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

REGULAR MEETING
Monday, December 19, 2022 –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. Roll Call
3. Approval of Agenda
4. Consent agenda
   a. Minutes from 12-5-2022, 12-8-202
   b. Expenditures for 12-19-2022
   c. Riverside Fire Department November 2022 Report
5. **Public forum:** 3 minutes per person. See guidelines for public comments at the Clerk's table.
6. Washington County Sheriff Update (separate e-mail)
7. PeopleService Inc Report
8. Downtown Investment Grant Funding
9. Presentation-Paws & More-Possible 28E
10. Axiom Project Updates
    a. 3rd Street Project Update
    b. Wastewater Plant Bid Update
    c. Water Treatment Plant Update
    d. Sanitary Sewer Study Update
    e. City Administrator Transition-Update on meeting with CA
11. Resolutions-Next resolution # 121
    a. Consider Resolution Naming Bill Sueppel as the City Attorney for the City of Riverside

b. Consider Resolution to Approve Hiring of Public Works Employee

c. Consider Resolution to Approve Trees Forever Grant Fall Application Cycle-$4,990

d. Consider Resolution Change Order #14, Third Street Project, Streb Construction, $8,188.48

e. Review of Bids, Consider Resolution for Award of Bid for the Wastewater Treatment Plant

f. Consider Resolution Pay Application #7, Third Street Project, Streb $395,591.26

g. Consider Resolution to Approve Pursuit of Carbon Credits

h. Consider Resolution to Approve Living Roadway Plan through Trees Forever

i. Consider Resolution to Approve RVFD 2022 VFA Grant

12. City Clerk Report

    a. Utility billing reports

    b. Review of Income/Offset

13. City Administrator Report

    a. Monthly Financials

    b. Temporary Part-Time Help in the Office

14. Closing Comments

15. Possible Closed Session per Iowa Code Chapter 21.5.1.i Employee

16. Consider Resolution to Approve Severance for the City Administrator

17. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, December 5th, 2022

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

Motion by Sexton, second by McGuire to approve agenda. Passed 5-0.

Motion made by Kiene, second by Sexton to approve consent agenda including November 14th, 21st, and 28th minutes, and expenditures. Motion carried 5-0.

Abby Sojka addressed City Council on EMS monitor purchase with regards to FEMA grant funds.

Peter Lundgren, SE Iowa Trees Forever Coordinator, presented a Carbon Credit Program from Trees Forever. The City can receive funds for trees planted on City property. Lundgren also discussed creating a Roadside Plan with the Iowa Living Roadway Trust Fund.

Council received request from Rod and Jodi Gehman for a Downtown Revitalization Investment Grant.

Amy Schulte, Washington YMCA, reviewed plans for bringing back the Camp Highland summer program to the Riverside School this next summer.

Toby Hancock, Riverside EMS, presented final costs for a Tempus Pro EMS monitor. McGuire moved to purchase monitor from LifeMed Safety at a cost of $45,613.60 plus shipping. Second by Schneider, passed 5-0.

Kiene motioned, second by Schneider to send Lombard zoning change request to Planning and Zoning for approval. Passed 5-0.

Brian Boelk, Axiom Consultants, gave project updates on 3rd Street, Water and Wastewater Plant repairs, Kleopfer stormwater improvements, and East Street maintenance.

No action from City Council on proposed Site Plan for Lot #2 on Commercial Drive.

Motion by McGuire, second by Mills to take 5-minute break at 7:35 pm. Passed 4-1 Sexton opposed.

Brent Hinson, Hinson Consulting, LLC, presented Admin search plans and recruitment timetable.

Motion by Sexton, second by Kiene to pass Resolution #2022-117, approving The News as official newspaper for 2023 publications. Passed 5-0.

Motion by McGuire, second by Sexton to pass Resolution #2022-118, approving contract with Hinson Consulting, LLC to recruit a City Administrator at cost of $13,600. Passed 5-0.

Motion by McGuire, second by Schneider to pass Resolution #2022-119, accepting contract with Axiom Consultants, for a sanitary sewer study in northeast growth area in the amount of $2280. Passed 5-0.

Motion by McGuire, second by Sexton to pass Resolution #2022-120, accepting contract with Axiom Consultants, for a City Hall ADA ramp in the amount of $2700. Passed 5-0.

Council reviewed Admin report, Public Works applications, and timeline for Community Center Referendum vote in November 2023.

McGuire motioned, second by Sexton to advertise for part-time temporary office help for City Hall. Passed 5-0.

McGuire moved, second by Sexton to reconsider the November 7th motion to not accept Yancey's resignation. Passed 5-0.

Sexton moved, second by McGuire to accept Yancey's resignation of October 24, 2022. Passed 5-0.

McGuire motioned, second by Sexton to go into Closed Session per Iowa Code Chapter 21.5 (1) (i) at 8:28 p.m. for employee applicant interview.

City Council returned to open meeting at 8:44 p.m.

Council will meet for additional interviews when time can be arranged with all parties.

Kiene moved, second by McGuire to adjourn at 8:52 p.m. Passed 5-0.

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

City Council Meeting – Monday, December 19th, 2022 at 6:00 pm in City Hall.

ATTEST:

Becky LaRoche; City Clerk

Allen Schneider; Mayor

RIVERSIDE SPECIAL CITY COUNCIL MEETING: Thursday, December 8th, 2022

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

Motion by McGuire, second by Sexton to approve agenda. Passed 4-0.

McGuire moved, second by Kiene to authorize hiring a temporary employee to help with snow removal at the rate of $15 per hour. Passed 4-0.

McGuire moved, second by Kiene to enter into Closed Session per Iowa Code Chapter 21.5 (1) (i) to interview for open streets position at 6:10 p.m.

Council returned to open meeting at 6:28 p.m.

McGuire moved to hire Candidate A at a wage of $23 per hour. No second.

McGuire amended motion to hire Candidate A at a wage of $22 per hour. Second by Mills, passed 4-0.

McGuire moved, second by Sexton to adjourn at 6:36 p.m. Passed 4-0.

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

ATTEST:

_____ _____

Becky LaRoche; City Clerk Allen Schneider; Mayor

	EXPENDITURES 12-19-2022				
	COUNCIL MEETING	**UNPAID BILLS:**			
1	AIRGAS	FD-OXYGEN	002-5-150-6375	$ 284.51	
2	ABSOLUTE OUTDOOR SERVICES	NOV LEAF PICK-UP	001-5-510-6320	$ 6,930.00	
3	ACCESS SYSTEMS	COPIER	001-5-650-6496	$ 357.00	
4	AERO RENTAL	LIFT RENTAL	001-5-510-6320	$ 554.45	
5	BIG IRON WELDING	FR-TRUCK 161	002-5-150-6352	$ 35.00	
6	BROWN SUPPLY	SNOW PLOW PARTS	110-5-210-6335	$ 134.56	
7	CASEY'S	MOWER FUEL	001-5-420-6323	$ 36.04	
8	CASEY'S	TRUCK FUEL	110-5-210-6331	$ 108.73	$ 144.77
9	CONSUMERS COOP	FUEL	110-5-210-6331	$ 1,797.91	
10	ELECTRIC PUMP	LS #1 RETRO	610-5-815-6374	$ 140,222.00	
11	FELD FIRE	BUNKER GEAR	002-5-150-6356	$ 2,474.00	
12	IOWA PAPER	CITY HALL	001-5-650-6506	$ 44.93	
13	IOWA PAPER	TRASH BAGS	001-5-430-6325	$ 32.65	$ 77.58
14	IOWA SOLUTIONS	COMPUTER	001-5-650-6497	$ 443.30	
15	JOHNSON COUNTY REFUSE	NOV SERVICE	670-5-840-6372	$ 7,111.25	
16	KALONA AUTO	FD-SHOP	002-5-150-6352	$ 195.64	
17	KALONA AUTO	SHOP	001-5-210-6363	$ 104.48	$ 300.12
18	LEAF	COPIER	001-5-650-6496	$ 156.50	
19	NEWS	PUBLICATIONS	001-5-650-6402	$ 289.51	
20	NEWS	VETERANS SALUTE	001-5-520-6510	$ 115.00	$ 404.51
21	OFFICE EXPRESS	PAPER-PLANNERS	001-5-650-6506	$ 306.46	
22	PRECISION DENT REPAIR	2019 DODGE	001-5-210-6331	$ 300.00	
23	REC	SIGN	001-5-520-6510	$ 76.31	
24	REC	LIFT STATION	610-5-815-6371	$ 142.40	
25	REC	W/W PLANT	610-5-815-6371	$ 4,311.50	
26	REC	SHOP	001-5-210-6371	$ 60.08	
27	REC	WATER PLANT	600-5-810-6371	$ 6,590.10	
28	REC	TRAFIC LIGHT	001-5-230-6371	$ 162.91	
29	REC	CASINO L/S	610-5-815-6371	$ 301.10	$ 11,644.40
30	SINCLAIR TRACTOR	JD MOWER	001-5-430-6504	$ 76.83	
31	STANDARD PEST	CITY HALL	001-5-650-6310	$ 20.00	
32	STANDARD PEST	FD	002-5-150-6310	$ 20.00	
33	STANDARD PEST	SHOP	001-5-210-6506	$ 20.00	$ 60.00
34	VISA	USTREAM	001-5-650-6494	$ 99.00	
35	VISA	FD	002-5-150-6356	$ 937.92	$ 1,036.92
36	WASH CO RECORDER	RECORDING	001-5-650-6401	$ 203.00	
37	YOTTY'S	SHOVELS,HANDLE, BRACKET	001-5-210-6372	$ 58.72	
38		**TOTAL BILLS**		**$ 175,113.79**	
39		PAID BILLS:			
40	IPERS	CONTRIBUTIONS - 2022 NOV	$ 2,783.38		
41	1ST NAT'L BANK	HEALTH SAVINGS	$ 750.00		
42	IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - 2022-NOV	$ 670.00		
43	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2022-NOV	$ 1,057.80		
44	IOWA DEPT OF REVENUE	IOWA WET TAX - 2022-NOV	$ 1,735.91		
45	IRS	941 TAX DEPOSIT - 2022 NOV	$ 3,979.37		
46	PAYROLL	PAYROLL - 2022 OCT	$ 13,508.96		
47	**********	**TOTAL PAID BILLS**		**$ 24,485.42**	
48	**********	**TOTAL EXPENDITURES**		**$ 199,599.21**	
49					
50	11/30/2022				
51	MTD TREASURERS REPORT		REVENUE	EXPENSE	BALANCE
52	GENERAL FUND		$ 17,714.10	$ 446,972.55	$ 587,441.43
53	FIRE DEPT FUND		$ 669.81	$ 7,491.78	$ 203,515.01
54	ROAD USE TAX FUND		$ 11,529.07	$ 27,172.70	$ 22,085.66
55	LOCAL OPTION SALES TAX		$ -	$ -	$ 33,391.52
56	CASINO REVENUE RUND		$ 60,554.55	$ 900,000.00	$ 73,138.37
57	CAPITAL PROJECTS FUND		$ 1,325,847.49	$ 571,055.58	$ 1,135,342.36
58	COMMUNITY CENTER FUNDS		$ 230.37	$ -	$ 1,121,358.77
59	WATER FUND		$ 33,158.10	$ 25,274.68	$ 206,200.55
60	SEWER FUND		$ 30,528.49	$ 24,461.15	$ 502,198.36
61	GARBAGE/LANDFILL FUND		$ 7,098.85	$ 7,306.00	$ 11,842.46
62	STORM WATER FUND		$ 1,562.83	$ -	$ 7,497.99
63	**TOTAL**		**$ 1,488,893.66**	**$ 2,009,734.44**	**$ 3,904,012.48**
64					
65	EXPENDITURES by FUND				
66	GENERAL FUND		$ 10,447.17		
67	FIRE DEPARTMENT		$ 3,947.07		
68	ROAD USE FUND		$ 2,041.00		
69	CASINO FUND		$ -		
70	CAPITAL PROJECTS		$ -		
71	WATER FUND		$ 6,590.10		
72	SEWER FUND		$ 144,977.00		
73	GARBAGE		$ 7,111.25		
74	STORM SEWER		$ -		
75	TOTAL EXPENDITURES		$ 175,113.59		

RIVERSIDE FIRE DEPARTMENT

FIRE / RESCUE / EMS / HAZMAT

November 2022 Update

Calls for Service:

Medicals – 11
Structure Fires – 4
Vehicle Fires - 1
Motor Vehicle Accidents - 2
Brush Fires – 2
Carbon Monoxide Incident – 1
Total calls – 21 calls for service in November

Training:

The RFD brush truck operations and rural water supply.

RESA:

The members discussed having a drive thru fundraiser chicken meal sometime in January or February 2023, more to come on a date and time.

Other News

The fire station was used for voting and this presented several problems with day to day operations and emergency response. This has been made aware to the County auditor and we're looking at having the voting moved from the fire station as what happened is not acceptable for emergency response. The parking was an issue even with using cones to block off areas, vehicle parked in front of apparatus bay doors, people not moving out of the way for emergency apparatus leaving the station and walking in front of it. This was all communicated to the Mayor and City Administrator. The WCMAA meeting was held at Ainsworth FD, Chief Smothers attended. There was discussion on calls, command practices, and upcoming county wide training. The Chief also attended a meeting at dispatch with the County Fire Chief's, Sheriff, EMA, Cara and dispatch staff. This meeting was to go over emergency response operations, radio traffic and paging. The Washington County Ambulance Director is still out suspended indefinitely. The county is looking at hiring an interim Director. The 4 field shift supervisors at WCA are currently running day to day operations. The county is working on an audit of the WCA billing service. There are also investigations into the service outside of the county and control of the BOS (per Jack Seward) We will continue to monitor this situation as it could have severe affects on EMS response, we will do what's best for the Riverside community. We will continue to look at ways to better serve the community as call volume and needs of the community continue to increase.

Proudly Serving
Chief Smothers

PeopleService INC.
Water & Wastewater Professionals

Date: December 14, 2022

To: Riverside Council

From: Steve Robinette, Heath Draeger, Luis Ramirez

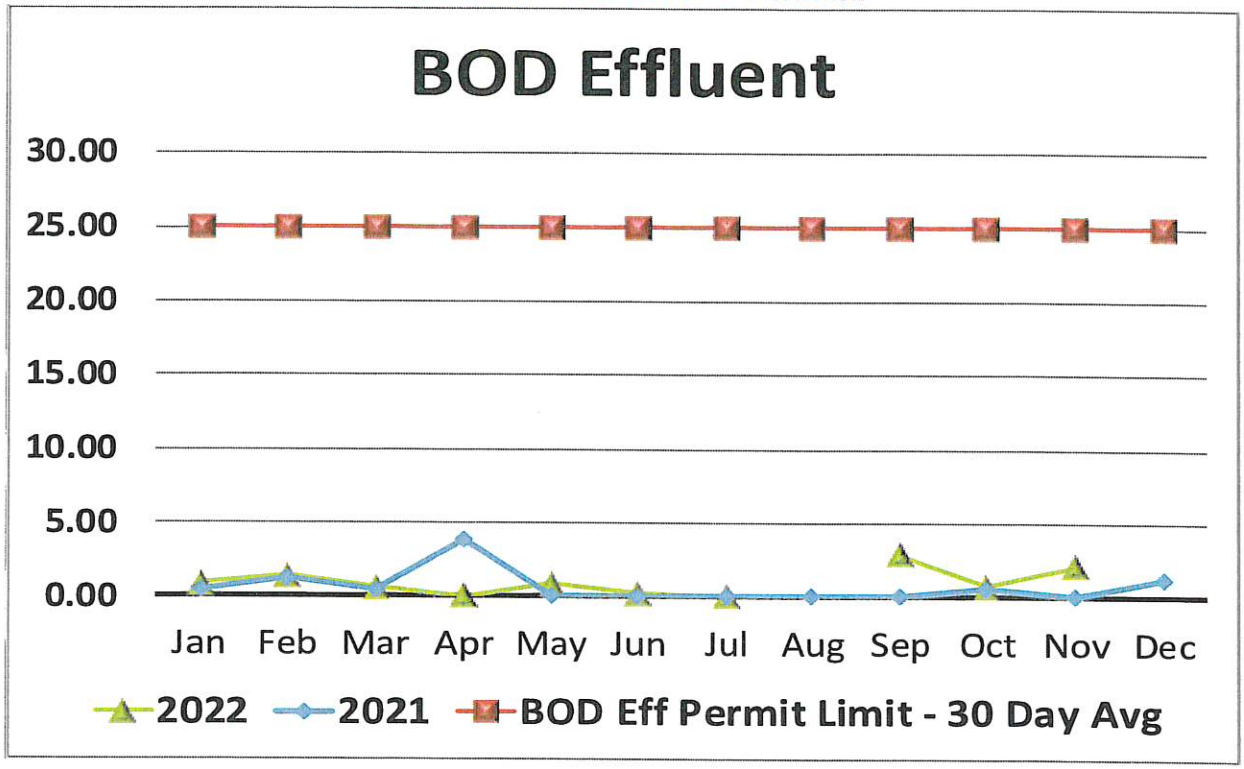
O & M Report: November 2022

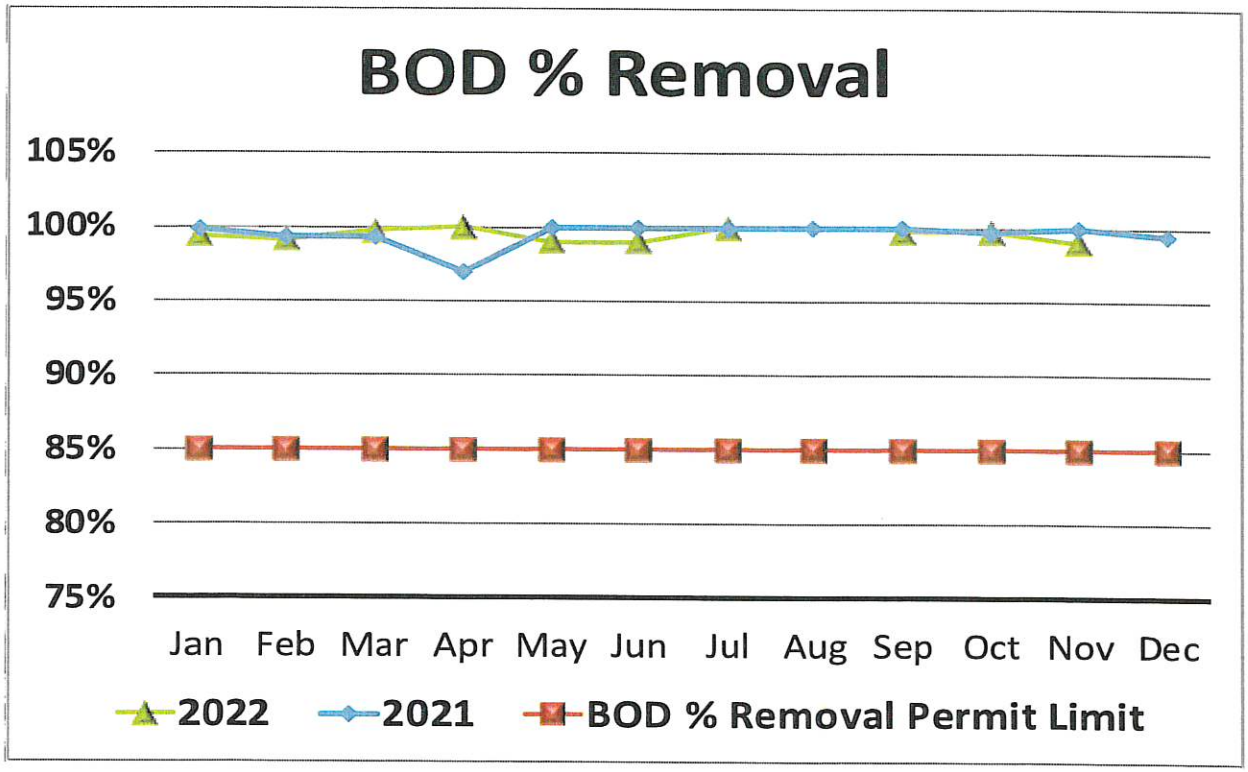
Water Operation & Maintenance

- On 11/17 we replaced the hydrant isolation valve on hydrant #63 in front of Casey's on the east side of town. We found the bolts on the hydrant bonnet rusted through. Since the hydrant needed to be reset, we decided to change the valve out, reset the hydrant and pack with gravel. This took some coordination because pressure in town had to be maintained to the west by the tower and everything to the east had to be pressurized by the water plant, which necessitated a pressure relief valve be installed on a hydrant out at the casino.
- We've had another 3 breaks on the Raw water line since our last report. All of them have been around the bag filters. We are also discovering the footings for each bag filter unit are starting to deteriorate as well.
- Cleaned ROs
- Conner with American Water Chemical was in last month and tested the effluent of the RO units as a sort of "health check" free of charge. This analysis came back good.
- Steve Kramer has been hired to replace Ben Stumpf and will start December 19th. Steve has a Grade 3 water treatment license, Grade 1 wastewater license and a Grade 4 water distribution license as well as several years' experience working in treatment plants and distribution/collection systems.
- Our maintenance budget to date isn't completely accurate. There are some charges on there that are PeopleService's responsibility and other invoices that should have been turned into the city that show up, but we will get this cleaned up in the next couple weeks.

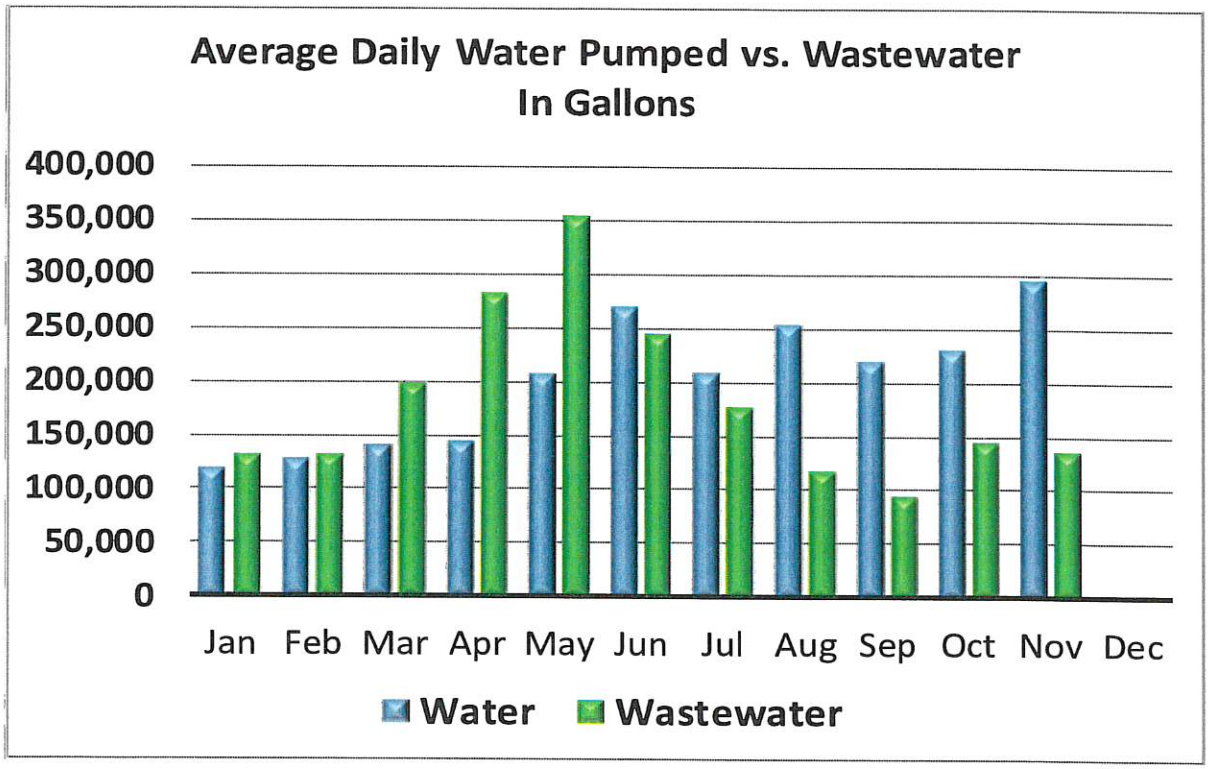
Wastewater Operation & Maintenance

- The UV system was taken offline and stored for the winter. We will spend the winter cleaning and replacing parts as needed so we are ready for next year.
- Winterized the lift stations
- Lift Station #4 electrical issues that have been lingering for some time. Last month during our monthly PM rounds we found a relay burnt out and replaced it. That worked only for a handful of weeks and burnt out again. It has since been replaced but that panel is in need of some attention.
- Customer backup at 451 Elm Street. We checked flows in manholes both upstream and downstream and determined it to be a problem with the customer's service line.


BOD Effluent
30.00
25.00
20.00
15.00
10.00
5.00
0.00
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
2022
2021
BOD Eff Permit Limit - 30 Day Avg


BOD % Removal
105%
100%
95%
90%
85%
80%
75%
Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec
2022
2021
BOD % Removal Permit Limit

PeopleService INC.
Water & Wastewater Professionals



Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	$27,519.00	$15,374.75	56%	42%
Maintenance Budget	$22,932.00	$30,676.87	134%	42%
Total	$50,451.00	$46,051.62	91%	42%

PeopleService INC.
Water & Wastewater Professionals

		November-22	October-22	November-21
Water	**Units**			
Total Monthly Pumped	gallons	8,823,000	7,119,000	3,921,000
Average Daily Pumped	gallons	294,100	229,650	130,700
Maximum Daily Pumped	gallons	888,000	508,000	241,000
Minimum Daily Pumped	gallons	0	0	100,000
Chlorine				
Chlorine - Total Avg Residual Plant	mg/L	1.05	1.87	2.11
Chlorine - Total Avg Residual System	mg/L	0.86	0.96	1.18
Chlorine - Recommended Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	140.00	197.00	178.00
Iron				
Iron - Avg Raw	mg/L	1.05	1.71	1.80
Polyphosphate				
Polyphosphate - Avg Residual	mg/L	2.27	2.10	1.52
Polyphosphate - Recommended Residual	mg/L	0.5 - 2.0	0.5 - 2.0	0.5 - 2.0
Polyphosphate used	lbs	35.00	65.00	18.00
Water Loss				
Water Billed	gallons	2,934,086	3,574,458	2,889,997
Water used in main breaks/hydrant flushin	gallons	1,250,000	120,000	15,000
Water used at city buildings	gallons	21,022	425	37,200
Loss	gallons	48%	48%	25%
Wastewater				
BOD				
BOD Influent Avg	mg/L	209	254	177
BOD Effluent Avg	mg/L	2	0.8	0
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	99.00%	99.70%	99.99%
BOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent Avg	mg/L	153	165	124
TSS Effluent Avg	mg/L	11	4	2
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	93.00%	97.35%	98.79%
TSS % Removal Permit Limit	%	85%	85%	85%
Nitrogen Ammonia				
NA Effluent Avg	mg/L	0	0	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	8	10	8
Influent Flow				
Total Monthly	gallons	4,067,900	4,502,520	5,287,300
Average Daily	gallons	135,596	145,242	176,243
Maximum Daily	gallons	404,900	460,100	247,900
Minimum Daily	gallons	50,500	79,300	130,800
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

PeopleService INC.
Water & Wastewater Professionals

RIVERSIDE--NOVEMBER '22

Water Plant Maintenance

Date	Vendor List	Description	Total
11/7/22	Core & Main	Spigot Flanges	$890.40
11/7/22	USA Bluebook	Stickers/Corepro	$19.73
11/7/22	USA Bluebook	Gloves	$76.14
11/7/22	USA Bluebook	Sludge Reducer, Weed Killer	$148.43
11/7/22	USA Bluebook	Sludge Reducer, Ph Electrode	$1,730.64
11/22/22	First National Bank, VISA	Supplies	$549.04
11/17/22	Rhino Industries	Filters	$557.92
11/17/22	Rhino Industries	Filters	$558.56
11/29/22	Precision Electric	Wire Sampler Motor	$92.95
11/29/22	USA Bluebook	Suction Hose, Kim Wipes	$432.11
		Total	**$5,055.92**

Water System Maintenance

Date	Vendor List	Description	Total
11/7/22	USA Bluebook	Sludge Reducer, Weed Killer	$705.92
11/22/22	Utility Equipment	Gate Valve,	$1,409.42
11/29/22	MARC	Bacti Booster	$183.32
11/29/22	MARC	Fog Eliminator, Bacti Booster	$701.02
11/29/22	MARC	Fog Eliminator	$2,128.68
11/29/22	USA Bluebook	Restock Supplies	$129.62
11/29/22	USA Bluebook	Curb Stop	$95.52
11/29/22	USA Bluebook	Grease Degrader	$1,977.85
11/29/22	USA Bluebook	LDO Probe, Plant Pro	$1,749.62
		Total	**$9,080.97**

Wastewater Plant Maintenance

Date	Vendor List	Description	Total
11/7/22	USA Bluebook	Gloves	$76.13
11/7/22	USA Bluebook	Sludge Reducer, Weed Killer	$219.06
11/7/22	USA Bluebook	Sludge Reducer, pH Electrode	$158.09
11/22/22	First National Bank, VISA	PVC Pipe, Flanges	$1,254.77
11/29/22	USA Bluebook	Restock Supplies	$568.24
11/29/22	USA Bluebook	Hose Shank, Coupling	$309.52
		Total	**$2,585.81**

PeopleService INC.
Water & Wastewater Professionals

Wastewater System Maintenance

Date	Vendor List	Description	Total
111/7	USA Bluebook	Sludge Reducer, Weed Killer	$1,225.86
11/7/22	USA Bluebook	Sludge Reducer, pH electrode	$1,489.54
11/29/22	MARC	Fog Eliminator, Bacti Booster	$1,222.54
11/29/22	USA Bluebook	Restock Supplies	$124.97
11/29/22	USA Bluebook	Marking Paint	$78.39
11/29/22	USA Bluebook	LDO Probe, Plant Pro,	$237.56
		Total	**$4,378.86**

Water Plant Maintenance	$5,055.92
Water System Maintenance	$9,080.97
W/W Plant Maintenance	$2,585.81
W/W System Maintenance	$4,378.86
Month Total	$21,101.56
Annual Maintenance Budget	**$22,932.00**
Total Maintenance Dollars Spent Year to Date	**$30,676.87**
Percent Maintenance Budget Spent Year to Date	**134%**

PeopleService INC.
Water & Wastewater Professionals

RIVERSIDE - NOVEMBER '22

Water System Chemicals

Date	Vendor List	Description	Total
11/3/22	Hawkins	Sodium Hypochlorite	$748.06
11/3/22	Hawkins	Fluoride	$166.67
11/3/22	Hawkins	Sodium Hydroxide	$492.17
11/7/22	Hawkins	Sodium Hypochlorite	$489.02
11/7/22	Hawkins	Polyphosphate	$639.79
11/7/22	Hawkins	Sodium Hydroxide	$411.25
11/7/22	Hawkins	Caustic	$1,810.75
11/29/22	MARC	Super-Zyme Chemical	$702.13
11/29/22	MARC	Super-Zyme Chemical	$842.85
		Total	**$6,302.69**

Wastewater System Chemicals

Date	Vendor List	Description	Total
		Total	**$0.00**

Water System Chemicals	$6,302.69
W/W System Chemicals	$0.00
Month Total	$6,302.69
Annual Chemical Budget	$27,519.00
Total Chemical Dollars Spent Year to Date	**$15,374.75**
Percent Chemical Budget Spent Year to Date	**56%**

Maintenance Month Total	$21,101.56
Chemical Month Total	$6,302.69
Month Total	**$27,404.25**
Annual Budget	**$50,451.00**
Total Spent Year to Date	**$46,051.62**

PeopleService INC.
Water & Wastewater Professionals

Percent Budget Spent Year to Date **91%**

Work Orders Completed

Date completed	Equipment	Task
11/3/2022	BLOWERS	Monthly PM
11/3/2022	WWTP GENERATOR	Monthly PM
11/3/2022	LIFT STATION #1	LS Monthly PM
11/3/2022	LIFT STATION #2	LS Monthly PM
11/3/2022	LIFT STATION #3	LS Monthly PM
11/23/2022	LIFT STATION #4	LS Monthly PM
11/3/2022	LIFT STATION #5	LS Monthly PM
11/3/2022	MAIN LIFT STATION	LS Monthly PM
11/1/2022	EFFLUENT SAMPLER	Monthly PM
11/3/2022	INFLUENT SAMPLER	Monthly PM
11/3/2022	SCREEN UNIT	Monthly PM
11/2/2022	UV SYSTEM	Monthly PM
11/3/2022	FIRE EXTINGUISHERS	Inspection
11/20/2022	FILTER	Monthly PM
11/20/2022	CARTRIDGE FILTERS	Monthly PM
11/3/2022	DEHUMIDIFIERS	Monthly PM
11/3/2022	WATER PLANT GENERATOR	Monthly PM
11/3/2022	HIGH SERVICE PUMPS	Monthly PM
11/3/2022	WATER PLANT HEATER	Inspection
11/3/2022	FIRE EXTINGUISHERS	Inspection

#8

City of RIVERSIDE

"Where the ~~Best~~ Trek Begins"

City of Riverside
Downtown Business District Incentive Program
FY23

Program Objective

Provide financial assistance to commercial entities for the redevelopment or remediation of underutilized buildings. ***Projects started, in process, or completed prior to application date will not be considered for funding.***

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 award 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 award 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
- 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.
- Early Grant forms submission deadline is April 1st.
- Grant award cycle will be July 1 through June 30 of each year.

- Completed applications need to be received by at City Hall each year by July 1st to be considered for the next grant cycle. Draft applications are strongly encouraged and can be submitted as early as April 1st. 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 1st through June 30th of each year. Projects must be completed with rebate request forms with the appropriate supporting documentation submitted by May 31st of the grant cycle.

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

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

When the project is complete, the applicant will submit copies of all bills, with proof of payment, to the City Clerk, along with copies of building permit(s) received. The Building Inspector will determine whether the overall project met program guidelines. If all requirements have been met the City Clerk will present to council for approval, and if approved, the City Clerk will issue payments to the applicant within 30 days or 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.

City of RIVERSIDE IA

"Where the ~~Best~~ Trek Begins"

CITY OF RIVERSIDE BUSINESS DISTRICT GRANT APPLICATION

Applicant Name: Rodney and Jodi Gehman Phone Number: 319-930-9942

Property Address: 71 W 1st Street Riverside, IA

Type of Business: Therapist

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

We are seeking financial assistance from the city to help with the facade of our building which will include stopping the water leaks, repairing the deteriorating brick and resurfacing back with a cementitious filler followed by an acrylic stucco. New historic picture windows with wood panel built ins and transom windows above picture windows. New windows on the remainder of the building.

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

__The biggest reason for the improvement to the outside is to stop the decay of the building. Adding the historic store front windows back in will allow this building to shine like it did once upon a time. We're really excited to see this building bring some beauty back to the down town district.

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

_____The only additional finishing touches that I am looking into which will most likely come at a later date would be an awning made out of high density poly that would be durable and help give some protection from the elements. I will attach a picture of what I have in mind, but my thought would be to secure it to the building from the top and not have any down posts. Also, strictly for looks, but an architectural cornice put back on top also made from the high density poly would be pretty sweet looking but not needed immediately.

Total Project Cost: $_____45,000_____

Total Amount Requested from the City: $___50/50 split_____

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: _____Jodi and Rodney Gehman_____ Date: __12-12-2022_____

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:

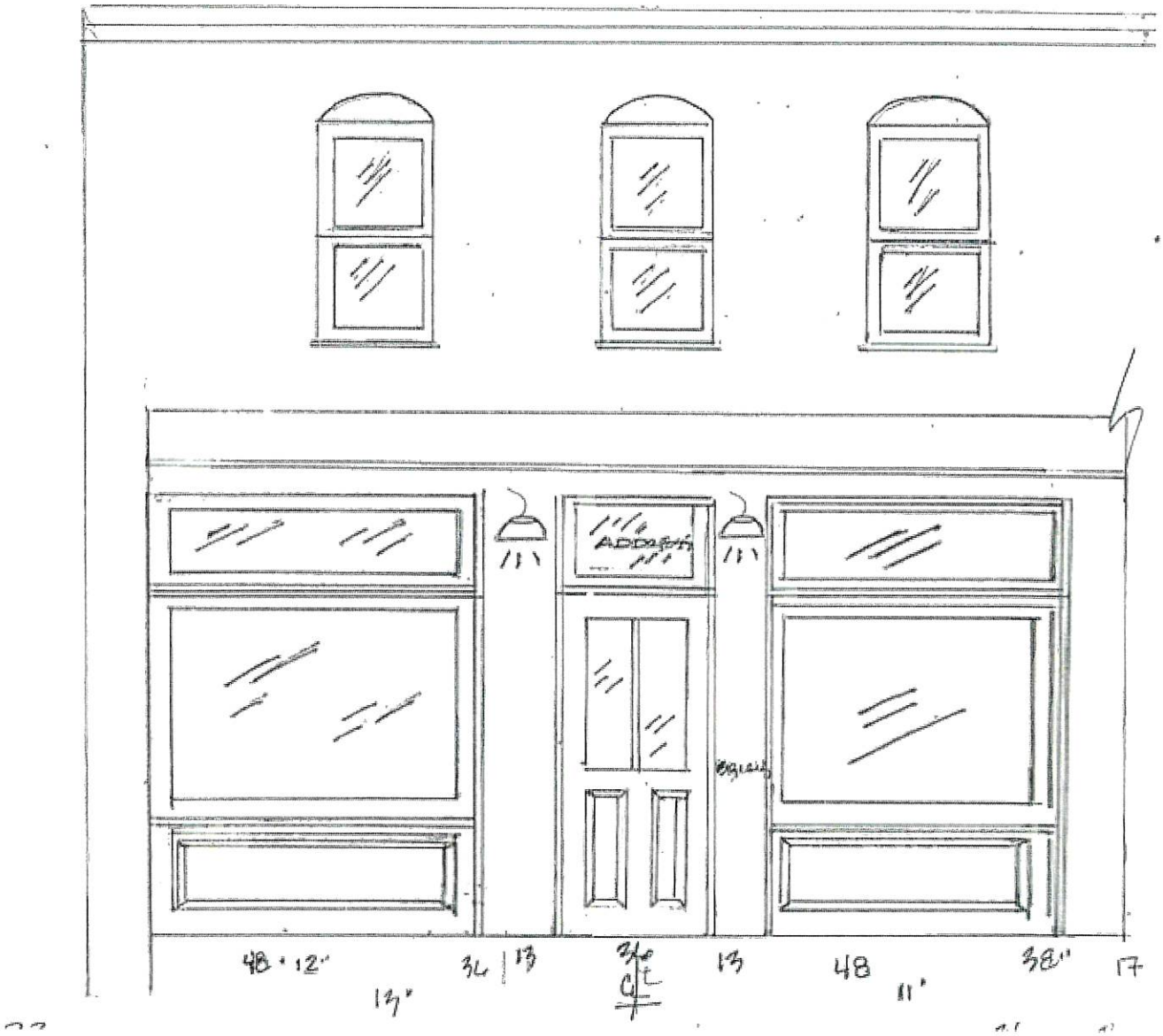
_____

_____

_____

_____

#8



Exterior Budget

Upper Windows & Install – $9018

Storefront Windows & Panels – $24,600

Repair Brick & Stucco (Structural Integrity) – $10,500

Estimated Total: ~$45,000

#9

ANIMAL SHELTER AGREEMENT

THIS AGREEMENT entered into by and between the City of Riverside, Iowa, an Iowa municipal corporation, 60 Greene Street, Riverside, Iowa 52327, hereafter referred to as the "City"; and the Washington County Humane Society (d/b/a PAWS & More Animal Shelter), an Iowa nonprofit corporation, 1004 ½ W. Madison Street, Washington, Iowa 52353, hereafter referred to as "PAWS."

WHEREAS, PAWS runs a nonprofit animal shelter (the "Services") in the City of Washington whose goal is to promote the adoption of stray animals in the City and surrounding areas; and

WHEREAS, the City and PAWS wish to enter into a multi-year agreement setting the terms of these services using PAWS standard fees.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

Obligations of PAWS. As a material term of this Agreement, PAWS will provide the following Services to the City, subject to the payment provisions in Section B of this Agreement:

1. Stray Cats. PAWS shall retrieve as needed and house all stray cats under the jurisdiction of the City that are brought to the animal shelter operated by PAWS, including all cats brought to the animal shelter by any employee or agent of the City. All care of the cats housed at the animal shelter shall be at the sole cost and expense of PAWS.

2. Stray Dogs. PAWS shall retrieve as needed and house all stray dogs under the jurisdiction of the City that are brought to the animal shelter operated by PAWS, including all dogs brought to the animal shelter by any employee or agent of the City. All care of the dogs housed at the animal shelter shall be at the sole cost and expense of PAWS.

3. Trap, Neuter and Release services. PAWS, on an as-needed basis to be arranged with the City or as requested by the City, shall conduct a program in the City to capture cats and sterilize said animals before releasing these animals back into the community.

4. State regulations. PAWS agrees to operate the animal shelter and provide the Services to the City in strict compliance with all state laws and regulations regarding the operation of an animal shelter.

5. Reporting. PAWS agrees to provide a verbal report to the City Council at least once per year, along with written reports during the year as merited.

6. Invoices. PAWS agrees to provide an annual invoice in July of each year for the previous calendar year for the annual agreed fee.

7. Notification of Changes in Service Fees. PAWS agrees to notify the City by January 15 of any fee changes that are to go in effect for the following City fiscal year.

Obligations of the City. As material terms of this Agreement, the City will provide the following to PAWS:

1. Fees for Service. In consideration of the Services PAWS provides to the City under Section (A)(l) of this Agreement, the City shall pay fees to the shelter on the following schedule:

a. Fiscal Year 2023 Continuation of Payment of PAWS standard rates
b. Fiscal Year 2024 Continuation of payment of PAWS standard rates
c. Fiscal Year 2025 Continuation of payment of PAWS standard rates

2. Payment for stray dogs. Notwithstanding this program, at its sole discretion and cost, the City will euthanize any stray dogs that are a danger to the public as a result of the dog's temperament or health.

3. Voluntary donation on utility bills. At the request of a City utility customer, the City shall place a voluntary donation charge of up to five dollars ($5) per month on that customer's bill, in possible increments of $1, $2 or $5 per month, with all such collections to be paid by the City to PAWS on a monthly basis. Donations may be terminated by utility customers at any time.

Administrative Provisions.

1. Term of Agreement. This Agreement will commence as of midnight on _____, 2023 and will continue until 11:59 p.m. on June 30, 2025. Unless terminated by either party via written notice to the other party by April 1, 2025, the Agreement will continue on a year-to-year basis using PAWS standard fees as the basis for payment, and under the notification provision detailed in Section A(8) of this agreement for any fee changes.

2. Default. In the event that either party has defaulted on its obligations of the Agreement, the other party shall give the defaulting party notice of said default and give the other party fifteen (15) days to remedy said default. In the event that the default is not cured within said fifteen (15) day period, the non-defaulting party may terminate this Agreement and seek to recover damages, including reasonable attorneys' fees and costs, caused by said breach.

3. Notices. For purposes of this Agreement, when notice is required to the other party, notice is deemed given when the party has sent written notice, via regular U.S. Mail, with appropriate postage attached and placed in a mailbox for delivery, to the following:

For the City:

City Administrator
City of Riverside
60 Greene Street
Riverside, Iowa 52327
For PAWS:

Washington County Humane Society
1004 ½ W. Madison Street
Washington, Iowa 52353

4. Survival. All express representations, indemnifications or limitations of liability made in or given in this Agreement shall survive the completion of the services to by rendered by PAWS and the City hereunder or the termination of this Agreement for any reason.

5. Controlling law. This Agreement is to be governed by the laws of the State of Iowa. The parties hereto agree that any action, suit or proceeding based upon any matter, claim or controversy arising

under this Agreement shall be brought solely in the state courts located in Washington County, Iowa or the federal courts located in Linn County, Iowa. The parties hereto hereby irrevocably waive objection to the venue of the above-mentioned courts, including any claim that such action, suit or proceeding has been brought in an inconvenient forum. Both parties hereto expressly acknowledge and agree that nothing contained in this Agreement shall be construed to require the parties to submit to mandatory arbitration or mediation in the event of a breach or dispute hereunder.

6. Headings. The headings of sections of this Agreement are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections.

7. Severability. If any section, subsection, term or provision of this Agreement or the application thereof to PAWS, the City or a particular circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Agreement or the application of same to the PAWS, the City or particular circumstances other than that for which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

8. Modification. The terms of this Agreement may not be changed, waived, discharged or terminated orally, but only by a written document signed by the party against whom enforcement of the change, waiver, discharge or termination is sought.

9. Waiver. No waiver by the City or PAWS of any default hereunder shall operate as a waiver of any other default or of the same default on any future occasion. No delay on the part of the City or PAWS in exercising any right or remedy hereunder shall operate as a waiver thereof. No single or partial exercise of any right or remedy by the City or PAWS shall preclude future exercise thereof or the exercise of any other right or remedy.

10. Authority. The persons signing this Agreement warrant and represent that they have the authority to sign as, or on behalf of, the party for whom they are signing.

11. Final Agreement. Both PAWS and the City hereby expressly acknowledge and agree that this Agreement is intended to set forth the entire agreement between the parties regarding the services to be rendered by the PAWS to the City in connection with the Services, that there are no other considerations or monies contingent upon or resulting from the execution of this Agreement, and that no other monies or considerations have been solicited. No waiver, change, modification or amendment of this Agreement shall be binding upon either party hereto unless in writing and signed by both PAWS and the City. The waiver by either party hereto of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision or of any other provision or condition in this Agreement.

ACCEPTED & AGREED this ____ day of _____, 2023:

Washington County Humane Society d/b/a PAWS & More Animal Shelter	**City of Riverside**
By: _____	_____
Ann Valentine, President	Allen Schneider, Mayor
By: _____	_____
Sara O'Donnell, Treasurer	Becky LaRoche, City Clerk

RESOLUTION #2022-XX

RESOLUTION TO APPOINT CITY ATTORNEY FIRM

WHEREAS the City of Riverside has determined that it is necessary to appoint a City Attorney Firm to advice the City Council and staff on matters of the City's legal business.

NOW, THEREFORE, BE IT RESOLVED by the City of Riverside City Council of Riverside, IA to designate William J. Sueppel of Meardon, Sueppel, & Downer P.L.C., Iowa City, as the City Attorney Firm for the City of Riverside, IA and

BE IT RESOLVED that designation shall be in effect for one year from January 1st, 2023 to December 31, 2023.

MOVED BY Councilperson _____, Seconded by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED this 19th day of December, 2022 by the City Council of Riverside, IA.

Signed: _____ Date:_____

Allen Schneider, Mayor

Attest: _____ Date:_____

Becky LaRoche, City Clerk

MEARDON, SUEPPEL & DOWNER P.L.C.
LAWYERS

ROBERT N. DOWNER
TIMOTHY J. KRUMM
WILLIAM J. SUEPPEL
CHARLES A. MEARDON
PETER J. GARDNER
SEAN W. WANDRO
STEPHANIE A. WORRELL
DANICA L. BIRD
BROOKE E. NOACK

122 SOUTH LINN STREET
IOWA CITY, IOWA 52240-1802

TELEPHONE: (319) 338-9222
FAX: (319) 338-7250

WWW.MEARDONLAW.COM

WILLIAM L. MEARDON
(1919-1997)

WILLIAM F. SUEPPEL
(1929-2020)

MARGARET T. LAINSON
(1939-2019)

OF COUNSEL:
JAMES D. McCARRAGHER
DOUGLAS D. RUPPERT
CRAIG N. WILLIS

RETIRED:
THOMAS D. HOBART
NANCY B. WILLIS

December 6, 2022

Christine Yancey
City Administrator
City of Riverside
P.O. Box 188
Riverside, IA 52327

Dear Christine:

You had asked whether Meardon, Sueppel & Downer P.L.C. and I wish to be considered to continue representing the City of Riverside as City Attorney. Please let the Mayor and City Council know that I do wish to continue as City Attorney. I have enjoyed the work and the relationships I have made while acting as City Attorney. I hope to continue representing Riverside into the future.

Very truly yours,

William J. Sueppel

WJS/tw

RESOLUTION #2022-XX

RESOLUTION TO HIRE PERMANENT FULLTIME STREETS AND PARKS EMPLOYEE

WHEREAS the City of Riverside has determined that it is necessary to fill the open position of fulltime Streets and Park Maintenance Employee to complete the duties as described in the Public Works Maintenance Job description.

THEREFORE, BE IT RESOLVED, the City of Riverside City Council would like to hire _____as a permanent fulltime employee for Public Works Maintenance position at the wage rate of $_____ per hour. Effective ASAP.

MOVED BY Councilperson _____, seconded by Councilperson _____ to adopt this foregoing resolution.

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

Ayes:

Nays:

Abstain:

Passed and approved this 19th day of December, 2022 by the City Council of Riverside, IA.

Signed: _____ Date: _____
Allen Schneider, Mayor

Attest: _____ Date: _____
Becky LaRoche, City Clerk

RESOLUTION #2022-XX

RESOLUTION TO APPROVE ALLIANT ENERGY SPRING 2023 BRANCHING OUT GRANT

WHERAS, Alliant Energy has established the "One Million Trees Initiative",

WHEREAS, grant funds are available to the City of Riverside for planting trees on City property,

WHEREAS, City Staff will dig holes, provide stakes, mulch, and water trees,

WHEREAS, Community volunteers will plant trees IN Spring 2023,

NOW THEREFORE, BE IT RESOLVED, the City Council of Riverside does hereby approve the Branching Out Grant for 33 trees in the amount of $4990.

MOVED BY Councilperson _____, second by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022

.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

Application: ABO-0000000054

RIVERSIDE CITY - cityclerk@riversideiowa.gov
Alliant Energy One Million Trees Initiative

Summary

ID: ABO-0000000054

Project Proposal

Completed - Oct 25 2022

Tell Us About Your Project

Project Proposal

Energy Efficiency Benefits

Each project must demonstrate energy savings from the new trees. How will your project capitalize on the energy efficiency benefits of trees?

Tree benefit information was provided to the City by Emma Hanigan, Iowa DNR Forestry.

Addition of trees will sequester carbon, remove carbon monoxide, nitrogen dioxide, ozone, and sulfer dioxide from the invironment.

Trees help to hold the soil and prevent runoff into the nearby creek and English River basin.

Planting additional trees to the south side of the trail will help replenish the shade that was previously removed and increase the woodland feel of the walking/riding experience.

Care and Maintenance

Newly planted trees require significant care, including watering, mulching, pruning and sometimes staking. Who will lead the care and maintenance efforts? Describe your tree care plan for the first two years.

WATER: We will thoroughly water newly installed trees two or three times a week the first year according to weather conditions. (12-15 gallons) Apply water with a hose or bucket from the top.

BASIN: Trees will have a mound of soil around the perimeter of the rootball creating a saucer which will hold water. It is very important to maintain the "basin" or "saucer" the first year in order for the tree to satisfactorily get thoroughly soaked.

TREE : Tree will have a protective trunk cloth wrap that will be left on for 1 year.

WRAP: Maples will be wrapped each fall for winter protection until their trunks grow to 5" diameter. All other tree varieties need only protection the first year.

DEER We will place a "Tree Tile" on the trees to prevent buck deer from rubbing the bark off.

CONTROL: It will be placed on the tree September 1 – March 1 until the trunk is 4"-5" inches in diameter.

FERTILIZER: Trees will be planted with a slow-release planting tablet that will feed the tree for two years. We will fertilize the third year using "Jobe's Tree Spikes, the spike placement will be 6-8 feet from the tree trunk the third year after planting.

STAKING: Trees that are staked must be protected from wires, pipes, etc. with cloth or rubber support so as not to damage any bark or limbs.

INSECTS: If insect/pests become a problem, we will use an all-purpose insecticide and follow the directions on the bottle.

Planting Day Plans and Volunteers

Tell us your plans for your planting event and please answer the following:

- **What dates are you considering?**
- **How will you recruit volunteers who are broadly representative of your community?**
- **How will you promote your tree planting?**
- **How will your project involve or benefit the underserved in your community?**
- **Will you invite local media or elected officials?**
- **How will you recognize Alliant Energy and Trees Forever?**

A Trees Forever field coordinator can help you nail down details.

May 21st will be planting day, weather permitting.

Volunteers will be the Riverside Trail Committee. This is an established Trail Restoration Committee of volunteers of citizens of all ages.

Tree planting will be advertised on City website, Water Bill Newsletter, Face Book, and City Marque HWY 22 sign.

Riverside's Trail provides a safe place for walkers and bikers derived from the old railroad track. It is easily accessible from any City Sidewalk. The trail is open to all area patrons, and is close to the Retirement Village.

Local state and county officials will be invited to participant in the tree planting.

Alliant Energy/Trees Forever will be listed as grant sponsor on all media promotions.

Budget worksheet

Plan out your tree costs and donated funds.

- Obtaining other grants or in-kind funding is not required but will strengthen your application.
- Get two estimates from nurseries in your area as you plan your project. Be sure to ask about lower pricing since it's a community project. Count any discounts they give as an in-kind donation.
- Remember funds can only be used for trees (not shrubs, seedlings, saplings, mulch or other planting costs).

If you need more space than is provided below, feel free to attach additional pages.

Community:_RIVERSIDE, IOWA

Planting cost (Example shown below)

Quantity	Species	Planting location	Size	Cost/tree	Total cost
7	DOGWOOD	WALKING TRAIL	10 GAL	$120	$805
7	SERVICEBERRY	WALKING TRAIL	15 GAL	$175	$1225
4	THORNLESS HAWTHORN	WALKING TRAIL	15 GAL	$215	$860
3	BALD CYPRESS	WALKING TRAIL	15 GAL	$205	$614
9	EDIBLE FRUIT TREES	WALKING Trail	15 gal	$125	$1125
3	EASTERN REDBUD	WALKING TRAIL	15 GAL	$120	$360

33 Total number of trees

Total cost of trees $4990

Requested funds for trees $4990

Donated funds IN KIND-CITY EXPENSES

Item	Value/cost
STAFF- DIG HOLES labor and rental fees	$188
MENARDS – Tree guards and trunk protectors	$120
MULCH – 10 cubic yards @$22.50/cu yd	$225
VOLUNTEER – plant trees- 20 @ 2 hours x $15/hr	$600
STAFF WATER- 30 waterings X 2 staff x 6 hrs. x $22	$7920
1000 g WATER x 30 x $6/1000g	$180

Total matching funds $9233

Need help? Contact 1-800-369-1269 ext. 110 or droman@treesforever.org.

RESOLUTION #2022-XX

RESOLUTION APPROVING CHANGE ORDER #14 TO STREB CONSTRUCTION CO. INC. FOR THE 3RD STREET IMPROVEMENTS PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk, and it is the opinion of the City Engineering Firm that the City Council accept this change order for additions to the 3rd Street Project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Change Order #14 in the amount of $ 8,188.48.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December 2022.

Signed: _____ Date_____

Allen Schneider, Mayor

Attest: _____ Date_____

Becky LaRoche, City Clerk

Streb Construction Company Inc.
Iowa City, IA
"An Equal Opportunity Employer"

CHANGE ORDER REQUEST

December 2, 2022

ATTN: Brian Boelk
Axiom Consultants
60 E. Court St.
Riverside, IA 52327

PROJECT: Third Street Improvements
21-0144
Riverside, IA

RE: STREB CHANGE ORDER #14
Carter's Extra Work Orders

Carter & Associates (see detail attached)	1.00	LS @	$ 7,444.07	$ 7,444.07
				$ 7,444.07
Prime Mark-up			10%	*$ 744.41*
TOTAL STREB CHANGE ORDER #14				$ 8,188.48

NUMBER OF CALENDAR DAYS REQUESTED DUE TO EXTRA WORK: **0**

Any questions or comments, please call 319-338-3498.

Respectfully submitted,
STREB CONSTRUCTION CO., INC.

Jennifer Carlsen
Contract Administrator

To: Jesse Hahn
Streb Construction

Date: November 29, 2022

RE: 6 inch vs. 4 inch Sewer Service Pipe
3rd Street Reconstruction
Riverside, Iowa

Carter and Associates installed 6 in. pipe versus 4 in. pipe as some existing services were different than plan documents. Price provided is in addition to Bid Item #9, 4" PVC.

6" Sewer Service Stub **$13.25/LF**

135 LF @ $13.25/LF

Please call me if you have any questions (319-631-4120).

= $1,788.75

Chris Carter

Chris Carter
President

To: Jesse Hahn
Streb Construction

Date: November 29, 2022

RE: Intake at Green and 3rd St. Intersection
3rd Street Reconstruction
Riverside, Iowa

Carter and Associates will raise the intake in the NW quadrant of the intersection of Green and 3rd Streets by 1 foot. This will be done with donuts and a 4" frame.

Lump Sum **$849.98**

Please call me if you have any questions (319-631-4120).

Chris Carter

Chris Carter
President

To: Jesse Hahn
Streb Construction

Date: November 29, 2022

RE: ITC #18
3rd Street Reconstruction
Riverside, Iowa

Carter and Associates replaced the hydrant to better match existing grade at the NE quadrant of Rose and 3rd Street intersection.

Lump Sum **$4352.50**

Please call me if you have any questions (319-631-4120).

Chris Carter

Chris Carter
President

To: Jesse Hahn
Streb Construction

Date: November 29, 2022

RE: ITC #19
3rd Street Reconstruction
Riverside, Iowa

Carter and Associates adjusted the identified curb stop elevations.

Lump Sum **$452.84**

Please call me if you have any questions (319-631-4120).

Chris Carter

Chris Carter
President

RESOLUTION #2022-XX

RESOLUTION TO AWARD THE WASTEWATER TREATMENT PLANT PROJECT CONTRACT

Whereas, the City of Riverside City Council hereby awards the Wastewater Treatment Plant Project to _____. of _____, Iowa in the amount of $ _____

Therefore, be it resolved the City of Riverside City Council does hereby approve the award for contracted services. A public hearing was held and notices were published according to the legal requirements of the State of Iowa. A bid letting was held on December 16th, 2022 at 2:00 pm at Riverside City Hall where the sealed bids received were opened, and a Bid tabulation sheet was prepared by Brian Boelk of Axiom Consultants.

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

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

Ayes:

Nays:

Absent:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 19th day of December, 2022.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

RESOLUTION #2022-XX

RESOLUTION APPROVING PAY REQUEST #7 FOR STREB CONSTRUCTION CO., INC FOR 3RD STREET CONSTRUCTION PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk and it is the opinion of the City Engineering Firm that the City Council accept this pay request #7 in the amount of $395,591.26 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #7 for work done on the 3rd Street Capital Improvements Project through 11/30/2022.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022.

Signed: _____ Date_____

Allen Schneider, Mayor

Attest: _____ Date_____

Becky LaRoche, City Clerk

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:
CITY OF RIVERSIDE
60 GREENE STREET
RIVERSIDE, IOWA 52327

PROJECT:
THIRD STREET
RECONSTRUCTION

APPLICATION NO: 7
APPLICATION DATE: 12/2/2022

Distribution to:
- [ ] OWNER
- [ ] ARCHITECT
- [ ] CONTRACTOR
- [ ]
- [ ]

FROM CONTRACTOR:
STREB CONSTRUCTION CO, INC.
3191 CHARBON ROAD SE
IOWA CITY, IOWA 52246

ENGINEER:
AXIOM CONSULTANTS
60 E COURT ST
IOWA CITY, IOWA 52240

PERIOD TO: 11/30/2022
PROJECT NOS: 21-0144

CONTRACT FOR: STREET RECONSTRUCTION
CONTRACT DATE: 4/5/2022

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM		$ 3,300,000.00
2. Net change by Change Orders		$ 127,176.26
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 3,427,176.26
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 3,273,548.47
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	$ 163,677.42	
b. ____ % of Stored Material (Column F on G703)	$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 163,677.42
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 3,109,871.05
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 2,714,279.79
8. CURRENT PAYMENT DUE		$ 395,591.26
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ 317,305.21

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$118,987.78	
Total approved this Month	$8,188.48	
TOTALS	$127,176.26	$0.00
NET CHANGES by Change Order	$127,176.26	

CONTRACTOR:

By: _____ Date: 12/2/2022

State of: County of:
Subscribed and sworn to before me this day of
Notary Public:
My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... $ 395,591.26

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and onthe Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: 12-14-2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA DOCUMENT G702 · APPLICATION AND CERTIFICATION FOR PAYMENT · 1992 EDITION · AIA® · © 1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 7
APPLICATION DATE: 12/2/2022
PERIOD TO: 11/30/2022
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE) 5%
1	CLEARING AND GRUBBING	$45,000.00	$45,000.00		$0.00	$45,000.00	100.00%		$2,250.00
2	TOPSOIL, ON-SITE	$21,460.00	$14,730.00	$520.00	$0.00	$15,250.00	71.06%	$6,210.00	$762.50
3	EXCAVATION, CLASS 10	$123,500.00	$108,547.00	$1,425.00	$0.00	$109,972.00	89.05%	$13,528.00	$5,498.60
4	SUBGRADE PREPARATION	$24,352.50	$25,536.00		$0.00	$25,536.00	104.86%	($1,183.50)	$1,276.80
5	COMPACTION TESTING	$22,000.00	$2,200.00	$2,200.00	$0.00	$4,400.00	20.00%	$17,600.00	$220.00
6	BELOW GRADE EXCAVATION (CO	$10,000.00	$37,198.50		$0.00	$37,198.50	371.99%	($27,198.50)	$1,859.93
7	MODIFIED SUBBASE	$117,645.00	$122,060.77		$0.00	$122,060.77	103.75%	($4,415.77)	$6,103.04
8	SANITARY SEWER GRAVITY MAIN	$12,152.00	$62,916.00		$0.00	$62,916.00	517.74%	($50,764.00)	$3,145.80
9	SANITARY SEWER SERVICE STUB	$155,600.00	$155,600.00	$8,640.00	$0.00	$164,240.00	105.55%	($8,640.00)	$8,212.00
10	REMOVAL OF SANITARY SEWER,	$4,138.00	$4,138.00	$652.00	$0.00	$4,790.00	115.76%	($652.00)	$239.50
11	STORM SEWER, TRENCHED, 15" R	$104,160.00	$104,160.00		$0.00	$104,160.00	100.00%		$5,208.00
12	STORM SEWER, TRENCHED, 18" R	$67,636.00	$67,636.00		$0.00	$67,636.00	100.00%		$3,381.80
13	STORM SEWER, TRENCHED, 24" R	$27,880.00	$27,880.00		$0.00	$27,880.00	100.00%		$1,394.00
14	STORM SEWER, TRENCHED, 36" R	$22,755.00	$31,980.00		$0.00	$31,980.00	140.54%	($9,225.00)	$1,599.00
15	STORM SEWER, TRENCHED, ELLIP	$22,575.00	$23,650.00		$0.00	$23,650.00	104.76%	($1,075.00)	$1,182.50
16	STORM SEWER, TRENCHED, ELLIP	$58,645.00	$0.00		$0.00	$0.00	0.00%	$58,645.00	$0.00
17	REMOVAL OF STORM SEWER, SIZE	$17,397.00	$13,671.00	$1,098.00	$0.00	$14,769.00	84.89%	$2,628.00	$738.45
18	STORM SEWER ABANDONMENT,	$750.00	$0.00	$750.00	$0.00	$750.00	100.00%		$37.50
19	SUBDRAIN, PERFORATED PLASTIC	$75,359.70	$38,420.00	$36,939.70	$0.00	$75,359.70	100.00%		$3,767.99
20	SUBDRAIN OUTLET, DR-303	$5,330.00	$2,730.00	$2,340.00	$0.00	$5,070.00	95.12%	$260.00	$253.50
21	STORM SEWER SERVICE, 6" PVC I	$13,290.00	$6,000.00	$7,290.00	$0.00	$13,290.00	100.00%		$664.50
22	WATER MAIN, TRENCHED, 6" PVC	$164,000.00	$164,000.00	$2,950.00	$0.00	$166,950.00	101.80%	($2,950.00)	$8,347.50
23	WATER MAIN, TRENCHLESS, 6" PV	$7,857.00	$7,857.00		$0.00	$7,857.00	100.00%		$392.85
24	WATER SERVICE PIPE, 1" PVC	$17,811.00	$17,811.00	$1,602.00	$0.00	$19,413.00	108.99%	($1,602.00)	$970.65
25	WATER SERVICE CORPORATION,	$21,600.00	$21,600.00		$0.00	$21,600.00	100.00%		$1,080.00
26	WATER SERVICE CURB STOP AND	$16,200.00	$12,000.00	$4,200.00	$0.00	$16,200.00	100.00%		$810.00
27	WATER MAIN REMOVAL, 4" & 6"	$3,000.00	$3,000.00		$0.00	$3,000.00	100.00%		$150.00
28	VALVE, GATE, DIP, 6"	$25,500.00	$27,000.00		$0.00	$27,000.00	105.88%	($1,500.00)	$1,350.00
29	FIRE HYDRANT ASSEMBLY	$36,050.00	$36,050.00		$0.00	$36,050.00	100.00%		$1,802.50
30	FIRE HYDRANT ASSEMBLY REMO	$2,400.00	$2,400.00		$0.00	$2,400.00	100.00%		$120.00
31	MANHOLE, SANITARY SEWER, SW	$8,500.00	$21,250.00	$4,250.00	$0.00	$25,500.00	300.00%	($17,000.00)	$1,275.00
32	MANHOLE, SANITARY SEWER, SW	$25,900.00	$25,900.00		$0.00	$25,900.00	100.00%		$1,295.00
33	MANHOLE, STORM SEWER, SW-40	$30,000.00	$30,000.00		$0.00	$30,000.00	100.00%		$1,500.00
34	INTAKE, SW-509	$93,600.00	$28,800.00	$64,800.00	$0.00	$93,600.00	100.00%		$4,680.00
35	INTAKE, SW-512, 24"	$10,500.00	$0.00	$10,500.00	$0.00	$10,500.00	100.00%		$525.00
36	INTAKE, SW-541	$8,700.00	$0.00	$8,700.00	$0.00	$8,700.00	100.00%		$435.00

37	INTAKE, SW-545	$89,700.00	$20,700.00	$69,000.00	$0.00	$89,700.00	100.00%		$4,485.00
38	MANHOLE ADJUSTMENT, MINOR	$200.00	$0.00	$200.00	$0.00	$200.00	100.00%		$10.00
39	MANHOLE ADJUSTMENT, MAJOR	$3,600.00	$900.00	$900.00	$0.00	$1,800.00	50.00%	$1,800.00	$90.00
40	CONNECTION TO EXISTING MANH	$1,100.00	$1,100.00		$0.00	$1,100.00	100.00%		$55.00
41	CONNECTION TO EXISTING INTAK	$4,400.00	$1,100.00	$3,300.00	$0.00	$4,400.00	100.00%		$220.00
42	REMOVE MANHOLE	$750.00	$1,500.00	$1,500.00	$0.00	$3,000.00	400.00%	($2,250.00)	$150.00
43	REMOVE INTAKE	$4,750.00	$5,700.00	$475.00	$0.00	$6,175.00	130.00%	($1,425.00)	$308.75
44	REMOVAL OF EXISTING STRUCTU	$5,000.00	$2,500.00		$0.00	$2,500.00	50.00%	$2,500.00	$125.00
45	PAVEMENT, 7" PCC	$683,662.00	$679,902.00	$8,366.47	$0.00	$688,268.47	100.67%	($4,606.47)	$34,413.42
46	CURB & GUTTER, 24" WIDE, 7" THI	$8,010.00	$8,280.00		$0.00	$8,280.00	103.37%	($270.00)	$414.00
47	PCC PAVEMENT SAMPLES & TEST	$6,500.00	$6,500.00		$0.00	$6,500.00	100.00%		$325.00
48	PAVEMENT, HMA	$29,491.00	$0.00	$36,553.52	$0.00	$36,553.52	123.95%	($7,062.52)	$1,827.68
49	REMOVAL OF SIDEWALK	$26,570.00	$26,835.00		$0.00	$26,835.00	101.00%	($265.00)	$1,341.75
50	SIDEWALK, 4" PCC	$178,360.00	$88,989.68	$28,389.92	$0.00	$117,379.60	65.81%	$60,980.40	$5,868.98
51	SIDEWALK, 6" PCC	$34,200.00	$15,098.16	$6,995.04	$0.00	$22,093.20	64.60%	$12,106.80	$1,104.66
52	DETECTABLE WARNINGS	$20,700.00	$9,090.00	$7,200.00	$0.00	$16,290.00	78.70%	$4,410.00	$814.50
53	DRIVEWAY, 6" PCC	$85,614.00	$47,743.20	$23,073.60	$0.00	$70,816.80	82.72%	$14,797.20	$3,540.84
54	DRIVEWAY, GRANULAR	$1,575.00	$0.00		$0.00	$0.00	0.00%	$1,575.00	$0.00
55	REMOVAL OF PAVED DRIVEWAY	$5,967.00	$6,026.94		$0.00	$6,026.94	101.00%	($59.94)	$301.35
56	PAVEMENT REMOVAL	$106,128.75	$108,053.75		$0.00	$108,053.75	101.81%	($1,925.00)	$5,402.69
57	SIGN INSTALLATION	$4,650.00	$0.00		$0.00	$0.00	0.00%	$4,650.00	$0.00
58	TRAFFIC SIGN REMOVAL	$4,650.00	$0.00		$0.00	$0.00	0.00%	$4,650.00	$0.00
59	PAINTED PAVEMENT MARKINGS,	$8,960.00	$0.00		$0.00	$0.00	0.00%	$8,960.00	$0.00
60	TEMPORARY TRAFFIC CONTROL	$15,000.00	$1,500.00		$0.00	$1,500.00	10.00%	$13,500.00	$75.00
61	HYDRAULIC SEEDING, SEEDING, I	$21,450.00	$0.00	$11,050.00	$0.00	$11,050.00	51.52%	$10,400.00	$552.50
62	TEMPORARY SEEDING, FERTILIZI	$4,290.00	$403.00		$0.00	$403.00	9.39%	$3,887.00	$20.15
63	ROLLED EROSION CONTROL PROI	$6,732.00	$0.00	$6,732.00	$0.00	$6,732.00	100.00%		$336.60
64	FILTER SOCK, 9"	$11,574.50	$12,908.00	$1,263.50	$0.00	$14,171.50	122.44%	($2,597.00)	$708.58
65	FILTER SOCKS, REMOVAL	$992.10	$0.00	$585.15	$0.00	$585.15	58.98%	$406.95	$29.26
66	RIP RAP, CLASS D	$4,216.00	$0.00		$0.00	$0.00	0.00%	$4,216.00	$0.00
67	SILT FENCE OR SILT FENCE DITCH	$639.60	$0.00		$0.00	$0.00	0.00%	$639.60	$0.00
68	SILT FENCE OR SILT FENCE DITCH	$31.98	$0.00		$0.00	$0.00	0.00%	$31.98	$0.00
69	SILT FENCE OR SILT FENCE DITCH	$31.98	$0.00		$0.00	$0.00	0.00%	$31.98	$0.00
70	INLET PROTECTION DEVICE	$3,780.00	$3,255.00		$0.00	$3,255.00	86.11%	$525.00	$162.75
71	INLET PROTECTION DEVICE, MAI	$180.00	$0.00		$0.00	$0.00	0.00%	$180.00	$0.00
72	SEGMENTAL BLOCK RETAINING V	$105,860.00	$115,656.00		$0.00	$115,656.00	109.25%	($9,796.00)	$5,782.80
73	CONCRETE STEPS, PER PLAN	$39,872.00	$11,658.50	$33,467.00	$0.00	$45,125.50	113.18%	($5,253.50)	$2,256.28
74	HANDRAIL, STEEL	$16,320.00	$0.00		$0.00	$0.00	0.00%	$16,320.00	$0.00
75	SAFETY RAIL	$48,575.00	$0.00		$0.00	$0.00	0.00%	$48,575.00	$0.00
76	MOBILIZATION	$265,000.00	$265,000.00		$0.00	$265,000.00	100.00%		$13,250.00
77	MAINTENANCE OF SOLID WASTE	$10,500.00	$5,250.00	$5,250.00	$0.00	$10,500.00	100.00%		$525.00
78	CONCRETE WASHOUT	$7,173.89	$3,586.95	$3,586.95	$0.00	$7,173.90	100.00%	($0.01)	$358.70
CO1	CO1: HWY 22 CROSSWALK MARKI	$1,328.53	$0.00		$0.00	$0.00	0.00%	$1,328.53	$0.00
CO3	CO3: HWY 22 LANE CLOSURE	$15,235.00	$15,235.00		$0.00	$15,235.00	100.00%		$761.75
CO4R	CO4R: EXT SANITARY ROSE TO AI	$49,674.73	$48,679.68	$993.49	$0.00	$49,673.17	100.00%	$1.56	$2,483.66
CO5	CO5: WATER MAIN CHANGES	$486.59	$0.00	$486.59	$0.00	$486.59	100.00%		$24.33
CO6	CO6: STORM SEWER CHANGES	$15,780.93	$15,780.93		$0.00	$15,780.93	100.00%		$789.05
CO7	CO7: REPLACE SANITARY B'TWN N	$32,500.00	$32,500.00		$0.00	$32,500.00	100.00%		$1,625.00
CO8	CO8: 1" WATER SERVICE TO 321 &	$1,210.00	$1,210.00		$0.00	$1,210.00	100.00%		$60.50

CO9	CO9: RETAINING WALL CONFLICT	$2,772.00	$2,772.00		$0.00	$2,772.00	100.00%		$138.60
CO14	CO14: CARTER CHANGES	$8,188.48	$0.00	$8,188.48	$0.00	$8,188.48	100.00%		$409.42
	GRAND TOTALS	$3,418,987.78	$2,857,135.06	$416,413.41	$0.00	$3,273,548.47	95.75%	$153,627.79	$163,677.42

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RESOLUTION #2022-XX

RESOLUTION TO APPROVE THE CARBON CREDIT PROGRAM WITH TREES FOREVER

WHERAS, Trees Forever is the project operator for the Carbon Credit program,

WHEREAS, project operator will map all trees planted with location, species, size, planting date, and sell carbon credits,

THEFORE BE IT RESOLVED, the City Council of Riverside does hereby approve the trees Forever Carbon Credit program.

MOVED BY Councilperson _____, second by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022

.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

City of RIVERSIDE IA

"Where the ~~Best~~ Trek Begins"

I, the undersigned, working on behalf of the community of Riverside, Iowa, Washington County, commits to working with Trees Forever on the Carbon Credit program and to participate in the sale of the Carbon+ Credits with Trees Forever as the Project Operator.

The community commits to the following:

- Plant and maintain trees for at least 26 years.
- Sign 26-year Project Implementation Agreement, transferring the carbon credits to Trees Forever to sell
- Complete the Planting Affirmation document confirming that trees were planted
- Work with Trees Forever, as the project operator, to map all of the trees with geo-location, species, size, and date planted, document survival at key intervals, and to sell carbon credits.

Signed on December 19th in 2022, by Allen Schneider, Mayor for Community of Riverside, Iowa.

_____

Signature

_____

Printed Name

_____

Date

_____

Phone

_____

Email

Christine Yancey

From: Peter Lundgren <plundgren@treesforever.org>
Sent: Tuesday, December 6, 2022 9:57 AM
To: Becky LaRoche; Christine Yancey
Subject: Trees Forever City Council Visit

Hi Becky and Christine,

I wanted to thank you both for arranging for me to come down and present our programs to the city council yesterday. Becky, if you'd like to talk more about the number of trees that would be eligible and appropriate for the Carbon Credits Program, please let me know. I found out that the Alliant grant won't be available again until next fall, so the trees that you have on your list for this spring will be the only trees we can enroll through that grant. There may be other grants that open up with the roadside plan, and there are some new grants for trees coming up next year. In any case, from what we have with this Alliant planting and the other plantings the city did in 21-22, I believe we will be able to map a solid list of between 50-100 trees for the program (correct me if I'm wrong).

I also talked to Bryan about a meeting for the roadside plan, but I will wait to confirm a date until you hear back from the city council.

Kind regards,

Peter Lundgren *(he, him,his)*
South Eastern Iowa Field Coordinator | Trees Forever
80 West 8th Avenue, Marion, IA 52302
319-640-2883 | plundgren@treesforever.org

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

ITC - trees on trail - 24
20/21 - Grant Trees on Trail - 31
4 Burr Oak - 3 Dog Park, 1 - RR Park - 4
22b3 - ~~total~~ spring grant - 33
(trail)

24
31
4
33
92

Trail - full
RR Park - full
Dog Park - Need 5
ROW trees

RESOLUTION #2022-XX

RESOLUTION TO APPROVE INTEGRATED ROADSIDE VEGETATION MANAGEMENT PLAN

WHERAS, Iowa State Code Section 314.21 1. C. states that a city must have a IRVM plan in place to receive moneys from the living roadway trust fund,

THEREFORE, BE IT RESOLVED, the City Council of Riverside does hereby approve the attached Integrated Roadside vegetation Management Plan for the City of Riverside.

MOVED BY Councilperson _____, second by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022

.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

City Of RIVERSIDE
Integrated Roadside Vegetation Management Plan
for Cities Under 10,000 Population
DECEMBER 19, 2022

IOWA CODE

Section 314.21 1. c. of the Iowa Code states: *"a city or county shall not be eligible to receive moneys from the living roadway trust fund unless the city or county has an Integrated Roadside Vegetation Management plan in place consistent with the objectives in section 314.22."*

Section 314.22 of the Iowa Code, Integrated Roadside Vegetation Management states:
"It is declared to be in the general public welfare of Iowa and a highway purpose for the vegetation of Iowa's roadsides to be preserved, planted, and maintained to be safe, visually interesting, ecologically integrated, and useful for many purposes."

DEFINITION

Integrated Roadside Vegetation Management (IRVM) a long-term approach to vegetation management that:

1. Systematically evaluates each area to be managed.
2. Determines which plant communities best fit the area.
3. Develops procedures that will encourage, enhance or re-establish native plant communities.
4. Provides self-sustaining, diversified, visually interesting vegetation.
5. Establishes safety and an improved environment as priorities.
6. Utilizes the most beneficial methods to prevent or correct undesirable situations caused by disturbance or less than optimum vegetative ground cover.
7. Enforces Chapter 317, Code of Iowa Noxious Weed Law.

INTRODUCTION

Transportation corridors move people and goods safely and efficiently from one location to another in vehicles, on bicycles and walking. The purposes of roadside vegetation are to hold soil in place without creating hazards, improve scenic beauty for users, and provide habitat for pollinators and other wildlife.

The city's vegetation management goals must meet certain safety and functional requirements before aesthetic, recreational, or economic considerations can be addressed. These are to maintain a clear zone recovery area, meet minimal sight distance requirements, and provide for erosion control. Also required by Iowa law is the control of noxious weeds.

The goals of this Integrated Roadside Vegetation Management Program are to:

1. Preserve and provide safe, functional, and environmentally improved corridors of travel throughout the city.
2. Promote desirable, self-sustaining plant communities in roadsides, drainage areas, and other public lands in the city over the long term.
3. Utilize those plant communities that are native to Iowa through preservation and re-establishment whenever practical.
4. Implement a brush control program within the roadside rights-of-way.
5. Make more efficient and effective use of pesticides as a control method of undesirable species.
6. Enhance the scenic qualities of the roadsides and entranceways and their value as roadside habitat.

PROCEDURES FOR INTEGRATED ROADSIDE VEGETATION MANAGEMENT

1. Inventory sites to be managed, listing areas of desirable vegetation and those needing improvement.
2. Determine the appropriate management methods needed.
3. Determine the best time to implement management procedures and see that they are accomplished at that time. Temporary procedures may be needed to preserve an area before permanent methods can be utilized.

INTEGRATED ROADSIDE VEGETATION MANAGEMENT METHODS

Integrated vegetation management includes the use of cultural, mechanical, biological and chemical practices. Each location must be evaluated to determine the best method to be used. One or more of the following will be used:

1. Cultural Methods

   Cultural controls can be achieved through the introduction and management of desirable plants to control noxious weeds and other undesirable plants. The city will use diverse native grass and forb seed mixes or plant plugs as well as trees in their plantings. These diverse native plantings will be maintained and protected.

   Prescribed fire is recognized as a valuable tool in brush and invasive plant control and can be used to enhance and maintain native plant communities. The city recognizes the potential hazards relating to prescribed fire. Therefore, roadsides will be burned only under the safest atmospheric conditions by burn crew personnel trained and certified in the use of prescribed fire.

2. Mechanical Methods.

   This involves anything from tractor mowers for managing shoulders, weed control and planting maintenance to pruning shears, chainsaws, and boom mowers for controlling brush and maintaining guardrails and the clear zone.

3. Biological Methods

   This involves the use of animals, insects, bacteria or viruses to control plant growth. Natural enemies of noxious weeds could be used in the ROW if necessary. Further research will be needed on other possible biological controls before the city will recommend them.

4. Pesticide Methods

   Selection of pesticides to be used shall be based on their label constraints and residual effects on the environment. They will be monitored to document their effectiveness and impacts upon target and non-target species.

   Pesticides can be valuable tools for controlling undesirable vegetation. Applicators will be certified by the State of Iowa as public applicators in the appropriate categories.

EDUCATION AND INFORMATION

In accordance with this IRVM plan, the city will:

1. Develop a public awareness campaign to gain support for integrated roadside management through media, established organizations, seminars and brochures.
2. Obtain educational and informational material on IRVM to be presented in seminars and distributed to adjacent landowners, the public, consultants, and contractors.
3. Provide guidelines and directives for staff, contractors and others who seed, plant and maintain roadsides.
4. Encourage the use of seed, plants and trees native to Iowa.

This is a flexible plan that requires common sense interpretations with changes made as necessary to fit the ever-changing complex circumstances realized in integrated roadside vegetation management. This plan will require an update within five years of certification.

City Certification:

Mayor	12/19/2022 Date
City Administrator	12/19/2022 Date

RESOLUTION #2022-XX

RESOLUTION TO APPROVE 2022 VOLUNTEER FIRE ASSISTANCE GRANT

WHERAS, the Iowa Department of Natural Resources has a US Forest Service grant for Volunteer Fire Departments,

WHEREAS, the Riverside Volunteer Fire Department has been approved for $3520 of Federal Assistance to purchase equipment for extinguishing brush and field fires,

THEFORE BE IT RESOLVED, the City Council of Riverside does hereby approve the 2022 Volunteer Fire Assistance Grant program.

MOVED BY Councilperson _____, second by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

Iowa Department of Natural Resources
Forestry - Fire Program
Gail Kantak, Fire Supervisor
2404 South Duff Ave.
Ames, IA 50010

Phone: (515) 233-8067 ext 1
Cell: (515) 689-0083
Gail.Kantak@dnr.iowa.gov

November 30, 2022

Riverside Fire Dept
Chad Smothers
PO Box 111
Riverside, IA 52327

Dear Chief Smothers,

The DNR Forestry – Fire Program is pleased to inform you that your application for **2022 Volunteer Fire Assistance Grant** funds was **approved** for the following:

US Forest Service & DNR Forestry – Fire Program 2022 VFA GRANT	FEDERAL ASSISTANCE APPROVED $ 3520

FOR:
4 CHAINSAWS/LEAF BLOWERS/MIST BLOWERS; 20 SETS OF WILDLAND FIRE PPE (SHIRTS, PANTS, COVERALLS, BRUSH COATS)

Note: NO SINGLE ITEM PURCHASED AT $5000 OR MORE IS ELIGIBLE!

To confirm your desire to use this allocation as identified above, you must sign and return the enclosed Memorandum of Understanding by January 31, 2023.

RECORD KEEPING
It is necessary for you to keep the following records for state and federal auditing purposes:

1. Copy of the **Memorandum of Understanding** (MOU) between your department and the DNR Forestry – Fire Program.
   (Return original to DNR by January 31, 2023).
2. Source documents, such as paid invoices, time reports showing hours of volunteer work, copies of cancelled checks or evidence of payment, etc. – **All invoices must be dated between October 1, 2021 and June 30, 2023**
3. Records that show the source of the department funds and how funds were spent on this project.
4. Copy of the **Project Billing Certification Packet** (i.e., Project Billing Certification form, copies of paid invoices and evidence that invoices have been paid.) (**This packet, with original signatures, must be submitted to the DNR by July 31, 2023**)

5. Accountability records showing current status of equipment over $1000 in value purchased under this agreement. All equipment with serial numbers and/or over $1000 in value must be recorded. None of this equipment can be sold or disposed of without prior approval of the State Forester for a period of three years.

6. VFA grants are federally funded through **CFDA #10.664 from the US Department of Agriculture through the Forest Service Office.** If your entity is required to have a single audit in accordance with OMB circular A-133, a copy of the audit report will be provided to the DNR if any findings noted are related to the award provided by the DNR. If no findings relate to the DNR award, a notification letter will be provided to the DNR stating findings noted did not relate to the DNR award.

PROJECT BILLING

These federal Volunteer Fire Assistance funds are available to you upon submission of your completed:

- **Memorandum of Understanding** *(Submitted to DNR by January 31, 2023)*
- **Project Billing** form;
- **Copies of paid invoices**
  (dated between October 1, 2021 and June 30, 2023); and
- **Evidence that the invoices have been paid.**

Submitted to DNR by July 31, 2023

To: Gail Kantak
Fire Supervisor
DNR Forestry – Fire Program
2404 South Duff Avenue
Ames, Iowa 50010-8093
Phone: 515-689-0083

Sincerely,

Gail A. Kantak
Fire Supervisor – DNR Forestry – Fire Program
Enclosure: Project Billing Form
Memorandum of Understanding

2022 Volunteer Fire Assistance (VFA) Grants Program
Memorandum of Understanding

This Memorandum of Understanding, is made and entered into this **30th** day of **November, 2022**, by and between the Iowa Department of Natural Resources – Division of Conservation and Recreation -- Forestry – Fire Program (hereinafter referred to as the "Forestry – Fire Program") and the **Riverside Fire Dept** (hereinafter referred to as the "Grantee").

WITNESSETH THAT:

WHEREAS, the Grantee protects a community of less than 10,000 citizens, and

WHEREAS, the control of timber, grass, and wildland fires in, and adjacent to, rural and suburban areas is essential to an effective fire control program, and

WHEREAS, the Grantee is actively engaged in the prevention and suppression of all fires in and adjacent to rural and suburban area, and

WHEREAS, the Grantee can more adequately carry out this function if additional equipment is available, and

WHEREAS, the Forestry – Fire Program is authorized by Congress to provide such protection agencies with Fiscal Year 2022 Grant Funds for the Volunteer Fire Assistance Program, and

WHEREAS, this VFA grant program provides up to 50% cost-share, not to exceed $4500, for the following items requested in the 2022 VFA Application:

4 CHAINSAWS/LEAF BLOWERS/MIST BLOWERS; 20 SETS OF WILDLAND FIRE PPE (SHIRTS, PANTS, COVERALLS, BRUSH COATS)

Note: NO SINGLE ITEM PURCHASED AT $5000 OR MORE IS ELIGIBLE!

The parties to this memorandum of understanding do hereby agree as follows:

THE FORESTRY - FIRE PROGRAM AGREES:

1. To make available, based upon the FY 2022 Grantee application, **$ 3520** of **VFA Funds** to the Grantee.
2. Upon receipt of the appropriate **Project Billing documentation,** (to be received by the Forestry – Fire Program **no later than July 31, 2023**, the Forestry – Fire Program will release 50% of the approved project costs up to the amount of the allocation made above.

THE GRANTEE AGREES:

1. **That no single item will be purchased at $5000 or more.**
2. To return to the DNR Forestry – Fire Program – Attn: Gail Kantak, DNR Fire Supervisor, 2404 South Duff Ave., Ames, IA 50010 **a signed copy of this Memorandum of Understanding by January 31, 2023.**
3. To submit documentation of only expenditures:
   - that are **less than $5000** total value for a single item,
   - that have been paid in full,
   - that are identifiable and in accordance with the approved request and
   - that have been **incurred between October 1, 2021 and June 30, 2023.**
4. To submit the completed **Project Billing Certification** form, copies of **paid invoices** and **evidence that the invoice has been paid** in accordance with the approved application **no later than July 31, 2023.**
5. That the matching funds have not been derived from any federal source.

6. Grantee is not involved in any court litigation or lawsuits wherein it is alleged by private parties or the United States that persons were, on grounds of race, color, sex, or national origin excluded from participation in, denied benefits of, or otherwise subject to discrimination in the action or facilities of the Grantee.

7. Since VFA grants are federally funded through CFDA #10.664 from the US Department of Agriculture through the Forest Service Office, if your entity is required to have a single audit in accordance with OMB circular A-133, a copy of the audit report will be provided to the DNR if any findings noted are related to the award provided by the DNR. If no findings relate to the DNR award, a notification letter will be provided to the DNR stating findings noted did not relate to the DNR award.

IT IS MUTUALLY AGREED:

That if an item is purchased at $5000 or more, that item will be considered ineligible and no percentage of it will be reimbursed.

That if the completed Project Billing documentation is not received by **July 31, 2023** the allocation will be **cancelled** and upon cancellation this memorandum of understanding will be null and void.

IN WITNESS WHEREOF, the parties by and through their duly qualified and acting officials have hereunto set their hands.

FORESTRY – FIRE PROGRAM
DIVISION OF CONSERVATION AND RECREATION
IOWA DEPARTMENT OF NATURAL RESOURCES

BY: Gail A Kantak
Gail A Kantak, DNR Fire Supervisor
For Jeff Goerndt, State Forester

Date: November 30, 2022

BY: _____
(Mayor or other official)

Phone: _____

Date: _____

BY: Chad Smothers
(Fire Chief)

Phone: 319 631 4350

Date: 12/8/22

E-Mail: ChadSmothers.CSO gmail.com

	NUMBER#	TOTAL ARREARS	TOTAL CURRENT	TOTAL BALANCE
ACTIVE ACCOUNTS:	532	696.14CR	63,020.60	62,324.46
DISCONNECTED ACCTS:	13	271.80	111.71	383.51
FINALED ACCOUNTS:	36	2,168.84		2,168.84
INACTIVE ACCOUNTS:	1,800	0.00		0.00
GRAND TOTALS	2,381	1,744.50	63,132.31	64,876.81

ACTIVE ACCOUNT RECONCILIATION	
NEW ACCOUNTS:	15
DISCONNECT--NO TRF:	13
DISCONNECT-TRANSFER:	0

CALCULATION SUMMARY

TOTAL CHARGES:	63,532.31
DEPOSIT RETURNS:	400.00CR
TOTAL CURRENT:	63,132.31

====== S E R V I C E C A T E G O R Y T O T A L S ======

CATEGORY	NUMBER	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION
AS ANIMAL SHELT	37	70.00	0.00	0.00	0.00			
GAR GARBAGE	746	7,111.25	0.00	0.00	0.00			
STW STORM WATER	527	1,581.00	0.00	0.00	0.00			
SWR SEWER	523	26,375.85	0.00	816.94	11,670.95	2923,685.0000		2923,685.0000
WTR WATER	530	26,061.38	0.00	1,515.89	25,264.70	2932,132.0000	2,556	2934,688.0000
TOTALS		61,199.48	0.00	2,332.83	36,935.65			

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

R/C DESCRIPTION	G/L ACCOUNT#	AMOUNT
SERVICES:		
100-WATER	600-4-810-1-4500	26,061.38
200-SEWER	610-4-815-1-4500	26,375.85
300-GARBAGE	670-4-950-1-4504	7,111.25
400-ANIMAL SHELTER DONATION	001-4-950-2-4700	70.00
450-STORM WATER FEE	680-4-950-4-4504	1,581.00
TAX:		
190-WATER EXCISE TAX	600-4-810-1-4560	1,515.89
290-SEWER TAX	600-4-810-1-4560	816.94
R/C TOTALS		63,532.31

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

CAT	CODE	TBL DESCRIPTION	SCHED	NO#	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	CONSUMPTION	MLT.
AS	400	A10 ANIMAL SHELTER	A10	2	20.00	0.00	0.00	0.00		
AS	400	AS1 ANIMAL SHELTER	AS1	30	30.00	0.00	0.00	0.00		
AS	400	AS2 ANIMAL SHELTER	AS2	1	2.00	0.00	0.00	0.00		
AS	400	AS3 ANIMAL SHELTER	AS3	1	3.00	0.00	0.00	0.00		
AS	400	AS5 ANIMAL SHELTER	AS5	3	15.00	0.00	0.00	0.00		
GAR	300	301 X-GARBAGE	301	5	71.25	0.00	0.00	0.00		

========== R A T E T A B L E T O T A L S ==========
** (CONTINUED) **

CAT	CODE	TBL	DESCRIPTION	SCHED	NO#	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	CONSUMPTION	MLT.
GAR	300	G02	GARBAGE- 35 GAL	G02	107	1,872.50	0.00	0.00	0.00		
GAR	300	G03	GARBAGE - 65 GAL	G03	265	5,167.50	0.00	0.00	0.00		
GAR	300	R01	RECYCLING 65 GAL	R01	322	0.00	0.00	0.00	0.00		
GAR	300	R02	RECYCLING 95 GAL	R02	47	0.00	0.00	0.00	0.00		
STW	450	ST1	STORM WATER FEE	ST1	527	1,581.00	0.00	0.00	0.00		
SWR	200	S01	SEWER-RESIDENTIAL	S01	471	14,210.38	0.00	0.00	0.00	1,426,411.0000	
SWR	200	S03	SEWER-COM, IND, GOV	S03	43	11,758.94	0.00	802.68	11,467.17	1,490,993.0000	
SWR	200	S04	SEWER-RES SEWER ONLY	S04	4	140.00	0.00	0.00	0.00		
SWR	200	S06	SEWER - 150% RATE	S06	1	62.75	0.00	0.00	0.00	4,972.0000	
SWR	200	S07	SEWER -COM O/S CITY	S07	3	180.00	0.00	12.60	180.00		
SWR	200	S08	SEWER-COM, O/S METER	S08	1	23.78	0.00	1.66	23.78	1,309.0000	
WTR	100	W01	WATER	W01	511	25,362.53	0.00	1,504.25	25,070.76	2,825,435.0000	
WTR	100	W02	WATER - OUTSIDE CITY	W02	2	120.61	0.00	7.24	120.61	9,401.0000	
WTR	100	W03	WATER - 2ND METER	W03	6	73.33	0.00	4.40	73.33	221.0000	
WTR	100	W05	NO CHARGE	W05	6	0.00	0.00	0.00	0.00	20,087.0000	
WTR	100	WLO	WATER - ACC CONS LOW	WLO	3	0.00	0.00	0.00	0.00		
WTR	100	W04	WATER NO TAX	W04	2	504.91	0.00	0.00	0.00	76,988.0000	
			TOTALS			61,199.48	0.00	2,332.83	36,935.65		

========== M E T E R G R O U P T O T A L S ==========

CODE	DESCRIPTION	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION	DEMAND CONSUMPTION
W	WATER	2,932,132.0000	2,556.000	2,934,688.0000	

====== R E F U N D E D D E P O S I T T O T A L S ====

CODE	DESCRIPTION	NUMBER	AMOUNT
10	WATER DEPOSIT	4	200.00CR
20	SEWER DEPOSIT	5	200.00CR
	DEPOSIT TOTALS	9	400.00CR

DATES: 11/01/2022 THRU 11/30/2022

BOOK:

========== CUSTOMER CLASS TOTALS ==========

CLASS CAT	SERV RATE CODE	TABLE	DESCRIPTION	NUMBER	TOTAL NET	FUEL-ADJ	TAXABLE	TOTAL TAX	CONSUMPTION
CIT	WTR	100 W05	NO CHARGE	4	0.00	0.00	0.00	0.00	901.0000
			** CLASS TOTAL ** CIT		0.00	0.00	0.00	0.00	901.0000
COM	AS	400 AS1	ANIMAL SHELTER	1	1.00	0.00	0.00	0.00	
COM	GAR	300 G02	GARBAGE- 35 GAL	1	17.50	0.00	0.00	0.00	
COM	GAR	300 G03	GARBAGE - 65 GAL	3	58.50	0.00	0.00	0.00	
COM	GAR	300 R01	RECYCLING 65 GAL	2	0.00	0.00	0.00	0.00	
COM	GAR	300 R02	RECYCLING 95 GAL	2	0.00	0.00	0.00	0.00	
			** CATEGORY TOTAL ** GAR		76.00	0.00	0.00	0.00	
COM	STW	450 ST1	STORM WATER FEE	46	138.00	0.00	0.00	0.00	
COM	SWR	200 S01	SEWER-RESIDENTIAL	6	546.34	0.00	0.00	0.00	79,056.0000
COM	SWR	200 S03	SEWER-COM, IND, GOV	39	11,454.16	0.00	11,454.16	801.77	1,448,196.0000
COM	SWR	200 S07	SEWER -COM O/S CITY	3	180.00	0.00	180.00	12.60	
COM	SWR	200 S08	SEWER-COM, O/S METER	1	23.78	0.00	23.78	1.66	1,309.0000
			** CATEGORY TOTAL ** SWR		12,204.28	0.00	11,657.94	816.03	1,528,561.0000
COM	WTR	100 W01	WATER	43	11,388.33	0.00	11,388.33	683.32	1,432,387.0000
COM	WTR	100 W02	WATER - OUTSIDE CITY	1	57.86	0.00	57.86	3.47	4,429.0000
COM	WTR	100 W05	NO CHARGE	2	0.00	0.00	0.00	0.00	19,186.0000
COM	WTR	100 WLO	WATER - ACC CONS LOW	2	0.00	0.00	0.00	0.00	
COM	WTR	100 WO4	WATER NO TAX	2	504.91	0.00	0.00	0.00	76,988.0000
			** CATEGORY TOTAL ** WTR		11,951.10	0.00	11,446.19	686.79	1,532,990.0000
			** CLASS TOTAL ** COM		24,370.38	0.00	23,104.13	1,502.82	
GOV	STW	450 ST1	STORM WATER FEE	2	6.00	0.00	0.00	0.00	
GOV	SWR	200 S03	SEWER-COM, IND, GOV	2	250.11	0.00	0.00	0.00	37,684.0000
GOV	WTR	100 W01	WATER	2	250.11	0.00	0.00	0.00	37,684.0000
GOV	WTR	100 WLO	WATER - ACC CONS LOW	1	0.00	0.00	0.00	0.00	
			** CATEGORY TOTAL ** WTR		250.11	0.00	0.00	0.00	37,684.0000
			** CLASS TOTAL ** GOV		506.22	0.00	0.00	0.00	
NTX	STW	450 ST1	STORM WATER FEE	1	3.00	0.00	0.00	0.00	
NTX	SWR	200 S03	SEWER-COM, IND, GOV	1	41.66	0.00	0.00	0.00	4,944.0000
NTX	WTR	100 W01	WATER	1	41.66	0.00	0.00	0.00	4,944.0000
			** CLASS TOTAL ** NTX		86.32	0.00	0.00	0.00	

DATES: 11/01/2022 THRU 11/30/2022

BOOK:

========== CUSTOMER CLASS TOTALS ==========

CLASS CAT	SERV CODE	RATE TABLE	DESCRIPTION	NUMBER	TOTAL NET	FUEL-ADJ	TAXABLE	TOTAL TAX	CONSUMPTION
RES AS	400	A10	ANIMAL SHELTER	2	20.00	0.00	0.00	0.00	
RES AS	400	AS1	ANIMAL SHELTER	29	29.00	0.00	0.00	0.00	
RES AS	400	AS2	ANIMAL SHELTER	1	2.00	0.00	0.00	0.00	
RES AS	400	AS3	ANIMAL SHELTER	1	3.00	0.00	0.00	0.00	
RES AS	400	AS5	ANIMAL SHELTER	3	15.00	0.00	0.00	0.00	
			** CATEGORY TOTAL **	AS	69.00	0.00	0.00	0.00	
RES GAR	300	301	X-GARBAGE	5	71.25	0.00	0.00	0.00	
RES GAR	300	G02	GARBAGE- 35 GAL	106	1,855.00	0.00	0.00	0.00	
RES GAR	300	G03	GARBAGE - 65 GAL	262	5,109.00	0.00	0.00	0.00	
RES GAR	300	R01	RECYCLING 65 GAL	320	0.00	0.00	0.00	0.00	
RES GAR	300	R02	RECYCLING 95 GAL	45	0.00	0.00	0.00	0.00	
			** CATEGORY TOTAL **	GAR	7,035.25	0.00	0.00	0.00	
RES STW	450	ST1	STORM WATER FEE	478	1,434.00	0.00	0.00	0.00	
RES SWR	200	S01	SEWER-RESIDENTIAL	465	13,664.04	0.00	0.00	0.00	1,347,355.0000
RES SWR	200	S03	SEWER-COM, IND, GOV	1	13.01	0.00	13.01	0.91	169.0000
RES SWR	200	S04	SEWER-RES SEWER ONLY	4	140.00	0.00	0.00	0.00	
RES SWR	200	S06	SEWER - 150% RATE	1	62.75	0.00	0.00	0.00	4,972.0000
			** CATEGORY TOTAL **	SWR	13,879.80	0.00	13.01	0.91	1,352,496.0000
RES WTR	100	W01	WATER	465	13,682.43	0.00	13,682.43	820.93	1,350,420.0000
RES WTR	100	W02	WATER - OUTSIDE CITY	1	62.75	0.00	62.75	3.77	4,972.0000
RES WTR	100	W03	WATER - 2ND METER	6	73.33	0.00	73.33	4.40	221.0000
			** CATEGORY TOTAL **	WTR	13,818.51	0.00	13,818.51	829.10	1,355,613.0000
			** CLASS TOTAL **	RES	36,236.56	0.00	13,831.52	830.01	
			** GRAND TOTALS **		61,199.48	0.00	36,935.65	2,332.83	

12b.

========== REPORT TOTALS ==========

==== BOOK CODE TOTALS ====

BOOK:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-BOOK 01	167.46CR	0.00	0.00	0.00	188.27	20.81
02-BOOK 02	14.59	156.44	6.95	0.00	57.15	235.13
03-BOOK 03	0.92CR	28.75	0.00	0.00	38.95	66.78
04-BOOK 04	805.59	0.00	0.00	0.00	0.00	805.59
05-BOOK 05	166.65CR	0.00	0.00	0.00	0.00	166.65CR
06-BOOK 06	0.00	0.00	0.00	0.00	0.00	0.00
07-BOOK 07	62.52	65.00	0.00	0.00	0.00	127.52
08-BOOK 08	240.99CR	0.00	0.00	0.00	902.71	661.72
TOTALS	306.68	250.19	6.95	0.00	1187.08	1750.90

ERRORS: 000

$257.14
− 45.95
$211.19
A-R

12/29
$1233.03
INCOME
OFFSET

12-19-2022 City Council Meeting

Public Works-Mixed up leaf pile, added water for composting

-Cleaned Bathrooms in Parks-daily
-Empty trash around town, trail
-Drake-2 fire call
-Locating lost trash container on 3rd St Project
-Cleaned north side of red barn
-Cleaned graffiti off Conservation Park
-Cleaned cold storage room at shop
-Picked up additional Christmas lights
-Put up temporary security cameras
-Fixed broken water hose in wash bay
-Worked on clog in wash bay
-Mixed leaf pile
-Worked on Christmas lights
-Organized brush pile for burning
-Meeting with DOT
-Put up additional orange markers for plowing
-Pre-bid meeting at WWTP
-Worked on sander for 08 truck
-Final 3rd St Project meeting for 2022
-Picked up railroad ties and pallets from 3rd St Project
-Bryan-two interviews with candidates
-Installed Christmas lights downtown, decorated tree
-Brought skid loader to show to repair cutting edge
-Picked up mower from water plant

City Administrator-Monday employee meetings

-Review A/P
-Agenda Prep
-Review monthly financials-2nd meeting of the month
-Answering phones
-Emails
-Agenda and packet to website
-Review payroll
-Last Bi-Weekly meetings with 3rd St Project, phone calls, etc.
-Resident payments, phone calls
-Reviewed utility billing aging report-2nd meeting of the month
-Coverage for City Clerk
-Meetings with new building owners downtown
-Budget prep
-Capital Project listing-funding
-Newsletter
-Review shut offs and aging report

-Prepare calendar for Mayor
-Prep to close down project construction for winter
-Prep for switching to STC for phones, internet
-Bids for Wastewater Project
-Phone meeting with Paws & More
-28E document preparation
-Prep for one on one meetings for CA search
-Front door repair-Doors Inc

City Clerk-Payroll
-Water billing
-Receipting
-Building permits-working with David Tornow
-Compilation and distribution of City Council packets
-A/P

Goals-

Website updates-Text-currently 91.

Update Employee Handbook-waiting for attorney information-have draft copy-sent more information to attorney

Nuisance Properties-Working with David, city Council Review

Downtown Building Inspection Process-Working with David

Code updates-Need to set up work session

Completed Railroad Park and 3rd Street Design- Done

- Railroad Park-Substantial Completion, waiting for repair to soft fall surface
- 3rd Street-Getting buttoned up for the winter, no sidewalk snow removal in Phase 2

11/30/2022

Treasurer's Report	**$ 3,904,012.48**	
Cash on Hand		
Peoples Checking	$ 1,275,555.73	
Peoples MM	$ 1,228,047.50	
Hills Bank	$ 279,050.46	(Water/Sewer/Garbage, Storm Water)
Total	**$ 2,782,653.69**	

CD's and Savings	**CD's**	**Savings**
CC CD's		
CC CD's		
CC Savings		$ 1,121,358.77
Total CD's & Savings	**$ -**	**$ 1,121,358.77**

				Est. Revenue FY23 (as of 6/23)	Est. Expense FY23 (as of 6/23)	Fund Bal FY23 (as of 6/23)
				$ 100,000.00		$ 1,221,358.77

Cash On Hand	**$ 5,404,034.43**					
	Cash	**Reserves**				
General	$ 52,086.12	$ 382,798.00	$ 587,441.43	$ 628,500.00	$ (779,039.00)	$ (98,452.88)
American Rescue Plan Funds		$ 152,557.31				
Fire	$ 52,054.32	$ 151,460.69	$ 203,515.01			
RUT	$ 22,085.66		$ 22,085.66	$ 70,000.00	$ (88,722.00)	$ 3,363.66
LOST	$ 33,391.52		$ 33,391.52	$ 70,000.00	$ (103,392.00)	$ (0.48)
TIF						$ -
Casino Rev-Gaming, Agreement	$ 20,993.80		$ 73,138.37	$ 590,000.00		$ 610,993.80
Casino Rev-Hotel/Motel	$ 52,144.57			$ 10,000.00	$ (22,000.00)	$ 40,144.57
Debt Svc						$ -
Capital Projects	$ 1,135,342.36		$ 1,135,342.36	$ 152,500.00	$ (998,538.00)	$ 289,304.36
CC Funds						$ -
Water	$ 60,259.05	$ 145,941.50	$ 206,200.55	$ 245,641.00	$ (148,107.00)	$ 157,793.05
Sewer	$ 317,256.86	$ 184,941.50	$ 502,198.36	$ 223,850.00	$ (169,205.00)	$ 371,901.86
Garbage	$ 11,842.46		$ 11,842.46	$ 47,304.00	$ (48,823.00)	$ 10,323.46
Storm Water	$ 7,497.99		$ 7,497.99	$ 7,710.00	$ (12,500.00)	$ 2,707.99
Total	**$ 1,764,954.71**	**$ 1,017,699.00**	$ 2,782,653.71	$ 2,145,505.00	$ (2,370,326.00)	$ 2,609,438.16
Treasurer's Report	**$ 3,904,012.48**					

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

* Water-6 month Reserves $178,927.00

**Sewer-Engie $39,000, 6 month Reserves, Bldg repair

***FD unspent funds previous years

**** General Fund 6 months reserves, $382,798.00

*****$15,000 Museum, $18,000 RACC, (paid) $4,000 Park Events, $4,000 Paws & More, (paid)

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.

Transfers to date	FY23 Budgeted to transfer/OUT	FY23 Balance to Transfer	
$ (800,000.00)	$ (800,000.00)	$ -	Gen Fund to Cap
$ (72,750.00)			Gen to FD
$ (50,000.00)	$ (100,000.00)	$ 50,000.00	Road Use to Cap
$ (180,000.00)	$ (180,000.00)	$ -	LOST to Cap
	$ (120,000.00)	$ 120,000.00	LOST to Gen
$ (1,710,000.00)	$ (1,800,000.00)	$ 90,000.00	Casino to Cap
	$ (100,000.00)	$ 100,000.00	Casino to CC
$ (6,000.00)	$ (18,500.00)	$ 12,500.00	Stormwater to Cap
$ (2,746,000.00)	$ (3,118,500.00)	$ 372,500.00	

Hotel/Motel Grant	Hotel/Motel Paid
Museum $15,000	
Trekfest $18,000	$18,000
Park Events $4,000	
Paws & More $4,000	$4,000
Asking $41,000	**$22,000**

Capital Projects	General	CC
$ 50,000.00	$ 120,000.00	$ 100,000.00
$ 90,000.00		
$ 12,500.00		
$ 152,500.00	$ 120,000.00	$ 100,000.00

CITY of RIVERSIDE FUND BALANCES 11-30-2022

FUND	NAME	BALANCE	RESERVES		AVAILABLE FY 23
001	GENERAL	$ 587,441.43	$ (212,370.75)		$ 375,070.68
002	FIRE	$ 203,515.01	$ (203,515.01)		$ -
110	R.USE	$ 22,085.66	$ -		$ 22,085.66
121	LOST	$ 33,391.52	$ -		$ 33,391.52
145	CASINO	$ 73,138.37	$ -		$ 73,138.37
301	CAP PRO	$ 1,135,342.36		$ -	$ 1,135,342.36
302	CB FUNDS	$ 1,121,358.77	$ (1,121,358.77)		$ -
600	WATER	$ 206,200.55	$ (82,103.25)		$ 124,097.30
610	SEWER	$ 502,198.36	$ (70,969.50)		$ 431,228.86
670	GARBAGE	$ 11,842.46		$ -	$ 11,842.46
680	STORM	$ 7,497.99	$ -		$ 7,497.99
	TOTAL	$ 3,904,012.48	$ (1,690,317.28)	$ -	$ 2,213,695.20
POOLED CASH BALANCE		**11/30/2022**		**MATURITY**	
COMM. BUILDING SET A SIDE			INTEREST RATE		
SAV	67928	$ 1,121,358.77	0.25%		
TOTAL	302 FUND	$ 1,121,358.77			
CHECK	35308	$ 1,275,555.73	0.15%		
MM	67545	$ 1,228,047.50	0.25%		
HILLS	2656940	$ 279,050.48	0.10%		
TOTAL		$ 3,904,012.48			
LESS RESERVES		$ (1,690,317.28)			
LIQUID CASH		$ 2,213,695.20	11/30/2022		

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CITY OF RIVERSIDE
POOLED CASH REPORT (FUND 999)
AS OF: NOVEMBER 30TH, 2022

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CLAIM ON CASH			
001-1110 CHECKING ACCT-GENERAL FUND	1,016,661.79	(429,220.36)	587,441.43
002-1110 CHECKING ACCT-FIRE DEP.	210,336.98	(6,821.97)	203,515.01
003-1110 CHECKING ACCT.-EMS DEPT.	0.00	0.00	0.00
110-1110 CHECKING ACCT-ROAD USE TAX	37,729.29	(15,643.63)	22,085.66
121-1110 CHECKING ACCT-LOST	33,391.52	0.00	33,391.52
125-1110 CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110 CHECKING ACCT-CASINO REVENUE	912,583.82	(839,445.45)	73,138.37
200-1110 CHECKING ACCT-DEBT SERVICE	0.00	0.00	0.00
301-1110 CHECKING ACCT-CAP PROJECTS	380,550.45	754,791.91	1,135,342.36
302-1110 COMMUNITY CENTER FUNDS	1,121,128.40	230.37	1,121,358.77
600-1110 CHECKING ACCT-WATER	198,317.13	7,883.42	206,200.55
610-1110 CHECKING ACCT-SEWER	496,131.02	6,067.34	502,198.36
670-1110 CHECKING ACCT-GARBAGE	12,049.61	(207.15)	11,842.46
680-1110 CHECKING ACCT-STORM WATER	5,935.16	1,562.83	7,497.99
TOTAL CLAIM ON CASH	4,424,815.17	(520,802.69)	3,904,012.48
CASH IN BANK - POOLED CASH			
999-1110 CASH IN BANK #35378	888,893.94	386,661.79	1,275,555.73
999-1112 MONEY MARKET #67545	2,152,655.86	(924,608.36)	1,228,047.50
999-1114 HILLS BANK #2656940	262,136.97	16,913.51	279,050.48
999-1115 COMM CENTER FUND #67928	1,121,128.40	230.37	1,121,358.77
999-1117 COMMUNITY BUILDING CD#18975	0.00	0.00	0.00
999-1119 COMMUNITY BUILDING CD#19068	0.00	0.00	0.00
SUBTOTAL CASH IN BANK - POOLED CASH	4,424,815.17	(520,802.69)	3,904,012.48
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	4,424,815.17	(520,802.69)	3,904,012.48
DUE TO OTHER FUNDS - POOLED CASH			
999-2100 DUE TO OTHER FUNDS	4,424,815.17	(520,802.69)	3,904,012.48
TOTAL DUE TO OTHER FUNDS	4,424,815.17	(520,802.69)	3,904,012.48

CITY OF RIVERSIDE
MTD TREASURERS REPORT
AS OF: NOVEMBER 30TH, 2022

FUND	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
001-GENERAL FUND	1,016,661.79	17,714.10	446,972.55	587,403.34	0.00	38.09	587,441.43
002-FIRE DEPARTMENT	210,336.98	669.81	7,491.78	203,515.01	0.00	0.00	203,515.01
003-EMS DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	37,729.29	11,529.07	27,172.70	22,085.66	0.00	0.00	22,085.66
121-LOCAL OPTION SALES TAX	33,391.52	0.00	0.00	33,391.52	0.00	0.00	33,391.52
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	912,583.82	60,554.55	900,000.00	73,138.37	0.00	0.00	73,138.37
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-CAPITAL PROJECTS	380,550.45	1,325,847.49	571,055.58	1,135,342.36	0.00	0.00	1,135,342.36
302-COMMUNITY CENTER FUNDS	1,121,128.40	230.37	0.00	1,121,358.77	0.00	0.00	1,121,358.77
600-WATER FUND	198,317.13	33,158.10	25,274.68	206,200.55	0.00	0.00	206,200.55
610-SEWER FUND	496,131.02	30,528.49	24,461.15	502,198.36	0.00	0.00	502,198.36
670-LANDFILL/GARBAGE	12,049.61	7,098.85	7,306.00	11,842.46	0.00	0.00	11,842.46
680-STORM WATER	5,935.16	1,562.83	0.00	7,497.99	0.00	0.00	7,497.99
GRAND TOTAL	4,424,815.17	1,488,893.66	2,009,734.44	3,903,974.39	0.00	38.09	3,904,012.48

*** END OF REPORT ***

CITY OF RIVERSIDE
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2022

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
001-GENERAL FUND							
TOTAL REVENUE	1,146,740.00	622,195.41	1,241,205.00	17,714.10	632,163.63	609,041.37	50.93
TOTAL EXPENDITURES	945,873.33	317,420.48	1,998,208.98	446,972.55	1,260,357.67	737,851.31	63.07
REVENUES OVER/(UNDER) EXPENDITURES	200,866.67	304,774.93	(757,003.98)	(429,258.45)	(628,194.04)	(128,809.94)	82.98
002-FIRE DEPARTMENT							
TOTAL REVENUE	150,425.00	10,505.00	386,206.00	669.81	77,670.11	308,535.89	20.11
TOTAL EXPENDITURES	150,343.00	30,128.21	380,736.01	7,491.78	41,564.35	339,171.66	10.92
REVENUES OVER/(UNDER) EXPENDITURES	82.00	(19,623.21)	5,469.99	(6,821.97)	36,105.76	(30,635.77)	660.07
003-EMS DEPARTMENT							
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX							
TOTAL REVENUE	130,000.00	63,474.26	133,000.00	11,529.07	62,393.36	70,606.64	46.91
TOTAL EXPENDITURES	211,000.00	9,622.03	172,000.00	27,172.70	53,523.07	118,476.93	31.12
REVENUES OVER/(UNDER) EXPENDITURES	(81,000.00)	53,852.23	(39,000.00)	(15,643.63)	8,870.29	(47,870.29)	22.74-
1[illegible]-LOCAL OPTION SALES TAX							
TOTAL REVENUE	125,000.00	77,929.64	125,000.00	0.00	49,685.55	75,314.45	39.75
TOTAL EXPENDITURES	250,000.00	0.00	300,000.00	0.00	180,000.00	120,000.00	60.00
REVENUES OVER/(UNDER) EXPENDITURES	(125,000.00)	77,929.64	(175,000.00)	0.00	(130,314.45)	(44,685.55)	74.47
125-TIF							
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND							
TOTAL REVENUE	1,123,853.05	848,002.80	1,200,000.00	60,554.55	983,432.07	216,567.93	81.95
TOTAL EXPENDITURES	1,120,835.00	264,982.81	1,963,000.00	900,000.00	1,736,000.00	227,000.00	88.44
REVENUES OVER/(UNDER) EXPENDITURES	3,018.05	583,019.99	(763,000.00)	(839,445.45)	(752,567.93)	(10,432.07)	98.63
200-DEBT SERVICE							
TOTAL REVENUE	224,900.00	224,900.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	224,200.00	2,200.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	700.00	222,700.00	0.00	0.00	0.00	0.00	0.00
301-CAPITAL PROJECTS							
TOTAL REVENUE	1,598,935.00	0.00	2,898,500.00	1,325,847.49	2,845,128.49	53,371.51	98.16
TOTAL EXPENDITURES	1,504,248.00	20,114.50	3,377,335.00	571,055.58	2,922,951.85	454,383.15	86.55
REVENUES OVER/(UNDER) EXPENDITURES	94,687.00	(20,114.50)	(478,835.00)	754,791.91	(77,823.36)	(401,011.64)	16.25

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

	PRIOR YEAR BUDGET	PRIOR YEAR Y-T-D	CURRENT BUDGET	CURRENT PERIOD	CURRENT YTD ACTUAL	BUDGET BALANCE	% OF BUDGET
302-COMMUNITY CENTER FUNDS							
TOTAL REVENUE	110,000.00	7,408.87	107,500.00	230.37	2,598.89	104,901.11	2.42
TOTAL EXPENDITURES	0.00	11,000.00	0.00	0.00	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	110,000.00	(3,591.13)	107,500.00	230.37	2,598.89	104,901.11	2.42
600-WATER FUND							
TOTAL REVENUE	424,320.00	185,265.73	420,320.00	33,158.10	179,122.94	241,197.06	42.62
TOTAL EXPENDITURES	1,245,310.00	96,880.45	381,093.00	25,274.68	119,035.94	262,057.06	31.24
REVENUES OVER/(UNDER) EXPENDITURES	(820,990.00)	88,385.28	39,227.00	7,883.42	60,087.00	(20,860.00)	153.18
610-SEWER FUND							
TOTAL REVENUE	442,296.60	208,655.93	450,700.00	30,528.49	203,309.48	247,390.52	45.11
TOTAL EXPENDITURES	387,603.00	131,431.14	356,538.00	24,461.15	126,405.14	230,132.86	35.45
REVENUES OVER/(UNDER) EXPENDITURES	54,693.60	77,224.79	94,162.00	6,067.34	76,904.34	17,257.66	81.67
670-LANDFILL/GARBAGE							
TOTAL REVENUE	90,600.00	36,371.24	90,200.00	7,098.85	35,106.31	55,093.69	38.92
TOTAL EXPENDITURES	91,100.00	35,921.75	90,600.00	7,306.00	34,873.75	55,726.25	38.49
REVENUES OVER/(UNDER) EXPENDITURES	(500.00)	449.49	(400.00)	(207.15)	232.56	(632.56)	58.14-
[illegible]-STORM WATER							
TOTAL REVENUE	18,500.00	7,922.57	18,500.00	1,562.83	7,940.87	10,559.13	42.92
TOTAL EXPENDITURES	18,500.00	0.00	18,500.00	0.00	6,000.00	12,500.00	32.43
REVENUES OVER/(UNDER) EXPENDITURES	0.00	7,922.57	0.00	1,562.83	1,940.87	(1,940.87)	0.00
GRAND TOTAL REVENUES	5,585,569.65	2,292,631.45	7,071,131.00	1,488,893.66	5,078,551.70	1,992,579.30	71.82
GRAND TOTAL EXPENDITURES	6,149,012.33	919,701.37	9,038,010.99	2,009,734.44	6,480,711.77	2,557,299.22	71.71
REVENUES OVER/(UNDER) EXPENDITURES	(563,442.68)	1,372,930.08	(1,966,879.99)	(520,840.78)	(1,402,160.07)	(564,719.92)	71.71

*** END OF REPORT ***

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RESOLUTION #2022-XX

RESOLUTION TO APPROVE SEVERANCE PAYMENT FOR YANCEY

WHERAS, the City of Riverside has an Employment agreement with Christine Yancey dated November 1, 2021 as City Administrator,

WHEREAS, Yancey submitted letter of resignation on October 24, 2022,

THEFORE BE IT RESOLVED, the City Council of Riverside does hereby approve the attached severance package for:

$_____ gross vacation pay

$_____ three months' salary.

MOVED BY Councilperson _____, second by Councilperson _____ to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 19th day of December, 2022

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

City Administrator Employment Agreement

This agreement, made and entered this 12 day of November, 2021, by and between the City of Riverside, Iowa, a municipal corporation (hereinafter called "Employer") and Christine Yancey (hereinafter called "Employee"), an individual who has the education, training, and experience in governmental management and who will be a member of the International City/County Management Association and who will be subject to the ICMA Code of Ethics, both of whom agree as follows:

Section 1: Term

This agreement shall be effective beginning on the date first executed and shall remain in full force and effect until terminated by the Employer or Employee as provided in Section 9, 10 & 11 of this agreement.

Section 2: Duties and Authority

Employer agrees to employ Employee as City Administrator to perform the functions and duties specified in Chapter 22 of the Riverside Code of Ordinances and the City Administrator job description, which are attached and made part of this agreement.

Section 3: Compensation

A. Base Salary: Employer agrees to pay Employee an annual base salary of $77,250.00 payable in equal installments at the same time that the other employees of the Employer are paid. The Employer may increase the annual base salary of the Employee by an amount mutually agreed upon by the Employer and the Employee, provided that the Employee has received a satisfactory performance evaluation from the Riverside City Council, as outlined in Section 12.

B. Consideration shall be given on an annual basis to increase compensation.

Section 4: Health, Disability, and Life Insurance Benefits

A. The Employer agrees to provide and to pay the premiums for health and dental insurance for the Employee and any dependents equal to that which is provided to all other employees of the City of Riverside as set forth in the Employee Handbook or, in the event no such plan exists, to provide coverage for the Employee and dependents.

City Administrator Employment Agreement

Section 8: General Business Expenses

A. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organization necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer. These include but are not limited to ICMA and IaCMA.

B. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to the ICMA and IaCMA functions, the Iowa League of Cities, and such other national, regional, state, and local governmental groups and committees in which Employee serves as a member, subject to Council approval and an allocation of adequate funding in the City budget.

C. Employer agrees to budget for and to pay expenses associated with Employee's participation in the Riverside Area Community Club and other community organizations as approved in the future by the City Council.

Section 9: Termination

For purposes of this agreement, termination shall occur when:

A. The majority of the governing body votes to terminate the Employee at a duly authorized public meeting.

B. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average reduction of the other City employees, such action shall constitute a breach of this agreement and will be regarded as a termination, at the option of the Employee.

C. If the Employee resigns following an offer to accept resignation, whether formal or informal, by the Employer as representative of the majority of the governing body that the Employee resign, and then the Employee may declare a termination as of the date of the suggestion.

D. Breach of contract declared by either party with a 30-day cure period for either Employee ore Employer. Written notice of a breach of contract shall be provided in accordance with provisions of Section 18.

B. The Employer agrees to put into force and to make required premium payments for short term and long term disability coverage for the Employee, as provided to other City employees as set forth in the Employee Handbook.

C. The Employer will provide a term life insurance policy for the Employee, at the Employer's expense, in the same amount that is provided to all other City employees as set forth in the Employee Handbook. The Employee may name the beneficiary as set forth in the life insurance policy.

Section 5: Vacation, Sick, and Military Leave

A. The Employee will be treated as an 11-year tenured employee for purposes of computation of vacation leave. Thus, she shall accrue 20 days of paid vacation in the first year of employment. The employee shall be entitled to paid sick leave and personal leave as provided to other City employees as set forth in the Employee Handbook.

B. The Employee is entitled to a payout of all accrued and unused vacation time, provided she provides the requisite notice to the Employer or in the event the Employee's employment is terminated by the Employer in a manner making her eligible for severance pay as set forth in Section 10 herein.

Section 6: Automobile/Cell Phone

A. Employee shall use her personal vehicle for City business and travel. To compensate the employee for mileage driven on City business other than normal commuting, the Employee will be paid the federal reimbursement rate per mile.

B. The Employer will provide the Employee with a cell phone to use for City business.

Section 7: Retirement

The Employer and Employee shall contribute to the Iowa Public Employees' Retirement System (IPERS) in the IPERS-specified percentages of gross salary.

E. Wrongdoing. The Employee may be terminated for conviction of a crime greater than a simple misdemeanor, unless the simple misdemeanor involves dishonesty or moral turpitude in direct relation to the employee's employment. Wrongdoing also includes violation of City personnel policy, use of drugs or alcohol while on duty, theft, public disorder, insubordination to the Mayor and/or City Council and actions that would disqualify the Employee for unemployment benefits.

Section 10: Severance

A. The employee will be considered eligible for the severance payment set forth below, unless the Employee's termination was for wrongdoing as defined above or if the Employee voluntarily terminates employment without providing the City with the requisite notice. No severance pay will be due, except for vacation payout as provided herein, in the event this Agreement is allowed to expire and not renewed.

B. Severance shall be paid to the Employee when employment is terminated as defined in Section 9.

C. If the Employee is terminated after one hundred eighty (180) days of employment, the Employer shall provide a minimum severance payment equal to three (3) months' salary at the current rate of pay and three (3) months' health & dental insurance premiums in accordance with the Employee's current benefits election. This severance shall be paid in a lump sum unless otherwise agreed to by the employer and the Employee. If the Employee is terminated for any reason prior to one hundred eighty (180) days of employment, no severance payment shall be due.

D. The Employee shall also be compensated for all unused vacation time as per City policy.

Section 11: Resignation

A. In the event that the Employee voluntarily resigns her position with the Employer, the Employee shall provide a minimum of sixty (60) days' notice unless the parties agree otherwise.

Section 12: Performance Evaluation

A. The Employer will thereafter annually review the performance of the Employee or as it deems necessary. Said review and evaluation shall be in accordance with specific criteria developed jointly by the Employer and Employee. Said criteria may

be added to or deleted from as the Council may from time to time determine in consultation with the Employee. The process, at a minimum, shall include the opportunity for both parties to: (1) present a written evaluation; (2) meet and discuss the evaluation; and (3) present a written summary of the evaluation result. The final written evaluation will be completed and delivered to the Employee upon the Employee's request.

B. The Employer and Employee shall define such goals and performance objectives as they determine necessary for the proper operation of the City and in the attainment of the City's policy objectives and shall further establish a relative priority among those various goals and objectives. The Employee will reduce said goals and objectives to writing and provide to the Council. The goals and objectives generally will be obtainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

The Employee and the City Council and Mayor will bring any perceived problems or inadequacies to the attention of the other and will exercise a good-faith effort to mutually resolve such perceived problems or inadequacies.

Section 13: Hours of Work

It is recognized that the employee must devote time outside of the normal office hours on business for the Employer, and to that end, the Employee will be allowed to take time off as the parties mutually agree and to establish an appropriate work schedule.

Section 14: Residency Requirement

Employee agrees to reside within twenty (20) miles of the City of Riverside city limits during her employment. Failure to reside within twenty (20) miles of the city limits will be considered a breach of contract under Section 9.

Section 15: Indemnification

Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Administrator. Employer will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

City Administrator Employment Agreement

Section 16: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 17: Other Terms and Conditions of Employment

A. The Employer, in consultation with the Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the City Ordinances or any other law.

B. All provisions of the City Code and regulations and rules of the Employer relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of Employer, in addition to said benefits enumerated specifically for the benefit of Employee except as herein provided.

Section 18: No Reduction of Benefits

Employer shall not at any time during the term of this agreement reduce the salary, compensation or other financial benefits of Employee, except to the degree of such a reduction across-the-board for all employees of the Employer.

Section 19: Notices

Notices pursuant to this Agreement shall be given by deposit and custody of the United States Postal Service, postage pre-paid addressed as follows:

(1) CITY: Mayor, City of Riverside, PO Box 188, Riverside, Iowa 52327

(2) CITY ADMINISTRATOR: Christine Yancey, P.O. Box 204, 2867 Thorn Creek Lane, Riverside, IA 52327

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

City Administrator Employment Agreement

Section 20: General Provisions

A. The text herein shall constitute the entire agreement between the parties.

B. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the City Administrator.

C. This agreement shall become effective upon its adoption by the City Council.

D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Riverside, Iowa has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and the City Administrator has signed and executed this Agreement, both in duplicate, the day and year first above written.

CITY OF RIVERSIDE, IOWA

CITY COUNCIL

By: Allen Schneider

Allen Schneider, Mayor

EMPLOYEE:

By:

Christine Yancey

ATTEST:

By: Becky LaRoche

Becky LaRoche, City Clerk

Severance Package for Christine Yancey 12-31-2022

Vacation Accrued Until 12/31/2022		153.79 hours	
Vacation Taken 12/22, 12/27-29/2022		32 hours	
	$38.57/hr	121.79 hours	**$4,697.44**

Three months Salary	**$21,601.23**
Three months FICA	**$1,336.02**
Three months Medicare	**$312.41**
Three months Medical	**$3,043.56**
Three months Dental	**$198.78**
	$26,492.00

Gross	FICA/City	FICA/Emp	Med/City	Med/Emp	City/Med	City Dental	Net	
$ 21,601.23	$ 1,336.02	$ 1,336.02	$ 312.41	$ 312.41	$ 3,043.56	$ 198.78	$ 19,952.80	Employee
							$ 26,492.00	City

F41

Monthly Report of New Permits

Date: 11/15/2022 - 12/14/2022

City of RIVERSIDE "Where the ~~Best~~ Trek Begins"

2022-54 195 Schnoebelen Street

Shed - Accessory (New)

14' x 32' Prebuilt Shed

11/21/2022 Review Need

2022-55 91 W 2nd Street

Fence - Structure Other than Building

Review Need

2022-56 291 E 2nd Street

Fence - Structure Other than Building

Type of Fence with Height

12/1/2022 Review Incomplete

2022-57 206 Schnoebelen Street

Solar PV Arrays - Electrical

Roof Mount Solar Array 7.28 kW with 24 Modules

12/8/2022 Review Passed

Total New Permits: 4

Monthly Inspections

Date: 11/15/2022 - 12/14/2022

City of RIVERSIDE "Where the ~~Best~~ Trek Begins"

2019-02 470 N Elm Street

Remodel/Alteration - Remodel Dwelling

Finished Basement

12/13/2022	Final Building	Passed
12/13/2022	Final Plumbing	Passed

2021-18 51 E 1st Street

Deck - Remodel Dwelling

-

11/15/2022	Gas Pressure Test	Passed

2022-22 313 Galileo Drive

Single Family - New Dwelling

-

11/17/2022	Full Final	Incomplete
11/23/2022	Final Building	Passed
11/23/2022	Final Electrical	Passed
11/23/2022	Final Mechanical	Passed
11/23/2022	Final Plumbing	Passed
11/23/2022	Full Final	Passed

2022-23 441 Galileo Drive

Single Family - New Dwelling

Two Car Garage with Deck - Testing

11/23/2022	Electrical Service	Passed
11/23/2022	Full Rough	Incomplete
11/23/2022	Gas Pressure Test	Passed
11/29/2022	Full Rough	Incomplete

2022-28 425 Galileo Drive

Single Family - New Dwelling

-

11/23/2022	Electrical Service	Passed

2022-29 437 Galileo Drive

Single Family - New Dwelling

11/23/2022	Electrical Service	Passed

2022-30 434 Galileo Drive

Single Family - New Dwelling

-

11/23/2022	Temp Service	Passed
11/28/2022	Underground Plumbing	Passed

2022-33 333 Blackberry Avenue

Solar PV Arrays - Structure Other than Building

Roof Mount PV Solar Array 6.4kW (16 modules)

11/17/2022	Final Building	Passed
11/17/2022	Final Electrical	Passed
11/17/2022	Solar photovoltaic (PV)	Passed

2022-35 108 Kleopfer Avenue

Deck - Remodel Dwelling

Adding onto Existing Deck 5' x 18'

11/29/2022	Site Inspection	Passed

2022-39 521 Galileo Drive

Single Family - New Dwelling

41' x 51.5' Dwelling w Three Car Garage and 12' x 12' Deck

11/23/2022	Electrical Service	Passed

2022-45 702 Ash Street

Fence - Structure Other than Building

Chain Link - Stainless Steel

11/21/2022	Final Building	Passed

2022-48 214 Buckeye Lane

Solar PV Arrays - Electrical

11/16/2022	Final Building	Passed
11/16/2022	Final Electrical	Passed
11/16/2022	Solar photovoltaic (PV)	Passed

2022-52 90 W River Street, P.O. Box 443

Shed - Accessory (New)

14' x 24' Addition to Exist Garage Open on Two Sides

12/12/2022	Footings	Passed

2022-54 195 Schnoebelen Street

Shed - Accessory (New)

14' x 32' Prebuilt Shed

11/21/2022	Review	Need

2022-55 91 W 2nd Street

Fence - Structure Other than Building

	Review	Need

2022-56 291 E 2nd Street

Fence - Structure Other than Building

Type of Fence with Height

12/1/2022	Review	Incomplete

2022-57 206 Schnoebelen Street

Solar PV Arrays - Electrical

Roof Mount Solar Array 7.28 kW with 24 Modules

12/8/2022	Review	Passed

Total Number of Inspections: 31

History Museum Grant Payments

FYI

FY21

Date	Payment	Check#	Grant
5/4/2021	$ 3,602.31	6245	
1/19/2021	$ 5,148.87	6002	
12/21/2020	$ 5,218.65	5939	
7/21/2020	$ 5,030.17	5484	
Total	**$ 19,000.00**		**$ 19,000.00**

FY20

Date	Payment	Check#	
4/23/2020	$ 5,158.82	5232	
3/10/2020	$ 5,416.51	5121	
10/22/2019	$ 5,746.72	4754	
7/2/2019	$ 2,677.95	4437	
Total	**$ 19,000.00**		**$ 19,000.00**

FY19

Date	Payment	Check#	Grant
4/3/2019	$ 6,168.84	4183	
1/22/2019	$ 5,369.59	3996	
10/16/2018	$ 5,783.62	3724	
7/2/2018	$ 5,062.11	3393	
Total	**$ 22,384.16**		**$ 20,000.00**

$2,384.16

FY18

Date	Payment	Check#	Grant
4/17/2018	$ 6,142.52	3180	
1/10/2018	$ 5,253.83	2923	
10/19/2017	$ 5,852.71	2732	
7/19/2017	$ 4,149.39	24524	
Total	**$ 21,398.45**		**$ 21,000.00**

$398.45

FY17

Date	Payment	Check#	Grant
4/4/2017	$ 5,964.70	24239	
12/20/2016	$ 5,618.41	23979	
10/4/2016	$ 5,617.94	23745	
7/6/2016	$ 5,194.17	23423	
Total	**$ 22,395.22**		**$ 15,000.00**

$7,395.22

FY16

Date	Payment	Check#	Grant
4/18/2016	$ 4,382.01	23179	
1/19/2016	$ 3,515.17	22909	
11/4/2015	$ 3,750.56	22708	
7/21/2015	$ 3,639.00	22407	
Total	**$ 15,286.74**		**$ 15,000.00**

$286.74

FY22

Date	Payment	Check#	Grant
7/6/2021	$ 5,331.30	6442	
9/21/2021	$ 5,538.46	6617	
1/18/2022	$ 5,425.76	6911	
6/21/2022	$ 2,704.48	7284	
Total	**$ 19,000.00**		**$ 19,000.00**

FY23

Date	Payment	Check#	
12/6/22	7,500.00		
3/23	7,500.00		
Total	**$ -**		**$ 15,000.00**

FY24

Date	Payment	Check#	Grant
Total			

FY25

Date	Payment	Check#	Grant

FY26

Date	Payment	Check#	Grant

FY27

Date	Payment	Check#	Grant

RHC-VHM Grants requested and approved from City of Riverside							9/13/2022 By:MJStumpf
Riverside City	RHC-VHM Grant	Qtr Req'd	$ RHC-requ	Date requested	$ Amt recd f	Month recd/city Ck#	
2019-2020	$19,000.00	Jul-Sept 2019	5746.72	10/1/19	5746.72	Oct Ck# 4745	
		Oct-Dec	5416.51	12/4/19	5416.51	Mar Ck# 5121	
		Jan-Mar 2020	5158.82	4/13/20	5158.82	Apr Ck# 5232	
		Apr-June	5030.17	7/6/20	5030.17	Jul Ck# 5484	
			21352.22		21352.22		
2020-2021	$19,000.00	Jul-Sept 2020	5218.65	11/4/20	5218.65	Dec Ck# 5939	
		Oct-Dec	5148.87	12/4/20	5148.87	Jan Ck# 6002	
		Jan-Mar 2021	5232.92	4/2/21	3602.31	April Ck#6245	
		April-Jun 2021	5030.17	6/7/21	5331.30	July Ck#6442	
			20630.61		19301.13		Overpaid $301.13
2021-2022	$19,000.00	July-Sept 2021	5538.46	9/14/21	5538.46	Oct Ck#6617	
		Oct-Dec 2021	5425.76	1/10/22	5425.76	Jan Ck# 6911	
		Jan-Jun 2022	**8035.78**	6/1/22	**2704.48**	June Ck# 7284	
			19000.00		13668.70		Short $5331.30
2022-2023	$15,000.00	July-Dec 2022	7500.00	9/13/2022			
	(Expense for rent)	Jan-Jun 2023	7500.00				
			15000.00				
TO: City of Riveside		**Oct. 22, 2022**					
	As of todays date we have not received the balance due $5331.30 for our 2021-2022 Grant as shown above in red.						
	For the 2nd half of the grant Jan-Jun 2022 we requested the balance due for $8035.78 and only rec'd $2704.48,						
	which leaves a balance of $5331.30 plus our 1st request made on 9/13/2022 for $7500.00 grant Jul 2022-Jun 2023						
	(We did make a change to only request grant money twice a year.)						
	TOTAL $12831.30		Less overpayment from the previous year $301.13				**TOTAL DUE:**
							$12,530.27
	Thank you for your attention to this matter, Mary Jane Stumpf, Tres of the RHC-VHM						

The Voyage Home – Riverside History Center

361 East First Street – PO Box 372 Riverside, Iowa 52327
Email: riversidehistorycenter@gmail.com
Phone: (319) 648-2226

INVOICE

City of Riverside

60 N Green St.

Riverside IA 52327

Nov 16, 2022

As per the excel spreadsheets provided to the City on 6/2/2022 and 9/13/2022 for the City Grants we are requesting payment for balance due from Spring of 2022 for $5331.30 from grant period July 2021-June 2022 and $7500.00 for fall 2022 from grant period July 2022-June 2023.

$5331.30 pd 7/6/22

$7500.00

-$301.13 Less overpayment from June 2021

$12,530.17 City Grant money due to the Riverside History Center/Voyage Home Museum

We are thankful and grateful for the City of Riverside support.

Sincerely,

Mary Jane Stumpf

Mary Jane Stumpf, Tres

Account Number: 600-5-810-6371 Name:ELECTRIC AND GAS Fiscal: 2021-2022

Date	Tran	Reference	Description	Amount	Vendor	Invoice	PO	Encumbrance
06/21/2022	A23933	CHK: 0072	WATER TREATMENT PLANT	3,509.40	0124	2022-06		0.00
06/07/2022	A23870	CHK: 0072	WATER	105.94	0026	2022-06		0.00
05/17/2022	A23824	CHK: 0071	WATER TREATMENT PLANT	3,733.40	0124	2022-05		0.00
05/03/2022	A23762	CHK: 0071	WATER	140.93	0026	2022-05		0.00
04/20/2022	A23725	CHK: 0071	WATER TREATMENT PLANT	4,131.75	0124	2022-04		0.00
04/05/2022	A23685	CHK: 0070	WATER	315.47	0026	2022-04		0.00
03/22/2022	A23639	CHK: 0070	WATER TREATMENT PLANT	4,776.95	0124	2022-03		0.00
03/08/2022	A23578	CHK: 0069	WATER	341.46	0026	2022-03		0.00
02/23/2022	A23553	CHK: 0069	WATER PLANT	4,710.65	0124	2022-02		0.00
02/08/2022	A23517	CHK: 0069	WATER	403.13	0026	20222-02		0.00
01/18/2022	A23475	CHK: 0069	WATER TREATMENT PLANT	3,953.20	0124	2022-01		0.00
01/05/2022	A23424	CHK: 0068	WATER	204.10	0026	2022-01		0.00
12/21/2021	A23377	CHK: 0068	WATER PLANT	4,260.90	0124	2021-12		0.00
12/07/2021	A23341	CHK: 0067	WATER	126.69	0026	2021-12		0.00
11/16/2021	A23276	CHK: 0067	WATER	100.28	0026	2021-11		0.00
11/16/2021	A23298	CHK: 0067	WATER TREATMENT PLANT	2,725.65	0124	2021-11		0.00
10/19/2021	A23209	CHK: 0066	WATER TREATMENT PLANT	2,275.40	0124	2021-10		0.00
10/05/2021	A23155	CHK: 0066	WATER	95.08	0026	2021-10		0.00
09/21/2021	A23123	CHK: 0066	WATER TREATMENT PLANT	2,573.15	0124	2021-09		0.00
09/08/2021	A23080	CHK: 0065	WATER	90.57	0026	20201-09		0.00
08/17/2021	A23035	CHK: 0065	WATER TREATMENT PLANT	2,633.25	0124	2021-08		0.00
08/03/2021	A23002	CHK: 0065	WATER	99.08	0026	2021-08		0.00
07/20/2021	A22940	CHK: 0064	WATER TREATMENT PLANT	2,992.85	0124	2021-07		0.00
07/07/2021	A22891	CHK: 0064	WATER	39.23	0026	2021-07		0.00
			24 records	44,338.51				

Account Number: 600-5-810-6371 Name:ELECTRIC AND GAS Fiscal: 2022-2023

Date	Tran	Reference	Description	Amount	Vendor	Invoice	PO	Encumbrance
12/06/2022	A24498	CHK: 0077	WATER	131.91	0026	2022-12		0.00
11/22/2022	A24453	CHK: 0077	WATER TREATMENT PLANT	4,663.70	0124	2022-11		0.00
11/08/2022	A24383	CHK: 0076	WATER SEPT/OCT	239.81	0026	2022-11		0.00
10/18/2022	A24333	CHK: 0076	WATER TREATMENT PLANT	3,186.00	0124	2022-10		0.00
09/20/2022	A24252	CHK: 0075	WATER TREATMENT PLANT	881.85	0124	2022-09		0.00
09/07/2022	A24189	CHK: 0074	WATER	100.50	0026	2022-09		0.00
08/16/2022	A24151	CHK: 0074	WATER TREATMENT PLANT	3,522.00	0124	2022-08		0.00
08/02/2022	A24093	CHK: 0074	WATER	101.13	0026	2022-08		0.00
07/20/2022	A24046	CHK: 0073	WATER TREATMENT PLANT	3,308.15	0124	2022-07		0.00
07/06/2022	A23991	CHK: 0073	WATER	112.03	0026	2022-07		0.00
			10 records	16,247.08				

Account Number: 610-5-815-6371 Name:ELECTRIC _GAS Fiscal: 2021-2022

Date	Tran	Reference	Description	Amount	Vendor	Invoice	PO	Encumbrance
06/21/2022	A23933	CHK: 00728	HWY 22 LIFT STATION	109.50	0124	2022-06		0.00
06/21/2022	A23933	CHK: 00728	VINE AVE _HWY 22	3,201.80	0124	2022-06		0.00
06/21/2022	A23933	CHK: 00728	CASINO LIFT	285.70	0124	2022-06		0.00
06/07/2022	A23870	CHK: 00722	SEWER	1,067.13	0026	2022-06		0.00
05/17/2022	A23824	CHK: 00719	HWY 22 LIFT STATION	118.70	0124	2022-05		0.00
05/17/2022	A23824	CHK: 00719	VINE AVE _HWY 22	3,417.10	0124	2022-05		0.00
05/17/2022	A23824	CHK: 00719	CASINO LIFT	233.50	0124	2022-05		0.00
05/03/2022	A23762	CHK: 00713	SEWER	1,010.35	0026	2022-05		0.00
04/20/2022	A23725	CHK: 00711	HWY 22 LIFT STATION	126.40	0124	2022-04		0.00
04/20/2022	A23725	CHK: 00711	VINE AVE _HWY 22	3,799.00	0124	2022-04		0.00
04/20/2022	A23725	CHK: 00711	CASINO LIFT	240.05	0124	2022-04		0.00
04/05/2022	A23685	CHK: 00707	SEWER	884.95	0026	2022-04		0.00
03/22/2022	A23639	CHK: 00704	HWY 22 LIFT STATION	81.45	0124	2022-03		0.00
03/22/2022	A23639	CHK: 00704	VINE AVE _HWY 22	3,649.50	0124	2022-03		0.00
03/22/2022	A23639	CHK: 00704	CASINO LIFT STATION	232.35	0124	2022-03		0.00
03/08/2022	A23578	CHK: 00699	SEWER	813.69	0026	2022-03		0.00
02/23/2022	A23553	CHK: 00697	HWY 22 LIFT STATION	43.95	0124	2022-02		0.00
02/23/2022	A23553	CHK: 00697	VINE _22	4,025.00	0124	2022-02		0.00
02/23/2022	A23553	CHK: 00697	CASINO LIFT	224.90	0124	2022-02		0.00
02/08/2022	A23517	CHK: 00693	SEWER	959.81	0026	20222-02		0.00
01/18/2022	A23475	CHK: 00690	HWY 22 LIFT STATION	51.40	0124	2022-01		0.00
01/18/2022	A23475	CHK: 00690	VINE AVE _HWY 22	3,431.50	0124	2022-01		0.00
01/18/2022	A23475	CHK: 00690	CASINO LIFT	210.00	0124	2022-01		0.00
01/05/2022	A23424	CHK: 00687	SEWER	734.60	0026	2022-01		0.00
12/21/2021	A23377	CHK: 00682	HWY 22 LIFT STATION	59.10	0124	2021-12		0.00
12/21/2021	A23377	CHK: 00682	VINE AVE _HWY 22	3,477.00	0124	2021-12		0.00
12/21/2021	A23377	CHK: 00682	CASINO LIFT	202.55	0124	2021-12		0.00
12/07/2021	A23341	CHK: 00679	SEWER	854.11	0026	2021-12		0.00
11/16/2021	A23276	CHK: 00673	SEWER	677.43	0026	2021-11		0.00
11/16/2021	A23298	CHK: 00675	HWY 22 LIFT STATION	36.50	0124	2021-11		0.00
11/16/2021	A23298	CHK: 00675	VINE AVE _HWY 22	3,196.50	0124	2021-11		0.00
11/16/2021	A23298	CHK: 00675	CASINO LIFT	179.95	0124	2021-11		0.00
10/19/2021	A23209	CHK: 00668	HWY 22 LIFT STATION	43.95	0124	2021-10		0.00
10/19/2021	A23209	CHK: 00668	VINE AVE _HWY 22	2,457.50	0124	2021-10		0.00
10/19/2021	A23209	CHK: 00668	CASINO LIFT	187.40	0124	2021-10		0.00
10/05/2021	A23155	CHK: 00663	SEWER	759.30	0026	2021-10		0.00
09/21/2021	A23123	CHK: 00661	HWY 22 LIFT STATION	59.10	0124	2021-09		0.00
09/21/2021	A23123	CHK: 00661	VINE AVE _HWY 22	2,803.00	0124	2021-09		0.00
09/21/2021	A23123	CHK: 00661	CASINO LIFT	217.45	0124	2021-09		0.00
09/08/2021	A23080	CHK: 00657	SEWER	680.51	0026	20201-09		0.00
08/17/2021	A23035	CHK: 00654	HWY 22 LIFT STATION	43.95	0124	2021-08		0.00
08/17/2021	A23035	CHK: 00654	VINE AVE _HWY 22	2,734.50	0124	2021-08		0.00
08/17/2021	A23035	CHK: 00654	CASINO LIFT	210.00	0124	2021-08		0.00
08/03/2021	A23002	CHK: 00651	SEWER	890.94	0026	2021-08		0.00
07/20/2021	A22940	CHK: 00646	HWY 22 LIFT STATION	43.95	0124	2021-07		0.00
07/20/2021	A22940	CHK: 00646	VINE AVE _HWY 22	2,765.50	0124	2021-07		0.00
07/20/2021	A22940	CHK: 00646	CASINO LIFT	202.30	0124	2021-07		0.00
07/07/2021	A22891	CHK: 00643	SEWER	917.33	0026	2021-07		0.00
			48 records	52,652.15				

Account Number: 610-5-815-6371 Name:ELECTRIC _GAS Fiscal: 2022-2023

Date	Tran	Reference	Description	Amount	Vendor	Invoice	PO	Encumbrance
12/06/2022	A24498	CHK: 0077	SEWER	783.32	0026	2022-12		0.00
11/22/2022	A24453	CHK: 0077	HWY 22 LIFT STATION	158.50	0124	2022-11		0.00
11/22/2022	A24453	CHK: 0077	VINE AVE _HWY 22	3,891.50	0124	2022-11		0.00
11/22/2022	A24453	CHK: 0077	CASINO LIFT	265.75	0124	2022-11		0.00
11/08/2022	A24383	CHK: 0076	SEWER SEPT/OCT	2,895.50	0026	2022-11		0.00
10/18/2022	A24333	CHK: 0076	HWY 22 LIFT STATION	89.20	0124	2022-10		0.00
10/18/2022	A24333	CHK: 0076	VINE AVE _HWY 22	3,082.80	0124	2022-10		0.00
10/18/2022	A24333	CHK: 0076	CASINO LIFT	251.40	0124	2022-10		0.00
09/20/2022	A24252	CHK: 0075	HWY 22 LIFT STATION	89.20	0124	2022-09		0.00
09/20/2022	A24252	CHK: 0075	VINE AVE _HWY 22	1,079.65	0124	2022-09		0.00
09/20/2022	A24252	CHK: 0075	CASINO LIFT	251.40	0124	2022-09		0.00
09/07/2022	A24189	CHK: 0074	SEWER	1,589.95	0026	2022-09		0.00
08/16/2022	A24151	CHK: 0074	HWY 22 LIFT STATION	89.20	0124	2022-08		0.00
08/16/2022	A24151	CHK: 0074	VINE AVE _HWY 22	3,371.50	0124	2022-08		0.00
08/16/2022	A24151	CHK: 0074	CASINO LIFT	285.70	0124	2022-08		0.00
08/02/2022	A24093	CHK: 0074	SEWER	895.79	0026	2022-08		0.00
07/20/2022	A24046	CHK: 0073	HWY 22 LIFT STATION	87.45	0124	2022-07		0.00
07/20/2022	A24046	CHK: 0073	VINE AVE _HWY 22	2,872.70	0124	2022-07		0.00
07/20/2022	A24046	CHK: 0073	CASINO LIFT	259.80	0124	2022-07		0.00
07/06/2022	A23991	CHK: 0073	SEWER	1,106.03	0026	2022-07		0.00
			20 records	23,396.34				

Budget Special Report
Fiscal Years (FY) 2023-24

Continuing the theme from recent years, major changes are coming to city budgets while fiscal uncertainty will impact local finances. Legislation adopted in 2022 will again significantly impact the property tax system, and the effects of global inflation is being felt at the municipal government level.

The League's Budget Special Report aims to provide city officials with the latest revenue and expenditure projections as cities go through the annual budget process. It should be noted that the information detailed in this report is timely at publication and city officials need to continually monitor local data to make informed decisions.

Reminder:

All city budgets must be completed using the online system provided by the Iowa Department of Management (IDOM) and submitted electronically as prescribed by IDOM. The budget form must also be filed with the county auditor. Forms can be found at dom.iowa.gov/cities.

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- The cost of many raw materials, goods and services increased significantly over the last year as the Consumer Price Index for All Urban Consumers (CPI-U) rose 8.2 percent from September 2021 to September 2022.

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Revenues

Numerous factors have impacted municipal revenues in recent years, including major changes to the property tax system, the COVID-19 pandemic, the 2020 Census, global inflation and more. Each city can be affected differently and it is critical for city officials to carefully review its revenues as they make budget decisions.

Assessment Limitation Order – Rollback and More Major Changes to Iowa's Property Tax System

The January 1, 2022 property valuation serves as the basis for calculating property taxes in fiscal year (FY) 2024.

Since 1978, residential and agricultural property has been subject to an assessment limitation order, or "rollback", that limits annual growth of property values (all other classes of property were eventually added). Prior to the 2013 overhaul of the property tax system, property value growth was limited to 4 percent per year for agricultural, commercial, industrial and residential properties. If property values grew by more than 4 percent, the taxable value was rolled back to comply with the assessment limitation system.

In addition, the rollback included a formula that tied the growth of residential property to that of agricultural property. This connection is commonly referred to as "coupling" and limited the valuation of either property class to the smaller of the two. Since the law's inception, residential property has always been subject to significant rollbacks while the other property classes did not grow as much and were often taxed at or near their full assessed value.

While the property tax rollback system remains in place, several major changes were made during the 2013 legislative session and additional measures passed in 2021 and 2022 further overhauled the system. For each assessment year beginning in 2013, residential and agricultural property value growth is now capped at 3 percent, or whichever is lowest between the two classes (the coupling provision remains).

A separate rollback was instituted for commercial and industrial property, which began at 95 percent for valuations established during the 2013 assessment year (affecting FY 2015) and went to 90 percent for the 2014 assessment year and thereafter. The rollback percentage for these properties will remain fixed at 90 percent regardless of how fast or slow valuations grow.

The legislature created a standing appropriation, beginning in FY 2015, to reimburse local governments for the property tax revenue reductions resulting from the new rollback for commercial and industrial property (railroad not included). The "backfill" was funded at 100 percent by the legislature for fiscal years 2015-2022 and cities received the funds in a similar manner as property tax revenue.

Part of the 2021 property tax legislation included a provision to reduce, and eventually eliminate, the backfill. Cities are divided into two categories based on property valuation growth from FY 2014 to FY 2021, which then determines the schedule they have for the reduction in backfill payments. The table below details these categories and the reductions

Property Valuation Growth **Less** than Statewide Average of 31.24% (FY 2014-FY 2021)	Property Valuation Growth **More** than Statewide Average of 31.24% (FY 2014-FY 2021)
Backfill reduced over 8 years (1/8 of amount each year until it reaches zero)	Backfill reduced over 5 years (1/5 of amount each year until it reaches zero)
680 cities	260 cities

The reduction in backfill payments has begun and will continue on the respective schedules before it is eventually eliminated.

The backfill funds should be recorded as intergovernmental revenue from the state. For those using the standard Chart of Accounts the account number is 4464: Commercial/Industrial Replacement Claim Payments.

Additionally, the state legislature passed a bill in 2022 that eliminated the Business Property Tax Credit and replaced it with the equivalent of a rollback on all commercial, industrial and railroad properties. While not all eligible properties applied for and received the previous tax credit, the new legislation places a rollback on the first $150,000 of taxable value on all commercial, industrial and railroad properties that is equal to the residential rollback percentage (the value that exceeds $150,000 will be subject to the commercial, industrial and railroad rollback of 90%).

The $125 million state appropriation that funded the Business Property Tax Credit will convert to a backfill payment. Importantly, the Department of Revenue released a fiscal note that estimates this appropriation will not be sufficient by FY 2029 as affected properties grow in value over that time. This change will take effect in FY 2024.

Another major component of the 2021 legislation eliminated the Multi-Residential property class, which had been created through the 2013 property tax law. The class was established in FY 2017 and included several types of properties, such as mobile home parks, assisted living facilities, and property primarily used or intended for human habitation containing three or more separate living quarters (including the portion of a building used for human habitation, even if human habitation was not the primary use of the building). Multi-residential property was given its own eight-year rollback schedule that resulted in a decline in taxable values over time. No backfill was created as part of the 2013 legislation.

Prior to the re-classifying of these properties in FY 2017, the vast majority were commercial properties and taxed at their full assessed value. The 2021 legislation moved these into the residential category beginning in FY 2023.

Property Class	FY 2024	FY 2023	FY 2022	FY 2021
Agricultural	91.6430%	89.0412%	84.0305%	81.4832%
Commercial	90%*	90%	90%	90%
Industrial	90%*	90%	90%	90%
Railroad	90%*	90%	90%	90%
Residential	56.4919%	54.1302%	56.4094%	55.0743%
Multi-Residential	*Class eliminated, matches residential*	63.75%	67.5%	71.25%
*The first $150,000 of taxable valuation on commercial, industrial and railroad properties is subject to the current residential roll-back; any value over is subject to the 90% rollback				

Lastly, an elderly property tax credit was established by the legislature in 2021 that implements a new tax credit for certain senior citizens that is funded through a property tax revenue reduction.

The continued overhaul to the property tax system has had greatly affected taxable values, which in turn impacts city revenues. The League offers a variety of resources to help cities better understand the property tax system, including how assessments are done, analysis of levies that are utilized by cities and more. Please visit www.iowaleague.org to access these helpful resources.

Property Tax Levies

Cities may levy up to $8.10 per $1,000 of taxable value on residential, commercial and industrial property and up to $3.00375 per $1,000 on the taxable value of agricultural property for their general fund (*Code of Iowa* Section 384.1). The "eight-ten" as it's commonly called is the general fund levy that supports city operations, and the maximum levy amount has not changed since 1978.

If a city is unable to meet the essential costs for services within the $8.10/$1,000 levy limit, there are several other levies available.

- A city may levy for the city's contribution under the Federal Insurance Contributions Act (FICA), the Iowa Public Employees' Retirement System (IPERS), the Municipal Fire and Police Retirement System of Iowa (MFPRSI) and certain other employee benefits. On the state budget forms, these are shown in the special revenues fund column of the Revenues Detail (Form 631B). The expense would be shown on the Expenditures Schedule (Form 631A) under the appropriate activity in the special revenues fund (column D). Alternatively, the city may need to transfer the benefits into the general fund where the expenses are recorded. (Section 384.6)

- Insurance premiums, including workers' compensation, necessary for the operation of the city and the costs of self-insurance or risk pools may also be levied outside the $8.10/$1,000 limit. The levy rate is the actual cost of the premiums divided by the total property tax base. Insurance costs on projects or improvements covered by revenue bonds and insurance on proprietary fund activities may not be levied, as

these activities should fund themselves. These revenues are typically credited to the general fund even though they are restricted. (Section 384.12(17))

- An emergency levy rate of up to $0.27/$1,000 of taxable valuation that can be used for any governmental purpose. This is a special revenue that must be transferred to the general fund for expenditure prior to the end of the fiscal year. (Section 384.8)

- A city may levy to cover principal and interest payments on general obligation bonds under debt service. Provided proper procedures were followed on lease-purchase or loan agreements, the annual principal and interest payments may also be levied under debt service. The debt service levy is the dollars needed to cover the annual debt obligations divided by the total property tax base. (Section 384.4)

- As permitted under administrative rules adopted by the City Finance Committee, cities may levy for the city's contribution to certain employee benefits. The definition of employee benefits includes workers' compensation costs or insurance premiums, unemployment benefits, employer's share of employee benefits plans and their depends, employee wellness and assistance programs, regularly-scheduled, city-required post-employment physicals for employees, police reserves and volunteer firefighters, and more.

Section 384.12 lists several other levies available to a city for specific purposes, some requiring a referendum. Non-voted levy activities include funding for the operation and maintenance of a publicly owned transit system; liability, property and self-insurance costs; a joint county-city building lease and rent; support of a local Emergency Management Commission; and operation and maintenance of a city-owned civic center. Activities requiring a voted levy include funding for instrumental or vocal music groups, memorial buildings, symphony orchestras, cultural and scientific facilities, aid to public transportation companies, library services and emergency medical districts.

Additional information on the use of property tax levies can be found in the City Property Tax Levies Special Report, available at www.iowaleague.org.

Utility Replacement Tax

The Utility Replacement Excise Tax is collected on the generation, distribution and delivery of electricity and natural gas. This tax replaced the taxation on utility property in 1999. Cities are required to calculate their property tax revenues with and without utility property valuations. The difference that is calculated is necessary to establish the General Property Tax Equivalents, the basis for determining the distribution of the excise tax. The Iowa Department of Revenue calculates the amount of revenue that a city will receive and includes this information with the budget information cities receive from the Iowa Department of Management.

Franchise Fee Legislation

In 2009, the state legislature passed a bill that legalized the collection of gas and electric franchise fees not to exceed five percent of the franchisee's gross revenues "without regard to the city's cost of inspecting, supervising, and otherwise regulating the franchise." Revenue from franchise fees can only be used for certain purposes outlined in the bill, but does include such items as public improvements, property tax relief, public safety, energy conservation and economic development activities. A bill approved during the 2015 legislative session requires cities to hold public hearings prior to increasing or amending a franchise fee.

For more information, please read the League's special report on franchise fees at www.iowaleague.org.

Road Use Tax Fund

Fiscal Year	Iowa DOT Per Capita Forecast
FY 2023	$128.50
FY 2024	$130.00
FY 2025	$130.50
FY 2026	$131.50
FY 2027	$132.50

The Road Use Tax Fund (RUTF) is accumulated through motor vehicle registration fees, motor vehicle fuel taxes, an excise tax imposed on the rental of automobiles and a use tax on trailers. The state legislature approved a League-supported gas tax increase in 2015 to bring additional funding to the system for critical road infrastructure needs. The per gallon tax increase of 10 cents adds an estimated $215 million annually to the fund, from which cities receive per capita distributions to pay for the construction, repair and maintenance of road infrastructure.

Results from the 2020 Census impacted the statewide distribution formula and each city's per capita amount. The Iowa Department of Transportation (IDOT) adjusted distributions for monthly allocations to local governments and its calculations show that cities with more than 4.78% growth in population will see an increase in RUTF allocations, while cities less than 4.78% growth in population will see a reduction.

Cities are reminded that economic instability and fluctuating fuel consumption and costs can result in immediate changes in the fund. The IDOT issues per capita forecasts only and cities are only entitled to receive their share of the amount actually collected. The estimates are subject to dramatic changes and cities should consider using a conservative estimate.

Also, the estimates are based on current law regarding specific revenue to and disbursement from the RUTF. Any change in the law could change the per capita amount to be distributed to cities.

Transfer of Road Jurisdiction: Cities Under 500

In 2004, counties in Iowa assumed responsibility for maintenance of Farm-to-Market (FM) roads in cities with a population less than 500. A transfer of RUTF money based on the total length of the FM roads in each of these cities was also transferred to the respective county. Many cities have entered into 28E agreements with the county to return a portion or all of the responsibility for the road back to the city, along with a corresponding amount of RUTF funds. The State Auditor's Office has stated that funds transferred back to the city from the county are still restricted in the same manner as all Road Use Tax revenue, because road use tax funds are restricted to be spent for roads by Article VII (8), Iowa Constitution. As such, the revenue received under the 28E agreement should be recorded in the city's Special Revenue Fund as:

- Intergovernmental
- Local grants and Reimbursements

This revenue should not be recorded as road use tax revenue by the city since it is already recorded as road use tax revenue when received by the county. The money must also be spent in accordance with *Code of Iowa* Chapter 312 and any terms and conditions of the 28E agreement.

The IDOT modified how FM roads are designated, which altered the amount of such roads in some communities. Additionally, the 2020 Census resulted in ten cities dropping below 500 in population and therefore being subject to this law.

Local Option Sales and Service Tax

Cities in Iowa are allowed to establish a Local Option Sales and Service Tax (LOSST) upon approval by its citizens. Rates are limited to one percent and cities must specify on the ballot the purposes of the revenue, including any that will be used for property tax relief.

Beginning in FY 2023, the Iowa Department of Revenue (IDR) will use a distribution system based on revenues actually collected, which replaces the previous system that based distributions on estimates.

FY 2023 estimates from the IDR show a statewide decline of 3.4% in distributions for all local governments with a LOSST from the previous year. It is important to note that LOSST distributions are based on a formula that includes a variety of local factors, such as sales tax collections, populations, property values and more, resulting in different actual distributions for each city.

The IDR has several helpful files regarding LOSST, including a history of revenues for each city, monthly estimates, and a tool that shows how distributions would be impacted by a city approving or rescinding a LOSST. Those files can be accessed at tax.iowa.gov/local-option-tax-information-local-government.

More detailed information may be obtained by contacting the IDR at (800) 367-3388 or tax.iowa.gov.

Hotel/Motel Tax

A city may impose a hotel/motel tax at a rate not to exceed 7 percent after successful approval of a simple majority vote within the city. State law requires that 50 percent of such revenues are used for acquiring, improving, operating or improving recreational, cultural or entertainment facilities or for the promotion and encouragement of tourist and convention business. The remaining revenues may be spent on any other lawful purpose.

The IDR has additional information, including files showing rates and quarterly payment distributions, at tax.iowa.gov/iowa-hotel-motel-tax.

Enrich Iowa Funds for Libraries

The Enrich Iowa Program includes Direct State Aid, Open Access and Interlibrary Loan.

- Direct State Aid is a direct payment to public libraries and is intended to be used to improve and enhance library services.
- Open Access provides a partial reimbursement to participating libraries to make it possible for patrons to check out materials at other participating libraries.
- Interlibrary Loan provides partial reimbursement for interlibrary loans among all types of libraries.

Additional information on these programs is available at the State Library of Iowa Web site, www.statelibraryofiowa.org/ld/e/enrich-ia.

Fuel Tax Refunds

Cities are eligible for refunds from both federal and state governments for taxes paid on gasoline. In most cases, cities must pay the fuel taxes at the pump and then file for a refund with the state and federal governments. Cities on a modified accrual accounting basis should not consider payment of the tax as an expenditure nor should they consider the refund as revenue. However, cities on a cash accounting basis should charge the tax as an expense and receipt the refund as revenue. In order to receive a refund from the state, the city must:

1) Have a refund number
2) Keep a record of gallons purchased (cities are not required to send the actual invoices with the refund request)
3) Apply for the refund within one year of purchase

Cities may apply for a refund number and obtain forms necessary for filing the refund by contacting the Iowa Department of Revenue at (800) 367-3388 or download the forms by visiting tax.iowa.gov/other-iowa-motor-fuel-tax-information. Cities may also file for a refund by telephone and request direct deposit of their refunds.

If your city is entitled to a federal refund of $750 or more per quarter for tax paid on gasoline purchases, you may file quarterly for a refund. If the refund is less than $750 per quarter, you must file annually. To receive the refund on the gas tax, a refund request must be filed on Internal Revenue Service (IRS) Form 8849. See IRS Publication 510 Fuel Tax Credits and Refunds for further information.

You may request IRS forms by calling (877) 829-4933 or download the forms at www.irs.gov/forms-instructions.

Expenditures

U.S. Consumer Price Index

The U.S. Consumer Price Index (CPI) is a measure of the changes in retail prices of a fixed market grouping of consumer goods and services. The CPI for all urban consumers (not seasonally adjusted) for September 2022 increased 8.2 percent from September 2021. The CPI is based on the major expenditure categories of food and beverages, housing, clothing, transportation and energy, medical care, recreation, education and communication as well as other goods and services. The Midwest Region CPI rose 8.1 percent from September 2021 to September 2022.

The most recent CPI figures and more information can be obtained by visiting www.bls.gov/cpi/.

U.S. Employment Cost Index

Another measure of cost trends, the U.S. Employment Cost Index (ECI) factors in expenses related to wages, benefits and total compensation. The ECI total compensation index for state and local government workers increased 3.4 percent from June 2021 to June 2022.

The most recent ECI figures and more information can be obtained by visiting www.bls.gov/ect/.

FICA Deductions

The city (employer) and the employee each contribute 7.65 percent of wages for Social Security and Medicare. The maximum taxable earnings subject to the Social Security portion (6.2 percent) of the Federal Insurance Contributions Act (FICA) is currently $147,000 and will increase to $160,200 in 2023. There is no limit on the salary covered for the Medicare portion (1.45 percent) of FICA. Please note that rates may change during the fiscal year. Questions on FICA may be directed to the Des Moines office of the Social Security Administration (SSA) at (800) 772-1213.

You can also visit the SSA Web site at www.ssa.gov for questions, publications and other information.

Iowa Public Employees' Retirement System (IPERS)

IPERS contribution rates for employers and employees have been steady the past several years. Contribution rates for regular and protection class members will not change in FY 2024. City officials are encouraged to consult with an IPERS representative should they have any questions about their retirement account.

Employer and employee contribution rates are posted to the IPERS Web site at www.ipers.org/about-us/contribution-rates.

IPERS Contribution Rates Regular Class Members			
Regular Class Members	July 1, 2021	July 1, 2022	July 1, 2023
Employee Rate	6.29%	6.29%	6.29%
Employer Rate	9.44%	9.44%	9.44%
Combined Rate	15.73%	15.73%	15.73%

Important Note: All part-time elected officials must be covered by IPERS unless they specifically opt out of coverage. All employers will be audited on a regular cycle, based on the number of employees.

Questions may be directed to the IPERS office at (800) 622-3849 or visit their Web site at www.ipers.org for more information.

IPERS Contribution Rates Protection Class Members			
Protection Class Members	July 1, 2021	July 1, 2022	July 1, 2023
Employee Rate	6.21%	6.21%	6.21%
Employer Rate	9.31%	9.31%	9.31%
Combined Rate	15.52%	15.52%	15.52%

Municipal Fire and Police Retirement System of Iowa (MFPRSI)

MFPRSI Contribution Rates			
MFPRSI City Contribution Rates	July 1, 2021	July 1, 2022	July 1, 2023
Employee Rate	9.40%	9.40%	9.40%
Employer Rate	26.18%	23.90%	22.98%
Combined Rate	35.58%	33.30%	32.38%

The MFPRSI contribution rate formula is established in *Code of Iowa* Chapter 411 and currently sets the employee rate at a fixed 9.40 percent. Each year, the MFPRSI Board of Trustees sets the employer rate after the completion of an annual actuarial valuation. The city's contribution rate, effective July 1, 2022, is 23.90 percent. The rate will see a drop to 22.98 percent for FY 2024.

Mileage

Cities may reimburse city officials and employees using their own vehicles up to the amount allowable under Internal Revenue Service (IRS) rules. While cities are not required to use the IRS rate, any changes made in the city reimbursement rate should be done by resolution. The current IRS rate of 62.5 cents was set in July, an increase from the initial 2022 rate of 58.5 cents per mile. The rate is valid until December 31, 2022. Rates for 2023 have not yet been determined and will be available at www.irs.gov in December.

Minimum Wage Rate

Both the state and federal minimum wage have remained the same since 2009. The state hourly wage is $7.25 and the hourly wage for youth employees working less than 90 days is $6.35 (the lower rate only applies to employees under the age of 20). The federal minimum wage is also $7.25 per hour. As a reminder, if there is a disparity between the federal and state minimum wage rate, employers are required to pay the higher of the two.

The state legislature approved House File 295 in the 2017 legislative session that, among other things, prohibits cities and counties from adopting local minimum wages that are higher than the state level. The bill nullifies all existing local minimum wage ordinances that differ from the state level.

Unemployment Compensation

Most cities are reimbursable for unemployment compensation upon application, unless they elect to be contributory by completing an additional form stating such. Cities must reimburse the state for actual unemployment benefits paid out by Iowa Workforce Development (IWD) within 30 days following the billing for any quarter in which the state has made payments to the city's former employees. If a city anticipates the possibility of layoffs during a fiscal year, they may want to budget for the expense of reimbursing unemployment benefits.

Contributory tax rates are based on the extent that tax payments made by the city are in excess of benefits paid out by IWD, and this reserve balance is then divided by the average taxable payroll. The tax due is found by taking the percentage calculated for the city multiplied by the first $34,800 of each employee's gross salary (this will increase to $36,100 in 2023). IWD will mail tax rate notices giving the percentage for each city in November. The city has 30 days from the Rate Notice Date on the form to appeal their contribution rate.

All cities have the option to change their status to contributory or reimbursable. Cities can change their status by December 1 for the next calendar year by contacting IWD for the appropriate forms in advance of the deadline. However, if a city opts to switch from contributory to reimbursable, it is required to pay to IWD any deficit that may be due to claims against its current account in excess of contributions.

Information regarding IWD can be found at www.iowaworkforcedevelopment.gov.

Workers' Compensation Insurance

Premium for workers' compensation coverage can be estimated using the audited payroll from the previous year with adjustments for cost of living and other increases, taking into consideration anticipated changes in personnel and/or operations. Once payroll has been adjusted for each class code, apply the rate for each code per $100 of payroll. The city should check with its agent to see if any rate changes will go into effect prior to its renewal.

General Liability and Property Insurance

Liability coverage contribution is based on several factors such as number of employees, number and types of automobiles and expenditures. However, the easiest way to project cost of liability coverage is to apply the current inflation factor. Premium for liability coverage is based on the number of employees and a five percent increase to the entity's total budget. Rating for property and auto physical damage coverage is based solely on the total insured value (TIV) of the schedule. A simple way to project cost is to calculate the TIV of the previous year, divide it into last year's contribution and apply the factor to this year's TIV.

Legislation

When re-estimating revenues and expenditures for FY 2023 and budgeting for FY 2024, cities should keep in mind recent legislative actions that may have a significant fiscal impact on the city. Full coverage of the laws passed by the 2022 General Assembly is included in the *New Laws of Interest to Iowa Cities* report, which can be found on the League Web site at www.iowaleague.org.

HF 2552 | Business Property Tax Credit

Transitions the existing Business Property Tax Credit into an assessment limitation. This assessment limitation applies the residential rollback to the first $150,000 of taxable valuation of commercial, industrial, and railway properties for the purposes of property taxation. Appropriates up to $125 million as a backfill to prevent an immediate reduction in local government revenues.

Amends Sections 2.48, 331.512, 357H.9, 403.20, 426C.10 and 441.21 | Effective July 1, 2022

SF 2367 | Department of Revenue Omnibus, Local Option Sales and Service Tax (LOSST) Distributions

Makes many changes to the administration and collection of taxes. Exempts certain products such as child and adult diapers as well as feminine hygiene products from sale tax collection. Makes distributions of LOSST to local governments based on actual collections rather than estimates.

Amends Sections 423.3 and 423B.7 | Multiple effective date

SF 2266 | IPERS Retirement Employment Benefits

Alters the amount a retired IPERS employee can make without negatively affecting their benefits from IPERS. Increases this threshold from $30,000 to $50,000 a year.
Amends Sections 97B.48A and 279.7A | Effective March 23, 2022

HF 2130 | Registration and Use of ATV & UTV

Prohibits a city from charging a fee to operate an all-terrain or off-road utility vehicle (ATV or UTV) within city limits. Maintains the authority for cities to regulate the operation of an ATV and UTV and cities may designate specific streets or areas within their corporate limits where they can be operated. These vehicles, however, are allowed to use the most direct route between an all-terrain trail or two secondary roads which are not contiguous.
Amends Sections 321.385, 321I.8 and 321I.10 | Effective July 1, 2022

SF 2322 | Public Records Examination Fees

Requires a lawful custodian of public records to attempt to provide a record at no cost other than for copying so long as the records take less than 30 minutes to produce. Requires any cost associated with a record request to be reasonable. Clarifies that legal review and associated fees only be utilized for the redaction of legally protected information. Allows for the reasonableness of a record request to be challenged.
Amends Section 22.3 | Effective July 1, 2022

Other Budget Issues

City Annual Financial Report

The Iowa Department of Management (IDOM) requires that the Annual Financial Report (AFR) forms befiled using an online reporting and filing system. The AFR portal can by found at https://dom-localgov.iowa.gov. The AFR is a statement of actual revenues, expenditures, and fund balances from the prior fiscal year. This report has a filing deadline of December 1 each year. The online report, a signed copy of the All Funds P1 summary page, and the proof of publication/affidavit of posting must be submitted by received by the Auditor of State's Office not later than December 1. The AFR must be completed and submitted before the city budget hearing process can be started. Failure to complete the AFR in a timely manner will lead to the next year's budget facing a financial penalty. Also, timely filing is required as the actual financial data from the AFR auto-fills to the budget forms.

Annual Urban Renewal Report

Legislation approved in 2012 requires all cities that have an urban renewal area, whether actively generating tax increment or not, to submit the Annual Urban Renewal Report. Cities must provide a variety of information for each of their urban renewal areas, including urban renewal plans, maps, tax increment financing ordinances, debt and financing data, and urban renewal projects.

The report is due December 1 of each year and must be completed and filed using the IDOM online reporting system (https://www.legis.iowa.gov/tif/la). The system requires users to upload associated documents in PDF format. City councils must approve the form prior to submittal. Failure to file the report by the deadline will result in the city being unable to certify their budget, which could lead to financial penalty of being held to the prior year's property tax revenue, and being placed on a list of delinquent cities sent to the Legislature and Governor.

> The League and IDOM recorded training webinars on how to complete the report. Those webinars and other helpful information can be found at www.iowaleague.org and https://dom.iowa.gov/city-tif-information.

Certification of TIF Debt

Cities must certify debt payable with Tax Increment Financing (TIF) funds on or before December 1. *Code of Iowa* Section 403.19 requires cities to certify to the county auditor the amount of any "loans, advances, indebtedness, or bonds" that qualify for payment from TIF revenue from a TIF district. This certification of TIF debt is only required once. However, due to the unique nature of many TIF financing programs, some cities may need to file on an annual basis or make adjustments to the amount needed in the next year.

The county auditor is responsible for collecting and distributing the funds available from the increment in subsequent years until the entire certified amount is paid into the city's tax increment fund. However, if additional debt is incurred, that amount must be certified by the following December 1 in order for the county auditor to make the proper distribution in the next fiscal year. Failure to certify the debt before December 1 will delay payments to the city by one year. IDOM and the State Auditor's Office have developed a TIF Debt Certification form that cities may use when certifying their debt to the county auditor. Due to the unique nature of each urban renewal area and TIF request, be sure to proactively communicate with your County Auditor about your TIF request.

> The League and IDOM recorded training webinars on how to complete the report. Those webinars and other helpful information can be found at www.iowaleague.org and https://dom.iowa.gov/city-tif-information.

City Budget Forms

IDOM requires that the city budget and subsequent budget amendments be completed in the online budget system at https://dom-localgov.iowa.gov. The budget form, which requires two separate hearings to approve, must be filed with IDOM and the county auditor by March 31. Be sure to complete the AFR by December 1 so that your city will be able to complete the budget process and file the budget by March 31. Late budgets are penalized by being restricted to the prior years property tax revenue.

American Rescue Plan Act

The American Rescue Plan Act (ARPA) was approved by Congress in early 2021 and includes significant potential funding for local governments. As the plan was developed, cities were required to request its portion of funding through the state government. Following that process, cities received their first installment of funding that represented half of the total amount (the second half was distributed in the early part of FY 2023).

The Final Rule from the U.S. Department of the Treasury on ARPA uses was released on January 6, 2022, and took effect on April 1, 2022. As part of the Final Rule, a standard allowance for revenue loss up to $10 million was established. This allowed recipients to utilize the funding broadly for government services and streamlined the reporting requirements.

It is important to note that the rules allow entities until December 31, 2024 to make plans for the use of funds, and until December 31, 2026 to actually spend the funds. Also, cities that receive ARPA funds will be required to continue to comply with reporting requirements as set by the U.S. Department of the Treasury.

Infrastructure Investment and Jobs Act

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), was passed by Congress in November 2021. The law authorizes $1.2 trillion for roads, bridges, water, broadband, and other improvements with $550 billion slated for "new" investments/programs.

Local governments are eligible for billions of the funding, but unlike ARPA, cities must apply for grants to receive IIJA funds for a project. Iowa stands to gain at least $5 billion in funding over the next five years. Investments from IIJA would provide funding for a number of needs including, but not limited to:

- Water infrastructure
- Highway aid to address highways in poor condition
- Bridge replacement and repairs
- Public transportation
- Airport infrastructure and upgrades
- Electric vehicle programs including funding for charging stations
- Broadband expansion
- Protection against cyberattacks

The Buy America, Build America Act (BABA) is part of the requirements of IIJA. As it relates to infrastructure projects and awarding of funds, the following BABA requirements must be met:

- All iron and steel used on a project must be made in the United States
- All manufactured products must be produced in the United States and must be greater than 55% of the total cost of all components of the manufactured product
- All construction materials must be made in the United States

Bid and Quote Thresholds for Cities

The bid and quote thresholds for qualifying public improvement projects as defined in Chapter 26 of the *Code of Iowa* can be seen in the following tables.

Current Thresholds ***Horizontal Infrastructure – Roads, streets, bridges, culverts***		
	Cities Less Than 50,000	Cities Greater Than 50,000
Competitive Bid Required	$54,000	$77,000
Competitive Quote Required	N/A	N/A

Current Thresholds ***Vertical Infrastructure – Buildings, parking facilities, utilities, trails***		
	Cities Less Than 50,000	Cities Greater Than 50,000
Competitive Bid Required	$139,000	$139,000
Competitive Quote Required	$57,000	$77,000

January 1, 2023 Thresholds ***Horizontal Infrastructure – Roads, streets, bridges, culverts***		
	Cities Less Than 50,000	Cities Greater Than 50,000
Competitive Bid Required	$65,000	$93,000
Competitive Quote Required	N/A	N/A

January 1, 2023 Thresholds ***Vertical Infrastructure – Buildings, parking facilities, utilities, trails***		
	Cities Less Than 50,000	Cities Greater Than 50,000
Competitive Bid Required	$196,000	$196,000
Competitive Quote Required	$81,000	$109,000

For a detailed explanation of construction bidding and quotation procedures please visit the Member Resources section at www.iowaleague.org.

Water Service Excise Tax

Legislation adopted in 2018 created a new Water Service Excise Tax (WET), which replaces the state sales and use tax on charges for water service. The WET became effective July 1, 2018 and has a rate of six percent. Cities must apply the WET to charges or fees related to the sale of water service, which can include usage charges and minimum monthly charges that may comprise a total water service charge. Local option sales tax is no longer applied to water service charges. A portion of the revenue collected will go to the state water quality infrastructure and water quality assistance funds.

Additional information can be found on the Iowa Department of Revenue's website, including examples of how the WET is applied to different water service charges, at https://tax.iowa.gov/WET.

2020 Census

The decennial census was conducted in 2020 and, after significant delay, was released by the U.S. Census Bureau and certified by the State of Iowa. The census changed city populations across the state, directly impacting funding formulas based on a per capita distribution such as the Road Use Tax Fund and Local Option Sales and Services Taxes.

Additional guidance and resources can be accessed at the State Data Center, www.iowadatacenter.org/2020census. The League website also has helpful guidance on the Census, including an FAQ page.

W-2 and 1099 Forms

Cities are reminded that W-2 and 1099 forms are due to employees and vendors, respectively, by January 31 of each year. The deadline for filing W-2 forms (paper or electronic) with the Social Security Administration is also January 31. Similarly, 1099 forms (paper or electronic) must be filed with the IRS by January 31 if reporting nonemployee compensation payments in Box 7.

The Affordable Care Act requires employers to report the cost of coverage under an employer-sponsored group health plan on an employee's Form W-2 in Box 12 using Code DD. For cities filing fewer than 250 W-2 forms this requirement is optional.

GASB 45

Governmental Accounting Standards Board Statement 45 (GASB 45) requires many public entities to reflect the value of post-employment benefits (health, life, dental, etc.) that are provided to retired employees in your future audited financial statements. Your auditor has likely informed you when (and if) your city will meet the requirements for compliance with this accounting standard.

GASB 54

Governmental Accounting Standards Board Statement Number 54 (GASB 54) provides guidance for fund balance categories and classifications and governmental fund type definitions. In Iowa, the Annual Financial Report, sent to the State Auditor's office by December 1 of each year, has been changed due to GASB 54. This means all cities in Iowa are impacted.

GASB 54 changed the way we look at cash balances, specifically reporting what cash balances, by major governmental fund type, are or are not available for public purposes. Additional information can be found at www.iowaleague.org/members/Pages/GASB54FundBalanceClassifications.aspx.

GASB 68

Governmental Accounting Standards Board Statement Number 68 (GASB 68) requires state and local government to make significant changes to how they account and report finances related to pension plans. This includes new requirements for reporting pension-related liabilities and obligations. The State Auditor's Office has created a variety of resources to help cities prepare for the requirements, which can be found at auditor.iowa.gov/gasb-68-pensions.

GASB 77

Governmental Accounting Standards Board Statement Number 77 (GASB 77) requires governments to disclose in the notes to their financial statements the amount of revenues they promise to forgo through agreements with individuals or entities which promise to take specific actions after the agreements have been entered into that contribute to economic development or otherwise benefit the governments or the citizens of those governments.

GASB 77 also requires governments to disclose the portion of revenues which would have otherwise received that other governments have promised to forgo through tax abatement agreements. The Iowa Department of Management has developed resources to help cities comply with these requirements, which can be seen at dom.iowa.gov/gasb-77-resources.

Affordable Care Act

Cities are reminded to be in compliance with applicable provisions of the Affordable Care Act (ACA) or they could be subject to penalties as employers and individuals. With that in mind, cities need to know how the ACA affects them and their employees and prepare for any coming changes. The various aspects of the ACA could impact cities in many different ways and cities are encouraged to consult with their health care advisors to determine the best course of action.

Red Flag Rules

The Fair and Accurate Credit Transactions (FACT) Act of 2003 requires utilities and government entities to implement identity theft prevention programs. These provisions are known more commonly as the Red Flags Rule. Municipal utilities, local governments and any entity that can broadly be classified as a creditor should develop and implement a written identity theft prevention program. More information regarding this policy is available at www.ftc.gov/tips-advice/business-center/privacy-and-security/red-flags-rule.

Consumer Confidence Report

Cities are required to complete a Consumer Confidence Report, which is designed to inform consumers of their local water quality. A copy of the report must be mailed or otherwise directly delivered to each customer annually by July 1. A city with a population less than 10,000 with no violations during the past year may use a mailing waiver. If these cities choose to use the mailing waiver:

- For a city with a population less than 500, the mailing waiver must provide notice at least once per year to their customers by mail, door-to-door delivery or posting that the report is available upon request.
- For a city between 500 and 10,000 in population, the mailing waiver must inform customers that the report will not be mailed. The cities must publish the report in the newspaper and make the report available upon request.

Single Audit Act

Cities that expend a total of $750,000 or more in federal assistance in a fiscal year must comply with the Single Audit Act, which requires a single or program-specific audit of city financial records.

Training Costs

The League and others offer several training events directed at city officials throughout the year. Be sure to check www.iowaleague.org throughout the year to get information about these events and the associated registration fees.

Budget Calendar

Beginning with the Fiscal Year 2021 budget, cities are required to complete additional steps to approve its annual budget. The additional steps were part of Senate File 634, which was approved by the state legislature in 2019.

January 16th RES - Set Pub February 6th Pub. Adopt

The law requires all cities to pass a resolution establishing their maximum property tax dollars to certify for levy, which must be preceded by a public notice and a public hearing. The notice of public hearing and proposed maximum property tax dollars is required to be published no less than 10 but not more than 20 days prior to the date of the hearing. Cities with populations fewer than 200 may meet the publication requirement by posting the notice of hearing and proposed maximum property tax dollars in three public places in the city. All cities must also post an electronic link to the notice on any and all existing city websites and social media sites.

The notice must include the sum of the current fiscal year's actual property taxes certified under the levies specified to be impacted by the 2 percent threshold*, the current fiscal year's combined tax levy rate for such amount applicable to taxable property (excluding agricultural or horticultural property), the effective tax rate calculated using the sum of the current fiscal year's actual property taxes for the levies specified under the 2 percent threshold applicable to property that is not agricultural or horticultural, and the sum of the proposed maximum property tax dollars that may be certified under the levies subject to the 2 percent threshold. The city must also include a statement of the major reasons for the increase if the proposed maximum property tax dollars exceeds the current fiscal year's amount. The Iowa Department of Management provides cities a template form to use for this notice.

*The law sets a threshold of 2 percent growth from the previous fiscal year's actual property tax dollars to the proposed property tax dollars for the next fiscal year (this pertains to the specific levies identified in the state code). Any cities that need to exceed the 2 percent growth limitation must receive two-thirds approval from the council to move forward. Cities not needing to exceed the 2 percent threshold can approve the resolution by simple majority.

Keep in mind, the maximum property tax dollars resolution and public hearing notice is in addition to the notice of the proposed city budget, public hearing and resolution to approve the annual city budget.

The following schedule is an example for cities to follow during the budgeting process. The example assumes the city has a Thursday newspaper publication with a Tuesday deadline and the council meets on the first and third Monday. Cities should adopt a calendar that meets their specific circumstances and council meeting schedule.

Typical Budget Timeline

**Dates noted by an asterisk are statutory deadlines or requirements.*

Budget Timeline	Date
City elected officials and staff members meet to hold preliminary budget discussions and schedule formal work sessions and budget adoption dates	November and December
City department heads give budget and proposals to city finance officer	January 9
Budget work session(s) with staff members and city council; council orders notice of hearing to set maximum property tax to certify for levy	January 16
Notice of hearing on maximum property tax to certify for levy published	February 9
Public hearing on maximum property tax limits and budget work session	February 20
Council receives and adopts final proposed budget and orders notice of hearing	March 6
Notice of hearing on adoption of final budget published	March 9
NOTICE REQUIREMENT: Notice of the hearing on the maximum property tax dollars and of the proposed budget must be given not more than 20* days nor less than 10* days before the date of the hearing. **DETAILED BUDGET**: The detailed budget must be available for public inspection at least 10* days before the final budget hearing and 20* days before final date for certification, and is to be available at the clerk's and mayor's offices and the public library, or posted at three places designated by ordinance if there is no library.	
Budget hearing	March 20
Adoption of final budget	March 20
Certified budget to county auditor and filed with IDOM	March 31*
Persons affected by the budget have 10 days after the date of certification to file a written protest	April 10*
IDOM certifies taxes back to county auditor	June 15*
Budget takes effect	July 1*

Cities might find that they need to exceed the general fund levy limit set by statute ($8.10 per $1,000 of taxable property value). If so, a city may appeal to the IDOM/City Finance Committee and use a unique schedule and set of guidelines. Please contact the League for assistance with such schedules.

One-Stop Web References

The League's website has numerous reports and resources on budget matters.

Resources	Website
Iowa League of Cities	iowaleague.org • Finance Section in Resources area • Publications on Iowa's Property Tax System, City Property Tax Levies, Property Tax Assessments, Franchise Fees, Tax Increment Finance and more
Snapshot of Tax Increment Finance	iowaleague.org/resources/publications/
Franchise Fees Special Report	iowaleague.org/resources/publications/
City Clerks/Finance Officers Handbook	iowaleague.org/wp-content/uploads/PublicationOrderForm.pdf
Iowa Department of Management	dom.iowa.gov/cities
Iowa Department of Revenue Fuel Tax Refund Forms	tax.iowa.gov/other-iowa-motor-fuel-tax-information
Iowa Public Employees' Retirement System	www.ipers.org
Iowa Workforce Development	www.iowaworkforcedevelopment.gov
Internal Revenue Service	www.irs.gov
Local Option Sales Tax Information	tax.iowa.gov/local-option-tax-information-local-government
Minimum Wage	The Iowa Division of Labor | www.iowadivisionoflabor.gov The U.S Department of Labor | www.dol.gov
Municipal Fire & Police Retirement System of Iowa	www.mfprsi.org
Publication Rates	www.inanews.com
Social Security Administration	www.ssa.gov
State Library of Iowa Enrich Iowa Funds	www.statelibraryofiowa.gov
U.S. Department of Labor	Consumer Price Index | www.bls.gov/cpi Employment Cost Index | www.bls.gov/ncs/ect

Notes:

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Christine Yancey

From:	Press Releases from Iowa Governor's Office <IowaGovernorsOffice@public.govdelivery.com>
Sent:	Monday, December 5, 2022 10:40 AM
To:	Christine Yancey
Subject:	RELEASE: Gov. Reynolds announces new entry-level CDL training program
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OFFICE OF THE GOVERNOR

Governor Kim Reynolds ★ Lt. Governor Adam Gregg

FOR IMMEDIATE RELEASE: Monday, December 5, 2022
CONTACT: Alex Murphy, (515) 802-0986, Alex.Murphy@Governor.Iowa.Gov

Gov. Reynolds announces new entry-level CDL training program

DES MOINES, IOWA – Today Governor Kim Reynolds announced the newly created Iowa Entry-Level Driver Training Program to provide more opportunities for interested truck drivers to obtain their commercial driver's license (CDL) in Iowa.

"Truck drivers play such a critical role in meeting our supply chain demands-- 'If you got it, a truck driver brought it'. Like the rest of the nation, Iowa, too, has a high demand for truck drivers; and in order to meet that demand, we need innovative solutions that reduce barriers for anyone interested in obtaining a CDL license," said Gov. Reynolds. "This new program will break down barriers that currently exist for obtaining a CDL and provide support to organizations who sponsor these critical training opportunities right here in Iowa."

The new Iowa Entry-Level Driver Training Program will provide $6 million to support employers, nonprofits, or related organizations who sponsor or partner on key training programs designed to prepare potential drivers for CDL skills or knowledge tests. The grant program hopes to remove costly barriers and, ultimately, create more drivers with CDL licenses across the state.

"The Entry-Level Driver Training Program provides more opportunities to obtain a CDL, but it also makes it easier for employers to recruit and train their own drivers," said Beth Townsend, Director of Iowa Workforce Development. "This effort will also make our state more competitive in these high-demand fields by helping employers offer the right training when and where their workers need it."

Earlier this year, the Federal Motor Carrier Safety Administration implemented Entry-Level Driver Training, requiring all new drivers to undertake additional training requirements on top of existing CDL standards. Current CDL training can be costly and/or limited, making the pathway to obtain or upgrade a license more difficult despite a much higher demand for drivers. All training providers and drivers are required to meet all Federal driving standards under the ELDT program.

Grant funding for the Iowa Entry-Level Driver Training Program will reimburse eligible organizations in Iowa that offer these critical training programs either in-house or through partnerships with certified training providers. If the program is provided in-house, reimbursement can be used on instructor wages, curriculum materials, and maintenance needs. If the program is offered via outside training providers, reimbursement must go towards Entry-Level Driver Training program tuition.

Additional requirements:
Eligible applicants: Iowa-based employers, employer consortiums, and non-profits who employ Iowa CDL drivers and provide Entry-Level Driver Training either in-house or through partnership with third-party certified training providers.

Funds are administered as reimbursement only following documented training certification and a CDL exam within 30 days of a participant's first day of training (first day of either behind-the-wheel or theory).

Applications will be accepted at IowaGrants.gov beginning on Tuesday, December 13, 2022 and are due on Friday, February 3, 2023, at 11:59 AM. *(Note: IowaGrants.gov will undergo scheduled website maintenance and will be unavailable December 2-12)*

- Visit this link for more information on the grant, its requirements, and the application process.
- A webinar will take place on December 13 at 3:00 PM to provide more information on the grant and a Q&A session. Interested employers are encouraged to participate (Registration link).

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