

**CITY OF RIVERSIDE COUNCIL TENTATIVE AGENDA  
RIVERSIDE CITY HALL COUNCIL CHAMBERS  
60 N GREENE STREET**

**Monday, April 18th, 2016 at 6:30 pm**

**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.**

**When citizens are recognized to speak, please approach the podium, spell your first and last name. Time is limited to 3 minutes. Reminder to citizens, this is a privilege, not a right.**

CALL MEETING TO ORDER: Mayor Schneider

Pledge of Allegiance

ROLL CALL:

APPROVAL OF AGENDA:

1. Approve Consent Agenda
  1. a) Expenditures 04/18/16
  1. b) Minutes from 04/04/16
2. Committee Reports:
3. Citizens Comments
4. Kalonial Lawn Care – Jared Miller
5. Northland Securities – Ella Street Financing **pg 6**
6. Resolution #04182016-01 “Resolution setting the date for a public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,300,000” **pg 14**
7. MMS Updates (Some items may need a motion)
  - Ella Street Project
  - Boise Street Seeding
  - Cherry Lane Subdivision
  - Highway 22 Project
8. Update on Hall Park electric for Trek Fest carnival

9. Roger Duffey Inquiry **pg 17**
  
10. Second Read of Ordinance #2016-02 "Rezoning of Tener Triangle – Lots #2 & 3, Outlot A"
  - Motion to waive 3<sup>rd</sup> Readings **pg 20**
  
11. Water meter replacement and radio read
  - Ferguson Waterworks Meter Read System **pg 28**
  - Municipal Supply
  
12. Resolution #04182016-02 "Audit Services for FY 15-16" **pg 33**
  
13. Water and Sewer Report – Ron Hembry **pg 36**
  
14. Clerk Comments
  
15. City Council Comments & Requests for Information with a majority vote
  
16. Adjourn Council Meeting

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

Allen Schneider, Mayor

EXPENDITURES 04/18/16				
COUNCIL MEETING				
UNPAID BILLS				
ALTORFER	WASTE WATER GENERATOR	610-5-815-6330	\$	624.36
ARAMARK	MARCH SERVICE	001-5-650-6310	\$	375.04
ARAMARK	MARCH SERVICE	001-5-210-6372	\$	177.04
ARAMARK	MARCH SERVICE	600-5-810-6181	\$	83.15
ARAMARK	MARCH SERVICE	610-5-815-6181	\$	83.15
ARAMARK	MARCH SERVICE	001-5-210-6181	\$	83.13
ARAMARK	MARCH SERVICE	001-5-430-6181	\$	83.13
BUSINESS RADIO	RVFD	001-5-150-6356	\$	284.75
CARUS	CHEMICALS	600-5-810-6501	\$	659.78
CRESENT ELECTRIC	WATERPLANT	600-5-810-6504	\$	248.76
ELECTRICAL ENG. & EQUIP. CO.	LIFT #3 GENERATOR REPAIRS	610-5-815-6330	\$	375.00
FISHER INSURANCE	RVFD	001-5-150-6316	\$	15,346.08
FISHER INSURANCE	STREETS	001-5-210-6402	\$	3,829.88
FISHER INSURANCE	PARKS	001-5-430-6402	\$	3,555.83
FISHER INSURANCE	SEWER	610-5-815-6405	\$	11,766.48
FISHER INSURANCE	WATERPLANT	600-5-810-6405	\$	13,547.43
FISHER INSURANCE	CITY	001-5-650-6400	\$	7,848.30
FELD FIRE	LADDER TRUCK BRACKETS	001-5-150-6356	\$	1,575.18
GRAINGER	ADJUSTABLE SPREADER BEAM	610-5-815-6507	\$	465.00
IOWA SOLUTIONS	WEB HOST	001-5-650-6494	\$	60.00
I TECH	APRIL COMPUTER MAINT.	001-5-650-6497	\$	155.00
J&M DISPLAYS	TF FIREWORKS	145-5-650-6415	\$	7,000.00
JOHNSON COUNTY REFUSE	APRIL CONTRACT	670-5-840-6499	\$	1,719.50
KALONIAL TREE SERVICE	TREE REMOVAL CITY ROW	001-5-510-6495	\$	745.00
KALONA AUTO PARTS	SHOP - VEHICLE MAINTENANCE	001-5-210-6331	\$	721.32
KALONA AUTO PARTS	PARKS	001-5-430-6504	\$	95.94
KALONA AUTO PARTS	RVFD	001-5-150-6352	\$	14.97
KOCH BROTHERS	COPIES FEB-MAR	001-5-650-6496	\$	2,298.03
LAROCHE, BECKY	MILEAGE- IA LEAGUE PT 3	001-5-650-6240	\$	71.28
MARTIN GARDNER ARCH.	COMMUNITY CENTER SCHEMATIC DESIGN	301-5-750-6786	\$	962.50
MEDIACOM	RVFD	001-5-150-6332	\$	54.95
MENARDS	PARKS	001-5-430-6325	\$	8.91
MMS	GENERAL ENGINEERING	001-5-650-6407	\$	402.05
MMS	PIONEER STORM SEWER	301-5-750-6781	\$	689.05
MMS	PARK SHELTER	301-5-750-6788	\$	163.50
MMS	ELLA STREET	301-5-750-6782	\$	13,750.00
MMS	COMM. CENTER/CHERRY LANE	301-5-750-6786	\$	3,925.00
MMS	TAP APPLICATION	301-5-750-6786	\$	1,352.75
MMS	CASEYS SEWER	301-5-750-6787	\$	899.50
MMS	ZONING - TENER	001-5-650-6407	\$	275.31
OFFICE EXPRESS	PAPER	001-5-650-6506	\$	167.40
PAWS & MORE	1ST QTR CITIZEN DONATION	001-5-190-6413	\$	132.00
PITNEY BOWES	METER RENTAL	600-5-810-6508	\$	45.00
PITNEY BOWES	METER RENTAL	610-5-815-6508	\$	45.00
REC	SIGN	001-5-430-6371	\$	99.02
REC	HWY 22 LIFT STATION	610-5-815-6371	\$	102.82
REC	VINE & HWY 22	610-5-815-6371	\$	3,929.20
REC	SHOP	001-5-210-6371	\$	38.63
REC	WATER PLANT	600-5-810-6371	\$	2,252.28
REC	CASINO LIFT	610-5-815-6371	\$	248.62
REC	CASINO TRAFIC LIGHT	001-5-230-6371	\$	149.86
RIVERSIDE TRAVEL MART	FIRE TRUCK FUEL	001-5-150-6350	\$	89.97
RONS AUTO BODY	RFD - RANGER	001-5-150-6352	\$	147.95
IOWA STATE UNIV.	FIREMAN TRAINING	001-5-150-6354	\$	425.00
RIVERSIDE HISTORY CENTER	1ST QTR. GRANT	145-5-650-6413	\$	4,382.01
RIVERSIDE ESO	TREK FOR SCHOOLS	145-5-650-6430	\$	1,000.00
ROBINSON, NATE	P & Z TRAINING	001-5-610-6240	\$	36.72
RIVERSIDE GRAIN	PARKS	001-5-430-6320	\$	376.00
STANDARD PEST CONTROL	APRIL SERVICE	001-5-650-6310	\$	40.00
SCHNOEBELEN INC	WASTE WATER	610-5-815-6507	\$	9.83
STATE HYGIENIC LAB	MARCH TESTING	600-5-810-6490	\$	32.00
STATE HYGIENIC LAB	MARCH TESTING	610-5-815-6490	\$	1,420.50
SCHIMBERG	WATER PLANT	600-5-810-6504	\$	193.96
THREE CHICKS	PUBLISHING	001-5-650-6402	\$	132.61
UPS	SHIPPING	600-5-810-6508	\$	88.18
USA BLUEBOOK	SEWR PLANT	610-5-815-6507	\$	183.69
UNITED LABS	PARKS	001-5-430-6325	\$	179.76
VISA	USTREAM	001-5-650-6497	\$	99.00
VISA	PARKS	001-5-430-6325	\$	12.62
VISA	OFFICE	001-5-650-6506	\$	54.07
VISA	BINGO	001-5-520-6510	\$	36.80
WASHINGTON CO. AUDITOR	2ND QTR CONTRACT	001-5-110-6499	\$	12,144.50
WASHINGTON CO. AUDITOR	2ND QTR CONTRACT	001-5-110-6490	\$	9,441.75
WINDSTREAM	APRIL BILLING	001-5-210-6373	\$	381.15
WINDSTREAM	APRIL BILLING	600-5-810-6373	\$	148.38
WINDSTREAM	APRIL BILLING	610-5-815-6373	\$	29.81
	TOTAL UNPAID BILLS		\$	134,672.12

VW/A-P  
R

PAID BILLS			
ISU EXTENTION	P&Z CONFERENCE-ROBERTSON	001-5-610-6240	\$ 65.00
IPERS	CONTRIBUTIONS - MAR 2016	PAYROLL	\$ 2,618.30
IOWA DEPT OF REVENUE	IOWA WITHHOLDINGS - MAR 2016	PAYROLL	\$ 842.00
IOWA DEPT OF REVENUE	IOWA SALES TAX - MAR 2016	SALES TAX	\$ 2,666.99
PAYROLL	PAYCHECKS - MAR 2016	PAYROLL	\$ 13,251.85
IRS	941 TAX DEPOSIT - MAR 2016	PAYROLL	\$ 4,689.25
	TOTAL PAID BILLS		\$ 24,068.39
	TOTAL EXPENDITURES		\$ 158,740.51
MARCH 2016 REVENUES:			
GENERAL FUND		\$34,076.72	
ROAD USE TAX FUND		\$10,529.36	
LOCAL OPTION SALES TAX		\$7,302.99	
CASINO REVENUE RUND		\$154,533.68	
CAPITAL PROJECTS FUND		\$0.00	
WATER FUND		\$28,935.00	
SEWER FUND		\$26,587.94	
GARBAGE/LANDFILL FUND		\$2,006.22	
STORM WATER FUND		\$1,582.40	
TOTAL MONTHLY REVENUE		\$265,554.31	

# Council Packet

4/15/2016 10:29 AM

A/P Direct Item Register

PAGE: 12 **4/15/2016**

PACKET: 02755 EXPENDITURES 4-18-16 BL

VENDOR SET: 01 City of Riverside

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--		DISTRIBUTION	
** G/L ACCOUNT TOTALS **								
BANK YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
	610-5-815-6402	SEWER - WORKERS COMP INS	2,080.04	0	2,080.04- Y	236,670	72,464.55	
	610-5-815-6403	SEWER - INLAND MARINE IN	224.46	0	224.46- Y	236,670	74,320.13	
	610-5-815-6404	SEWER - AUTO INS	790.89	0	790.89- Y	236,670	73,753.70	
	610-5-815-6405	SEWER - PROPERTY INS	7,866.92	0	7,866.92- Y	236,670	66,677.67	
	610-5-815-6490	SAMPLE TESTING - HYGENIC	1,420.50	8,750	4,207.50- Y	236,670	73,124.09	
	610-5-815-6507	OPERATING SUPPLIES	658.52	5,000	388.54	236,670	73,886.07	
	610-5-815-6508	POSTAGE - SEWER	90.36	2,000	1,172.94- Y	236,670	74,454.23	
	670-2020	ACCOUNTS PAYABLE	1,719.50*					
	670-5-840-6499	JOHNSON CO REFUGE	1,719.50	22,500	5,305.00	23,700	5,905.00	
	999-1330	DUE FROM OTHER FUNDS	134,672.12 *					
		** 2015-2016 YEAR TOTALS	134,672.12					

✓  
Bl  
w/ EPR  
4-18-16

TOTAL ERRORS: 0                      TOTAL WARNINGS: 0

\*\* END OF REPORT \*\*

RIVERSIDE CITY COUNCIL MEETING; April 4, 2016

The Riverside Council meeting opened at 6:31 PM in City Hall with Mayor Schneider requesting roll call. Council members present were: Ralph Schnoebelen, Jeanine Redlinger, Bob Schneider Jr., Tom Sexton and Rob Weber.

Mayor Schneider moved Agenda item #19, Ferguson Waterworks Meter Read System to April 18, 2016 meeting.

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

Motion by Schnoebelen to approve consent agenda, minutes, and expenditures. Second by Schneider, passed 5-0.

There were no Committee Reports or Citizens Comments.

Ken McCracken of RACC introduced Carsha Meyer from the "Iowa Journeys" television program. Meyer gave Council information on doing a program on Riverside.

Schnoebelen moved to pass the first reading of Ordinance #2016-01 Rezoning of Tener Triangle. Second by Sexton, passed 5-0. Second reading will be on April 18, 2016.

Glen Meisner of MMS Consultants provided updates on Capital Improvement Projects. Schneider moved to make sidewalk approaches on Ella Street 3 feet wide. Second by Sexton, passed 5-0.

Sidewalk Ordinance changes for Ella Street and Resolution #04042016-01 - Tabled.

Schnoebelen moved to pass Resolution #04042016-02 Pat Callahan Training. Second by Schneider, passed 5-0.

Sexton moved to pass Resolution #04042016-03 Iowa State Extension Summer Camps, not to exceed \$600.00. Second by Schneider, passed 5-0.

Discussion held on People Services Contract being sent to City Attorney for review. Mayor will gather more information and has set the date of June 20, 2016 for final vote.

Mayor informed council of request from Highland for permission to look into the feasibility of placing an antenna on the water tower. More details will be gathered by Mayor, and report back to council.

Mayor Schneider read Proclamation stating that April 7, 2016 will be recognized as Junior Achievement Day in the City of Riverside.

Schneider moved to pass Resolution #04042016-04 Purchase Hach-Spectrophotometer at a cost of \$4,196.00 for the Water Plant. Second by Redlinger, passed 5-0.

Sexton moved to pass Resolution #04042016-05 Purchase Midland Scientific-PH Meter at a cost of \$1,691.61 for the Water Plant. Second by Schnoebelen, passed 5-0.

Schneider moved to pass Resolution #04042016-06 Purchase Midland Scientific-Muffle Furnace at a cost of \$3,226.70 for the Sewer Plant. Second by Weber, passed 5-0.

Schneider moved to pass Resolution #04042016-07 Approve Street Maintenance contract with LL Pelling for a cost of \$33,475.00, adding, at the same rate, the north side of 4<sup>th</sup> street from Hwy 22 to the East. Second by Sexton, passed 5-0.

Schneider moved to pass Resolution #04042016-08 Application to the WCRF for grant funding of a Three Season Shelter in Hall Park for \$150,000.00. Second by Redlinger, passed 5-0.

Schneider moved to have City Clerk proceed with Ella Street financing. Second by Schnoebelen, passed 5-0.

Schnoebelen moved, second by Redlinger to adjourn at 8:50 PM.

Full content of Council Meetings can be viewed on the City Web Site;  
[www.cityofriversideiowa.com](http://www.cityofriversideiowa.com)

NEXT CITY COUNCIL MEETING – Monday, April 18, 2016 at 6:30 pm.

ATTEST:

  
\_\_\_\_\_  
Lory Young: City Clerk

  
\_\_\_\_\_  
Allen Schneider; Mayor

**CITY OF RIVERSIDE, IOWA**  
**GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2016A**  
**PROPOSED SCHEDULE OF EVENTS**

The following checklist of items denotes each milestone activity as well as the members of the finance team who will have the responsibility to complete it. *Please note this proposed timetable assumes regularly scheduled City Council meetings.*

April 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Date	Action	Responsible Party
April 18, 2016	Set Public Hearing and review financing	Council Action, Northland, Bond Counsel
May 2, 2016	Hold Public Hearing and Approve Preliminary Official Statement	Bond Counsel, Northland, City, Council Action
May 16, 2016	Consider Bond Purchase Agreement to lock in interest rates	Bond Counsel, Northland, Council Action
May 16, 2016	Consider Issuance Resolution	Bond Counsel, Northland, Council Action
June 15, 2016	Closing on the Bonds	Bond Counsel, City, Northland, Paying Agent





**City of Riverside, Iowa**

\$1,300,000 General Obligation Corporate Purpose Notes, Series 2016A

"NR rates + .25% BP as of April 5, 2016"

Preliminary

**Sources & Uses**

Dated 06/01/2016 | Delivered 06/01/2016

**Sources Of Funds**

Par Amount of Bonds	\$1,300,000.00
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<b>Total Sources</b>	<b>\$1,300,000.00</b>
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**Uses Of Funds**

Total Underwriter's Discount (1.500%)	19,500.00
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Costs of Issuance	11,750.00
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Deposit to Project Construction Fund	1,265,000.00
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Rounding Amount	3,750.00
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<b>Total Uses</b>	<b>\$1,300,000.00</b>
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**City of Riverside, Iowa**

\$1,300,000 General Obligation Corporate Purpose Notes, Series 2016A

"NR rates + .25% BP as of April 5, 2016"

Preliminary

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/01/2016	-	-	-	-	-
06/01/2017	210,000.00	1.000%	18,177.50	228,177.50	228,177.50
12/01/2017	-	-	8,038.75	8,038.75	-
06/01/2018	210,000.00	1.150%	8,038.75	218,038.75	226,077.50
12/01/2018	-	-	6,831.25	6,831.25	-
06/01/2019	215,000.00	1.300%	6,831.25	221,831.25	228,662.50
12/01/2019	-	-	5,433.75	5,433.75	-
06/01/2020	220,000.00	1.500%	5,433.75	225,433.75	230,867.50
12/01/2020	-	-	3,783.75	3,783.75	-
06/01/2021	220,000.00	1.650%	3,783.75	223,783.75	227,567.50
12/01/2021	-	-	1,968.75	1,968.75	-
06/01/2022	225,000.00	1.750%	1,968.75	226,968.75	228,937.50
<b>Total</b>	<b>\$1,300,000.00</b>	<b>-</b>	<b>\$70,290.00</b>	<b>\$1,370,290.00</b>	<b>-</b>

**Yield Statistics**

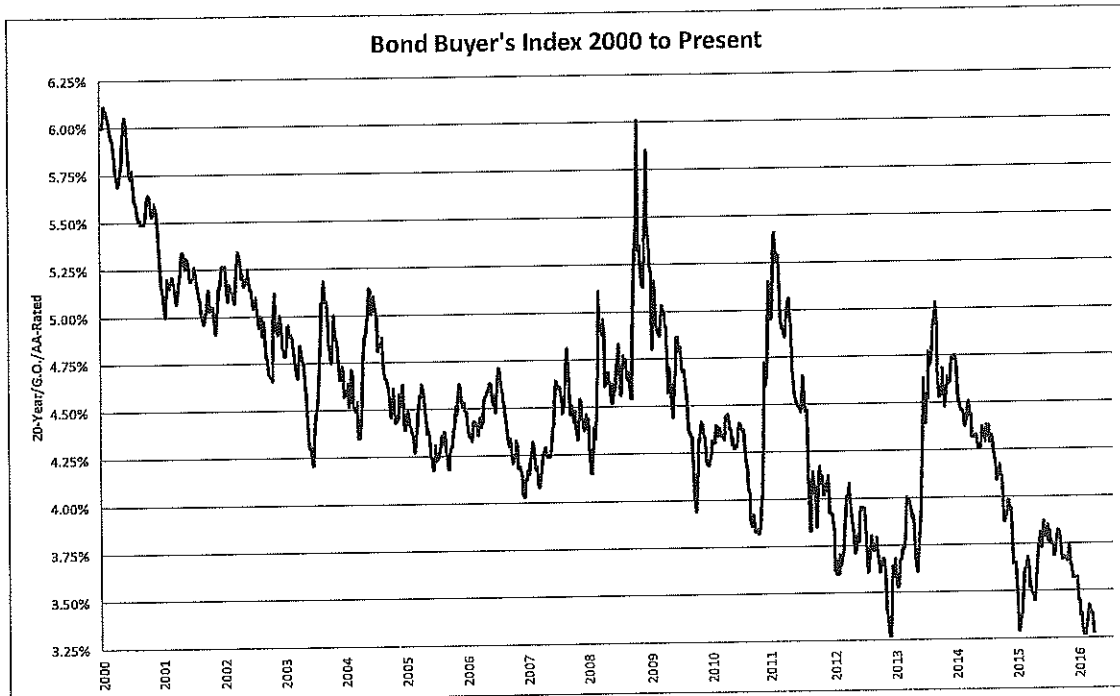
Bond Year Dollars	\$4,605.00
Average Life	3.542 Years
Average Coupon	1.5263844%
Net Interest Cost (NIC)	1.9498371%
True Interest Cost (TIC)	1.9650517%
Bond Yield for Arbitrage Purposes	1.5223394%
All Inclusive Cost (AIC)	2.2363722%

**IRS Form 8038**

Net Interest Cost	1.5263844%
Weighted Average Maturity	3.542 Years

**Date And Term Structure**

Dated	6/01/2016
Delivery Date	6/01/2016
First Coupon Date	6/01/2017
First available call date	-
Call Price	-



Source: Data compiled by Northland Securities from published Bond Buyer's GO 20-Bond Index



Northland Securities, Inc.  
6600 Westown Parkway, Suite 255, West Des Moines, IA 50266  
Toll Free 1-800-851-2920 Main 612-851-5900  
[www.northlandsecurities.com](http://www.northlandsecurities.com)  
Member FINRA and SIPC

Chart for illustration only. This is not an offer to buy or sell securities.  
Based on sources believed to be reliable, but not warranted or guaranteed by Northland Securities, Inc. (RC 16-17)



April 14, 2016

VIA E-MAIL

Lory Young  
City Clerk/City Hall  
60 N Greene Street  
Riverside, IA 52327-0188

Re: Riverside, Iowa  
Bond Counsel Services

Dear Lory:

I am writing to explain our role as bond counsel for the City's proposed General Obligation borrowing to fund the construction of street, water system, sanitary sewer system, storm water drainage system and sidewalk improvements (the "Project"). It is our understanding that the City will issue General Obligation Corporate Purpose Bonds (the "Bonds") in the approximate principal amount of \$1,300,000 into the municipal bond market through a negotiated underwriting by Northland Securities, Inc. (the "Underwriter").

As Bond Counsel, it is our responsibility to provide legal representation to the City with respect to the authorization of the issuance of the Bonds. In serving the City as Bond Counsel, we will prepare appropriate resolutions, notices, agreements, filings and certificates, consult with the Underwriter, and undertake such additional duties as we deem necessary to help the City through this transaction. At closing of the issuance of the Bonds, assuming the proper conditions are in place, we will deliver our opinion that (1) the Bonds are a valid and binding general obligation of the City; and (2) the interest paid on the Bonds will be excluded from gross income for federal income tax purposes.

It is important to note that we have not been engaged to serve as "Disclosure Counsel" to the City, which would cover in-depth legal work with respect to securities law regulations related to the Bonds and the official statement which will be drafted to facilitate their sale. This means that while we will review and comment on the portions of the official statement that are pertinent to our role as bond counsel (particularly tax related matters, state law authority related matters and collateralization related matters), we will not engage in a due diligence process to (i) investigate the accuracy of financial data contained therein, or (ii) to discover any bond holder risks that are unknown to us. Furthermore, we will not be giving a legal opinion with respect to any aspects of the official statement. Please be aware that we are available to provide these additional services should the City desire to expand the scope of our representation. Please let me know if you would like to discuss this.



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It has come to our attention that our firm from time-to-time represents the Underwriter on certain unrelated legal matters, and the City's position will be technically adverse to the Underwriter as it issues the Bonds. Professional rules require a law firm to obtain client consents before representing one client on a matter which is adverse to another current client, even though the representations are on unrelated subject matters. In asking these consents, we assure you: (1) that we will not use confidential client information in any way to either client's disadvantage, and (2) that we will be able, fully and properly, to represent the City and the Underwriter on their separate matters without our representation of either client being affected by our representation of the other client. The Underwriter has already consented to this representation. By execution of this letter, the City will consent to the representation under these described conditions and consents to our current and future representation of the Underwriter on unrelated matters.

In performing our services as Bond Counsel, our sole client in this matter will be the City of Riverside. We will not represent any other party in this financing and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City of Riverside.

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake, (iii) the time we anticipate devoting to the project, and (iv) the responsibilities we assume, we estimate that our fees and expenses for legal services as Bond Counsel will not exceed \$10,000.

After this arrangement is approved on behalf of the City, please have this letter executed in the space below and either fax an executed copy of this letter to our office at (515) 283-1060 or scan and email an executed copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com). If you have questions, please call me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,

A handwritten signature in black ink, appearing to read 'John P. Danos', with a long horizontal flourish extending to the right.

John P. Danos

JPD/sl



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I understand and agree to the arrangements stated above.

**CITY OF RIVERSIDE, IOWA**

**BY:** \_\_\_\_\_  
Mayor

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

**ATTEST:** \_\_\_\_\_  
City Clerk

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

Riverside / 436225-18 / Set Hrg GO CP LA

MINUTES TO SET DATE FOR HEARING  
ON PROPOSAL TO ENTER INTO A  
LOAN AGREEMENT

436225-18

Riverside, Iowa

April 18, 2016

The City Council of the City of Riverside, Iowa, met on April 18, 2016, at \_\_\_\_\_  
o'clock \_\_.m., at the \_\_\_\_\_, Riverside, Iowa. The Mayor presided and the roll  
was called showing the following members of the City Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the resolution hereinafter next set  
out and moved its adoption, seconded by Council Member \_\_\_\_\_; and after  
due consideration thereof by the City Council, the Mayor put the question upon the adoption of  
the said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

• • • •

At the conclusion of the meeting and upon motion and vote, the City Council adjourned.

\_\_\_\_\_  
Mayor

Attest:

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

RESOLUTION NO. 04182016-01

Resolution setting the date for a public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,300,000

WHEREAS, the City of Riverside (the "City"), in Washington County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, proposes to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$1,300,000 for the purpose of paying the costs, to that extent, of constructing street, water system, sanitary sewer system, storm water drainage system, and sidewalk improvements (the "Projects"), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Loan Agreement and to give notice thereof as required by such law;

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

Section 1. The City Council shall meet on May 2, 2016, at the \_\_\_\_\_, Riverside, Iowa, at \_\_\_\_\_ o'clock \_\_.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into a Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than 4 and not more than 20 days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:



Riverside / 436225-18 / Set Hrg GO CP LA

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$1,300,000

(GENERAL OBLIGATION)

The City Council of the City of Riverside, Iowa (the "City"), will meet on May 2, 2016, at the \_\_\_\_\_, Riverside, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_ .m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$1,300,000 for the purpose of paying the costs, to that extent, of constructing street, water system, sanitary sewer system, storm water drainage system, and sidewalk improvements.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

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

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

Lory Young  
City Clerk

Riverside / 436225-18 / Set Hrg GO CPLA

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the "Regulations") of the Internal Revenue Service, the City declares (a) that it intends to undertake the Projects which are reasonably estimated to cost approximately \$1,300,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the "Bonds"), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Projects have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved April 18, 2016.

\_\_\_\_\_  
Mayor

Attest:

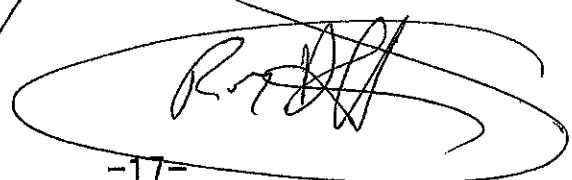
\_\_\_\_\_  
City Clerk

To City of Riverside,

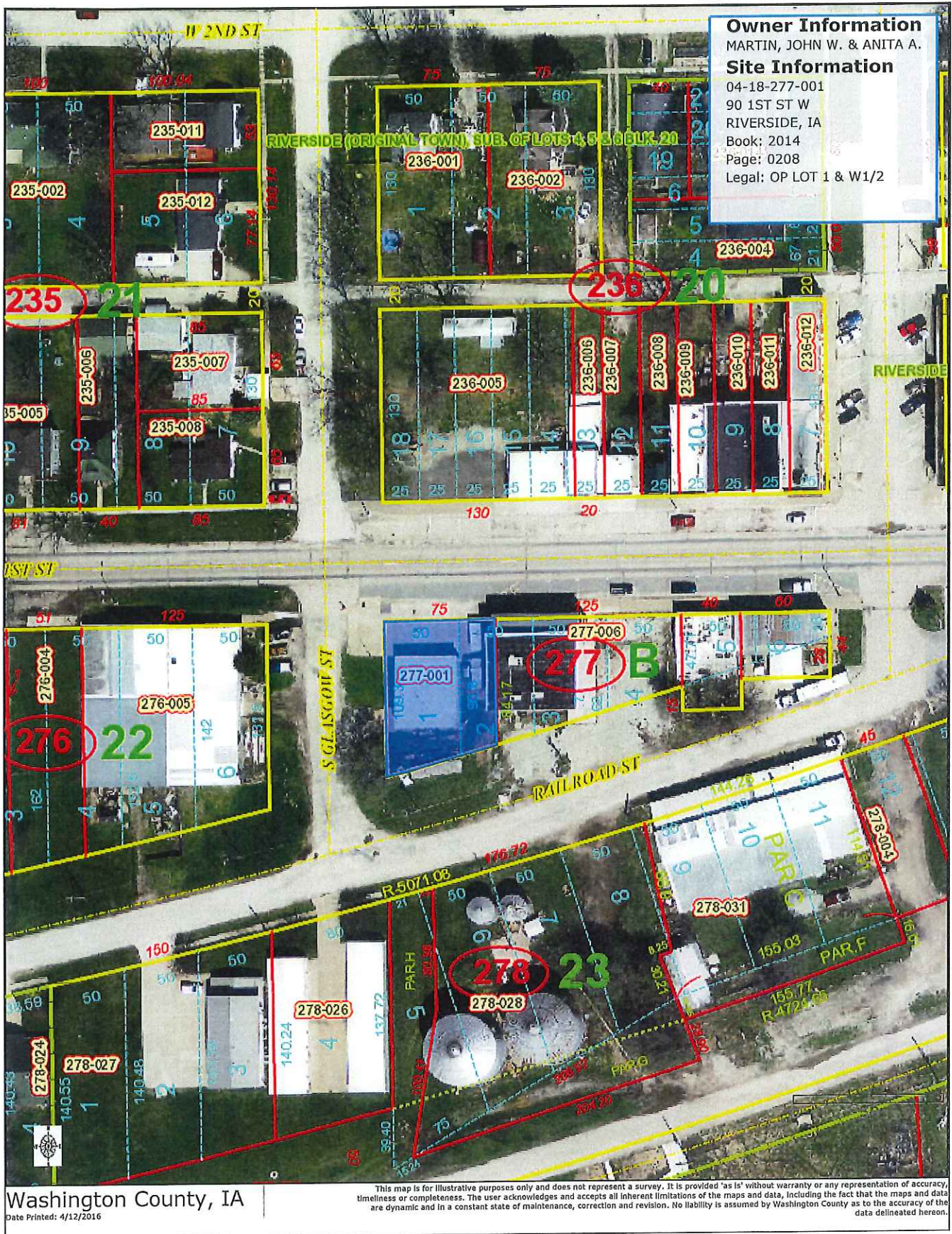
2 years ago at council meeting,  
it was agreed by all council members and  
the mayor that after reconstructing  
the storm sewer on Duffey Cycles property  
the hill would be restored, concrete  
would either be mudjacked into original  
position or replaced, the flagpole put  
back straight & level and grass was to  
be planted. . . . All that happened was  
crab grass and stinkweed was left  
for me to deal with.

PS: I expect no chemical  
killing of weeds  
This property is frequented  
by birds, bees, frogs,  
and toads.

Roger Duffey  
Duffey Cycles  
PO Box 1353  
90 W 1st St  
Riverside Ca 92527







Washington County, IA  
Date Printed: 4/12/2016

This map is for illustrative purposes only and does not represent a survey. It is provided 'as is' without warranty or any representation of accuracy, timeliness or completeness. The user acknowledges and accepts all inherent limitations of the maps and data, including the fact that the maps and data are dynamic and in a constant state of maintenance, correction and revision. No liability is assumed by Washington County as to the accuracy of the data delineated hereon.

Prepared by: William J. Sueppel, 122 South Linn Street, Iowa City, IA 52240, (319) 338-9222  
Return to: William J. Sueppel, 122 South Linn Street, Iowa City, IA 52240

ORDINANCE NO. 2016-01

AN ORDINANCE AMENDING THE ZONING DESIGNATION OF PROPERTY LOCATED SOUTH OF HIGHWAY 22 AND WEST OF HIGHWAY 218 IN RIVERSIDE, IOWA, BY CONDITIONALLY ZONING THE PROPERTY FROM C-3 TO M-1, INDUSTRIAL DISTRICT.

WHEREAS, the applicants, Larry R. Tener and Janis Tener, have requested that the City rezone property located south of Highway 22 and west of Highway 218, located in Section 9, Township 77, Range 06, in Riverside, Iowa, from C-3, Commercial, to M-1, Industrial District; and

WHEREAS, Iowa law provides that the City of Riverside may impose reasonable conditions when granting zoning requests in order to satisfy public needs directly caused by the zoning change; and

WHEREAS, the location of the property, adjacent to commercial uses and located at an entrance to the City of Riverside, indicates the need for uses not in conflict with the existing uses or the attractive entrance to the City; and

WHEREAS, both the City of Riverside and the applicants, Larry and Janis Tener, believe that the requirements and restrictions proposed in the Conditional Zoning Agreement are reasonable and appropriate for this particular property and agree to these reasonable conditions.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, IOWA:

SECTION 1. APPROVAL. Subject to the terms and conditions set forth herein and in the Conditional Zoning Agreement executed by the parties and Section 414.5, Iowa Code, the property described below is hereby reclassified from its Commercial designation to M-1, Industrial District:

Lots 2 and 3 and Outlot "A," of Tener Triangle Subdivision in Riverside, Iowa. Said tract of land contains 12.24 acres, and is subject to easements and restrictions of record;

subject to the conditions set forth below.

SECTION 2. CONDITIONS. The property shall comply with the R-1, Industrial District, all other zoning, property, and building regulations of the City of Riverside, and with the Conditional Zoning Agreement executed by Larry and Janis Tener and the City of Riverside.

SECTION 3. ZONING MAP. The City Clerk, in conjunction with the City Engineer, is hereby authorized and directed to change the zoning map of the City of Riverside to conform to this zoning designation amendment upon final passage, approval and publication of this Ordinance as provided by law.

SECTION 4. CONDITIONAL AGREEMENT. The Mayor is hereby authorized and directed to sign and the City Clerk to attest to this Ordinance along with the conditions set forth herein and to certify the Ordinance for recordation in the Washington County Recorder's Office, along with the Conditional Zoning Agreement executed by the parties.

SECTION 5. REPEALER. All Ordinances and parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. EFFECTIVE DATE. This Ordinance shall be in effect after its final passage, approval and publication as required by law.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF RIVERSIDE, IOWA

\_\_\_\_\_  
ALLEN SCHNEIDER, MAYOR

ATTEST: \_\_\_\_\_  
LORY YOUNG, CITY CLERK

DRAFT



Prepared by: William J. Sueppel, 122 South Linn Street, Iowa City, IA 52240, (319) 338-9222  
Return to: William J. Sueppel, 122 South Linn Street, Iowa City, IA 52240

### CONDITIONAL ZONING AGREEMENT

THIS AGREEMENT is entered into by and between the City of Riverside, Iowa, hereinafter referred to as "City," and Larry Tener and Janis Tener, husband and wife, hereinafter referred to as "Applicants."

WHEREAS, the Applicants have applied to rezone property located in the City of Riverside from Commercial to M-1 Industrial District, said property being legally described in Exhibit "A" attached hereto and incorporated herein by this reference; and

WHEREAS, Iowa law provides that the City may impose reasonable conditions on the Applicants' rezoning request, over and above existing regulations, in order to satisfy public needs directly caused by the requested zoning change; and

WHEREAS, the Riverside Municipal Code of Ordinances permits certain conditional uses, provided that the use does not, in the City's opinion, adversely affect public health, safety or general welfare, or adversely affect the adjoining land or uses in the area; and

WHEREAS, the Applicants acknowledge that certain conditions and restrictions are appropriate in order to lessen the impact that this rezoning may have on the City and the adjoining property and acknowledge responsibility for certain conditions and improvements to the property; and

WHEREAS, the Applicants and the City agree that it would be in the public interest and appropriate to restrict the types of uses on the above-described property and at the same time encourage economic development within the City.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS SET FORTH HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. The City and Applicants agree that the public interest would be served and economic development in the area would be encouraged if the property described herein was conditionally rezoned M-1 Industrial District, with certain restrictions and limitations placed on the use of the property.

2. The Applicants agree that in order to lessen the negative impact of the potential uses of the property on the surrounding area and so as to not adversely affect the public health, safety and general welfare, or adversely affect the adjoining property and uses in the area, certain conditions are necessary and reasonable.

3. The Applicants agree that the property described herein will only be used for the following uses:

- A. Contractor shop;
- B. Truck or bus garage and repair shop;
- C. Building material sales and storage;
- D. Wholesaling and warehousing, but not including the bulk storage of liquid fertilizers or flammable liquids;
- E. Personal storage lockers and warehouses;
- F. Uses allowed as principal uses in the C-3 Commercial District.

4. A site plan must be submitted for each lot proposed to be developed and must be approved by the Riverside City Council. The Applicant/Developer of each lot must also provide sample depictions of the building materials to be used for all buildings constructed.

5. All parking, loading and drives shall be hard surfaced with concrete or asphalt of a thickness commensurate with the permitted uses as described above.

6. Any proposed outdoor storage must be accompanied with a screening plan approved by the Riverside City Council that screens the outdoor storage area on all sides from visibility from the adjoining property or public right-of-way.

7. Any developments proposed within the 100-year floodplain shall comply with all local, state and federal regulations.

8. Before any property is developed or structure constructed, a storm water management plan must be filed with the City and approved by the Riverside City Council in consultation with the Riverside City Engineer.

9. The property and each building constructed must be connected to City water and sewer service. It will be the responsibility of the Applicants/Developer to ensure that water and sewer service lines are run from the City mains to the property described herein. Service line connections will be made at the Applicants/Developer's sole expense.

10. The Applicants further agree that the property will comply with all other applicable building code and zoning code requirements contained in the Riverside Municipal Code of Ordinances pertaining to the property and the proposed/permitted uses.

11. The City and Applicants agree these conditions are in the public interest and are appropriate and reasonable conditions as provided by law in Section 414.5, Iowa Code (2015).

12. The parties acknowledge that this Agreement shall be deemed a perpetual covenant running with the land and that, upon execution, it shall be recorded at the Washington County Recorder's Office at the Applicants' expense. A recorded copy shall be provided to the City and shall, without further recitation, continue to be a covenant on each portion of the subject property until released of record by the City.

13. There shall be no variance from the conditions approved by the City without the express written approval by the Riverside City Council.

14. Breach of any of the terms of this Agreement by the Applicants, its employees, agents, developers or representatives, may be cause for the City to terminate this Agreement following notice and hearing before the Riverside City Council.

15. Nothing in this Agreement shall be construed to relieve the Applicants from complying with all applicable local and state regulations and the Applicants acknowledge the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Larry Tener

\_\_\_\_\_  
Janis Tener

CITY OF RIVERSIDE, IOWA

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

ATTEST: \_\_\_\_\_  
Lory Young, City Clerk

STATE OF IOWA )  
 ) ss:  
WASHINGTON COUNTY)

This instrument was acknowledged before me on \_\_\_\_\_, 2016,  
by Larry Tener.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

STATE OF IOWA )  
 ) ss:  
WASHINGTON COUNTY)

This instrument was acknowledged before me on \_\_\_\_\_, 2016,  
by Janis Tener.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

STATE OF IOWA )  
 ) ss:  
WASHINGTON COUNTY)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016, before me, the undersigned, a  
Notary Public in and for the State of Iowa, personally appeared Allen Schneider and Lory  
Young, to me personally known, who, being by me duly sworn, did say that they are the  
Mayor and City Clerk, respectively, of the City of Riverside, Iowa, a municipal  
corporation; that the seal affixed to the foregoing instrument is the corporate seal of the  
municipal corporation, and that the instrument was signed and sealed on behalf of the  
municipal corporation by the authority of its City Council; and that Allen Schneider and  
Lory Young acknowledged the execution of the instrument to be their voluntary act and  
deed and the voluntary act and deed of the corporation, by it and by them voluntarily  
executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**Neptune's E-Coder-equipped water Meters with Fix based Collection:**

With over 78% of the City's meters being over 10 years old, and 63% being over 25 years old, it's time for the City to implement an action plan. During Budget time we were presented with a Fixed-base meter read system.

The Fixed-base meter read system is designed to provide as much data as we need, make sense of all the data so we can make more informed decisions. The fixed-base system will give us accurate, detailed, and timely consumption data that will assist the City to identify high usage, leaks, backflow, and no flow. The system will also store up to 96 days' worth of hourly consumption data that can be retrieved at any time if a customer has any questions about their usage history. With the data logging function, we will be able to identify and address existing or potential issues faster, which will save time and money.

The system has the ability to produce many reports, such as the continuous leak report. This report can be used to notify residences or businesses of a potential leak and they can check it out before it goes on too long and they have high utility bills. This is a tremendous benefit to our citizens because we can have notifications so we can alert customers if any issues arise sooner than the next month at the next meter read time.

By streamlining data collection, simplifying operations, and enabling more proactive response time, this allows us to do more with less and provides the flexibility of outside staff to do other things instead of reading water meters. With the Casino being 47-52% of our monthly revenue, because they are the highest user and their rate is higher, it would be an asset to be able to monitor their meter closely, and also show some goodwill to let them know we are doing everything we can to help them oversee their water usage. With the sewer being billed off the gallons of water used, it's very important for billing purposes, that we have reliable, accurate, and timely data when calculating our utility bills.

**Financing the project:**

We have the water meter system in the budget as a capital project in the next fiscal year. As of 03/31/16, we have \$646,058.31 in our Water Fund. With interest rates being so low, we are not earning much on the money we have in the bank so it makes sense financially to take the money out of reserves to pay for the project. The cost estimate to have the meters changed out, mapped, system installed and running is \$251,329.19. That will leave us \$394,729.12 in the Water Fund which is well over the normal amount to keep in reserves. With the rate increase that took effect 07/01/15, the revenue from our utilities is more than we estimated. By 06/30/16, it is estimated we will collect approximately \$110,000.00 more than we budgeted. (That is a good thing!)

If the system is installed by their company, we will receive a 100% warranty on everything the first full 10 years, and a prorated warranty for the next 10 years. I am not aware of any other company that has a 100% full warranty for 10 years.

AGE OF WATER METERS						
1-3 YRS OLD	4-6 YRS OLD	7-9 YRS OLD	10-12 YRS OLD	13 -15 YRS OLD	16 - 20 YRS OLD	TOTAL METERS
31	30	50	31	51	325	518
5.98%	5.79%	9.65%	5.98%	9.85%	62.74%	100.00%



FERGUSON WATERWORKS #2516  
 1917 1ST AVE N  
 FARGO, ND 58102-4118

Deliver To: [bradley.klein@ferguson.com](mailto:bradley.klein@ferguson.com)  
 From: Bradley Klein  
 Comments:

16:28:33 APR 01 2016

FERGUSON WATERWORKS #2516

Page # 1

Price Quotation

Phone : 701-293-5511

Fax : 701-232-8129

**Bid No.....:** B060239

**Bid Date.....:** 11/18/15

**Quoted By.:** BCK

**Cust** 815-756-2800

**Terms.....:** NET 10TH PROX

**Customer:** DEKALB FORMAL QUOTE  
 1720 STATE ST  
 DEKALB, IL 60115-2617

**Ship To:** DEKALB FORMAL QUOTE  
 1720 STATE ST  
 DEKALB, IL 60115-2617

**Cust PO#....:** RIVERSIDE, IA

**Job Name:** 2016 METER PROGRAM

Item	Description	Quantity	Net Price	UM	Total
	RIVERSIDE IOWA 2016 METER PROGRAM FIXED BASE ADD ON ----- ----				
	METERS WITH RADIO'S				
NED2B11REG2	5/8X3/4 T10 MTR ECDR USG INSIDE	518	110.500	EA	57239.00
N13341200	R900 V4 WALL MIU	518	97.500	EA	50505.00
M74620F	LF 3/4 STR MTR COUP W/ WIRE H	1036	11.672	EA	12092.19
	----- WALK BY READER				
N13193001	TRIMBLE NOMAD 900B HH	1	2450.000	EA	2450.00
N13245001	TRIMBLE NOMAD CHARGING CRADLE	1	420.000	EA	420.00
N13302000	R900 BELT CLIP TRANSCEIVER	1	2450.000	EA	2450.00
	----- FIXED BASE ITEMS				
SP-N13458100	R900 GATEWAY V4 ETHERNET INCLUDES: RF ANTENNA 150W SOLAR PANEL ASSEMBLY MOUNTING ACCESSORIES ADDITIONAL CABLEING -----	3	15000.000	EA	45000.00
	SOFTWARE & TRAINING				
SP-NSIGHTPLUS5	N SIGHT PLUG 5.0 SOFTWARE	1	20000.000	EA	20000.00
SP-N13186100M	N_SIGHT FIXED BASE SOFTWARE MAINT	1	18500.000	EA	18500.00
SP-N13487001	N- SIGHT PLUS STAND REPORTING MOD.	1	1000.000	EA	1000.00





FERGUSON WATERWORKS #2516

Price Quotation

Page # 2

Phone : 701-293-5511

Fax : 701-232-8129

16:28:33 APR 01 2016

Reference No: B060239

Item	Description	Quantity	Net Price	UM	Total
N12699000	MRX MAPPING SFWR	1	8000.000	EA	8000.00
	----				
	INSTALLATION				
NWWSWMIL	WATER METER INSTALLATION LABOR	518	65.000	EA	33670.00

**Net Total:** \$251326.19  
**Tax:** \$0.00  
**Freight:** \$0.00  
**Total:** \$251326.19

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This quote is offered contingent upon the buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at [http://wolseley.com/terms\\_conditionsSale.html](http://wolseley.com/terms_conditionsSale.html).  
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

AS OF: MARCH 31ST, 2016

FUND	BEGINNING		Y-T-D		Y-T-D		CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
	CASH BALANCE	REVENUES	EXPENSES	EXPENSES	BALANCE					
491-GENERAL FUND	1,333,062.08	665,522.61	495,878.02	1,502,706.67	172.00	(263.21)	1,502,271.46			
110-ROAD USE TAX	262,441.66	96,549.79	19,773.46	339,217.99	0.00	0.00	339,217.99			
121-LOCAL OPTION SALES TAX	221,149.79	79,123.74	0.00	300,273.53	0.00	0.00	300,273.53			
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
145-CASINO REVENUE FUND	1,217,247.41	848,712.37	527,367.87	1,538,591.91	0.00	0.00	1,538,591.91			
200-DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
301-CAPITAL PROJECTS	3,684.59	766,000.00	1,424,031.95	(654,347.36)	0.00	0.00	(654,347.36)			
600-WATER FUND	529,711.89	297,781.47	181,435.05	646,058.31	0.00	(529.59)	645,528.72			
610-SEWER FUND	5,835.83	262,840.31	157,458.91	111,217.23	0.00	(417.82)	110,799.41			
670-LANDFILL/GARBAGE	3,093.62	17,883.32	16,075.50	4,901.44	0.00	0.00	4,901.44			
680-STORM WATER	0.00	12,362.92	850.95	11,511.97	0.00	0.00	11,511.97			
GRAND TOTAL	3,576,226.87	3,046,776.53	2,822,871.71	3,800,131.69	172.00	(1,210.62)	3,798,749.07			

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

**RESOLUTION #04182016-02**

**RESOLUTION TO HAVE THE STATE OF IOWA – AUDITOR OF THE STATE  
FOR AUDIT SERVICES FOR FISCAL YEAR 2015-2016**

WHEREAS, the City of Riverside finds it necessary to comply with state code and have an audit performed by the State Auditor’s Office for the Fiscal Year 2015-2016

**NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, IOWA, as follows:**

That the State of Iowa – Auditor of the State shall conduct an examination audit for the City of Riverside, Iowa, for the year ending June 30, 2016 and that such designation shall be in effect for one year.

It was moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt this resolution.

**The foregoing resolution shall be adopted.**

**Roll Call:** Schneider, Redlinger, Sexton, Weber, Schnoebelen

**AYES:**

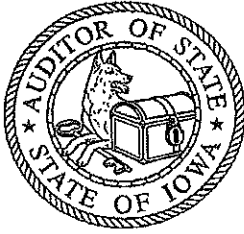
**NAYS:**

**ABSTAIN/ABSENT:**

ATTEST:

\_\_\_\_\_  
Lory Young, City Clerk

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



**OFFICE OF AUDITOR OF STATE**

STATE OF IOWA

State Capitol Building

Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

Mary Mosiman, CPA

Auditor of State

March 29, 2016

Lory Young, City Clerk  
City of Riverside  
PO Box 188  
Riverside, Iowa 52327-0188

Dear Ms. Young:

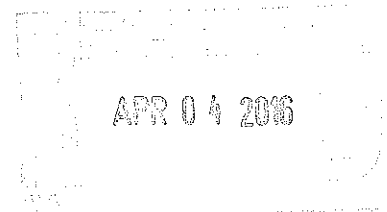
You have requested an estimate of the cost of an annual examination for the operations of the City of Riverside for the year ended June 30, 2016. This letter will provide the estimate, as well as a number of reasons why this office could furnish valuable assistance and services to your City.

Our practice consists entirely of governmental audits and examinations. Therefore, we possess a broad knowledge of practices and procedures utilized in other governmental units. This experience will be used to assist the City by proposing alternative practices or procedures, where appropriate, which may be more effective or cost-efficient than those presently used by the City.

We will tailor the scope of our examination procedures according to the strengths in the system of internal controls existing at the City. The results of our procedures and our recommendations, if any, will be communicated to applicable City officials in a report. Our evaluation procedures should provide management with some excellent suggestions for improving operating procedures.

We are very aware of the need to be cost efficient in our engagement and equitably bill for our services. Our fees are based upon the time spent on an engagement at hourly rates currently ranging from \$49.25 to \$81.75 per hour, depending on the level of experience and training of the individuals assigned. We also bill for out-of-pocket expenses, at cost, and for the statutory filing fee. It is our practice to submit for payment one bill upon completion and release of the examination report. We anticipate performing fieldwork for the annual examination in December 2016. Report preparation and office review will be performed with delivery of a mutually agreed number of copies of the final report by March 31, 2017.

While these hourly rates may change from year to year, any changes in the hourly rates will not affect the total fees proposed by year.



Based upon the information available, we estimate the cost to perform the examination for the year ended June 30, 2016 will range from \$6,000 to \$6,500, except as specifically agreed by the City of Riverside and the Office of the Auditor of State.

The actual bill may vary depending on the actual number of hours required to complete the work, although any assistance provided by City personnel would help reduce the final cost.

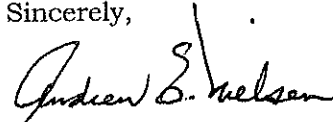
This estimate includes the required filing fee of \$250 as provided for under Iowa Code section 11.5, subsection 10.

In addition to providing examination services to the City of Riverside, you may request we perform additional services not addressed in this proposal. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. The Office of Auditor of State is actively involved throughout the year in providing technical guidance, assistance and training to government officials, employees and auditors. Our experience in these areas and our extensive local government auditing experience would be used to assist the City of Riverside, both currently and in subsequent years, in operating as efficiently and as effectively as possible.

We recognize the City may be able to contract for this examination at a lower fee. However, as previously stated, we believe the Office of Auditor of State is the leading authority to help assure the proper conduct of City affairs, which is the ultimate obligation of all City officials. We would fulfill our joint responsibilities in the most cost-effective manner possible.

We look forward to the opportunity to continue to provide our services to the City of Riverside. Please feel free to contact me or Tami Kusian if we can provide any additional information.

Sincerely,



Andrew E. Nielsen, CPA  
Deputy Auditor of State

AEN/gjp

ACCEPTANCE:

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



## ***Operations Report – Water and Wastewater***

**March 2016**

### **Administrative**

Army Corps of Engineers meeting attended for effects of flooding on the water and wastewater plants.

### **Treatment**

Fluoride pump 2, (2706020038) had new kit installed.  
Injector quill for fluoride pumps serviced. Brass assembly needs to be replaced.  
GFCI repaired on north wall in filter room of water plant.  
Dedicated circuit installed for dehumidifier in pump room at water plant.  
Relief valve/cross connection removed from south end of piping in pump room.  
Control wiring corrected for exhaust fan in pump room. Thermostat did not work with circuit.  
U/V disinfection units installed as required in outfall of wastewater plant.  
Slide gates greased and exercised at wastewater plant.  
Omni Site alarm system for Lift station 5 shipped in for upgrade. Back in service  
SBR facility having adjustments made for the increase in temperature and possible rain events.  
Grommet that was leaking on UV unit adjusted and repaired.  
Air compressor for UV units serviced and oil changed. Need to be replaced in future.  
Indicators corrected for Omni Site at Lift Station 5 for pumps.  
Annual Oil change and Semi Annual service for aeration blowers completed as required at the 500 and 1000 hours interval.

### **Collection/Distribution**

20 Iowa One Calls completed.  
Remote wire repaired on house at 490 Elm Street.

### **Customer Service**

Water service checked and location of water meters verified in Pickering Building. Complaint that water meter had been bypassed.

### **Project Updates**

Pressure testing of new water main completed for Cherry Lane.  
Completed locates to facilitate design for new sewer behind Casey's.  
All water service line curb boxes located on Ella Street for street improvements.  
Yordi Constriction met with on South Boise Street for grading and seeding. It was sub contracted to Stevens Landscaping.

### **Regulatory**

Operations report for water treatment completed and emailed to DNR.  
Operations report for wastewater emailed to DNR from water plant.  
Monthly Total Dissolved Solids testing completed for raw water at water plant.  
Monthly bacteria sample for the distribution system completed.  
Monthly draw down for drinking water wells completed.



**Operations Report – Water and Wastewater**

**Training**

Region 6 American Water Works Association training in Washington attended for CEU's.

**Shop**

- New batteries installed on PW71 (Fire truck used for brine application).
- New batteries installed on PW08 (08 Chevrolet Dump).
- 5 loads of salt received from Casino.
- Unleaded fuel barrel filled and diesel barrel topped off at shop. Kalona Oil changed lock.
- Photo cell and lamp replaced on fixture by fuel barrels at shop.

**Concerns for the Month**

- Fluoride pump alarms at startup with no R/O.
- Dehumidifier unit in U/V bank #4 shorted out from moisture getting onto transformer. Need paper manual from supplier.
- Power loss to transducer in pump room caused the water plant to start production. Control logic issue.

**Positives for the Month**

Water and Wastewater plants met permit requirements.

**Water Supply System**

	<b>Well # 7</b>	<b>Well # 8</b>	<b>Distribution</b>
Total Gals. Pumped (MG)	4.980 MG	0	3.998 MG
Ave. run time	7.97 hrs.		3.07 hrs.
Chlorine Used gal.			148.6 gal.
Fluoride Used gal.			18.2 gal.
Polyphosphate Used gal.			26.4 gal.
Anti Scalant Used gal.			36.2 gal.
Min. Free Cl <sub>2</sub> Residual mg/l			0.54 mg/l
Coliform Absent/Present			Absent

**Testing**

Total water tests performed this month - 360

**Wastewater Treatment**

Parameter	Unit
Hydraulic Loading	0.253 MG
Organic Loading	284 lbs. BOD/day
TKN	69 lbs. TKN/day



*Operations Report – Water and Wastewater*

**NPDES Permit Compliance 9260001**

Parameter	Monthly Average	Permit Limit
pH SU	7.05 – 7.56 SU	6.50 – 9.00 SU
CBOD5 mg/l	0.5 mg/l	25 mg/l, 136.4 lbs.
TSS mg/l	3.8 mg/l	30 mg/l, 163.6 lbs.
NH3-N mg/l	0.203 mg/l	10.3 mg/l, 44.0 lbs.
Total Nitrogen mg/l	Not Required / MP	Monitoring Requirement
Total Phosphorus mg/l	Not Required / MP	Monitoring Requirement
E-Coli #/100 ml	Not Required / MP	Summer 634.0 #/100 ml

**Testing**

Total testing performed this month – 233

**Definitions**

SU Standard Units  
 CBOD Carbonaceous Biochemical Oxygen Demand  
 MLSS Mixed Liquor Suspended Solids  
 TKN Total Kjeldahl Nitrogen  
 mg/l milligram per liter  
 TSS Total Suspended Solids  
 MPN Most Probable Number  
 MLVSS Mixed Liquor Volatile Suspended Solids