statement that has not been filed of record;
- (k) To rights and responsibilities arising out of pending litigation pursuant to the Iowa Dissolution of Marriage statutes; and
- (l) The presence of hazardous substances, pollutants, contaminants, solid wastes, hazardous wastes, and other environmentally regulated activities, including those substances defined to be hazardous in Chapter 42 of the United States Code,

## COUNCIL PACKET

Norther Heights Subdivision /Plat Opinion  
July 14, 2020  
Page 3 of 3

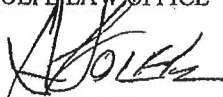
- (m) Section 9601(14) and Chapter 455B of the Iowa Code, which could require a purchaser, owner or lender to incur liability or remedial actions or other clean-up. Unless an exemption applies, before a deed dated on or after July 1, 2009 can be recorded Iowa law requires it must be accompanied by a Certified Inspectors Report documenting the condition or identifying any deficiencies to be remedied prior to closing of any existing private sewage disposal system servicing the property. For further details, please refer to "Time of Transfer" requirements of 2008 Iowa Acts Chapter 1033 (as amended by 2009 Senate File 467).

You are advised to inform yourself of these matters by independent investigation.

You should take notice of all these matters.

Very truly yours,

WOLFE LAW OFFICE



Douglas D. Wolfe  
Title Guaranty Division of the  
Iowa Finance Authority, Member No. 3029

## COUNCIL PACKET

### Exhibit A

BEING PART OF LOT 1, SUBDIVISION OF THE NORTHWEST QUARTER (NW ¼) OF THE SOUTHWEST QUARTER (SW ¼) AND THE NORTHEAST QUARTER (NE ¼) OF THE SOUTHWEST QUARTER (SW ¼) LYING WEST OF TUPELO BOULEVARD, ALL IN SECTION 8, TOWNSHIP 77 NORTH, RANGE 6 WEST OF THE 5TH P.M., WASHINGTON COUNTY, IOWA, DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER (NE ¼) OF THE SOUTHWEST QUARTER (SW ¼) OF SAID SECTION 8 (NE CORNER OF SAID LOT 1), THENCE ALONG THE EAST LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER (NW ¼ SW ¼) S02°51'53"E, 566.38 FEET TO THE POINT OF BEGINNING AND THE SOUTH LINE OF PARCEL L, AS RECORDED IN BOOK 2011, PAGE 44 OF THE WASHINGTON COUNTY RECORDER'S OFFICE; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S83°32'00"W, 173.94 FEET TO THE CENTERLINE OF TUPELO BOULEVARD; THENCE ALONG SAID CENTERLINE S28°12'46"W, 597.25 FEET TO THE NORTHEAST CORNER OF PARCEL C-1 AS RECORDED IN BOOK 25 PAGE 44 OF THE WASHINGTON COUNTY RECORDER'S OFFICE; THENCE ALONG THE NORTH LINE OF SAID PARCEL C-1 N77°34'16"W, 515.62 FEET TO THE NORTHWEST (NW) CORNER OF SAID PARCEL C-1, THENCE S89°27'45"W, 262.36 FEET; THENCE N12°35'04"E, 135.10 FEET; THENCE 15.00 FEET ALONG A 230 FOOT RADIUS CURVE CONCAVE NORTH (CHORD BEARING N75°32'52"W, 14.99 FEET); THENCE N16°19'12"E, 177.90 FEET; THENCE S89°59'19"E, 229.56 FEET; THENCE N00°01'09"E, 170.08 FEET; THENCE S89°58'51"E, 192.12; THENCE N00°01'09"E, 23.00 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL L; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S69°50'28"E, 75.00 FEET; THENCE ALONG THE SOUTH LINE OF SAID PARCEL L S83°32'00"W, 320.38 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 9.38 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

**DECLARATION OF COVENANTS, CONDITIONS  
AND RESTRICTIONS  
NORTHERN HEIGHTS SUBDIVISION  
RIVERSIDE, IOWA**

Apex Development Group, LLC., hereinafter referred to as Declarant, is now the equitable owner and record titleholder of the following-described real estate:

**PARCEL A NW ¼ OF SW ¼ AND NE ¼ OF SW ¼**

All of lot 1, a subdivision of the northwest quarter (NW ¼) of the southwest quarter (SW¼) and the northeast quarter (ne ¼) of the southwest quarter (SW ¼) lying west of Tupelo Boulevard, all in section 8, township 77 north, range 6 west of the 5<sup>th</sup> P.M., Washington County, Iowa, except Parcel 1 as recorded in book 25 page 17 of the Washington County recorder's office described as:

beginning at the northwest corner of the northeast quarter (ne ¼) of the southwest quarter (SW ¼) of said section 8 (ne corner of said lot 1), thence along the north line of said southwest (SW ¼) s89°58'53"e, 506.88 feet to the centerline of said Tupelo Boulevard; thence along said centerline s27°32'39"w, 426.98 feet to the north line of said Parcel 1; thence along said north line n65°37'51"w, 428.71 feet; thence along said north line n89°59'19"w, 289.35 to the northwest (NW) corner of said Parcel 1; thence along the west line of said Parcel 1 s03°11'29"w, 127.86 feet; thence along said west line s05°35'31"e, 175.12 feet to the south line of said Parcel 1; thence along said south line s69°50'28"e, 75.00 feet; thence along said south line s83°32'00"w, 494.32 feet to the centerline of said Tupelo Boulevard; thence along said centerline s28°12'46"w, 597.25 feet to the northeast corner (NE) of Parcel C-1 as recorded in book 25 page 44 of the Washington County recorder's office; thence along the quarter north line of said Parcel C-1 n77°34'16"w, 515.62 feet to the northwest (NW) corner of said Parcel C-1, thence s89°27'45"w, 556.07; thence n01°14'03"w, 166.45 feet; thence n02°01'41"w, 156.00 feet; thence n46°50'44"w, 212.80 feet to the west line of said southwest quarter (SW ¼); thence n01°22'23"w, 538.53 feet to the northwest corner of the northwest quarter (NW¼) of said southwest quarter (SW ¼) (NW corner of lot 1); thence along the north line of said southwest quarter (SW ¼) s89°58'51"e, 1318.09 feet to the point of beginning.

Described parcel contains 30.51 acres and is subject to easements and restrictions of record, which real estate is being platted as Northern Heights Subdivision, Riverside,

Washington County, Iowa.

Said owner does hereby impose and subject said real estate to certain regulations, covenants, restrictions and easements as to the use and occupancy thereof as follows:

# COUNCIL PACKET

## ARTICLE I.

### Definitions

Section 1.      **Declarant** shall refer to Apex Development Group, LLC which is a for-profit residential and commercial real estate and property management company.

Section 2.      **Owner** shall mean and refer to the record owner, whether one or more persons or entities, of title to any lot which is a part of the property, except that a buyer in possession under a recorded contract of sale of any lot shall be considered the owner rather than the contract seller being the owner. Those having an interest merely as security for the performance of an obligation shall not be considered an owner.

Section 3.      **Properties** shall mean and refer to that certain real property hereinbefore described and such real property which includes lots or plats as will hereafter become subject to these covenants of record.

Section 4.      **Public Area** shall mean and refer to the roadways, sidewalks, water retention pond, including the improvements thereon, ownership of which shall be in the City of Riverside for the common use and enjoyment of the owners. The Public Area shall also be all portions of paving, trails and utilities located in the Public Area.

Section 5.      **Lots** shall mean and refer to the numbered lots as shown upon any Plat within the Property.

Section 6.      **City Responsibility Elements** shall mean the following, whether located upon a Lot or upon the Public Area: (a) The access roads constructed by the Declarant and owned by the City. (b) Water retention pond and public access. (c) Conduits, ducts, plumbing, wiring, pipes and other facilities located within the roadway which are carrying any service to any Lot. (d) Street signs owned by the City, including such signs located on property owned by Washington County, Iowa or the City of Riverside, Iowa.

# COUNCIL PACKET

## ARTICLE II.

### Property Rights and Maintenance

Section 1. Owners Easements and Enjoyment. Every Owner shall have a right and easement and enjoyment in and to the Public Area.

Section 2. Maintenance and Use. Owners will be required to maintain the public area within the boundaries and easement areas of their lot, including timely mowing of grass areas, timely removal of snow from walkways or drives, repairs to damaged concrete of same or repairs and routine maintenance of grass or landscaping.

Section 3. City Responsibility Elements. The city employees or maintenance crews will be responsible for maintaining of streets, public access and water retention pond and may enter the Public Area at reasonable times for the following purposes: (a) Enforcement of any provision of this Declaration within public area. (b) Mowing and maintenance of grass areas. (c) Snow removal. (d) Inspection, maintenance or repair of any City Responsibility Element. and (e) For any other reasonable purpose of City utilities services.

Section 4. Maintenance. The City shall be responsible for the maintenance of the Public Area and the improvements thereon, as well as the City Responsibility Elements as herein defined.

## ARTICLE III.

### Covenants.

Section 1. The covenants for this subdivision are declared and adopted for the property in furtherance of the following purposes:

- (i) The compliance with all zoning and similar governmental regulations;
- (ii) The promotion of health, safety and welfare of all the Owners and residents of the Property.
- (iii) The preservation, beatification and maintenance of the Property and all structures thereon.
- (iv) The preservation and promotion of environmental qualities; and
- (v) The establishment for development of the Property of requirements relating to land use, architectural features and site planning

## COUNCIL PACKET

Section 2. The restrictions and covenants are hereby declared to be covenants running with the land and shall be binding upon and insure to the benefit of any Owners of any lot within the Property. They are to be recorded as plat restrictions and to be read in conjunction with and considered part of the restrictions recorded in the Plat Book and covering the subdivision.

Section 3. The following restrictions are hereby created, declared and established:

### ARTICLE IV.

#### Property

Section 1. All lots comprising the property shall be used exclusively for single-family, Private residence purposes with the exception of Lot 30 which is zoned for multi-family. Any such single-family dwelling shall not exceed two and one-half (2 ½) stories in height from the main level and have a garage of not more than three (3) vehicles unless otherwise granted a variance by the Declarant.

Section 2. **Subdivision.** No lots shall be further subdivided except by the original Developer prior to passing title to the Owner. In addition, the Owner of any two adjacent lots may at his sole cost and expense, combine lots into a single lot. The Owner shall be responsible for filing an amendment to the plat of Northern Heights reflecting the combination with the Washington County Recorder.

Section 3. **Lot sales.** The Declarant reserves the right to sell lots to an individual or to other contractors for the purpose of home construction as stated herein or to construct dwellings on the lots by use of their own sources. The Declarant also reserves the right to select builders of choice to assure quality and timely construction of dwellings.

Section 4. **Building Time.** All individuals or entities purchasing lots will be required to use the lot for the intended purpose of single-family home construction and are required to begin construction within six (6) months of closing on the lot and will be required to complete construction within one (1) year of closing on the purchase of the lot.



## COUNCIL PACKET

**Section 5. Permitted Structures.** The living area of each dwelling house, exclusive of one-story garages, screen porches, open porches and basements, shall not contain less than one- thousand two hundred (1200) square feet of living area in the case of a one-story structure and not less than 1500 square feet in the case of a 1½ or 2 story structure, and not less than 1200 square feet in the case of a split level. Finished basements are not counted as living area and will not be included in the square footage.

### ARTICLE V.

#### **Architectural Control**

No alteration of surface drainage of any lot may be made until the plans and specifications showing the nature, kind, shape, height, material and location of the structure have been submitted along with a landscaping plan and approved in writing as to the topography by the Declarant. The Declarant will approve or disapprove such design and location within 10 days after said plans and specifications have been submitted. Approval will be required prior to construction of any kind and the Owner/Builder must have in his possession a set of signed and approved building plans and have the exact location of the house drive and other improvements visibly marked for reference on site. This Article shall also apply to construction, improvements or alterations made by the Declarant.

Declarant, their heir's successors and assigns, shall have the right as long as declarant, their heirs successors and assigns, own any lot or lots within the subdivision to approve all building plans and specifications prior to the construction of any improvements on any lot in the subdivision. Any owner of any lot in the subdivision shall submit building plans to scale of the house, location on lot, driveway and specifications including a landscape plan for approval to declarant prior to commencing construction on any lot. No construction of improvements shall be made on any lot without the express written approval of declarant, whose decision shall be final and binding as to all parties.

**Section 1: Approval of Permitted Structures.** In addition to the minimum space requirements, no approval shall be granted unless the following have been fully complied with:

- (a) All buildings/dwellings will be placed within the setback area allowed by the City and shown on the plat plan.

## COUNCIL PACKET

- (b) All homes constructed will require factory prefinished siding. No press board siding materials will be allowed. Homes will also require 20% of the street side of the house to have a masonry veneer of either brick or stone.
- (c) All residences will have a minimum roof pitch of 6/12
- (d) Only attached garages are allowed and with a maximum of three (3) car garage design.
- (e) Out buildings shall be of the same design, materials and color scheme as the residence and not exceed 150sf in size. Out buildings will also need to be approved by the Declarant before construction to meet required criteria.

**Section 2: Lot Design and construction.** The following items are required for lot development.

- (a) All residences will have paved concrete driveways
- (b) All residences will be assigned a mail box, that will be provided at a location within the subdivision, to the correct size, height and distance from the street as specified by the USPS
- (c) Satellite dishes are allowed. All equipment must be out of view of the public or adjoining properties and sufficiently screened
- (d) Fencing is allowed only in the back yard of the home, cannot exceed six (6) feet in height and must be approved by the Declarant prior to construction and subject to the further provisions provided herein.
- (e) All swing sets or child play structures that are permanently left outside shall be constructed of wood and shall be of earth tone or natural finish.
- (f) Any swimming pools must be designed and constructed within a fenced and landscaped area, shielded from site of the public and adjoining property Owners
- (g) Landscaping of the lots is required with a minimum of four (4) shrubbery in the front of the house and two (2) 2" caliper trees in the front yard. Seeding or sodding of the lot is required immediately after construction work is completed.

**Section 3: Builder Requirements.**

- (a) Rubbish and construction debris must be removed periodically during construction keeping the lot in a safe, clean and maintained condition.
- (b) No burning or burying of any construction debris will be allowed

## COUNCIL PACKET

- (c) Signs are only allowed for the builders in general, one for each lot. The sign can be a maximum of 2'x3' in size and are to be removed immediately after construction is completed. Subcontractors and suppliers are not allowed to place signage within the development.
- (d) A portable restroom facility shall be provided by the builder on each lot for construction activities
- (e) Builder is required to install and maintain soil settlement control on the lot during construction and until the lot area has established grass cover to prevent erosion.
- (f) The builder is required to maintain the building lot during and after construction in a clean and orderly fashion until the Owner takes possession of the home. This will include but not limited to, removal of construction debris, mowing of grass and removal of snow if required.

Failure to comply will be cause for the Declarant to authorize corrective action within ten (10) days of prior notice to Builder of any such deficiency, and any costs for said corrections will be assessed to the builder by written notice to the Builder by the Declarant which amount, if remaining unpaid, may be collected by Declarant by a cause of action brought by the Declarant.

### ARTICLE VI.

#### **Easements**

Each Lot is burdened with an easement for surface drainage and utility pathways for the benefit of all other Lots and Public Areas. Each Lot is burdened with easements for public utilities and sidewalks, which is required by the City of Riverside, Iowa.

### ARTICLE VII.

#### **Use Restrictions**

Section 1. Subjection of the Property to Certain Provisions. The ownership, use, occupation and enjoyment of each Lot and the Public Area shall be subject to the provisions of the this Declaration, all

## COUNCIL PACKET

of which provisions irrespective of where set forth or classified, shall have equal status and shall be enforceable and binding as a covenant, condition, restriction or requirement running with the land and shall be binding on or enforceable against each and all Lots and the Owners thereof and their respective assigns, lessees, tenants, occupants and successors in interest.

Section 2.      **Use of Properties.** The use of the Properties shall be in accordance with and subject to the following provisions:

All lots in said plat shall be used only for single-family residential purposes. No structure shall be erected on any lot except the residential dwelling structure, which shall be at least 1200 finished above grade square feet in area with a one- to three-car garage, for a one-story structure and not less than 1,500 square feet in the case of a 1½ or 2 story structure and not less than 1,200 square feet in the case of a split level structure.

No mobile homes, earth homes or berm homes shall be erected or placed on any of the lots in Northern Heights Subdivision. Accessory buildings or any type of manufactured homes will need to be approved by the Declarant.

No animals shall be kept or maintained on any of the lots in Northern Heights Subdivision except ordinary household pets, not to exceed a reasonable number for each lot being not more than three pets per lot, with the weight of any dog less than 50 lbs.

The requirements contained in the City of Riverside Zoning Ordinance as to lot area, width and yard requirements shall apply to all lots within the subdivision. A setback as shown on the Plat for Northern Heights Subdivision shall apply.

No lot in the plat shall be further subdivided, except that a lot may be divided and sold to or with adjoining lots to increase their size.

## COUNCIL PACKET

No trailer, basement, tent, shack, garage, barn or other accessory building in the tract shall at any time be used as a residence, temporarily or permanently, nor shall any residence of a temporary character be permitted.

No building shall be erected on any building lot unless the design and location is in harmony with the existing structures and locations in the tract and does not violate any of these protective covenants.

The titleholder of each lot, vacant or improved, shall keep his lot or lots free of weeds and debris, and shall not engage in any activity which is a nuisance.

These covenants are to run with the land, and shall be binding on all parties and persons claiming under them until July 1, 2041, at which time said covenants shall be automatically extended for successive periods of ten (10) years unless by a vote of the majority of the owners of said lots, it is agreed to change the said covenants in whole or in part.

The record owners in fee simple of the residential lots in the Addition may revoke, modify, amend or supplement, in whole or in part, any or all of the covenants and conditions contained in this Declaration and may release the real estate, or any part thereof, from the covenants, but only at the following time and in the following manner: 1.) Any such change or changes after the full development of the Addition and prior to a date twenty-one years after the recording of this Declaration shall require the approval of 60% of the Lot Owners of all of the lots in the Addition. 2.) Any such modification shall be effective only if expressed in a written instrument or instruments executed and acknowledged by each of the consenting Lot Owners and record in the Office of the Washington County, Iowa Recorder. Upon and after the effective date of any such change or changes, the change or changes shall be binding upon all person, firms and corporations then owning property in the Addition and shall run with the land and bind

## COUNCIL PACKET

all person claiming by, through or under any one or more of them. 3.) Until all lots within the subdivision are sold, the Developer or its successor may revoke, modify, amend, or supplement these Restrictive Covenants without the consent of any other Lot Owner(s) in the subdivision. 4.)

Notwithstanding the above, any such change or changes shall require the consent of the Developer as long as it is the legal and/or equitable titleholder to any lot(s) in said Addition. 5.) Only until after the lots covered by these restrictive covenants are completely sold by the Developer, the majority of the Lot Owners covered by these restrictive may by a vote of the majority of the owners of said lots, agree to change the said covenants in whole or in part.

If any person shall violate or attempt to violate any of the covenants, conditions or restrictions contained herein, it shall be lawful for any owner of any lot or lots in the subdivision to institute proceedings in law or in equity against the person or persons violation or attempting to violate any such covenants, conditions or restrictions, and to prevent or enjoin him or them from so doing or recover damages for such violation.

Invalidation of any one of these provisions by judgment or court order shall not affect any of the other provisions which shall remain in full force and effect.

If any lot owner decides to erect a fence upon his lot, the total cost of installation of such fence shall be borne by said lot owner as well as the cost of all future maintenance of the fence and comply with local ordinance of Riverside, Washington County, Iowa, which may be more restrictive than these covenants.

No adjoining lot owner shall be required to participate in the cost of the erection or maintenance of any fence. Any fence erected shall be the sole property of the lot owner and can be removed by such lot owner and must comply with Article V, Section 2d. of this document. Nothing in this paragraph shall be deemed to preclude a fencing agreement between adjoining lot owners for erection and maintenance of a common fence; however, for any such common fence agreement to be enforceable upon future lot

## COUNCIL PACKET

owners, such fencing agreement must be in writing and filed on record in the Washington County Recorder's office in order to apprise prospective purchasers of their obligations with respect to such fencing.

With respect to exterior partition fences it shall be the responsibility and obligation of each lot owner to maintain a lawful partition fence separating his lot from adjoining un-platted real estate. Any such partition fence shall be the subject of a written fence agreement between the abutting owners and filed for record with the Washington County, Iowa Recorder to be enforceable.

Police, firemen, emergency units, inspectors and any other public officials or law enforcement agencies shall have the right of entry onto the lots and public area.

### ARTICLE VIII.


#### Non-Waiver of Provisions

Failure of the Declarant or any Owner to enforce any covenant, condition or restriction, this Declaration or the rules and regulations adopted pursuant thereto, shall not constitute a waiver of the right to enforce the same thereafter.

Dated this 15<sup>th</sup> day of July, 2020.

APEX DEVELOPMENT GROUP, LLC.

By

  
Steve Schmidt, President

By

  
Harvey Miller, Vice President

STATE OF IOWA :  
 :ss  
COUNTY OF WASHINGTON :

## COUNCIL PACKET

On this 15<sup>th</sup> day of July, 2020, before me, the undersigned, a Notary Public in and for said State, personally appeared Steve Schmidt and Harvey Miller, to me personally known, who being by me duly sworn, did say that they are the President and Vice President, respectively of said corporation; that no seal has been procured by said Corporation; that said instrument was signed on behalf of said corporation by authority of its Board of Directors; and, that the President and Vice President, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa






**NORTHERN HEIGHTS SUBDIVISION  
RIVERSIDE, WASHINGTON COUNTY, IOWA**

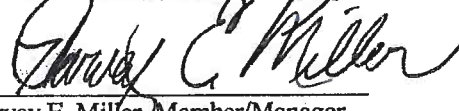
**OWNER'S CERTIFICATE**


KNOW ALL MEN BY THESE PRESENTS: That Yeggy Roetlin Farms, LLC, being the legal title owner and Apex Development Group, LLC, equitable title owner, of all the land included in NORTHERN HEIGHTS SUBDIVISION, RIVERSIDE, WASHINGTON COUNTY, IOWA, have caused a survey and subdivision of said land to be made, the lots and streets to be marked, named and numbered, as shown by a Plat dated June 18, 2020, and the Certificate of **Bradley R. Geater**, Licensed Land Surveyor No. 19828, which plat is attached hereto, to the end that the same may be recorded and hereafter designated and known as NORTHERN HEIGHTS SUBDIVISION, RIVERSIDE, WASHINGTON COUNTY, IOWA.

And the said undersigned legal and equitable titleholders hereby acknowledge the subdivision of said land to be by their free consent and in accordance with their desires, and do hereby set apart and dedicate to public use as public highways forever, all the land included in the streets, as shown on said Plat.

IN WITNESS WHEREOF, this Owner's Certificate is signed on this 15<sup>TH</sup> day of July 2020.

**Apex Development Group, LLC**  
  
By: Steven H. Schmidt, Member/Manager

  
By: Harvey E. Miller, Member/Manager  
4218 Yvette Street SW  
Iowa City, Iowa 52240

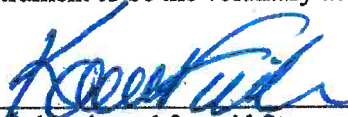
**Yeggy Roetlin Farms, LLC**  
  
John A. Roetlin, Member/Manager

COUNCIL PACKET

STATE OF IOWA, JOHNSON COUNTY, ss:

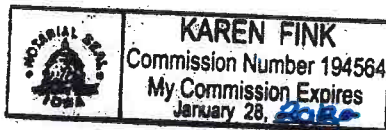
This instrument was acknowledged before me on the 15<sup>th</sup> day of July, 2020, by Steven H. Schmidt and Harvey E. Miller, who being by me duly sworn, did say that they are each a Member and a Manager of **Apex Development Group, L.L.C.**; the said instrument was executed in the ordinary course of the L.L.C.'s business and affairs on behalf of said L.L.C. by unanimous authority of its members and managers; and that Steven H. Schmidt and Harvey E. Miller as such officer(s) having authority to do so, acknowledged the execution of said instrument to be the voluntary act and deed of said L.L.C., by it and by them voluntarily executed.

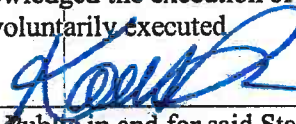


  
Notary Public in and for said State and County

STATE OF IOWA, WASHINGTON COUNTY, ss:

This instrument was acknowledged before me on the 15<sup>th</sup> day of July, 2020, by John A. Roetlin who being by me duly sworn, did say that he is a Member and a Manager of **Yeggy Roetlin Farms, LLC** the said instrument was executed in the ordinary course of the L.L.C.'s business and affairs on behalf of said L.L.C. by unanimous authority of its members and managers; and that John A. Roetlin as such officer having authority to do so, acknowledged the execution of said instrument to be the voluntary act and deed of said LLC, by it and by him voluntarily executed.



  
Notary Public in and for said State and County

## COUNCIL PACKET

### STORM WATER MANAGEMENT EASEMENT TEMPORARY MAINTENANCE AGREEMENT BETWEEN THE CITY OF RIVERSIDE, AND APEX DEVELOPMENT GROUP LLC

Apex Development Group, LLC hereby agrees to maintain the storm water basin contained within Outlot A as shown on the Final Plat dated June 18, 2020 until such a time as the City of Riverside and Apex Development Group, LLC agree the storm water management areas are functioning in accordance with the design intent, and grasses have been established to an acceptable condition. Seeded areas will be established in accordance with the following excerpt from SUDAS 9010 section 3.10 subsection 2:

*Acceptance will occur, provided seeded areas are in a live, healthy, growing, and well established condition without eroded areas, bare spots, weeds, undesirable grasses, disease, or insects.*

Once the basin is functioning and grasses have been established, without any erosion or standing water issues, Apex Development Group, LLC can request the City of Riverside take ownership of Outlot A and maintenance of the storm water basin. The City agrees to accept ownership of Outlot A and maintenance of the basin without making unreasonable claim against Apex Development Group, LLC beyond what is included in the Construction Documents. At such time the City of Riverside City Council will make a resolution to accept ownership of Outlot A and maintenance of the storm water basin.

No other warranty above and beyond a maintenance bond is required for Outlot A and the storm water basin.

Dated at Iowa City, Iowa, this 15<sup>th</sup> day of July, 2020.

  
Apex Development Group, LLC

Steve Schmidt, Member-Manager

COUNCIL PACKET

RESOLUTION #072020-06

RESOLUTION APPROVING CHANGE ORDER #1 TO  
J&L CONSTRUCTION FOR THE 4<sup>TH</sup> STREET PROJECT

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this change order in the amount of \$442.75.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Change Order #1 to trim branches which are in the way of working on the 4<sup>th</sup> Street project.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20 day of July, 2020.

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

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



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

1917 S. Gilbert Street  
 Iowa City, Iowa 52240

**319.351.8282**

mmsconsultants.net  
 mms@mmsconsultants.net

July 15, 2020

2245-045

4th Street Improvements Project  
 Change Order #1

The following changes to the contract are requested to trim branches which were in the way of the work.

The changes required are as follows (See attached proposal from Contractor):

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
Trim Branches at 311 E. 4 <sup>th</sup> Street	1 LS	\$442.75	\$442.75
	TOTAL CHANGE		\$442.75

Change to the Contract

This change order would add the above item to the contract and increase the amount of the contract by \$442.75.

Reason for changes

There were branches hanging out into the ROW from a tree on private property which were in the way of equipment installing water main on the project. The property owner agreed to allow the branches to be trimmed. The subcontractor had already finished tree removal and had to remobilize for the trimming of the branches.

Approved by:

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

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

2245045changeorder1.docx

COUNCIL PACKET

**J & L CONSTRUCTION, LLC**

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



**PROPOSED CHANGE ORDER # 2**

**To:** City of Riverside  
60 N. Greene Street  
Riverside, IA 52327

**Subcontractor:** Kalonial Tree Service  
P O Box 408  
Wellman, IA 52356

**Project:** 4<sup>th</sup> Street Improvements Project  
City of Riverside, Iowa

**RE:** Tree trimming at NE Corner of 4<sup>th</sup> & Rose St. (311 E. 4<sup>th</sup> St.)

This change order is to cover tree trimming of large locust tree at NE Corner of 4<sup>th</sup> & Rose Street (311 E. 4<sup>th</sup> St.) Kalonial Tree Service performed this service and a copy of their invoice is attached. (J & L has paid this invoice.) The City of Riverside authorized this work.

Kalonial Tree Service invoice # 1038	\$ 385.00
J & L Profit/Overhead (15%)	<u>\$ 57.75</u>
TOTAL	\$ 442.75

Dated: July 9, 2020

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

Submitted by:  
*Jay Peiffer*, Vice President  
J & L Construction, LLC  
Cell: (319) 530-0168

Approved by:  
\_\_\_\_\_

**Kalonia Tree Service**  
**PO Box 408**  
**Wellman, IA 52356**  
**319-936-0682**

Phone # 319-936-0682

*Rec'd 7-10-80*  
**Invoice**

Invoice # 1038  
Invoice Date: 6/22/80

**Bill To:**

J & L Construction  
1971 Lexington Blvd  
Washington, IA 52353

Description	QTY	Rate	Amount
Tree Trimming			385.00T
Limbed up large Locust in residential yard for 4th St project. Removed all the debris.			
Out-of-state sale, exempt from sales tax			0.00

**Total**

**\$385.00**

COUNCIL PACKET

RESOLUTION #072020-07

RESOLUTION APPROVING CHANGE ORDER #2 TO  
J&L CONSTRUCTION FOR THE 4<sup>TH</sup> STREET PROJECT

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this change order in the amount of \$4507.00.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Change Order #2 to extend the proposed water main under Greene Street to connect to existing main in the 4<sup>th</sup> Street Project.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20 day of July, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk





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

1917 S. Gilbert Street  
 Iowa City, Iowa 52240

**319.351.8282**

mmsconsultants.net  
 mms@mmsconsultants.net

July 15, 2020

2245-045

4th Street Improvements Project  
 Change Order #2

The following changes to the contract are requested to extend the proposed water main under Greene Street to connect to existing main.

The changes required are as follows:

**EXISTING BID ITEMS**

<u>Item</u>	<u>Est Quantity</u>	<u>Unit Price</u>	<u>Total Estimated Cost</u>
Subbase, Modified, 6" Thick Rock For PCC and HMA Paving	35 SY	\$9.00	\$315.00
Water Main, 6", PVC DR-18	57 LF	\$41.00	\$2,337.00
HMA Pavement, 4"	35 SY	\$53.00	\$1,855.00
TOTAL CHANGE			\$4,507.00

Change to the Contract

This change order would add the above quantities to the above items and increase the amount of the contract by \$4,507.00.

Reason for changes

When the excavation was made to connect to the existing main near Greene Street, the existing main was discovered to be 4" instead of the expected 6" as shown on City maps. The contractor uncovered the main all the way under Green Street and found it was 4" the entire length. Instead of leaving a short portion of 4" main, it was decided to extend the 6" main all the way to the existing main in Greene Street. The contractor connected to the existing main in Greene Street with the 6" main and removed the 4" main connection. They used granular trench backfill under Greene Street but there is no existing item for that so one additional future change order will likely be created to pay for this granular backfill.

Approved by:

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

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

2245045changeorder2.docx

COUNCIL PACKET

RESOLUTION #072020-08

RESOLUTION APPROVING PAY REQUEST #3 FOR J&L  
CONSTRUCTION, LLC, FOR 4<sup>th</sup> STREET  
CONSTRUCTION PROJECT

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this pay request #3 in the amount of \$174,401.23 for payment on this project.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Pay Request #3 for work done on the 4<sup>TH</sup> Street project from 6/08/20 to 7/10/20 with 45.03% complete.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20<sup>th</sup> day of July, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

# COUNCIL PACKET

## CONSTRUCTION PROGRESS PAYMENT

Project Description

PN: 2245045

4th Street Improvements

Contract Date

16-Apr-20

Contractor: J&L Construction

Owner: City of Riverside

Address: 1971 Lexington Boulevard

Attn:

City, St., Zip: Washington, IA 52353

Address: 60 N. Greene Street

Phone: 319-653-3597

City, St., Zip: Riverside, IA 52327

Fax: 319-653-2410

Phone: 319-648-3501

Fax:

Estimate #

3

FOR PERIOD:

Owner PN

x

Partial Payment

FROM: 6/8/20

Federal PN

Final Payment

TO: 7/10/20

State PN

Base Contract Price	\$875,061.25
---------------------	--------------

Materials on Hand	\$ -
-------------------	------

Change #		
Change #		
Change #		
Change #		
Change #		
Change #		

Construction Completed	\$394,073.75
	45.03%

Total Earned	\$394,073.75
--------------	--------------

Less Retainage	\$19,703.69
----------------	-------------

Less Previous Payment	\$199,968.83
-----------------------	--------------

Total Contract	\$875,061.25
----------------	--------------

Amount Due This Est	\$174,401.23
---------------------	--------------

Requested by:

Jay Peiffer

Approved by:

Title:

President

Title:

Date:

Date:

Recommended by:

Scott Pottorff

Attested by:

Title:

Project Engineer

Title:

Date:

Date:

MMS Consultants, Inc.

1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

# COUNCIL PACKET

## 4th Street Improvements Project

3

Pay Estimate No.:

Payable to: J&L Construction

Date: July 14, 2020

Week Ending: July 10, 2020

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
1	Traffic Control	LS	1	\$4,100.00	\$ 4,100.00	0.25	\$ 1,025.00	0.75	\$ 3,075.00
2	Mobilization	LS	1	\$46,500.00	\$ 46,500.00	0.25	\$ 11,625.00	0.75	\$ 34,875.00
3	Removal of Tree	EA	22	\$650.00	\$ 14,300.00	-	-	22.00	\$ 14,300.00
4	Removal of Shrub	EA	7	\$105.00	\$ 735.00	-	-	7.00	\$ 735.00
5	Off Site Topsoil	CY	600	\$35.00	\$ 21,000.00	-	-	-	-
6	Excavation, Class 13, Waste	CY	2370	\$19.00	\$ 45,030.00	-	-	1,275.00	\$ 24,225.00
7	Below Grade Excavation (Core Out)	CY	500	\$55.00	\$ 27,500.00	-	-	-	-
8	Subgrade Preparation	SY	5,222	\$3.25	\$ 16,971.50	633.00	\$ 2,057.25	2,383.00	\$ 7,744.75
9	Subbase, Modified, 4" Thick Rock for PCC Sidewalk & PCC Driveway	SY	1,369	\$8.00	\$ 10,952.00	252.00	\$ 2,016.00	414.00	\$ 3,312.00
10	Subbase, Modified, 6" Thick Rock for PCC and HMA Paving	SY	5,222	\$9.00	\$ 46,998.00	2,383.00	\$ 21,447.00	2,383.00	\$ 21,447.00
11	Backfilling of Curbs	LF	2,375	\$15.00	\$ 35,625.00	-	-	-	-
12	Granular Trench Backfill, Class A Crushed Stone, 12" Storm Sewer	LF	205	\$22.00	\$ 4,510.00	63.00	\$ 1,386.00	205.00	\$ 4,510.00
13	Granular Trench Backfill, Class A Crushed Stone, 15" Storm Sewer	LF	31	\$22.00	\$ 682.00	-	-	31.00	\$ 682.00
14	Granular Trench Backfill, Porous Backfill, 8" Storm Sewer	LF	88	\$25.00	\$ 2,200.00	88.00	\$ 2,200.00	88.00	\$ 2,200.00
15	Granular Trench Backfill, Porous Backfill, 12" Storm Sewer	LF	237	\$25.00	\$ 5,925.00	107.00	\$ 2,675.00	237.00	\$ 5,925.00
16	Granular Trench Backfill, Porous Backfill, 15" Storm Sewer	LF	128	\$25.00	\$ 3,200.00	-	-	128.00	\$ 3,200.00
17	Storm Sewer, Trenched, ADS N-12, 8" Dia.	LF	326	\$33.00	\$ 10,758.00	91.00	\$ 3,003.00	326.00	\$ 10,758.00
18	Storm Sewer, Trenched, ADS N-12, 12" Dia.	LF	250	\$36.00	\$ 9,000.00	250.00	\$ 9,000.00	250.00	\$ 9,000.00
19	Storm Sewer, Trenched, RCP or Polypropylene, 12" Dia.	LF	442	\$37.00	\$ 16,354.00	169.00	\$ 6,253.00	442.00	\$ 16,354.00
20	Storm Sewer, Trenched, RCP or Polypropylene, 15" Dia.	LF	199	\$40.00	\$ 7,960.00	22.00	\$ 880.00	199.00	\$ 7,960.00
21	Storm Sewer, Trenched, RCP or Polypropylene, 18" Dia.	LF	79	\$44.00	\$ 3,476.00	-	-	79.00	\$ 3,476.00
22	Removal of Culvert	EA	6	\$300.00	\$ 1,800.00	-	-	2.00	\$ 600.00
23	Flared End Section, RCP, 18"	EA	1	\$900.00	\$ 900.00	-	-	1.00	\$ 900.00
24	Longitudinal Subdrain, Type 2, 6"	LF	1,495	\$9.75	\$ 14,576.25	-	-	-	-
25	Subdrain Cleanout, Type A-1	EA	9	\$430.00	\$ 3,870.00	-	-	-	-
26	Subdrain Outlet, Connection to Structure	EA	10	\$110.00	\$ 1,100.00	-	-	-	-
27	Connect Existing Sump Pump Outlet or Downspout Drain to Storm Sewer or Subdrain	EA	3	\$250.00	\$ 750.00	2.00	\$ 500.00	2.00	\$ 500.00
28	Water Main, 6", PVC DR-18	LF	1,000	\$41.00	\$ 41,000.00	43.00	\$ 1,763.00	1,057.00	\$ 43,337.00
29	Water Main, Trenchless, 6", Restrained Joint PVC DR-18	LF	85	\$85.00	\$ 7,225.00	25.00	\$ 2,125.00	85.00	\$ 7,225.00
30	Install 6" x 6" Tee	EA	2	\$1,800.00	\$ 3,600.00	-	-	2.00	\$ 3,600.00
31	Remove Existing Valve and Tee and Install Sleeve	EA	1	\$2,000.00	\$ 2,000.00	-	-	1.00	\$ 2,000.00
32	Remove Existing Valve Box	EA	2	\$300.00	\$ 600.00	2.00	\$ 600.00	2.00	\$ 600.00
33	Connect to Existing Water Main	EA	1	\$1,800.00	\$ 1,800.00	1.00	\$ 1,800.00	1.00	\$ 1,800.00
34	Water Service, Main to Curb Stop, 1" PE 200 PSI	EA	8	\$800.00	\$ 6,400.00	8.00	\$ 6,400.00	8.00	\$ 6,400.00
35	Water Service, Main to Curb Stop on Opposite Side of Street, 1" PE 200 PSI	EA	8	\$1,630.00	\$ 13,040.00	9.00	\$ 14,670.00	9.00	\$ 14,670.00
36	Exploratory Excavation for Water Main	EA	1	\$1,800.00	\$ 1,800.00	1.00	\$ 1,800.00	1.00	\$ 1,800.00
37	Gate Valve, 6"	EA	3	\$950.00	\$ 2,850.00	-	-	3.00	\$ 2,850.00
38	Fire Hydrant Assembly	EA	1	\$4,050.00	\$ 4,050.00	-	-	1.00	\$ 4,050.00
39	Remove Existing Fire Hydrant Assembly	EA	1	\$300.00	\$ 300.00	1.00	\$ 300.00	1.00	\$ 300.00
40	Storm Sewer Manhole, Type SW-401, 48"	EA	1	\$4,000.00	\$ 4,000.00	1.00	\$ 4,000.00	1.00	\$ 4,000.00
41	Storm Intake, Type SW-509	EA	8	\$4,500.00	\$ 36,000.00	2.50	\$ 11,250.00	6.00	\$ 27,000.00
42	Storm Intake, Type SW-512, 24"	EA	7	\$1,500.00	\$ 10,500.00	4.00	\$ 6,000.00	7.00	\$ 10,500.00
43	Storm Intake, Type SW-541	EA	4	\$5,800.00	\$ 23,200.00	2.50	\$ 14,500.00	3.00	\$ 17,400.00
44	Storm Intake, Vane Drain	LF	36	\$250.00	\$ 9,000.00	-	-	-	-
45	Connect to Existing Storm Structure	EA	1	\$1,000.00	\$ 1,000.00	-	-	1.00	\$ 1,000.00
46	Removal of Storm Structure	EA	1	\$350.00	\$ 350.00	1.00	\$ 350.00	1.00	\$ 350.00

# COUNCIL PACKET

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
47	PCC Pavement, 7"	SY	4,420	\$43.50	\$ 192,270.00	942.00	\$ 40,977.00	972.00	\$ 42,282.00
48	Removal of Pavement	SY	128	\$11.00	\$ 1,408.00	-	-	30.00	\$ 330.00
49	HMA Pavement, 4"	SY	227	\$53.00	\$ 12,031.00	-	-	-	-
50	Adjust Sanitary Manhole Rim	EA	2	\$385.00	\$ 770.00	-	-	-	-
51	Removal of Sidewalk	SY	917	\$15.00	\$ 13,755.00	-	-	330.00	\$ 4,950.00
52	Removal of Paved Driveway	SY	73	\$9.00	\$ 657.00	-	-	20.00	\$ 180.00
53	PCC Sidewalk, 5"	SY	1051	\$51.50	\$ 54,126.50	252.00	\$ 12,978.00	414.00	\$ 21,321.00
54	Detectable Warnings	SF	106	\$35.00	\$ 3,710.00	-	-	10.00	\$ 350.00
55	PCC Driveway, 6" Thick	SY	316	\$51.00	\$ 16,116.00	-	-	-	-
56	Granular Driveway Surfacing, Class A Crushed Stone	TONS	20	\$30.00	\$ 600.00	-	-	-	-
57	Sod	SQ	420	\$70.00	\$ 29,400.00	-	-	-	-
58	SWPPP Management	LS	1	\$1,200.00	\$ 1,200.00	-	-	-	-
59	Silt Fence	LF	1400	\$1.50	\$ 2,100.00	-	-	-	-
60	Silt Fence, Clean Out Sediment	LF	1400	\$0.50	\$ 700.00	-	-	-	-
61	Inlet Protection Device	EA	23	\$55.00	\$ 1,265.00	-	-	-	-
62	Inlet Protection Device Maintenance	EA	23	\$25.00	\$ 575.00	-	-	-	-
63	Segmental Block Retaining Wall	SF	220	\$50.00	\$ 11,000.00	-	-	-	-
64	PCC Concrete Steps, Type A	SF	140	\$51.00	\$ 7,140.00	-	-	-	-
65	Remove and Reinstall Signs	EA	3	\$250.00	\$ 750.00	-	-	-	-
TOTAL CONTRACT					\$ 875,061.25		\$ 183,580.25		\$ 394,073.75

Retainage 5% \$ 19,703.69

Total Value of Completed Work Less Retainage \$ 374,370.06

Pay Estimate #1 \$ 27,274.50

Pay Estimate #2 \$ 172,694.33

Pay Estimate #3 \$ -

Previous Payments \$ 199,968.83

Current Payment Due \$ 174,401.23

COUNCIL PACKET

RESOLUTION #072020-09

**RESOLUTION APPROVING PAY REQUEST #1 to ALL AMERICAN  
CONCRETE, INC FOR THE SAFE WALK TO SCHOOL  
CONSTRUCTION PROJECT**

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this pay request #1 in the amount of 24,298.50 for payment on this project.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Pay Request #1 for work done on the Safe Walk to School project from 7/06/20 to 7/13/20 with 14.72% complete.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20<sup>th</sup> day of July, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

# COUNCIL PACKET

## CONSTRUCTION PROGRESS PAYMENT

Project Description City of Riverside Safe Routes to School Project PN: TAP-R-6495(603)--8T-92

Contract Date 6-Apr-20

Contractor: All American Concrete, Inc.

Owner: City of Riverside

Address: 1489 Hwy 6 West  
City, St., Zip: West Liberty, IA 52776  
Phone: 319-627-2226  
Fax: 319-627-7235

Attn:  
Address: 60 N. Greene Street  
City, St., Zip: Riverside, IA 52327  
Phone: 319-648-3501  
Fax:

Estimate #

1

x

Partial Payment

Final Payment

FOR PERIOD:

FROM: 7/6/20

TO: 7/13/20

Owner PN

Federal PN

State PN

Base Contract Price \$170,222.00

Materials on Hand \$ -

Change #	
Change #	
Change #	
Change #	
Change #	
Change #	

Construction Completed \$25,050.00  
14.72%

Total Earned \$25,050.00

Less Retainage \$751.50

Less Previous Payment

Total Contract \$170,222.00

Amount Due This Est \$24,298.50

Requested by:

Jay Simon

Title: Project Manager

Date:

Approved by:

Title:

Date:

Recommended by:

Scott Pottorff

Title: Project Engineer

Date:

Attested by:

Title:

Date:

MMS Consultants, Inc.

1917 South Gilbert Street, Iowa City, IA 52240

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# COUNCIL PACKET

City of Riverside Safe Routes to School TAP-R-8495(603)-8T-92

Pay Estimate No.: 1

Payable to: All American Concrete  
 Date: July 15, 2020  
 Week Ending: July 10, 2020

Contract Line Number	Item Number	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
0010	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	400	\$40.00	\$16,000.00	200.00	\$8,000.00	200.00	\$8,000.00
0020	2105-8425005	TOPSOIL, FURNISH AND SPREAD	CY	400	\$53.00	\$21,200.00	-	-	-	-
0030	2115-0100000	MODIFIED SUBBASE	CY	135	\$60.00	\$8,100.00	70.00	\$4,200.00	70.00	\$4,200.00
0040	2123-7450020	SHOULDER FINISHING, EARTH	STA	34.89	\$300.00	\$10,467.00	-	-	-	-
0050	2418-0100012	APRONS, CONCRETE, 12 IN. DIA.	EACH	1	\$1,900.00	\$1,900.00	-	-	-	-
0060	2435-0251224	INTAKE, SW-512, 24 IN.	EACH	1	\$2,600.00	\$2,600.00	-	-	-	-
0070	2503-0114212	STORM SWR G-MAIN, TRENCHED, RCP 2000D, 12"	LF	23	\$135.00	\$3,105.00	-	-	-	-
0080	2511-7526005	SIDEWALK, P.C. CONCRETE, 5 IN.	SY	1009	\$50.00	\$50,450.00	-	-	-	-
0090	2511-7528101	DETECTABLE WARNINGS	SF	70	\$45.00	\$3,150.00	-	-	-	-
0100	2518-5910000	SAFETY CLOSURE	EACH	6	\$225.00	\$1,350.00	6.00	\$1,350.00	6.00	\$1,350.00
0110	2528-8445110	TRAFFIC CONTROL	LS	1	\$11,000.00	\$11,000.00	0.50	\$5,500.00	0.50	\$5,500.00
0120	2533-4980005	MOBILIZATION	LS	1	\$18,000.00	\$18,000.00	0.25	\$4,500.00	0.25	\$4,500.00
0130	2601-2639010	SOD	SQ	270	\$70.00	\$18,900.00	-	-	-	-
0140	2602-0000020	SILT FENCE	LF	1000	\$2.00	\$2,000.00	500.00	\$1,000.00	500.00	\$1,000.00
0150	2602-0000071	REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	1000	\$0.50	\$500.00	-	-	-	-
0160	2602-0000101	MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK	LF	1000	\$0.50	\$500.00	-	-	-	-
0170	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	2	\$500.00	\$1,000.00	1.00	\$500.00	1.00	\$500.00
		<b>TOTAL CONTRACT</b>				\$170,222.00		\$25,050.00		\$25,050.00

Retainage 3% \$ 751.50  
 Total Value of Completed Work Less Retainage \$ 24,298.50  
 Previous Payments \$ -  
 Current Payment Due \$ 24,298.50

Pay Estimate #1  
 Pay Estimate #2  
 Pay Estimate #3



COUNCIL PACKET

RESOLUTION #072020-10

RESOLUTION APPROVING FINAL ACCEPTANCE FROM  
CORNERSTONE EXCAVATING FOR ASH/TUPELO STREET  
IMPROVEMENTS PROJECT

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from Cornerstone Excavating for the Ash/Tupelo Street project.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to Cornerstone Excavating for the Ash/Tupelo Street project.

**Moved by** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20th day of July, 2020.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



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

1917 S. Gilbert Street  
Iowa City, Iowa 52240

**319.351.8282**

mmsconsultants.net  
mms@mmsconsultants.net

Environmental Specialists

Landscape Architects

Land Planners

Land Surveyors

Civil Engineers

July 15, 2020

2245-043

Mayor Schneider and City Council  
City of Riverside  
60 N Greene Street  
Riverside, Iowa 52327

Re: Ash/Tupelo Street Improvements Project -- Final Acceptance and Release of Retainage

Mayor Schneider and City Council,

The public improvements for this project have been constructed in substantial conformance with the project plans and specifications. All outstanding work has been completed.

I recommend that this project be accepted by the council and that the final payment be approved. The final payment of \$33,551.80 can be sent to the contractor once all lien waivers have been received.

Respectfully submitted,

A handwritten signature in blue ink, reading "Scott Pottorff".

Scott Pottorff, P.E.  
MMS Consultants, Inc.

N:\2245\2245-043\2245043finalacceptance.docx

*Res 072020-10*

COUNCIL PACKET

RESOLUTION #072020-11

RESOLUTION APPROVING FINAL PAY REQUEST #8 TO  
CORNERSTONE EXCAVATING, FOR ASH STREET IMPROVEMENT  
PROJECT

**Whereas**, the City of Riverside City at the recommendation of the City Engineering Firm, MMS Consultants, Scott Pottorff and it is the opinion of the City Engineering Firm that the City Council accept this final pay request in the amount of \$33,551.80 for payment of this project from 6/29/20 to 7/10/20.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Final Pay Request #8 for work done on the Ash Street Improvements project with 98% complete.

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

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by City Council of Riverside, Iowa, on this 20<sup>th</sup> day of July, 2020.

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

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

# COUNCIL PACKET

## CONSTRUCTION PROGRESS PAYMENT

Project Description

PN: 2245043

Contract Date

Ash/Tupelo Street Improvements

15-Apr-19

Contractor:

Cornerstone Excavating

Owner:

City of Riverside

Address:

P.O. Box 928

Address:

60 N. Greene Street

City, St., Zip:

Washington, IA 52353

City, St., Zip:

Riverside, IA 52327

Phone:

319-653-3957

Phone:

319-648-3501

Fax:

319-653-9067

Fax:

Estimate #

8

FOR PERIOD:

Owner PN

Partial Payment

FROM: 6/29/20

Federal PN

x

Final Payment

TO: 7/10/20

State PN

Base Contract Price	\$662,406.00
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Materials on Hand	\$ -
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Change #	1	\$650.00
Change #	2	\$7,040.86
Change #	3	\$6,902.00
Change #	4	\$4,242.30
Change #	5	\$200.00
Change #	6	\$2,180.00
Change #	7	\$1,090.00

Construction Completed	\$671,035.92
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98.00%

Total Earned	\$671,035.92
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Less Retainage	
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Less Previous Payment	\$637,484.12
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Total Contract	\$684,711.16
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Amount Due This Est	\$33,551.80
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Requested by:

Jim Zieglofsky

Title:

President

Date:

Approved by:

Title:

Date:

Recommended by:

Scott Pottorff

Title:

Project Engineer

Date:

Attested by:

Title:

Date:

MMS Consultants, Inc.

1917 South Gilbert Street, Iowa City, IA 52240

i:\proj\forms\payreqst.xls

# COUNCIL PACKET

Ash/Tupelo Street Improvements Project

Pay Estimate No.: 8

Payable to: Cornerstone Excavating

Date: July 15, 2020

Week Ending: July 10, 2020

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
1	Traffic Control	LS	1	\$7,350.00	\$ 7,350.00	-	\$ -	1.00	\$ 7,350.00
2	Mobilization	LS	1	\$35,000.00	\$ 35,000.00	-	\$ -	1.00	\$ 35,000.00
3	Removal of Tree	EA	3	\$1,000.00	\$ 3,000.00	-	\$ -	3.00	\$ 3,000.00
4	Off Site Topsoil	CY	410	\$32.00	\$ 13,120.00	-	\$ -	410.00	\$ 13,120.00
5	Excavation, Class 13, Waste	CY	1810	\$18.50	\$ 33,485.00	-	\$ -	1,810.00	\$ 33,485.00
6	Below Grade Excavation (Core Out)	CY	500	\$32.00	\$ 16,000.00	-	\$ -	18.35	\$ 587.20
7	Subgrade Preparation	SY	5,092	\$2.00	\$ 10,184.00	-	\$ -	5,092.00	\$ 10,184.00
8	Subbase, Modified, 4" Thick Rock for PCC Sidewalk & PCC Driveway	SY	313	\$7.00	\$ 2,191.00	-	\$ -	313.00	\$ 2,191.00
9	Subbase, Modified, 6" Thick Rock for Mainline Paving	SY	5,256	\$9.25	\$ 48,618.00	-	\$ -	5,256.00	\$ 48,618.00
10	Subbase, Macadam Stone, 6" Thick	SY	143	\$8.50	\$ 1,215.50	-	\$ -	-	\$ -
11	Subbase, Class A Crushed Stone, 4" Thick	SY	143	\$6.00	\$ 858.00	-	\$ -	-	\$ -
12	Backfilling of Curbs	LF	2,784	\$2.25	\$ 6,264.00	-	\$ -	2,784.00	\$ 6,264.00
13	Granular Trench Backfill, Porous Backfill, 12" Storm Sewer	LF	148	\$18.00	\$ 2,664.00	-	\$ -	148.00	\$ 2,664.00
14	Granular Trench Backfill, Porous Backfill, 18" Storm Sewer	LF	396	\$24.00	\$ 9,504.00	-	\$ -	396.00	\$ 9,504.00
15	Granular Trench Backfill, Porous Backfill, 24" Storm Sewer	LF	346	\$25.00	\$ 8,650.00	-	\$ -	346.00	\$ 8,650.00
16	Storm Sewer, Trenched, ADS N-12, 8" Dia.	LF	116	\$36.00	\$ 4,176.00	-	\$ -	119.00	\$ 4,284.00
17	Storm Sewer, Trenched, RCP, 12" Dia.	LF	495	\$41.00	\$ 20,295.00	-	\$ -	495.00	\$ 20,295.00
18	Storm Sewer, Trenched, RCP, 15" Dia.	LF	38	\$43.00	\$ 1,634.00	-	\$ -	38.00	\$ 1,634.00
19	Storm Sewer, Trenched, RCP, 18" Dia.	LF	410	\$45.00	\$ 18,450.00	-	\$ -	410.00	\$ 18,450.00
20	Storm Sewer, Trenched, RCP, 24" Dia.	LF	401	\$57.00	\$ 22,857.00	-	\$ -	401.00	\$ 22,857.00
21	Removal of Culvert	EA	10	\$250.00	\$ 2,500.00	-	\$ -	11.00	\$ 2,760.00
22	Flared End Section, RCP, 15"	EA	1	\$850.00	\$ 850.00	-	\$ -	1.00	\$ 850.00
23	Flared End Section, RCP, 18"	EA	1	\$900.00	\$ 900.00	-	\$ -	1.00	\$ 900.00
24	Longitudinal Subdrain, Type 2, 6"	LF	1,551	\$8.00	\$ 12,408.00	-	\$ -	1,551.00	\$ 12,408.00
25	Subdrain Cleanout, Type A-1	EA	7	\$650.00	\$ 4,550.00	-	\$ -	7.00	\$ 4,550.00
26	Subdrain Outlet, Connection to Structure	EA	9	\$250.00	\$ 2,250.00	-	\$ -	9.00	\$ 2,250.00
27	Connect Existing Sump Pump Outlet or Downspout Drain to Storm Sewer or Subdrain	EA	3	\$750.00	\$ 2,250.00	-	\$ -	6.00	\$ 4,500.00
28	Water Main, 8", PVC DR-18	LF	42	\$160.00	\$ 6,720.00	-	\$ -	42.00	\$ 6,720.00
29	Relocate Existing Fire Hydrant Assembly	EA	2	\$3,500.00	\$ 7,000.00	-	\$ -	2.00	\$ 7,000.00
30	Removal of Water Main	LF	38	\$15.00	\$ 570.00	-	\$ -	38.00	\$ 570.00
31	Gate Valve, 8"	EA	1	\$1,350.00	\$ 1,350.00	-	\$ -	1.00	\$ 1,350.00
32	Storm Sewer Manhole, Type SW-401, 48"	EA	1	\$3,500.00	\$ 3,500.00	-	\$ -	1.00	\$ 3,500.00
33	Storm Intake, Type SW-509	EA	5	\$4,700.00	\$ 23,500.00	-	\$ -	5.00	\$ 23,500.00
34	Storm Intake, Type SW-512, 24"	EA	7	\$1,800.00	\$ 12,600.00	-	\$ -	7.00	\$ 12,600.00
35	Storm Intake, Type SW-541	EA	2	\$4,550.00	\$ 9,100.00	-	\$ -	2.00	\$ 9,100.00
36	Storm Intake, Type SW-541 With SW-542 Extensions Each Way *	EA	3	\$7,150.00	\$ 21,450.00	-	\$ -	4.00	\$ 28,600.00
37	Storm Intake, Type SW-545, LO = 14' *	EA	1	\$6,500.00	\$ 6,500.00	-	\$ -	-	\$ -
38	Connect to Existing Storm Structure	EA	4	\$2,000.00	\$ 8,000.00	-	\$ -	4.00	\$ 8,000.00
39	PCC Curb and Gutter, 24" Wide	LF	2,784	\$20.00	\$ 55,680.00	-	\$ -	2,795.00	\$ 55,900.00
40	HMA Pavement, Base, 1/2" Mix, Standard Traffic	TONS	1,050	\$85.75	\$ 90,037.50	-	\$ -	1,010.33	\$ 86,635.80
41	HMA Pavement, Surface, 1/2" Mix, Standard Traffic	TONS	530	\$86.70	\$ 45,951.00	-	\$ -	530.60	\$ 46,003.02
42	HMA Pavement Samples and Testing	LS	1	\$500.00	\$ 500.00	-	\$ -	1.00	\$ 500.00
43	Fixture Adjustment	EA	7	\$1,500.00	\$ 10,500.00	-	\$ -	7.00	\$ 10,500.00
44	Removal of Sidewalk	SY	121	\$7.00	\$ 847.00	-	\$ -	121.00	\$ 847.00
45	Removal of Paved Driveway	SY	236	\$8.50	\$ 2,006.00	-	\$ -	236.00	\$ 2,006.00
46	PCC Sidewalk, 6"	SY	Page 1 of 2	\$57.00	\$ 3,306.00	-	\$ -	59.35	\$ 3,383.52

# COUNCIL PACKET

Item No.	Item Description	Units	Contract Quantity	Unit Price	Contract Amount	Quantity This Estimate	Amount This Estimate	To Date Quantity	To Date Amount
47	PCC Driveway, 6" Thick	SY	255	\$47.00	\$ 11,985.00	-	\$ -	332.26	\$ 15,616.22
48	Removal of Pavement	SY	2,836	\$6.50	\$ 18,434.00	-	\$ -	2,836.00	\$ 18,434.00
49	Bituminous Seal Coat	SY	143	\$34.00	\$ 4,862.00	-	\$ -	-	\$ -
50	Curb and Gutter Removal	LF	193	\$10.00	\$ 1,930.00	-	\$ -	193.00	\$ 1,930.00
51	Mulching for Erosion Control	ACRE	0.5	\$2,000.00	\$ 1,000.00	-	\$ -	0.50	\$ 1,000.00
52	Seeding, Fertilizing and Mulching for Hydraulic Seeding, Type 2 Seed Mixture	ACRE	0.05	\$15,000.00	\$ 750.00	0.59	\$ 8,850.00	0.59	\$ 8,850.00
53	Sod	SQ	284	\$65.00	\$ 18,460.00	276.00	\$ 17,940.00	276.00	\$ 17,940.00
54	SWPPP Management	LS	1	\$2,250.00	\$ 2,250.00	1.00	\$ 2,250.00	1.00	\$ 2,250.00
55	Silt Fence	LF	770	\$1.70	\$ 1,309.00	-	\$ -	-	\$ -
56	Silt Fence, Clean Out Sediment	LF	770	\$0.50	\$ 385.00	-	\$ -	-	\$ -
57	Inlet Protection Device	EA	18	\$50.00	\$ 900.00	-	\$ -	6.00	\$ 300.00
58	Inlet Protection Device Maintenance	EA	18	\$25.00	\$ 450.00	-	\$ -	-	\$ -
	TOTAL CONTRACT				\$ 663,066.00		\$ 29,040.00		\$ 649,380.76
C.O. #2	Relocate Water Main at Ash and Buckeye STA 107+00	LS	1,000	\$2,693.21	\$ 2,693.21	-	\$ -	1,000	\$ 2,693.21
	Lower Water Main at STA 110+58.71	LS	1,000	\$4,347.65	\$ 4,347.65	-	\$ -	1,000	\$ 4,347.65
	TOTAL CHANGE C.O. #2				\$ 7,040.86		\$ -		\$ 7,040.86
C.O. #3	Utility Company Delays	LS	1,000	\$6,902.00	\$ 6,902.00	-	\$ -	1,000	\$ 6,902.00
	TOTAL CHANGE C.O. #3				\$ 6,902.00		\$ -		\$ 6,902.00
C.O. #4	Lower Sanitary Service at STA 106+38 and Sanitary Repair at STA 105+85	LS	1,000	\$2,245.64	\$ 2,245.64	-	\$ -	1,000	\$ 2,245.64
	Lower Sanitary Service and Water Service at STA 104+40	LS	1,000	\$981.66	\$ 981.66	-	\$ -	1,000	\$ 981.66
	Relocate Water Service at House #702	LS	1,000	\$1,015.00	\$ 1,015.00	-	\$ -	1,000	\$ 1,015.00
	TOTAL CHANGE C.O. #4				\$ 4,242.30		\$ -		\$ 4,242.30
C.O. #5	Replace Curb Stop at 661 Palm Street	LS	1,000	\$200.00	\$ 200.00	1,000	\$ 200.00	1,000	\$ 200.00
	TOTAL CHANGE C.O. #5				\$ 200.00		\$ 200.00		\$ 200.00
C.O. #6	Raise Rim Elevation of Beehive Intakes #8 and 10	LS	1,000	\$2,180.00	\$ 2,180.00	1,000	\$ 2,180.00	1,000	\$ 2,180.00
	TOTAL CHANGE C.O. #6				\$ 2,180.00		\$ 2,180.00		\$ 2,180.00
C.O. #7	Raise Rim Elevation of Beehive Intake #14	LS	1,000	\$1,090.00	\$ 1,090.00	1,000	\$ 1,090.00	1,000	\$ 1,090.00
	TOTAL CHANGE C.O. #7				\$ 1,090.00		\$ 1,090.00		\$ 1,090.00
	TOTAL CONTRACT WITH CHANGE ORDERS				\$ 684,711.16		\$ 32,510.00		\$ 671,035.92

\*Quantity changed with Change Order #1

## Retainage

Total Value of Completed Work Less Retainage \$ 671,035.93

Previous Payments \$ 637,484.12

Current Payment Due \$ 33,551.81

Pay Estimate #1 \$ 158,929.30

Pay Estimate #2 \$ 213,750.34

Pay Estimate #3 \$ 22,020.75

Pay Estimate #4 \$ 112,913.01

Pay Estimate #5 \$ 88,385.17

Pay Estimate #6 \$ 10,601.05

Pay Estimate #7 \$ 30,884.50

## COUNCIL PACKET

City of Riverside  
Administrator Report  
July 20, 2020

- Staff is holding daily meetings from 8:00-8:15, 8:30 to discuss the tasks for the day and any updates on projects. We practice social distancing.
- Washington zoom meetings for updates
- Phone meetings with council members
- Payroll review
- Hall Park possible expansion
- Opening of city hall, parks, playgrounds, pavilions
- Agenda prep
- Emails, calls on Galileo grass (lack of) on lot and retention basin
- Code Update
  - Sent to the attorney for review
  - 7/20 set Public Hearing for 8/3
  - 8/3 Public Hearing, 1<sup>st</sup> reading
  - 8/17 - 2<sup>nd</sup> reading
  - 9/8 - 3<sup>rd</sup> reading
  - 9/17 - publish
- Project emails with MMS
- Reviewed monthly closing for June
- Dog Park grand opening
- Review of Northern Heights pick list
- Review of 4<sup>th</sup> Street Project-met with Scott and Kevin Mills
- Sandy Ubben-city wide garage sales August 21<sup>st</sup>, 22<sup>nd</sup>
- Working with attorney, homeowners on lead service lines
- Checking on residential living in commercial space
- Parking on Commercial Drive
- Review of zoning around Schnoebelens
- Pillar repair downtown
- Discussions with Rob Weber on ditch issues
- Signed up for Municipal Institute classes required for recertification
- Setting up special work session on 4<sup>th</sup> St
- Discussion of curb stop in sidewalk
- Review with insurance on Riverside EMS driving vehicles for Washington County Ambulance
- Gazette interview on Kalona ambulance site
- Setting up new office space
- Working with Bob Schneider to get phone, network plugs working correctly
- Painting of City Hall
- Carpet Shampoo in City Hall
- Checking on nuisance issues

Public Works:

- Mowed parks, ball diamonds

## COUNCIL PACKET

- Don watering flowers, weeding
- Picked up trash downtown
- Sprayed new seeding at water tower
- Filled waterfall at Vet's Park, chlorinate
- Pipe inventory at shop
- Drawing for Railroad Park
- Jay-Debbin's building permit,
- Patched carpet at city hall, caulking, door install
- Cleaned silt off boat ramp
- Prepared trimming list
- Made list of pool fence missing
- Marked Railroad Park for Delta Shield project
- Jay-Dollar General inspection, fence permit
- Worked on getting quote for Galileo
- Met with Kuenster-Shop air conditioning
- Helped with council meeting set up at Fire Station
- Patched holes in streets
- Worked on lawn mowers
- Put plaque by bank for Betty Kurchner
- Opened bathrooms, cleaned and disinfected 2/day
- Changed speed sign battery
- Sprayed for wasps at speed sign
-