

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

Monday, September 20, 2021 – 6:00 P.M.

The meeting will be recorded and can be viewed live by visiting the city web site at www.riversideiowa.gov

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

1. Call meeting to order
2. Approval of agenda
3. Consent agenda
 - a. Minutes from 9-7-2021
 - b. Expenditures for 9-14-2021
 - c. August Fire Department Report
4. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
5. Washington County Sheriff
6. PeopleService Inc
7. Trekfest Update
8. Railroad Park Preliminary Plans-Axiom
9. Trick or Treat day and time-Mayor
10. Request from Highland Community School-Boom Night Activities
11. Public Hearings, Resolutions, Ordinances
 - a. Resolution #092021-01 Job Descriptions for City Administrator, City Clerk/Treasurer, Public Works Maintenance, Building Inspector **pg. 29**
 - b. Resolution #092021-02 Financial Services Agreement-Speer Financial **pg. 39**
12. Administrator's Report
 - a. Monthly Financials
 - b. Short- and Long-Term Goals
 - c. Community Center Update
 - d. Water rates
 - e. IMFOA Conference October 21-22
13. Motion to adjourn.

COUNCIL PACKET

RIVERSIDE CITY COUNCIL MEETING: Monday, September 7th, 2021

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

McGuire moved to approve agenda. Second by Mills, passed 4-0.

McGuire moved to approve Consent agenda, minutes of August 16, 2021, and expenditures. Second by Rodgers, passed 4-0.

Kevin Rodgers of RACC requested use of Hall Park for Fall Demo Derby on October 23rd.

Cooper Schneider asked Council to restock fish at Conservation Park pond.

McGuire moved to pass Resolution #090721-01, Approving Annual Financial Report for Fiscal Year June 30, 2021. Second by Schneider, passed 4-0.

McGuire moved to purchase a slide out unit for the new grass fire truck from Feld Fire with a quote of \$39,520. Second by Rodgers, passed 4-0.

Admin Yancey reported on use of golf carts, ATV's, Off road vehicles on City Streets, discussed sealing of stone wall, and ranking of goals.

RACC requested closing of River Street from Ella to Pioneer on Sunday from 8am-2pm for Shop the Park event.

Rodgers moved to adjourn at 7:02 pm. Second by McGuire, passed 4-0.

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

Council Meeting – Monday, September 20th, 2021 at 6:00 p.m. in City Hall council chambers.

ATTEST:


Becky LaRoche; City Clerk


Allen Schneider; Mayor

COUNCIL PACKET

EXPENDITURES 09-20-2021					
	COUNCIL MEETING	UNPAID BILLS:			
1	AIRGAS	EMS- AIR SUPPLY	002-5-150-6375	\$ 243.09	
2	ALTORFER	WWTP GENERATOR	610-5-815-6330	\$ 5,988.08	
3	CITY OF IOWA CITY	DUMP FEES	001-5-430-6320	\$ 242.00	
4	CRESENT ELECTRIC	VB LIGHT KEYS	001-5-430-6325	\$ 23.75	
5	CUMMINS	LIFT STATIONS - 4 GENERATORS	610-5-815-6374	\$ 2,627.65	
6	CUMMINS	FS GENERATOR	002-5-150-6312	\$ 640.84	
7	CUMMINS	WP GENERATOR	600-5-810-6330	\$ 1,059.49	\$ 4,327.98
8	IOWA SOLUTIONS	COMPUTER SUPPORT	001-5-650-6497	\$ 869.75	
9	JOHNSON COUNTY REFUSE	AUGUST BILLING	670-5-840-6499	\$ 7,275.50	
10	JOHNSON COUNTY REFUSE	FALL CLEAN UP	001-5-520-6753	\$ 1,571.80	\$ 8,847.30
11	KALONA AUTO	FIRE DEPT	002-5-150-6356	\$ 93.43	
12	KALONA AUTO	ATV CHARGER	001-5-210-6331	\$ 32.99	\$ 126.42
13	LEAF	COPIER LEASE	001-5-650-6496	\$ 156.50	
14	MEARDON, SUPPEL, DOWNER	LEGAL	001-5-640-6411	\$ 2,100.00	
15	OFFICE EXPRESS	LABEL TAPE	001-5-650-6506	\$ 61.04	
16	REC	SIGN	001-5-520-6510	\$ (1,095.06)	
17	REC	LIFT STATION	610-5-815-6371	\$ 59.10	
18	REC	W/W PLANT	610-5-815-6371	\$ 2,803.00	
19	REC	SHOP	001-5-210-6371	\$ 39.48	
20	REC	WATER PLANT	600-5-810-6371	\$ 2,573.15	
21	REC	TRAFIC LIGHT	001-5-230-6371	\$ 143.73	
22	REC	CASINO L/S	610-5-815-6371	\$ 217.45	\$ 4,740.85
23	RIVERSIDE GRAIN	GRASS SEED	001-5-430-6320	\$ 60.50	
24	RIVERSIDE HISTORY CENTER	GRANT- 3RD QTR	145-5-650-6413	\$ 5,538.46	
25	SCHNOEBELEN INC	SKID LOADER REPAIR	001-5-430-6504	\$ 644.39	
26	STANDARD PEST CONTROL	SERVICE	001-5-650-6310	\$ 60.00	
27	TRAVIS RIGGAN	GRANT	145-5-650-6419	\$ 2,500.00	
28	US CELLULAR	CITY HALL	001-5-650-6373	\$ 23.90	
29	US CELLULAR	FIRE DEPT	002-5-150-6332	\$ 104.09	\$ 127.99
30	VISA	LEAGUE CONFERENCE	001-5-650-6240	\$ 215.00	
31	VISA	CASEY'S FUEL-MOWERS	001-5-430-6323	\$ 112.61	
32	VISA	WALMART- OFFICE	001-5-650-6506	\$ 19.08	
33	VISA	USTREAM	001-5-650-6494	\$ 99.00	
34	VISA	INT'L CODE ONLINE CLASS	001-5-650-6240	\$ 39.00	
35	VISA	POSTAGE	001-5-650-6508	\$ 78.00	\$ 562.69
36	YOTTY'S	CURB PAINT	110-5-210-6417	\$ 258.41	
37	*****	TOTAL BILLS		\$ 37,479.20	
38					
39					
40					
41		PAID BILLS:			
42	IPERS	CONTRIBUTIONS - 2021 AUG	\$ 4,118.83		
43	1ST NAT'L BANK	AUG 21 "HSA"	\$ 750.00		
44	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2021-AUG	\$ 667.00		
45	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2021-AUG	\$ 1,338.00		
46	IOWA DEPT OF REVENUE	IOWA WET TAX - 2021-AUG	\$ 1,974.00		
47	IRS	941 TAX DEPOSIT - 2021 AUG	\$ 5,644.87		
48	PAYROLL	PAYROLL - 2021 AUG	\$ 19,862.28		
50	*****	TOTAL PAID BILLS		\$ 34,354.98	
51	*****	TOTAL EXPENDITURES		\$ 71,834.18	
52					
53					
54					
55	EXPENDITURES by FUND				
56	GENERAL FUND		\$ 5,497.46		
57	FIRE DEPARTMENT		\$ 1,081.45		
58	ROAD USE FUND		\$ 258.41		
59	CASINO FUNDS		\$ 8,038.46		
60	DEBT SERVICE		\$ -		
61	CAPITAL PROJECTS		\$ -		
62	WATER FUND		\$ 3,632.64		
63	SEWER FUND		\$ 11,695.28		
64	GARBAGE		\$ 7,275.50		
65	TOTAL EXPENDITURES		\$ 37,479.20		

COUNCIL PACKET

70	MTD TREASURERS REPORT	8/31/2021	REVENUE	EXPENSE	BALANCE
71	GENERAL FUND		\$ 77,617.61	\$ 45,187.31	\$ 741,579.65
72	FIRE DEPT FUND		\$ 5,000.00	\$ 2,945.70	\$ 107,582.61
73	ROAD USE TAX FUND		\$ 9,225.45	\$ 734.78	\$ 95,032.97
74	LOCAL OPTION SALES TAX		\$ 11,214.36	\$ -	\$ 278,526.85
75	CASINO REVENUE RUND		\$ 114,206.60	\$ 2,500.00	\$ 493,940.70
76	DEBT SERVICE		\$ -	\$ -	\$ -
77	CAPITAL PROJECTS FUND		\$ -	\$ -	\$ 383,897.45
78	COMMUNITY CENTER FUNDS		\$ 3,542.64	\$ -	\$ 1,019,874.29
79	WATER FUND		\$ 37,123.72	\$ 21,969.19	\$ 552,612.41
80	SEWER FUND		\$ 34,105.80	\$ 17,408.92	\$ 349,267.54
81	GARBAGE/LANDFILL FUND		\$ 7,473.39	\$ 7,217.75	\$ 11,114.97
82	STORM WATER FUND		\$ 1,624.71	\$ -	\$ 8,288.22
83	TOTAL		\$ 301,134.28	\$ 97,963.65	\$ 4,041,717.66
84					

RIVERSIDE FIRE DEPARTMENT

FIRE / RESCUE / EMS / HAZMAT



August 2021 Update

Calls for Service:

Medicals - 24

Building Fire Response – 2

Carbon Monoxide Alarm - 1

Total calls – 27 calls for service in August

RFD call volume for the year as of September 1st is 215 calls, we responded to 231 calls for the entire year of 2020.

Training:

The members trained on live fire, fire attack, water supply and rural pump operations. This training was done out at our training facility and was a join training with Ainsworth FD.

RESA:

The members discussed the plan for the fall raffle dinner to be held at the VFW. The members set the date for the raffle dinner on November 6th at 5pm.

Other News

The Chief and Deputy Chief attended a meeting in Kalona with City staff and council to hear the annual report for the Washington County Ambulance. This was just an overview of the first year and was presented to Riverside, Kalona and Wellman since they helped get the northern WCA building operational. RFD Deputy Chief Hancock is working with the county Board of Supervisors on getting the funding for essential services setup to help support and benefit all the EMS departments in Washington County. We are still waiting on a delivery date for our new pickup for the brush truck project. The 3 bids for the skid unit were submitted to City Administrator to be placed on council agenda for approval. This is the pump, tank, hose, warning lights, siren, nozzles and associated emergency equipment to outfit this new truck. This is all part of the brush truck replacement project that was already approved. The bid from Feld Fire for \$39, 520 is who we recommend, this company built our last skid unit for our other brush truck and did a nice job. This is an Iowa company located in Carroll, IA. We also had 2 crews on standby at the Casino for the fireworks for the 15 year anniversary.

“WE”RE STILL HERE AND READY TO RESPOND”

Thanks

Chief Smothers

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

<u>DateTime</u>	<u>CFS</u>	<u>Call Type</u>	<u>Zone</u>
08/03/2021 18:42:08	2109744	DRUG/NARCOTICS VIOLATION	CRIV
<u>Agency:</u> Washington County Sheriff's Office <u>Address:</u> 3070 HIGHWAY 22 <u>CityStateZip:</u> RIVERSIDE, IA 52327			
<u>details:</u>			
[08/03/2021 19:36:15]			
Mileage report: Unit 92-14 traveled to destination: wash co jail			
Date/time: 8/3/2021 7:26:00 PM to 8/3/2021 7:36:15 PM			
Odometer Reading: 78506 to 78516			
Mileage = 10			
[08/03/2021 19:25:48]			
Mileage report: Unit 92-14 traveled to destination: wash co jail/testing			
Date/time: 8/3/2021 7:12:31 PM to 8/3/2021 7:25:48 PM			
Odometer Reading: 78495 to 78506			
Mileage = 11			
[08/03/2021 18:44:49]			
CALLER REPORTS A FEMALE SUBJECT TRYING TO AIR UP A TIRE ON LIC/JTY590 AND SHE APPEARS TO BE INTOXICATED, SHE IS STUMBLING AROUND. 92-14 RESPONDED. ARRESTED NAM/DITTRICH, BRENDA LEA (49) ADR/609 E 2ND ST, WASHINGTON OFFENSE/POSSESSION OF DRUG PARAPHERNALIA AND OPEN CONTAINER. CHARGES PENDING DCI LAB RESULTS FOR POSSESSION OF CONTROLLED SUBSTANCE, POSSESSION OF CONTROLLED SUBSTANCE IN JAIL OR CORRECTIONAL INSTITUTION AND OWI 1ST.			
08/03/2021 19:34:08	2109746	WELFARE CHECK	CRIV
<u>Agency:</u> Washington County Sheriff's Office <u>Address:</u> 211 SCHNOEBELEN ST <u>CityStateZip:</u> RIVERSIDE, IA 52327			
<u>details:</u>			
[08/03/2021 19:47:01]			
CALLER REQUESTS A WELFARE CHECK ON A FRIEND WHO NO ONE HAS SEEN HER OR BEEN IN CONTACT WITH HER SINCE LAST NIGHT AT APPROXIMATELY 2200. 92-19 RESPONDED, SUBJECT RETURNED HOME WHILE DEPUTY WAS AT THE RESIDENCE, EVERYTHING IS FINE.			
08/05/2021 02:18:16	2109800	INTIMIDATION/HARAS SMENT	CRIV
<u>Agency:</u> Washington County Sheriff's Office <u>Address:</u> 3184 HIGHWAY 22 <u>CityStateZip:</u> RIVERSIDE, IA 52327			

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

details:

[08/05/2021 02:21:45]

CALLER REPORTS THAT THEY RECEIVED A COMPLAINT OF HARASSMENT INVOLVING TWO INDIVIDUALS. 92-18 RESPONDED BUT THE COMPLAINANT LEFT THE CASINO PRIOR TO ARRIVAL.

08/05/2021 02:50:16 2109801 ASSIST OTHER CRIV
AGENCY

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/05/2021 02:51:16]

DES MOINES COUNTY REQUESTS ASSISTANCE LOCATING A MISSING SUBJECT. 92-18 RESPONDED AND ASSISTED. THE SUBJECT HAD LEFT TO THE CASINO PRIOR TO ARRIVAL.

08/05/2021 20:06:48 2109842 SEX CRIV
OFFENDER-CHECK

Agency: Washington County Sheriff's Office

Address: 120 N KNISEL ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/05/2021 20:07:38]

SOR CHECK, PRESENT.

08/06/2021 18:08:21 2109892 TRAFFIC-ACCIDENT CRIV

Agency: Washington County Sheriff's Office

Address: 41 E 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/06/2021 18:12:33]

CALLER REPORTS A VEHICLE ACCIDENT THAT OCCURED LAST EVENING. THE SUSPECT VEHICLE IS A MAROON HONDA PILOT WITH OUT OF STATE PLATES. 92-15 SPOKE WITH THE CALLER. THE ACCIDENT OCCURRED ON PRIVATE PROPERTY. 92-15 WILL ATTEMPT TO LOCATE AND SPEAK TO THE OTHER OPERATOR. DOCUMENTATION.

08/07/2021 10:54:43 2109943 ASSIST OTHER CRIV
AGENCY

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

WASHINGTON COUNTY SHERIFF'S OFFICE

Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

City/State/Zip: RIVERSIDE, IA 52327

details:

[08/07/2021 11:31:31]

[08/07/2021 10:55:32]

REQUEST FOR ASSISTANCE IN REFERENCE TO CASINO SECURITY OUT WITH A POSSIBLE UNDERAGE PERSON ON THE GAMING FLOOR.

92-8 RESPONDED AND ASSISTED IN TRYING TO IDENTIFY THE PERSON. SECURITY WILL FILE A REPORT FOR THE DCI REFERENCE POSSIBLE CHARGES.

08/08/2021 23:31:50 2110021 WARRANT ARREST CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[08/09/2021 00:16:57]

Mileage report: Unit 92-15 traveled to destination: 380 ON W PENN ST W/10-95

Date/time: 8/8/2021 11:53:56 PM to 8/9/2021 12:16:57 AM

Odometer Reading: 44261.6 to 44283.8

Mileage = 22.2

[08/08/2021 23:32:13]

DEPUTY REPORTS A VEHICLE STOP IN THE CASINO PARKING LOT WITH LIC/KHN546. DRIVER IS WANTED ON A WARRANT OUT OF LINN COUNTY. ARRESTED NAM/HARTWIG, JENNIFER MARIE (36) ADR/146 18TH ST SW, CEDAR RAPIDS OFFENSE/REVOCATION OF PRETRIAL RELEASE ON CHARGES OF POSSESSION WITH INTENT TO DELIVER CONTROLLED SUBSTANCE, DRUG TAX STAMP VIOLATION, POSSESSION OF CONTROLLED SUBSTANCE PENALTY ENHANCED, AND POSSESSION OF DRUG PARAPHERNALIA, TOTAL BOND \$5,000 CASH ONLY. SUBJECT TRANSPORTED TO NORTH LIBERTY AND TURNED OVER TO THE LINN COUNTY SHERIFFS OFFICE.

08/10/2021 05:55:31 2110084 WARRANT ARREST CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

City/State/Zip: RIVERSIDE, IA 52327

details:

[08/10/2021 06:59:53]

Mileage report: Unit 92-10 traveled to destination: WCO JAIL

Date/time: 8/10/2021 6:27:59 AM to 8/10/2021 6:59:53 AM

Odometer Reading: 101246 to 101271

Mileage = 25

[08/10/2021 06:57:30]

REPORTS BEING OUT AT THE CASINO WITH A SUBJECT WANTED OUT OF LINN COUNTY. // ARRESTED: TOOMER, KIMBERLY KAY (44) O

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

08/10/2021 12:26:45 2110097 WELFARE CHECK CRIV
935 4TH ST, MARION. OFF/WANTED BY LINN COUNTY FOR MITTIMUS X TWO - CONTEMPT OF COURT ON CHARGES OF POSSESSION O
CONTROLLED SUBSTANCE SECOND OFFENSES MUST SERVE 30 DAYS IN JAIL. NO BOND. HOLD PLACED FOR LINN CO.

Agency: Washington County Sheriff's Office

Address: 1092 WALNUT AVE

CityStateZip: RIVERSIDE, IA 52327

details:

[08/10/2021 12:28:19]

REQUESTS A WELFARE CHECK ON A SUBJECT THEY ARE NOT ABLE TO REACH BY PHONE. // 92-7 RESPONDED. SUBJECT WAS FINE
AND ON THE PHONE WITH THE CALLER WHEN DEPUTY ARRIVED.

08/11/2021 11:22:54 2110144 SEX CRIV
OFFENDER-REGISTR
ATION

Agency: Washington County Sheriff's Office

Address: 41 N GREENE ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/11/2021 11:23:18]

REPORTS A SEX OFFENDER VERIFICATION.

VERIFICATION COMPLETED.

08/12/2021 10:51:26 2110193 PUBLIC CRIV
SERVICE/CONTACTS

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/12/2021 10:51:59]

REPORTS BEING OUT WITH A MALE SUBJECT WHO IS ALSO WALKING ALONG HIGHWAY 22 NEAR THE CASINO ENTRANCE. SUBJECT
WAS WALKING INTO THE CASINO, NO PROBLEM.

08/12/2021 17:30:39 2110208 LOITERING-VAGRANC CRIV
Y

Agency: Washington County Sheriff's Office

Address: 70 W 1ST ST

CityStateZip: RIVERSIDE, IA 52327

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE

Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

details:

[08/12/2021 17:35:45]

TWO SUBJECTS LOITERING OUTSIDE ON THE BENCH AT THE RESTAURANT. WANTED THE RESTAURANT TO PURCHASE THEIR EBT CARD. 92-7 LOCATED BOTH SUBJECTS AND WERE TOLD THEY WERE NO LONGER ALLOWED AT THE RESTAURANT.

08/13/2021 19:33:30 2110263 DRUG/NARCOTICS CRIV VIOLATION

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/13/2021 19:36:40]

CALLER REPORTS LOCATING A PURSE WITH DRUGS ITEMS INSIDE. 92-14 RESPONDED. CHARGES PENDING PER DCI LAB RESULTS.

08/14/2021 00:14:54 2110275 ASSAULT-DOMESTIC CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/14/2021 00:17:55]

THE RIVERSIDE CASINO REPORTS TWO SUBJECT FIGHTING OUTSIDE. 92-15 RESPONDED AND ARRESTED NAM/MERRILL,ALEXANDER JARRER AGE/28 ADR/2511 112TH ST MOSCOW IOWA OFFENSE/DOMESTIC ABUSE ASSAULT 1ST OFFENSE

08/14/2021 11:47:55 2110292 FIRE CALL CRIV

Agency: Fire

Address: 1092 WALNUT AVE

CityStateZip: RIVERSIDE, IA 52327

details:

[08/14/2021 11:49:41]

REPORTS AN ALARM GOING OFF & THERE IS A STRONG CHEMICAL SMELL IN BUILDING E. OPS 10. RIVERSIDE FIRE ADVISED NO AMBULANCE WAS NEEDED. APPEARED TO BE A GAS CAN SPILLED IN THE GARAGE. UPON FURTHER INVESTIGATION, IT WAS A CAR THAT WAS RUNNING IN THE PARKING GARAGE.

08/14/2021 17:42:53 2110306 WELFARE CHECK CRIV

Agency: Washington County Sheriff's Office

Address: 279 N WASHBURN ST

CityStateZip: RIVERSIDE, IA 52327

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

details:

[08/14/2021 17:44:52]

CALLER REQUESTS A WELFARE CHECK AT A RESIDENCE. EARLIER TODAY SAW HER PULL UP IN HER CAR. 92-14 RESPONDED. UNABLE TO LOCATE.

08/14/2021 18:36:45 2110310 ILLEGAL DUMPING CRIV

Agency: Washington County Sheriff's Office

Address: 3078 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/14/2021 18:38:20]

CALLER REQUESTS TO SPEAK WITH A DEPUTY REGARDING USED OIL CONTAINERS BEING LEFT IN THE CAR WASH BY A FEMALE SUBJECT DRIVING A RED CHEVY PICKUP LIC/KAL370. 92-14 SPOKE WITH THE CALLER AND GAVE HIM CONTACT INFORMATION.

08/15/2021 00:31:40 2110332 FRAUD CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/15/2021 00:38:34]

CALLER REPORTS A FALSE ID GIVEN AT THE GAMING FLOOR. 92-18 RESPONDED. JUVENILE WAS TRANSPORTED TO THE JAIL WHERE PARENTS PICKED HIM UP. JUVENILE CHARGED WITH OFF/ASSAULT ON PERSONS IN CERTAIN OCCUPATIONS, CONSUMPTION OF ALCOHOL IN PUBLIC PLACES BY A MINOR, PUBLIC INTOXICATION, UNLAWFUL USE OF LICENSE, INTERFERENCE WITH OFFICIAL ACTS, HARRASSMENT OF PUBLIC OFFICIAL, AND A PENDING CHARGE OF CRIMINAL MISCHIEF.

08/15/2021 01:57:08 2110335 FRAUD CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/15/2021 01:59:02]

CALLER REPORTING A SUBJECT USED FAKE IDENTIFICATION TO GET ONTO THE GAMING FLOOR. THEY ALSO HAVE A HOTEL ROOM UNDER THEIR NAME. 92-15 RESPONDED. SUBJECT LEFT PRIOR TO DEPUTY ARRIVAL.

08/16/2021 03:08:02 2110365 ASSIST OTHER CRIV

Agency: Washington County Sheriff's Office

Address: 1178 ENTERPRISE DR

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE

Town Report

Filter: datestart=20210801:dateend=20210831:Zone=CRIV

CityStateZip: RIVERSIDE, IA 52327

details:

[08/16/2021 03:55:59]
Mileage report: Unit 92-20 JAIL
Date/time: 8/16/2021 3:52:07 BEGIN MILEAGE 59350
ENDING MILEAGE 4:16:02 59372
Mileage = 22

[08/16/2021 03:08:30]
REPORTS BEING OUT WITH 52-13 WHO IS ON A VEHICLE STOP. 1 SUBJECT WAS ARRESTED BY JOHNSON CO.
92-20 ARRESTED/HRDLICKA,KELLY DAWN (48) OF 1366 E HINKEYVILLE DR, ATALISSA OFFENSE/TIPTON PD WARRANT FOR DRIVING
WHILE LICENSE IS REVOKED AND 2 COUNTS OF THEFT 3RD. BOND/\$2000 CASH ONLY. EXTRADITION ARRANGEMENTS MADE WITH
CEDAR CO.

08/16/2021 23:54:33 2110407 PUBLIC INTOXICATION CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/16/2021 23:57:23]
THE RIVERSIDE CASINO REQUESTS A DEPUTY FOR A SUBJECT WHO IS INTOXICATED AND REFUSES TO LEAVE. 92-20 RESPONDED
AND ADVISED THE SUBJECT TO STAY IN HIS HOTEL ROOM FOR THE NIGHT.

08/18/2021 10:12:50 2110466 SEX CRIV
OFFENDER-REGISTR
ATION

Agency: Washington County Sheriff's Office

Address: 36 N WASHBURN ST

CityStateZip: RIVERSIDE, IA

details:

[08/18/2021 10:14:03]
REPORTS A SEX OFFENDER VERIFICATION.

08/18/2021 20:38:15 2110503 VERIFICATION COMPLETED.
DISORDERLY CRIV
CONDUCT

Agency: Washington County Sheriff's Office

Address: 3070 HIGHWAY 22

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

CityStateZip: RIVERSIDE, IA 52327

details:

[08/18/2021 20:40:29]
CALLER REPORTS A CUSTOMER ACTING ODD INSIDE THE STORE. THEY APPEAR TO BE UNDER THE INFLUENCE. 92-54 WAS ENROUTE.
THE SUBJECT LEFT AS A PASSENGER IN A DARK GRAY SUV. 92-54 DISREGARDED.

08/20/2021 08:15:36 2110572 TRAFFIC-ACCIDENT CRIV

Agency: Washington County Sheriff's Office

Address: 81 N GREENE ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/20/2021 08:17:00]
REPORTS AN AMAZON TRUCK BACKED INTO HER VEHICLE IN FRONT OF THE RIVERSIDE POST OFFICE. REQUEST A DEPUTY. || 92-10
RESPONDED. VEHICLE LIC/KHM592. OPR/BEASMORE, MICHELLE OF HILLS. VEHICLE LIC/3041223 LIS/IN. OPR/HAWKINS, DONALD OF ST
LOUIS, MO. OVER \$1500 DAMAGE TO VEHICLES. STATE ACCIDENT REPORT TO BE FILED.

08/20/2021 13:40:25 2110585 SEX OFFENDER-REGISTRATION CRIV

Agency: Washington County Sheriff's Office

Address: 120 N KNISEL ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/20/2021 13:40:42]
REPORTS A SEX OFFENDER VERIFICATION.

VERIFICATION COMPLETED.

08/21/2021 13:22:23 2110649 SEX OFFENDER-CHECK CRIV

Agency: Washington County Sheriff's Office

Address: 111 E 4TH ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/21/2021 13:22:56]
S.O.R. CHECK. UNABLE TO LOCATE

08/21/2021 15:15:26 2110655 SUSPICIOUS ACTIVITY CRIV

Agency: Washington County Sheriff's Office

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE

Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/21/2021 15:22:02]
CALLER REPORTS INAPPROPRIATE CONTACT IN THE HOTEL POOL. REQUESTED DEPUTY ASSISTANCE. 92-3 AND 92-7 RESPONDED AND SPOKE WITH THE SUBJECTS AS WELL AS SEVERAL WITNESSES. DETERMINED IT WAS A MISUNDERSTANDING. DOCUMENTATION CRIV

08/23/2021 00:27:17 2110727 TRESPASS CRIV

Agency: Washington County Sheriff's Office

Address: 31 W 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/23/2021 00:29:34]
CALLER REPORTS THAT A SUBJECT IS KNOCKING ON THE BACK DOOR OF THE APARTMENT COMPLEX AFTER BEING ASKED TO LEAVE. 92-18 AND 92-20 RESPONDED. 92-18 ARRESTED TURNER, ANDREW CHRISTOPHER (35) ADR/4800 GRAND AVE APT G-106 DAVENPORT 52807 OFFENSE/OPERATING VEHICLE WHILE INTOXICATED FIRST OFFENSE CRIV

08/24/2021 18:57:29 2110806 FRAUD CRIV

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/24/2021 19:03:20]
CALLER REPORTS THAT THEIR PURSE WAS REPORTED AS STOLEN IN SILVIS, IL. ON 8/9/21 \$529 WAS WITHDRAWN FROM THEIR HSA CARD AT THE RIVERSIDE CASINO. THEY WOULD LIKE TO FILE A POLICE REPORT. 92-18 RESPONDED. UNDER INVESTIGATION. CRIV

08/26/2021 08:28:21 2110872 THEFT-SHOPLIFTING CRIV

Agency: Washington County Sheriff's Office

Address: 3070 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/26/2021 08:35:26]
REPORTS 2 SUBJECTS WHO WERE SHOPLIFTING. HAPPENED ON TUESDAY NIGHT & POSSIBLY MORE DATES FROM TALKING TO STAFF. WILL REVIEW THE VIDEO. 92-8 RESPONDED. THEY ARE NOT REQUESTING ANY CHARGES AT THIS TIME. TRESPASS PAPERWORK WILL BE SENT TO THE SUSPECTS WHO WILL BE BANNED FROM THE STORE. CRIV

08/28/2021 16:22:47 2110999 ASSIST OTHER CRIV

Date Printed: 9/4/2021 7:27 AM

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

AGENCY

Agency: Washington PD

Address: 1092 WALNUT AVE

CityStateZip: RIVERSIDE, IA 52327

details:

[08/28/2021 16:24:24]

CALLER REQUESTS ASSISTANCE IN LOCATING A SUBJECT INVOLVED IN A HIT AND RUN IN THEIR COUNTY. 109 AND 92-3 BOTH CHECKED POSSIBLE LOCATIONS. UNABLE TO LOCATE.

08/28/2021 22:29:01 2111023 THEFT-MOTOR CRIV

VEHICLE

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/28/2021 22:32:05]

CALLER REPORTS THAT SHE HAS LOST HER KEYS AND SOMEONE STOLE HER CAR. 92-14 RESPONDED. VEHICLE WAS ENTERED AS STOLEN OCA/2111023 SIN/3160888 NIC/V153200087

08/29/2021 05:14:48 2111039 DRUG/NARCOTICS CRIV

VIOLATION

Agency: Washington County Sheriff's Office

Address: 3184 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/29/2021 05:17:55]

CALLER REPORTS THAT THERE IS A SUSPICIOUS SMELL COMING FROM A VEHICLE. 92-18 RESPONDED. THE VEHICLE HAD LEFT PRIOR TO ARRIVAL.

08/29/2021 12:14:29 2111054 ALARM CRIV

Agency: Washington County Sheriff's Office

Address: 3030 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/29/2021 12:15:29]

BURGLARY ALARM AT ST FRANCIS VET CLINIC, EAST OVERHEAD AND THE EAST CENTRAL OVERHEAD. 92-11 RESPONDED. NO PROBLEM.

WASHINGTON COUNTY SHERIFF'S OFFICE Town Report

Filter: datestart-20210801:dateend-20210831:Zone-CRIV

08/30/2021 12:09:54 2111096

THEFT-SHOPLIFTING CRIV

Agency: Washington County Sheriff's Office

Address: 200 E 1ST ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/30/2021 12:10:50]
REQUESTS A DEPUTY REFERENCE SHOPLIFTING THAT OCCURRED ABOUT 45 MINS AGO.

92-10 RESPONDED. THEY ALSO SHOPLIFTED FROM CASEYS IN KALONA TODAY. CHARGES FILED ON: NAM/GATLIN, JEREMY WAYNE (41) AD/3175 HWY 22., RIVERSIDE LOT #16 OFF/THEFT 5TH DEGREE. JEREMY GATLIN AND ROBERT VICE CRIMINALLY TRESPASSED FROM ALL CASEYS LOCATIONS.

08/30/2021 21:04:29 2111115 SEX OFFENDER-CHECK CRIV

Agency: Washington County Sheriff's Office

Address: 111 E 4TH ST

CityStateZip: RIVERSIDE, IA 52327

details:

[08/30/2021 21:05:04]
SOR CHECK. PRESENT
08/30/2021 22:36:17 2111116 DRUG/NARCOTICS CRIV
VIOLATION

Agency: Washington County Sheriff's Office

Address: 3070 HIGHWAY 22

CityStateZip: RIVERSIDE, IA 52327

details:

[08/30/2021 22:37:31]
CALLER REPORTS THAT THEY FOUND A BOX WITH SUSPICIOUS ITEMS IN IT. 92-20 RESPONDED AND SEIZED THE ITEMS. UNDER INVESTIGATION.



Date: September 14, 2021

To: Riverside Council

From: Bill Stukey, Operator

O & M Report: August 2021

Water Operation & Maintenance

- Cahoy Well and Pump pulled well 7 for maintenance and declining yield. Initially the well looked good visually on inspection. Cahoy took the pump and motor to their shop for testing. Testing found the motor needs replacement due to a seal failure. The pump needs a rebuild and recoated for long term protection. These are the original units from when the well was installed in 2007. They have provided a quote to repair the well and place back in service. We are checking with the City's insurance to see if they will cover any of the costs.
- I replaced the flow controllers for the phosphate and sodium hydroxide pumps. The flow controllers were beginning to leak and not function properly, causing the pumps to intermittently turn off.
- Lino conducted an annual calibration of our lab equipment at the water plant.
- 19 locates, all complete
- 6 door postings and 2 shutoffs.

Wastewater Operation & Maintenance

- Sprayed weeds at wastewater plant and lift stations.
- I located and uncovered a manhole along highway 22. The manhole was buried in rock and I needed to gather depth information on the sewer line going into it.
- Overhead Doors fixed the garage door on the screen room at the wastewater plant. One of the cables snapped and the door didn't want to open or close. They replaced the cables with stainless steel and greased the rollers. The door is functioning properly again.



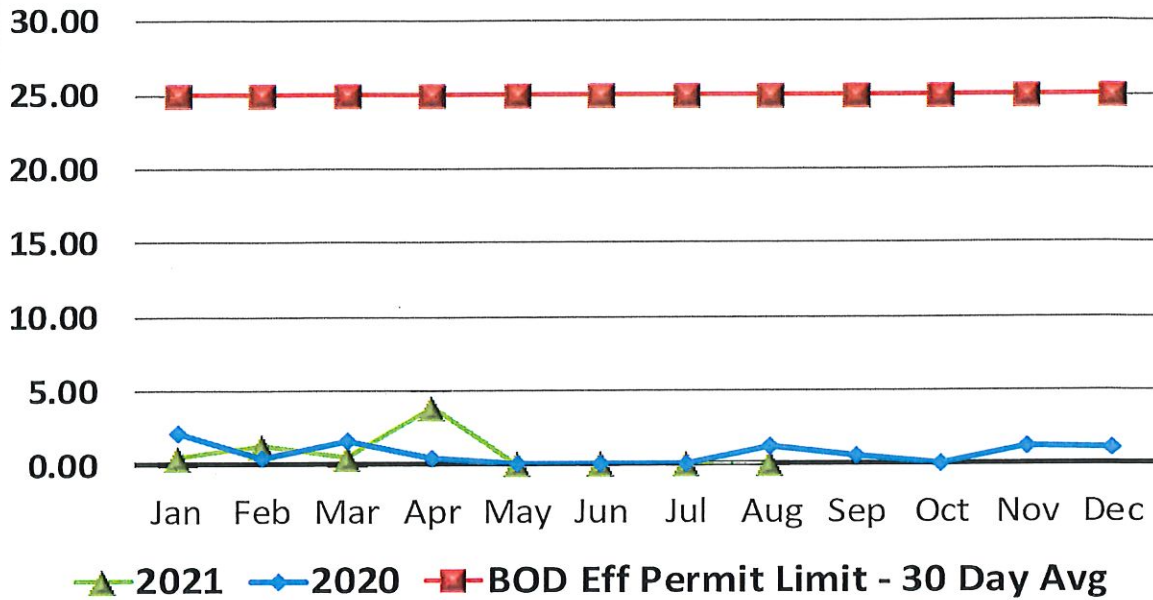
- Cummins performed the annual generator preventative maintenance on all generators. They found the voltage regulator for the wastewater plant generator to be bad and advised to have Altorfer replace the part. Altorfer has made the repair and the generator is back online. They are also advising we replace the water pump and a heater hose on the unit and will be providing a quote for those.
- I reinsulated a return line at the wastewater plant. A fitting on the line broke late last winter and we had repaired the pipe in the time. The broken fitting left the insulation ruined and needed to be rewrapped.
- On 8-25-21 I received a call for a sewer back up at 130 River St. We had heavy rain this morning and caused one house to have some water enter their basement. The line their home is connected to is very shallow and runs through a timber area. I had Action Sewer come open the line and reestablish flow. I have called Visu-Sewer to come take a look at this line and see if they can root saw the line, televise, and see about the potential of lining this main to prevent further root issues. I have reported this to DNR field office 6 and spoke to Josh Sobaski.

Iowa Department of Natural Resources

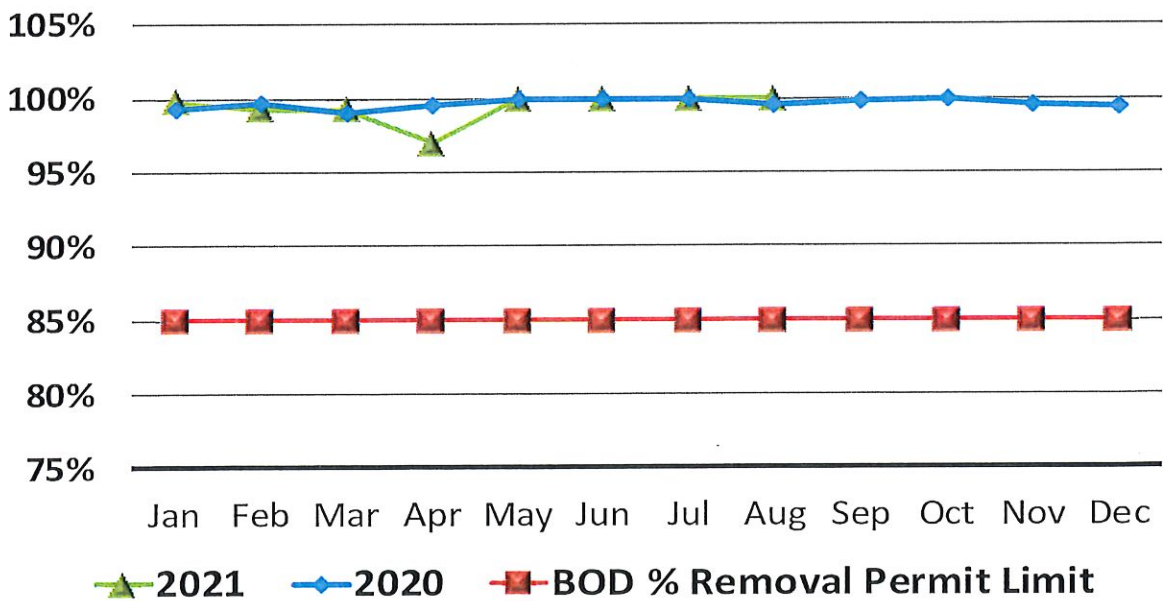
- Iowa DNR conducted an inspection of the wastewater facilities. We did receive a letter of non-compliance due to two ammonia tests and one suspended solids test that were slightly over range. This letter requires no action, and the overall inspection was a great outcome. The inspector was extremely pleased with the facilities and operational control.



BOD Effluent

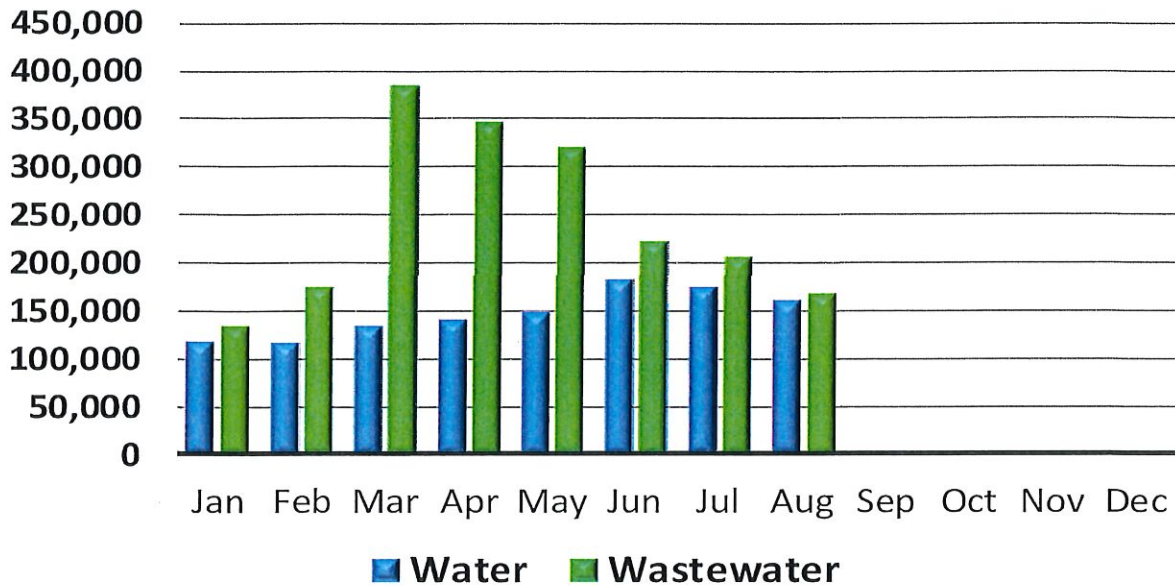


BOD % Removal





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	\$26,209.00	\$1,650.20	6%	17%
Maintenance Budget	\$21,840.00	\$5,437.73	25%	17%
Total	\$48,049.00	\$7,087.93	15%	17%



		August-21	July-21	August-20
Water	Units			
Total Monthly Pumped	gallons	4,996,000	5,421,000	5,071,000
Average Daily Pumped	gallons	161,160	174,870	163,580
Maximum Daily Pumped	gallons	273,000	251,000	367,000
Minimum Daily Pumped	gallons	85,000	109,000	10,000
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	1.30	1.46	1.41
Chlorine - Total Avg Residual System	mg/L	0.94	0.86	0.89
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	192.00	211.00	183.00
Iron				
Iron - Avg Raw	mg/L	2.27	2.04	1.59
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	1.10	1.12	0.99
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	8.00	10.45	28.50
Water Loss				
Water Billed	gallons	4,176,625	3,852,190	4,072,486
Water used in main breaks/hydrant flushing	gallons	10,000	35,000	50,000
Water used at city buildings	gallons	74,000	80,000	150
Loss	gallons	15%	18%	5%
Wastewater				
BOD				
BOD Influent Avg	mg/L	206	218	273
BOD Effluent Avg	mg/L	0	0.0	1
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.99%	99.99%	99.54%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	210	205	163
TSS Effluent Avg	mg/L	1	1	2
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	99.70%	99.70%	98.61%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0	0	<0.1
NA Effluent Permit Limit - 30 Day Avg	mg/L	5	5	5
Influent Flow				
Total Monthly	gallons	5,231,400	6,411,300	3,946,800
Average Daily	gallons	168,745	206,816	127,316
Maximum Daily	gallons	382,900	319,900	179,500
Minimum Daily	gallons	86,800	150,000	77,300
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000

COUNCIL PACKET



RIVERSIDE--AUGUST '21

Water Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/24/21	First National Bank, VISA	Supplies	\$213.57
8/25/21	Municipal Supply	Spigot Flag	\$98.30
8/254	Rhino Industries	Controllers for Pump	\$2,324.40
Total			\$2,636.27

Water System Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/17/21	Keystone Labs	TTHM/HAA5	\$130.00
8/31/21	Core & Main	Locator	\$6,467.64
Total			\$6,597.64

Wastewater Plant Maintenance

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/6/21	MidAmerican Research Chemical	Weed Killer	\$785.36
8/24/21	First National Bank, VISA	Supplies	\$61.90
Total			\$847.26

Wastewater System Maintenance

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

Water Plant Maintenance	\$2,636.27
Water System Maintenance	\$6,597.64
W/W Plant Maintenance	\$847.26
W/W System Maintenance	\$0.00
Month Total	\$10,081.17

Annual Maintenance Budget	\$21,840.00
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COUNCIL PACKET



Total Maintenance Dollars	\$5,437.73
Spent Year to Date	

Percent Maintenance Budget	25%
Spent Year to Date	

COUNCIL PACKET



RIVERSIDE - AUGUST '21

Water System Chemicals

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
8/6/21	Hawkins	Sodium Hypochlorite	\$420.75
8/6/21	Hawkins	Polyphosphate	\$178.70
8/6/21	Hawkins	Caustic	\$533.25
Total			\$1,132.70

Wastewater System Chemicals

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

Water System Chemicals	\$1,132.70
W/W System Chemicals	\$0.00
Month Total	\$1,132.70

Annual Chemical Budget \$26,209.00

Total Chemical Dollars Spent Year to Date \$1,650.20

Percent Chemical Budget Spent Year to Date 6%

Maintenance Month Total	\$10,081.17
Chemical Month Total	\$1,132.70
Month Total	\$11,213.87

Annual Budget \$48,049.00

Total Spent Year to Date \$7,087.93

Percent Budget Spent Year to Date 15%



Work Orders Completed

Date completed	Equipment	Task
8/10/2021	BLOWERS	Monthly PM
8/12/2021	WWTP GENERATOR	Monthly PM
8/4/2021	LIFT STATION #1	LS Monthly PM
8/4/2021	LIFT STATION #2	LS Monthly PM
8/5/2021	LIFT STATION #3	LS Monthly PM
8/4/2021	LIFT STATION #4	LS Monthly PM
8/5/2021	LIFT STATION #5	LS Monthly PM
8/10/2021	MAIN LIFT STATION	LS Monthly PM
8/2/2021	EFFLUENT SAMPLER	Monthly PM
8/2/2021	INFLUENT SAMPLER	Monthly PM
8/4/2021	SCREEN UNIT	Monthly PM
8/11/2021	UV SYSTEM	Monthly PM
8/2/2021	FIRE EXTINGUISHERS	Inspection
8/4/2021	FILTER	Monthly PM
8/5/2021	CARTRIDGE FILTERS	Monthly PM
8/12/2021	DEHUMIDIFIERS	Monthly PM
8/23/2021	WATER PLANT GENERATOR	Monthly PM
8/6/2021	HIGH SERVICE PUMPS	Monthly PM
8/5/2021	FIRE EXTINGUISHERS	Inspection



Trekfest XXXVI – Friday June 25th and Saturday June 26th managed by the Riverside Area Community Club

Attendance –

- Estimated over 5000 attendees for the weekend
- Over 500 attended the Demo Derby
- Parade had high attendance even in a large downpour

Events:

- 5 Bands - Free
- Demo Derby
- Guest Speakers – Robin Curtis and John Paladin – Free
- Volleyball Tournament
- 8U Baseball Tournament
- Inflatables -Free
- 5K
- Pancake Breakfast
- Bill Riley Talent Show

Riverside Area Groups that participated in Trekfest:

- Scouts
- Huskies Wrestling Club
- Huskies Baseball Club
- Voyage Home Museum
- St Mary's Church
- Rivercity Church
- Highland ESO
- Riverside Fire Department

Benefits to the City of Riverside for their support

- Leveraged money – the groups listed above all were able to raise funds or gain publicity
- Exposure – Trekfest was promoted on radio, print, and social media throughout Eastern Iowa
- Family Friendly – Low cost/Free to public entertainment that is designed for all ages
- Community Pride – Trekfest is one of the premier festivals in Eastern Iowa and is 100% ran by volunteers

Volunteers

- 100s of volunteer hours went into this event
- Over 50 different people volunteered weekend of event
- Planning of event started in Fall of 2000
- Fundraising and marketing plans went out in early Spring of 2021
- No Paid Staff – volunteers make no money off their service for Trekfest all funds above the cost of the event go back to the community

COVID precautions-

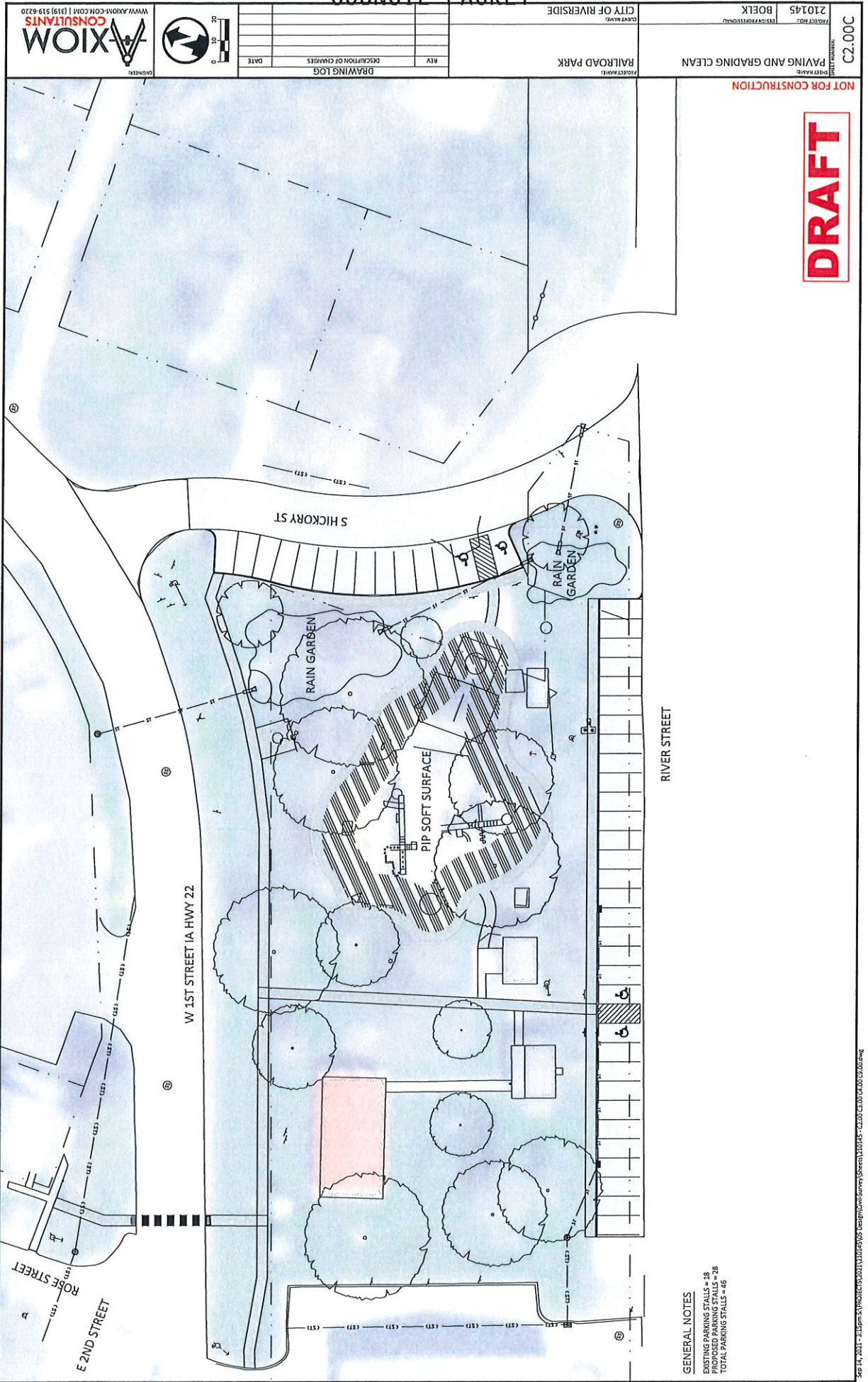
- Almost all events were outdoors where social distancing was encouraged
- Zero known cases linked to attendance of Trekfest

SURVEY COMPLETED:
AUGUST 4, 2021



NOT FOR CONSTRUCTION

Sep 14, 2021 - 3:15pm S:\PROJECTS\2021\210145\05 Design\Civil-Survey\Base\210145-BASE TOPO.dwg



DRAFT

NOT FOR CONSTRUCTION

GENERAL NOTES
EXISTING PARKING STALLS = 18
PROPOSED PARKING STALLS = 28
TOTAL PARKING STALLS = 45

AXIOM CONSULTANTS
WWW.AXIOM-CONSULT.COM | (319) 519-6220



REV	DESCRIPTION OF CHANGES	DATE

PROJECT NAME: RAILROAD PARK
CLIENT NAME: CITY OF RIVERSIDE

PROJECT NO.: 210145
DESIGN PROFESSIONAL: BOELK
SHEET NUMBER: C2.00C



CITY of RIVERSIDE

AGENDA REQUEST

NAME Highland High School (Kelli Schwarz) DATE 9/13/21
ADDRESS 1715 Vine Ave PHONE 648-3822

CONCERNING Boon Night for Homecoming

REQUEST We would like to run the parade route the same as Trek Fest this year. On Hwy 22, running from Washburn to Hickory, down on Railroad St in front of the Senior Village, and into Hall Park. We would also like the use of the park and stage. This would be for Sept. 29th. The parade starting at 6:00.

Thank You!

COUNCIL MEETING AGENDA DATE 9.20.2021

RECEIVED BY _____ DATE _____

MAYOR APPROVE _____ DATE _____

KSchwarz@highlandhustlers.org

RESOLUTION #092021-01

RESOLUTION APPROVING EMPLOYEE JOB DESCRIPTIONS

Whereas, the City of Riverside City updated job descriptions for City Administrator, City Clerk/Treasurer, Public Works Maintenance and Building Inspector,

Therefore, be it resolved the City of Riverside City Council does approve the attached job descriptions.

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

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

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 20th day of September, 2021.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

COUNCIL PACKET

CITYOF RIVERSIDE

Position: City Administrator

Employee Status: Full-Time, Exempt

Supervisor: Mayor and City Council

Job Functions: The City Administrator is appointed by and serves under the general direction of the Mayor and City Council and is responsible for the overall administrative direction and supervision of all City Employees. The position is responsible for the efficient and effective management of all facets of government under the control and jurisdiction of the City Council. The position also establishes and maintains a governmental organization which will support and promote retail, industrial, and all other economic development. The position will provide for systematic and orderly flow of information to and from the City Council, employees, and citizens of the community.

Job Responsibilities:

1. Draft, implement, coordinate, and administer the policies of the City Council.
2. Prepare agendas for all public meetings in collaboration with the Mayor and attend all City Council meetings.
3. Prepare all resolutions, ordinances, policies, and procedures as approved by the City /Council.
4. Maintain a list of all funding sources available to the City.
5. Receive, review, and recommend to the City Council all alcohol and tobacco permits.
6. Maintain strong working relationships with local law enforcement and other local government officials.
7. Represent the City at functions and meetings.
8. Recommend modifications, additions, and deletions to the Code of Ordinances. Ensure that changes to the Code of Ordinances are handled according to State of Iowa law and federal regulations.
9. Ensure that the duties and responsibilities of the City Clerk are carried out in the Clerk's absence.
10. Oversee the financial management of City Hall and the annual budget.
11. Supervise construction, improvement, repair, maintenance, and management of all City-owned facilities and equipment.
12. Act as the main contact for all entities conducting business with the City. Examples include City Attorney, engineering firms, contractors, vendors, and other outside organizations.
13. Act as Human Resources professional for the City, subject to City Council approval for hiring or firing. The position will provide day-to-day supervision of all City Employees, authorize requested time off by employees, perform annual evaluations, develop short- and long-term goals for employees and recommend pay adjustments, promotions, demotions, and discharges to the City Council. The position is responsible for the recruitment of qualified individuals when vacancies occur.
14. Maintain the City's website and continually review content to ensure the latest information is available to citizens and is easy to find. Maintain the City's presence on social media sites. Manage City signage and other forms of outbound communication.
15. Act as City's main contact for capital project management. Ensure all pre-construction procedures and paperwork are properly completed. Maintain contact with construction superintendents to ensure that projects are on budget and on schedule. Take any change order requests before the City Council for approval.

COUNCIL PACKET

16. Act as the City's Records Custodian, ensuring compliance with records requests under Chapter 22 of the Code of Iowa and the Iowa Records Retention Manual.
17. Lead the City Council in goal-setting sessions and assist them in understanding and utilizing the Comprehensive Plan.
18. Actively participate in county economic development organizations and other economic development activities.
19. Promote local businesses and actively participate in the Riverside Area Community Club and other local organizations. Maintain regular contact with local business owners.
20. Direct economic development initiatives to achieve goals and objectives outlined in the Comprehensive Plan.
21. Assist businesses in the application and permitting process and serve as an advocate for economic development in line with the Comprehensive Plan, zoning ordinances, and goals established by the City Council.
22. Promote City-owned properties that may be for sale and the orderly development of related projects.
23. Work with developers of commercial and residential land adjacent to and within the City to bring additional tax revenues to the City.
24. Lead and City fundraising campaigns.
25. Prepare grant proposals and applications, contracts, and other necessary documents as required for community development.
26. Work with local organizations in the development of activities and/or festivals to attract visitors to the City.
27. Oversight of youth and adult sports programs.
28. Working with the public on a regular basis.

Works Closely with: The position provides coordination, communications, and cooperation between City employees, City Council, commissions, committees, and is the City's representative working with external stakeholders.

Equipment: Computer, phone

Skills and Qualifications:

1. Education – Four-year Degree in Public Administration or Business Administration or related field preferred but not required.
2. Experience – Five years' experience in public sector management or similar field preferred with an extensive knowledge of management practices and policies with supervisory experience.
3. Knowledge of principles of public finances, short- and long-term budget projections, intergovernmental relations, human resources principles, administration of grants, state and federal laws, and rules and procedure of local government
4. Excellent communication skills and the ability to communicate clearly both verbally and in writing.
5. Ability to read and understand complex materials required.
6. Must be able to establish and maintain cooperative working relationships with a wide variety of organizations and individuals.
7. Working knowledge of municipal zoning and infrastructure requirements for residential and commercial expansion.
8. License/Certifications/Endorsements – Must hold a valid driver's license. Must be bondable.

Approved by Council 9/7/2021 per Resolution #090721-02

COUNCIL PACKET

9. Mental Requirements – Must have the ability to prioritize, plan and schedule a variety of maintenance related activities in accordance with established deadlines; must be capable of performing under moderately to highly stressful conditions created by the need to provide accurate solutions to problems and meet citizen's expectations under time deadlines.

Disclaimer:

All duties and requirement in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not however, reflect the only duties performed. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

Residency requirement: Residency within 10 miles of Riverside city limits, with residency within Riverside preferred, or be willing to relocate.

COUNCIL PACKET

CITYOF RIVERSIDE

Position: City Clerk/Treasurer

Employee Status: Full-Time, Non-exempt

Supervisor: City Administrator

Job Functions: The City Clerk has the power and duties as provided in Chapter 18 of the City of Riverside Code of Ordinances. The position of City Clerk carries the responsibility for the financial stability of the City, and as such, requires specialized skills to perform tasks.

Job Responsibilities:

1. General accounting for the City.
2. Payroll and tax reporting.
3. Utility billing, (unless a Deputy Clerk/Utility Billing Clerk is employed by the City), then the City Clerk would act as a backup.
4. Attends all City Council meetings to record meetings and prepare minutes for publication as required by law.
5. Records each measure considered by Council and record a statement with each measure where applicable.
6. Publication of all ordinances, enactments, proceedings, and official notices as required by law.
7. Authenticate all measures except motions, certifying time and manner of publication when required.
8. Certify all measures establishing any zoning district, building lines, and plats.
9. Maintain all records as outlined in Iowa Code 372.13.
10. Issue, or revoke licenses and permits when authorized by City Code.
11. Perform the duties relating to elections and nominations.
12. Have custody of the City seal.
13. Handles routine correspondence and phone calls to the city.
14. Order or purchase city supplies as needed with purchase order approval of the City Administrator.
15. The Clerk performs the following duties relating to City funds:
 - Custody of funds.
 - Record Receipts
 - Record Disbursements
 - Special Assessments
 - Debts.
16. Monthly reconciliation of all bank accounts.
17. Prepares bi-weekly payroll.
18. First point of contact for walk in and phone (in the absence of a Deputy Clerk).
19. Processes daily mail and distribution.
20. Prepares City Council meeting agenda packets for distribution.
21. Prepares Accounts Payable for Council Approval.
22. Monthly newsletter preparation for distribution with water billing.
23. Other clerical and support duties as assigned by the City Administrator.
24. Process meter readings, utility billing, delinquent penalty and disconnect notices if a Deputy Clerk/Utility Billing Clerk is not employed.
25. Complete and prepare IPERS, FICA/Medicare, and sales tax payments.

COUNCIL PACKET

26. Process monthly report to county assessor on building permits issued.
27. Complete Annual Financial Report.
28. Complete Outstanding Obligations Report.
29. Complete Road Use Tax Report.
30. Complete TIF Report
31. Work with the City Administrator to prepare and complete budget, filing with County and State.
32. Fiscal year close-out.
33. Process W-2's.
34. Annual Salary Publication
35. Works closely with the general public.

Works Closely with: This position works closely with the City Administrator in performing all aspects of their duties and those that may be assigned periodically. Will also work with the Mayor and City Council, as well as with the Department of Revenue, Department of Transportation, and Washington County Auditor.

Equipment: Computer, phone

Skills and Qualifications:

1. Education – High School Graduate or equivalent required. Some college with office or accounting emphasis or Iowa's Municipal Professional's Institute and Academy training preferred.
2. Experience – Experience in an office environment required, with governmental office experience preferred. Microsoft Office preferred.
3. License/Certifications/Endorsements – Must hold a valid driver's license. Must be bondable.
4. Special Abilities - Must have good organizational skills; must be a self-starter; have good communication skills to interact with staff, elected officials, and citizens; and the ability to manage numerous processes at the same time.
5. Physical Requirements – Must be able to lift objects weighing more than 20 pounds on an occasional basis and carry, push, or pull them up to 10 feet unassisted; must be able to stand, sit, listen, and watch for extended periods of time.
6. Mental Requirements – Must have the ability to prioritize, plan and schedule a variety of maintenance related activities in accordance with established deadlines; must be capable of performing under moderately to highly stressful conditions created by the need to provide accurate solutions to problems and meet citizen's expectations under time deadlines.
7. Certifications – Certified Municipal Clerk preferred or be willing to attain state certification.

Disclaimer:

All duties and requirement in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not however, reflect the only duties performed. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

Residency requirement: Must reside within 20 miles of Riverside city limits or be willing to relocate.

COUNCIL PACKET

CITYOF RIVERSIDE

Position: Public Works Maintenance

Employee Status: Full-Time, Non-exempt

Supervisor: City Administrator

Job Functions: Participate in all maintenance activities on city streets and parks.

Job Responsibilities:

1. Maintain City sidewalks as required.
2. Maintain all City signs, signals, paint crosswalks and parking markings.
3. Maintain, clean and repair storm sewers and catch basins as needed.
4. Mowing and trimming all City owned property.
5. Spray weeds along roadways and City maintained sidewalks when needed.
6. Remove snow, ice and debris from streets and sidewalks as needed.
7. Maintain, hang, remove, and store (or arrange for such) pole banners and holiday street decorations.
8. Maintain bathrooms on City parks property (clean, stock, disinfect, etc.)
9. Maintain the maintenance shop buildings (clean, inspect, report issues, etc.).
10. Report needed maintenance on city property structures as needed.
11. Trim and/or remove (or arrange for such) trees on City property as needed.
12. Inspect park playground equipment and repair or replace (or arrange for such) as needed.
13. Maintain (or arrange for such) all city property structures as needed.
14. Maintain retention basin.
15. Maintain City trails as needed.
16. Operate all City equipment on appropriate applications as needed.
17. Perform (or arrange for such) general maintenance and repair work on all City equipment as needed. Maintain accurate equipment records.
18. Arrange for the rental of equipment as needed.
19. Keep an accurate timecard and submit it with a weekly spreadsheet showing areas of work during the previous week on the first business day of each payroll week to the city clerk's office. Any combination of hours over 40 hours per week are to be pre-approved by your supervisor unless it is an emergency.
20. Notify your supervisor directly if you find it necessary to leave work early.
21. Notify your supervisor directly if you are unable to be present for work or unexpectedly detained. Upon your return, report directly to your supervisor.
22. Respond to emergencies and situations that cannot wait for a response during regular business hours to ensure the operation of all City functions or preserve private property. This may involve answering your cell phone during non-regularly scheduled work hours.
23. Dispose of dead animals and other disposable items as needed from city property.
24. Report to the City Clerk any vehicles parked illegally on city property.
25. Order parts and supplies for operations, projects, and equipment as needed and obtain a pre-approved purchase order.
26. Give input to your supervisor on planned projects and other needs to be included in the annual task listing or for budget planning.
27. Be aware of all city policies as listed in the City of Riverside's Personnel Policy Manual or as may be updated. This manual will be updated as needed. All updates become effective once adopted by the Riverside City Council.
28. Works on an occasional basis with the general public.

COUNCIL PACKET

29. All other duties as may be needed or assigned.

Works Closely with: Other Public Works Maintenance Employees, City Administrator

Equipment Used: Mower, weed trimmer, backhoe, skid loader, tractor, pickup, power washer

Skills and Qualifications:

1. Education – High School Graduate or equivalent required.
2. Computer skills with a high emphasis on Word and Excel.
3. Valid Iowa Driver's License.
4. Obtain and maintain the appropriate Commercial Driver's License (CDL) Class B with Air Brakes.
5. Ability to establish and maintain effective working relationships with City Elected Officials, City Hall staff, other employees, citizens, and general public.
6. Ability to stand, walk, occasional crouching, crawling, stooping, kneeling, pushing, pulling, lifting, and carrying heavy objects.
7. Intensive use of hands, fingers, legs, arms in grasping objects, driving equipment, and using hand tools.
8. Must be able to climb into cabs of various equipment, use hoist, jacks, and other related tools for maintenance and repair of various equipment.
9. Must be able to wear safety gear at all times as needed to perform duties.
10. Must be able to work in extreme temperatures at various time of year.
11. Must be able to work in numerous undesirable conditions including but not limited to noise, dust, fumes, occasional heavy lifting, and exposure to moving parts.
12. Experience - Two years of general maintenance experience.
13. Special Abilities – Must have good organizational skills; must be a self-starter and have good communications skills to interact with staff and citizens and manage numerous projects in the City.
14. Physical Requirements – Must be able to lift heavy items on an occasional basis and carry, push, or pull heavy items as needed, using OSHA guidelines. Must be able to stand, sit, listen, watch, crouch, stoop, kneel, bend, climb and balance for extended periods of time in all weather conditions.
15. Mental Requirements – Must have the ability to prioritize, plan and schedule a variety of maintenance related activities in accordance with established deadlines; must be capable of performing under moderately to highly stressful conditions created by the need to provide accurate solutions to problems and meet citizen's expectations under time deadlines.

Disclaimer:

All duties and requirement in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not however, reflect the only duties performed. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

Residency requirement: Must reside within 20 miles of Riverside city limits or be willing to relocate.

COUNCIL PACKET

CITY OF RIVERSIDE

Position: Building Inspector

Employee Status: Part-time, Non-Exempt

Supervisor: City Administrator

Job Functions: Responsible for the review and issuance of all building permits and job sites.

Job Responsibilities:

1. Review submitted paperwork for building permit applications. Ensure the application is complete and the proposed project is following all applicable codes. If more information or changes are needed, communicate with the building permit applicant or subcontractors to obtain needed items.
2. Refer commercial building permit applications to the Engineer, Fire Inspector or appropriate contractor as needed for approval. Review the commercial building permit applications and forward a recommendation to the City Council in time for inclusion in the council packet.
3. If a commercial building permit application is approved by the City Council, issue the building permit, maintain building address files, provide the necessary paperwork to the city clerk's office, and perform (or arrange for such) all needed inspections.
4. When a residential building permit application is found to be complete and accurate, issue the residential building permit, maintain the building address files, provide the necessary paperwork to the city clerk's office, and perform all needed inspections.
5. Issue permanent occupancy certificates when all the work is complete and according to code, maintain building address files, and provide the necessary paperwork to the city clerk's office.
6. When needed, issue a temporary occupancy certificate which lists all needed work to complete and the deadline for completion, maintain building address files, and provide the necessary paperwork to the city clerk's office. Follow-up before the temporary occupancy certificate expires to ensure needed work is completed and inspect the work.
7. Ensure that the building codes are up-to-date and revise forms as needed.
8. Review plats, give input to the Engineer and City Council regarding plats, and assign address numbers when needed.
9. Maintain current insurance documentation for all contractors and subcontractors.
10. Provide building permit information needed for any required reporting.

Works Closely with: The incumbent in this position makes frequent contact with City Clerk and City Administrator to exchange and interpret information regarding code compliance. Contacts with residents are significant and regular and usually involve the exchange and conveyance of information. Contacts made with persons outside the City are infrequent and are usually with vendors and/or contractors and involve the exchange and interpretation of information regarding City projects or supplies/equipment purchases.

Equipment Used: Computer

Skills and Qualifications:

1. Education – High School Graduate or equivalent required.
2. Computer skills with a high emphasis on Word and Excel.

COUNCIL PACKET

3. Other Licenses – Must be able to obtain ICC Building Inspector, Plumbing Inspector, and Mechanical Inspector within allowable time frames as set by the City of Riverside management. Employment with the city is required for two (2) years following certification or employee will reimburse the City for all education related expenses incurred
4. Participate in and be able to pass a drug and alcohol screening program as part of the CDL requirements.
5. Experience – No experience required, however, some experience in inspecting or related areas preferred.
6. Special Abilities - Must have good organizational skills; must be a self-starter and have good communication skills to interact with City Council and citizens and manage numerous building inspector related projects in the city.
7. Physical Requirements – Must be able to work in confined work areas and occasionally from heights; must be able to stand, sit, listen, watch, crouch, stoop, kneel, bend, climb and balance for extended periods of time in all weather conditions.
8. Mental Requirements – Must have the ability to prioritize, plan and schedule a variety of maintenance related activities in accordance with established deadlines; must be capable of performing under moderately to highly stressful conditions created by the need to provide accurate solutions to problems and meet citizen's expectations under time deadlines.

Disclaimer:

All duties and requirement in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not however, reflect the only duties performed. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

Residency requirement: Must reside within 20 miles of Riverside city limits or be willing to relocate.

RESOLUTION #092021-02

RESOLUTION APPROVING FINANCIAL SERVICES AGREEMENT

Whereas, the City of Riverside City will enter into an agreement to work with Speer Financial, Inc. of Chicago, Illinois for budgeting and financing planning. Capital Improvements and Projects will be determined by Riverside City Council.

Therefore, be it resolved the City of Riverside City Council does hereby agree to enter into the attached agreement with Spear Financial, Inc. for Financial Planning.

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

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

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa on this 20th day of September, 2021.

Signed: _____ Date: _____
Allen Schneider, Mayor

Attest: _____ Date: _____
Becky LaRoche, City Clerk

COUNCIL PACKET
CITY OF RIVERSIDE
POOLED CASH REPORT (FUND 999)
AS OF: AUGUST 31ST, 2021

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	708,361.13	33,218.52	741,579.65
002-1110	CHECKING ACCT-FIRE DEP.	105,528.31	2,054.30	107,582.61
003-1110	CHECKING ACCT.-EMS DEPT.	0.00	0.00	0.00
110-1110	CHECKING ACCT-ROAD USE TAX	86,542.30	8,490.67	95,032.97
121-1110	CHECKING ACCT-LOST	267,312.49	11,214.36	278,526.85
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	382,234.10	111,706.60	493,940.70
200-1110	CHECKING ACCT-DEBT SERVICE	0.00	0.00	0.00
301-1110	CHECKING ACCT-CAP PROJECTS	383,897.45	0.00	383,897.45
302-1110	COMMUNITY CENTER FUNDS	1,016,331.65	3,542.64	1,019,874.29
600-1110	CHECKING ACCT-WATER	537,457.88	15,154.53	552,612.41
610-1110	CHECKING ACCT-SEWER	332,570.66	16,696.88	349,267.54
670-1110	CHECKING ACCT-GARBAGE	10,859.34	255.63	11,114.97
680-1110	CHECKING ACCT-STORM WATER	6,663.51	1,624.71	8,288.22
TOTAL CLAIM ON CASH		3,837,758.82	203,958.84	4,041,717.66
		=====	=====	=====

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK #35378	1,266,681.86	183,950.78	1,450,632.64
999-1112	MONEY MARKET #67545	1,127,730.59	400,264.11	1,527,994.70
999-1114	HILLS BANK #2656940	427,014.72	(383,798.69)	43,216.03
999-1115	COMM CENTER FUND #67928	491,683.80	104.40	491,788.20
999-1117	COMMUNITY BUILDING CD#18975	296,529.28	1,943.28	298,472.56
999-1119	COMMUNITY BUILDING CD#19068	228,118.57	1,494.96	229,613.53
SUBTOTAL CASH IN BANK - POOLED CASH		3,837,758.82	203,958.84	4,041,717.66

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		3,837,758.82	203,958.84	4,041,717.66
		=====	=====	=====

DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	3,837,758.82	203,958.84	4,041,717.66
TOTAL DUE TO OTHER FUNDS		3,837,758.82	203,958.84	4,041,717.66
		=====	=====	=====

MTD TREASURERS REPORT

AS OF: AUGUST 31ST, 2021

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCURAL ENDING CASH BALANCE
001-GENERAL FUND	708,361.13	77,617.61	45,187.31	740,791.43	(222.78)	565.44	741,579.65
002-FIRE DEPARTMENT	105,528.31	5,000.00	2,945.70	107,582.61	0.00	0.00	107,582.61
003-EMS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	86,542.30	9,225.45	734.78	95,032.97	0.00	0.00	95,032.97
121-LOCAL OPTION SALES TAX	267,312.49	11,214.36	0.00	278,526.85	0.00	0.00	278,526.85
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	382,234.10	114,206.60	2,500.00	493,940.70	0.00	0.00	493,940.70
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-CAPITAL PROJECTS	383,897.45	0.00	0.00	383,897.45	0.00	0.00	383,897.45
302-COMMUNITY CENTER FUNDS	1,016,331.65	3,542.64	0.00	1,019,874.29	0.00	0.00	1,019,874.29
600-WATER FUND	537,457.88	37,123.72	21,969.19	552,612.41	0.00	0.00	552,612.41
610-SEWER FUND	332,570.66	34,105.80	17,408.92	349,267.54	0.00	0.00	349,267.54
670-LANDFILL/GARBAGE	10,859.34	7,473.38	7,217.75	11,114.97	0.00	0.00	11,114.97
680-STORM WATER	6,663.51	1,624.71	0.00	8,288.22	0.00	0.00	8,288.22
GRAND TOTAL	3,837,758.82	301,134.27	97,963.65	4,040,929.44	(222.78)	565.44	4,041,717.66

*** END OF REPORT ***

CITY OF RIVERSIDE FUND BALANCES 8-31-2021

FUND	NAME	BALANCE	RESERVES	AVAILABLE FY 22
001	GENERAL	\$ 741,579.65	\$ (191,399.00)	\$ 550,180.65
002	FIRE	\$ 107,582.61	\$ (107,582.61)	\$ -
110	R.USE	\$ 95,032.97	\$ -	\$ 95,032.97
121	LOST	\$ 278,526.85	\$ -	\$ 278,526.85
145	CASINO	\$ 493,940.70	\$ -	\$ 493,940.70
200	DEBT	\$ -	\$ -	
301	CAP PRO	\$ 383,897.45	\$ (200,000.00)	\$ 183,897.45
302	CB FUNDS	\$ 1,019,874.29	\$ (1,019,874.29)	\$ -
600	WATER	\$ 552,612.41	\$ (89,463.50)	\$ 463,148.91
610	SEWER	\$ 349,267.54	\$ (72,970.75)	\$ 276,296.79
670	GARBAGE	\$ 11,114.97		\$ 11,114.97
680	STORM	\$ 8,288.20	\$ -	\$ 8,288.20
	TOTAL	\$ 4,041,717.64	\$ (1,681,290.15)	\$ 2,360,427.49
POOLED CASH BALANCE 7/31/2021				
COMM. BUILDING SET A SIDE		INTEREST RATE		
CD	18975	\$ 298,472.56	2.60%	2/5/2022
CD	19068	\$ 229,613.53	2.60%	8/30/2022
SAV	67928	\$ 491,788.20	0.25%	
TOTAL	302 FUND	\$ 1,019,874.29		
CHECK	35308	\$ 1,450,632.64	0.15%	
MM	67545	\$ 1,527,994.70	0.25%	
HILLS	2656940	\$ 43,216.03	0.15%	
	TOTAL	\$ 4,041,717.66		
	LESS RESERVES	\$ (1,681,290.15)		
	LIQUID CASH	\$ 2,360,427.51	8/31/2021	

REVENUE AND EXPENDITURES REPORT (UNAUDITED)

AS OF: AUGUST 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED:

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	E
<u>001-GENERAL FUND</u>							
TOTAL REVENUE	1,233,283.00	16,515.59	1,158,740.00	77,617.61	109,559.03	1,049,180.97	
TOTAL EXPENDITURES	<u>851,791.59</u>	<u>188,012.41</u>	<u>947,559.33</u>	<u>45,187.31</u>	<u>151,044.97</u>	<u>796,514.36</u>	
REVENUES OVER/(UNDER) EXPENDITURES	381,491.41 (171,496.82)	211,180.67	32,430.30 (41,485.94)	252,666.61	
<u>002-FIRE DEPARTMENT</u>							
TOTAL REVENUE	143,905.00	800.00	150,425.00	5,000.00	5,955.00	144,470.00	
TOTAL EXPENDITURES	<u>132,335.54</u>	<u>5,347.38</u>	<u>150,343.00</u>	<u>2,945.70</u>	<u>15,806.96</u>	<u>134,536.04</u>	
REVENUES OVER/(UNDER) EXPENDITURES	11,569.46 (4,547.38)	82.00	2,054.30 (9,851.96)	9,933.96 2,0	
<u>003-EMS DEPARTMENT</u>							
TOTAL REVENUE	170,000.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES	<u>255,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
REVENUES OVER/(UNDER) EXPENDITURES	(85,300.00)	0.00	0.00	0.00	0.00	0.00	
<u>110-ROAD USE TAX</u>							
TOTAL REVENUE	130,000.00	27,202.69	130,000.00	9,225.45	24,758.76	105,241.24	
TOTAL EXPENDITURES	<u>390,000.00</u>	<u>2,000.21</u>	<u>211,000.00</u>	<u>734.78</u>	<u>1,183.40</u>	<u>209,816.60</u>	
REVENUES OVER/(UNDER) EXPENDITURES	(260,000.00)	25,202.48 (81,000.00)	8,490.67	23,575.36 (104,575.36)	
<u>121-LOCAL OPTION SALES TAX</u>							
TOTAL REVENUE	125,000.00	20,004.83	125,000.00	11,214.36	21,480.77	103,519.23	
TOTAL EXPENDITURES	<u>125,000.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>	
REVENUES OVER/(UNDER) EXPENDITURES	0.00	20,004.83 (125,000.00)	11,214.36	21,480.77 (146,480.77)	
<u>125-TIF</u>							
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	
<u>145-CASINO REVENUE FUND</u>							
TOTAL REVENUE	1,200,000.00	204,136.83	1,123,853.05	114,206.60	197,700.41	926,152.64	
TOTAL EXPENDITURES	<u>1,239,000.00</u>	<u>8,197.24</u>	<u>1,123,835.00</u>	<u>2,500.00</u>	<u>29,544.35</u>	<u>1,094,290.65</u>	
REVENUES OVER/(UNDER) EXPENDITURES	(39,000.00)	195,939.59	18.05	111,706.60	168,156.06 (168,138.01) 1,6	
<u>200-DEBT SERVICE</u>							
TOTAL REVENUE	224,200.00	0.00	224,900.00	0.00	0.00	224,900.00	
TOTAL EXPENDITURES	<u>224,200.00</u>	<u>0.00</u>	<u>224,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>224,200.00</u>	
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	700.00	0.00	0.00	700.00	
<u>301-CAPITAL PROJECTS</u>							
TOTAL REVENUE	1,513,800.00	8,381.93	1,598,935.00	0.00	0.00	1,598,935.00	
TOTAL EXPENDITURES	<u>1,639,000.00</u>	<u>523,391.56</u>	<u>1,504,248.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,504,248.00</u>	
REVENUES OVER/(UNDER) EXPENDITURES	(125,200.00) (515,009.63)	94,687.00	0.00	0.00	94,687.00	

COUNCIL PACKET
CITY OF RIVERSIDEREVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED:

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	P
<u>302-COMMUNITY CENTER FUNDS</u>							
TOTAL REVENUE	15,000.00	5,568.67	110,000.00	3,542.64	3,647.84	106,352.16	
TOTAL EXPENDITURES	<u>11,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	4,000.00	5,568.67	110,000.00	3,542.64	3,647.84	106,352.16	
<u>600-WATER FUND</u>							
TOTAL REVENUE	433,550.00	79,999.75	424,320.00	37,123.72	80,535.03	343,784.97	
TOTAL EXPENDITURES	<u>380,535.50</u>	<u>32,015.79</u>	<u>825,310.00</u>	<u>21,969.19</u>	<u>38,284.96</u>	<u>787,025.04</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	53,014.50	47,983.96 (400,990.00)	15,154.53	42,250.07 (443,240.07)	
<u>610-SEWER FUND</u>							
TOTAL REVENUE	399,074.00	108,635.58	442,296.60	34,105.80	74,138.45	368,158.15	
TOTAL EXPENDITURES	<u>309,647.50</u>	<u>71,598.71</u>	<u>387,603.00</u>	<u>17,408.92</u>	<u>44,477.39</u>	<u>343,125.61</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	89,426.50	37,036.87	54,693.60	16,696.88	29,661.06	25,032.54	
<u>670-LANDFILL/GARBAGE</u>							
TOTAL REVENUE	90,000.00	14,934.47	90,600.00	7,473.38	14,593.40	76,006.60	
TOTAL EXPENDITURES	<u>90,000.00</u>	<u>14,378.75</u>	<u>91,100.00</u>	<u>7,217.75</u>	<u>14,249.75</u>	<u>76,850.25</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	555.72 (500.00)	255.63	343.65 (843.65)	
<u>680-STORM WATER</u>							
TOTAL REVENUE	18,500.00	3,258.13	18,500.00	1,624.71	3,194.39	15,305.61	
TOTAL EXPENDITURES	<u>18,500.00</u>	<u>0.00</u>	<u>18,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,500.00</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	3,258.13	0.00	1,624.71	3,194.39 (3,194.39)	
<u>GRAND TOTAL</u>							
GRAND TOTAL REVENUES	5,696,312.00	489,438.47	5,597,569.65	301,134.27	535,563.08	5,062,006.57	
GRAND TOTAL EXPENDITURES	<u>5,666,310.13</u>	<u>844,942.05</u>	<u>5,733,698.33</u>	<u>97,963.65</u>	<u>294,591.78</u>	<u>5,439,106.55</u>	
REVENUES OVER/ (UNDER) EXPENDITURES	30,001.87 (355,503.58) (136,128.68)	203,170.62	240,971.30 (377,099.98)	

*** END OF REPORT ***

===== R E P O R T T O T A L S =====

===== B O O K C O D E T O T A L S =====

BOOK:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-BOOK 01	68.73CR	56.72	0.00	0.00	0.00	12.01CR
02-BOOK 02	125.68CR	0.00	0.00	0.00	0.00	125.68CR
03-BOOK 03	16.58CR	0.00	0.00	0.00	38.95	22.37
04-BOOK 04	373.33CR	0.00	0.00	0.00	0.00	373.33CR
05-BOOK 05	37.33CR	0.00	0.00	0.00	0.00	37.33CR
06-BOOK 06	0.00	0.00	0.00	0.00	0.00	0.00
07-BOOK 07	94.15CR	0.00	0.00	0.00	0.00	94.15CR
08-BOOK 08	312.68CR	34.62	0.00	0.00	920.81	642.75
TOTALS	1028.48CR	91.34	0.00	0.00	959.76	22.62

ERRORS: 000

\$1051.10

delinquent
accounts
✓ BL

DATES: 8/01/2021 THRU 8/31/2021

COUNCIL PACKET

	NUMBER#	TOTAL ARREARS	TOTAL CURRENT	TOTAL BALANCE	ACTIVE ACCOUNT RECONCILIATION
ACTIVE ACCOUNTS:	529	1,122.84CR	83,753.47	82,630.63	NEW ACCOUNTS: 13
DISCONNECTED ACCTS:	14	69.63	179.77	249.40	DISCONNECT--NO TRF: 14
FINALED ACCOUNTS:	34	1,075.83		1,075.83	DISCONNECT--TRANSFER: 0
INACTIVE ACCOUNTS:	1,706	0.00		0.00	

GRAND TOTALS	2,283	22.62	83,933.24	83,955.86
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CALCULATION SUMMARY	TOTAL CHARGES:	84,333.24
	DEPOSIT RETURNS:	400.00CR
	TOTAL CURRENT:	83,933.24

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

CATEGORY	NUMBER	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION
AS ANIMAL SHEL	38	63.00	0.00	0.00	0.00			
CON CONTRACT	3	179.09	0.00	0.00	0.00			
GAR GARBAGE	742	7,060.50	0.00	0.00	0.00			
STI STICK PICK U	370	185.00	0.00	0.00	0.00			
STW STORM WATER	530	1,590.00	0.00	0.00	0.00			
SWR SEWER	527	36,008.72	0.00	1,437.13	20,530.35	4156,939.0000		4156,939.0000
WTR WATER	533	35,724.71	0.00	2,085.09	34,750.91	4176,625.0000	121	4176,746.0000
TOTALS		80,811.02	0.00	3,522.22	55,281.26			

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

R/C DESCRIPTION	G/L ACCOUNT#	AMOUNT
SERVICES:		
100-WATER	600-4-810-1-4500	35,724.71
200-SEWER	610-4-815-1-4500	36,008.72
300-GARBAGE	670-4-950-1-4504	7,060.50
400-ANIMAL SHELTER DONATION	001-4-950-2-4700	63.00
450-STORM WATER FEE	680-4-950-4-4504	1,590.00
460-STICK PICK UP	670-4-950-1-4504	185.00
TAX:		
190-WATER EXCISE TAX	600-4-810-1-4560	2,085.09
290-SEWER TAX	600-4-810-1-4560	1,437.13
CONTRACTS:		
900-CONTRACT	001-1200	179.09
R/C TOTALS		84,333.24

COUNCIL PACKET

8/31/2021

Treasurer's Report	\$ 4,041,717.66	
Cash on Hand		
Peoples Checking	\$ 1,450,632.64	
Peoples MM	\$ 1,527,994.70	
Hills Bank	\$ 43,216.03	(Water/Sewer/Garbage, Storm Water)
Total	\$ 3,021,843.37	
CD's and Savings	CD's	Savings
CC CD's	\$ 298,472.56	
CC CD's	\$ 229,613.53	
CC Savings		\$ 491,788.20
Total CD's & Savings	\$ 528,086.09	\$ 491,788.20

\$ 1,019,874.29

Cash On Hand	\$ 3,021,843.37	
	Cash	Reserves
General	\$ 474,029.56	\$ 191,399.00
American Rescue Plan Funds	\$ 76,151.09	
Fire	\$ 17,719.77	\$ 89,862.84
RUT	\$ 95,032.97	
LOST	\$ 278,526.85	
TIF		
Casino Rev-Gaming, Agreement	\$ 418,632.18	
Casino Rev-Hotel/Motel	\$ 75,308.52	
Debt Svc	\$ -	
Capital Projects	\$ 56,777.26	\$ 327,120.19
CC Funds		
Water	\$ 201,711.08	\$ 350,901.33
Sewer	\$ 151,296.79	\$ 197,970.75
Garbage	\$ 11,114.97	
Storm Water	\$ 8,288.22	
Total	\$ 1,864,589.26	\$ 1,157,254.11

\$ 54,500.00 Grant asking FY22

\$ 3,021,843.37

Treasurer's Report \$ 4,041,717.66

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

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

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

***FD unspent funds previous years

**** General Fund 3 months reserves

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

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

Hotel/Motel: 50% recreation, convention, culutural or entertainment facilites.
Memorials, Halls & monuments, civic center, auditorium,
colliseums, or loan payments for these.

COUNCIL PACKET

Paid Paramedic/Firefighter/Fire Inspector

- Downtown Building Inspection
- Rental/Building Fire Inspections
 - Nuisance Properties/Code Updates/Process for Enforcements-in process
 - Business Development Downtown

Residential New Construction Incentives

- Residential Expansion
- Rec Center
- Water/Sewer Rates

Community Promotions/Marketing

- Attract New Business
- Support/Promote Existing Businesses
- Railroad Park
- Trail to Casino/Expand Trail Systems
- City owned property maintenance-need more specifics

Possible Capital Project-5-year Plan

- Railroad Park-preliminary design to be reviewed by council
- Third Street water main-in process
- Third Street-street, curb, gutter, sidewalk-in process
- Hall Park Improvements-?
- Replacing all 4" water main
- Intersection of Rose and 2nd
- Curb and gutter south side of 22
- Revisit existing streets

Possible Future Short-term Goals

- Email/text notifications
- Electronic meeting material
- Website improvements-in process
- Update Employee Handbook-in process
- Electronic ticketing system
- Deputy Clerk

Possible Future Long-Term Goals

- City Police Department
- DOT Exit @ 218, interchange of 22 and Vine
 - Improved communication with Casino/School-are there currently issues?

COUNCIL PACKET

Please choose your top three in each

SHORT TERM GOALS COMPLETED BY DECEMBER 31, 2021		LONG TERM GOALS 3-5 YEARS	
	RANK		RANK
Nuisance Properties-Code Updates	7	Business development downtown	9
Set process for Code Enforcements	2	Capital Project-5 year plan	10
Downtown Building Inspection Process	6	Curb/gutter south side of 22	
Email/Text Notifications to Citizens	1	Revisit existing streets	3
Electronic Meeting Material	0	Review intersection at Rose & 2nd	
Website Improvements	0	Hire full-time paramedics-plan	6
City Owned Property Maintenance	1	Rental, building, fire inspections	10
Electronic job ticketing system	0	Residential expansion	0
New Business Attractions	0	Expand trail system	0
Support/Promote Existing Businesses	2	City Police Department	0
Update Employee Handbook	5	DOT-southbound exit 218, Vine	2
Completed Railroad Park, 3rd Street Design	10	Communication with casino, school	0
Adjust water/sewer rates	5	Community/Rec Center-name?	3
		Community promotions/marketing	1

Casino Agreement - expires 8/2022

Deputy Clerk

Residential new construction incentives

3

Point system 1st choice-3 point
 2nd choice-2 point
 3rd choice-1 point