

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

Monday, February 6, 2023, 6:00 PM

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

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

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent agenda
  - a. Minutes from 01-17-2023, 01-24-2023
  - b. Expenditures for 02-06-2023
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk's table.**
6. **Public hearing: Rezoning of EASTSIDE COMM SITE SD LOT 3B EXC 3C & 3D COMMERCIAL DRIVE from C-2 to C-3 (6)**
7. Donations to City; Keli Schneider-Comm. Center, Kari Ford-Boat Ramp (7)
8. Presentation of Eagle Scout project by Olivia Orszula (9)
9. Discussion with City Attorney on 2023 services
10. Riverside Fire Department Annual Meeting and budget review
11. PeopleService
  - a. Discussion on repairs for Well #8 (14)
  - b. Discussion on DO probe proposal (17)
  - c. Discussion on proposal for replacing exterior light fixtures at WWTP, WTP, casino intersection (18)
  - d. Lift Station #4 repairs (19)
  - e. Discussion on proposals for sewer cleaning contract-Shane Patterson (25)
12. City Engineer's Report (Axiom)
  - a. Project updates
13. Resolutions (next resolution # 2023-08)
  - a. Consider resolution for Hotel/Motel grant award for Riverside History Center (37)

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- b. Consider resolution for Hotel/Motel grant award for Riverside Area Community Club (Trekfest) (38)
  - c. Consider resolution for Hotel/Motel grant award for YMCA of Washington County (Camp Highland) (39)
  - d. Consider ordinance for Rezoning of EASTSIDE COMM SITE SD LOT 3B EXC 3C & 3D COMMERCIAL DRIVE from C-2 to C-3 (40)
  - e. Consider resolution for repairs to Well #8 (42) RE: (14)
  - f. Consider resolution for sewer cleaning contract (43) RE: (25)
  - g. Consider resolution to set date for Public Hearing on \$8.10 Max Levy (44)
  - h. Consider resolution for FY24 Water/Sewer operations from PeopleService, inc.(46)
14. Discussion on downtown grant program
15. Discussion on water rates (50)
16. Discussion on obtaining engineer's estimate for Hall Park boat ramp project
17. Closing Comments
18. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Tuesday, January 17, 2023

City council met for a work session at 5:00 pm to receive Wastewater Treatment Plant Project presentations from Woodruff Construction, Inc. of Iowa City and Spectra Build of Wapello.

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

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

Motion made by McGuire, second by Kiene to approve consent agenda, including 1-3-23 minutes, expenditures, and December Fire Department Report. Passed 5-0.

Mike Meinders asked City Council to reconsider repair and placement of Delta Shield in Railroad Park.

Jared Schneider, Washington County Sheriff, gave the monthly report for Riverside and introduced Chad Ellis as the new contact for Riverside.

Steve Robinette, Luis Ramirez, and Steve Kramer of PeopleService Inc. presented monthly water and wastewater report including maintenance procedures and future repairs.

Brian Boelk, Axiom Consultants updated the city council on the 3<sup>rd</sup> Street project, Wastewater Treatment Plant, and Sanitary Sewer Study. Preliminary options were discussed on the Water Treatment Plant repairs.

McGuire moved, second by Kiene to pass Resolution #2023-03, Approving Water Plant generator repairs from Cummins Sales and Service of Cedar Rapids in the amount of \$4399.90. Passed 5-0.

Kiene moved, second by Mills to table resolution to retrofit Lift Station #4. Passed 5-0.

Motion by McGuire, second by Sexton to pass Resolution #2023-04, Approving (5) backflow preventer repairs from Summit Fire Protection of Iowa City in the amount of \$6633.00. Passed 5-0.

Motion by McGuire, second by Mills to pass Resolution #2023-05, Awarding Wastewater Treatment Plant Repair Project to Spectra Build of Wapello in the amount of \$299,700.00 Passed 5-0.

Sexton moved, second by Kiene to pass Resolution #2023-06, Approving pay request #8 for Streb Construction on the 3<sup>rd</sup> Street Project in the amount of \$46,352.16 for work completed through 12/30/22. Passed 5-0.

Motion by Sexton, second by Schneider to pass Resolution #2023-07, Approving partial release of retainage for the Railroad Park Project to All American Concrete in the amount of \$10,285.00. Passed 5-0.

Council reviewed December Utility reports, and financials.

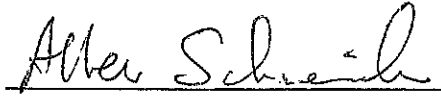
McGuire motioned, second by Schneider to rehire Debra Chalupa for temporary office help at \$16.50 per hour. Passed 5-0.

Motion by McGuire, second by Schneider to adjourn at 7:38 p.m. Motion carried 5-0.

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

Council Work Session: Tuesday, January 24<sup>th</sup>, 2023 at 6:00 p.m. for budget FY24

City Council Meeting: Monday, February 6<sup>th</sup>, 2023 at 6:00 p.m. in City Council Chambers



Allen Schneider, Mayor

ATTEST:



Becky LaRoche, City Clerk

RIVERSIDE SPECIAL CITY COUNCIL MEETING: Tuesday, January 24, 2023

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

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

Mary Audia, Washington Economic Development Group, gave a year-end review of WEDG activities in the area.

Council received and discussed preliminary budget figures for FY 2024.

Council received 12-31-22 financial information from this years' Hotel/Motel grants.

Brent Hinson, Hinson Consulting LLC, updated City Council on Admin Search process. Hinson also discussed results of the Organizational Survey completed by City Council and Staff.

Motion by McGuire, second by Schneider to approve Administrator Position Profile for advertising. Passed 5-0.

McGuire moved, second by Schneider to take a 5-minute break at 7:51 p.m.

Council discussed application to WCRF for FY24 Municipal grant.

Mayor reported on FY24 Contract Law meetings.

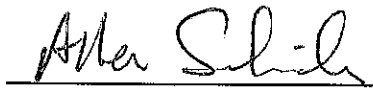
Council discussed grants for revitalization of downtown businesses.

Kiene moved, second by McGuire to adjourn at 8:41 p.m. Passed 5-0.

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

ATTEST:

  
Becky LaRoche; City Clerk

  
Allen Schneider; Mayor



EXPENDITURES FEBRUARY 6, 2023					
	<b>COUNCIL MEETING</b>	<b>BILLS</b>			
1	ADAPTIVE MICRO SYSTEMS LLC	FAST DATA CONTROL (DOT PAY)	110-5-210-6415	\$ 875.00	
2	AERO RENTAL	LIFT -REMOVE XMAS LIGHTS	001-5-510-6320	\$ 551.75	
3	AIRGAS	EMS	002-5-150-6375	\$ 295.44	
4	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 362.72	
5	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 1,095.60	
6	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 317.68	
7	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,482.67	
8	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 871.05	
9	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 438.83	\$ 4,568.55
10	AXIOM CONSULTANTS	WWTP-REPAR PLANS	610-5-815-6407	\$ 7,423.75	
11	AXIOM CONSULTANTS	3RD STREET	301-5-750-6796	\$ 2,915.00	
12	AXIOM CONSULTANTS	MEETINGS	001-5-650-6407	\$ 1,565.00	
13	AXIOM CONSULTANTS	ON-CALL SERVICE	001-5-650-6407	\$ 1,450.00	\$ 13,353.75
14	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$ 50.00	
15	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$ 50.00	
16	CITY OF KALONA	DOOR MAGNETS	001-5-170-6499	\$ 104.00	
17	DOORS INC	SATGE DOOR REPAIR-VANDALISM	001-5-430-6325	\$ 270.00	
18	<b>EDGAR MCGUIRE</b>	<b>EMS &amp; WCRF MILEAGE</b>	<b>001-5-610-6240</b>	<b>\$ 27.51</b>	
19	FERGUSON	BLET CLIP BATTERY	600-5-810-6374	\$ 386.24	
20	GRONEWOLD, BELL, KYHNN CO	FY 22 AUDIT	001-5-650-6498	\$ 2,000.00	
21	IOWA PRISON INDUSTRIES	30 STREET SIGNS	110-5-210-6415	\$ 2,768.40	
22	IOWA PUMP WORKS	WWTP- 2 FLYGT PUMP REPAIR	610-5-815-6374	\$ 4,103.75	
23	IOWA PUMP WORKS	ANNUAL SERVICE LS #1-5	610-5-815-6374	\$ 2,105.00	\$ 6,208.75
24	JIMS INSTRUMENT MFG	HALL PK PLEX-GLASS; VANDAL	001-5-430-6325	\$ 139.86	
25	JOHNSON COUNTY REFUSE	JANUARY BILLING	670-5-840-6499	\$ 7,148.25	
26	KUM & GO FLEET	FD-FUEL	002-5-150-6350	\$ 434.13	
27	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$ 50.00	
28	MEARDON, SUPPEL, DOWNER	LEGAL	001-5-640-6411	\$ 300.00	
29	MENARDS	THERMOSTAT-WTP;LOGAN	600-5-810-6332	\$ 59.99	
30	MENARDS	SHOP -EMG LIGHTS-BOLTS	001-5-210-6372	\$ 456.84	\$ 516.83
31	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 410.06	
32	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 712.41	
33	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 147.41	\$ 1,269.88
34	OFFICE EXPRESS2	2 DESK CALENDARS	001-5-650-6506	\$ 54.58	
35	PAWS & MORE	RES 2022-52 H/M TAX	145-5-650-6423	\$ 4,000.00	
36	PAWS & MORE	4 TH QTR 2022 CITIZEN DONATIONS	001-5-190-6413	\$ 210.00	
37	PEOPLE SERVICES	SERVICE	610-5-815-6500	\$ 12,022.00	
38	PEOPLE SERVICES	SERVICE	600-5-800-6500	\$ 12,022.00	\$ 24,044.00
39	SHARON TELEPHONE	CITY HALL	001-5-650-6373	\$ 314.34	
40	SHARON TELEPHONE	RVFD	002-5-150-6332	\$ 88.40	
41	SHARON TELEPHONE	SHOP	001-5-210-6373	\$ 40.83	
42	SHARON TELEPHONE	WWTP	610-5-815-6373	\$ 40.83	
43	SHARON TELEPHONE	WTP	600-5-810-6373	\$ 40.83	\$ 525.23
44	SINCLAIR	JD SPINDLE	001-5-430-6504	\$ 215.98	
45	THE NEWS	PUBLICATIONS	001-5-650-6402	\$ 152.88	
46	*****	<b>TOTAL BILLS</b>		<b>\$ 70,571.01</b>	
48	DELTA DENTAL	BILLING-JAN	001-5-430-6150	\$ 246.92	
49	IOWA PRISON IND	STREET SIGNS	110-5-210-6415	\$ 482.28	
50	LINCOLN NAT'L LIFE INS	BILLING-JAN	001-5-620-6150	\$ 291.30	
51	MEDIACOM	RVFD	002-5-150-6332	\$ 363.98	
52	MEDIACOM	CITY HALL	001-5-650-6373	\$ 342.73	
53	WELLMARK	BC/BS	001-5-620-6150	\$ 3,205.87	
54	WINDSTREAM	SHOP	001-5-210-6371	\$ 184.64	
55	WINDSTREAM	WTP	600-5-810-6373	\$ 162.22	
56	US CELLULAR	FD- NOTE PADS	002-5-150-6332	\$ 77.45	
57	*****	<b>TOTAL PAID BILLS</b>			
58	*****	<b>TOTAL EXPENDITURES</b>		<b>\$ 75,928.40</b>	
60	<b>EXPENDITURES by FUND</b>				
61	GENERAL FUND		\$ 14,995.57		
62	FIRE DEPARTMENT		\$ 2,842.86		
63	ROAD USE FUND		\$ 4,125.68		
64	CASINO FUND		\$ 4,000.00		
65	CAPITAL PROJECTS		\$ 2,915.00		
66	WATER FUND		\$ 13,110.11		
67	SEWER FUND		\$ 26,790.93		
68	GARBAGE		\$ 7,148.25		
69	<b>TOTAL EXPENDITURES</b>		<b>\$ 75,928.40</b>		

'23 JAN 18 10.01

## NOTICE OF PUBLIC HEARING ON

### PROPOSED ADOPTION OF REZONING LOT #3B EXC 3C & 3D on COMMERCIAL DRIVE FROM C-2 TO C-3

YOU ARE HEREBY NOTIFIED that the City of Riverside, Iowa, will hold a public hearing on FEBRUARY 6<sup>TH</sup>, 2023, at the meeting beginning at 6:00 p.m. in the City Council Chambers located at the Riverside City Hall, 60 North Greene Street, Riverside, Iowa, on the proposal to rezone Lot #3 on Commercial Drive from C-2, General Commercial to C-3, Avenue of Saints Commercial.

Following the public hearing, the City Council will consider rezoning the parcel. The proposed Ordinance is available for review at the City Clerk's Office in the Riverside City Hall during regular business hours.

All interested persons are invited to attend the public hearing and to offer comments, orally or in writing, in support of or in opposition to the proposed rezoning. Written comments may be submitted to the Riverside City Clerk, P.O. Box 188, Riverside, IA 52327, in advance of the public hearing. Any questions regarding the Ordinance may also be directed to City Hall.

This notice is published upon the order of the City Council for the City of Riverside, Iowa and as provided by the law.

Becky LaRoche, Riverside City Clerk

✓ Website  
✓ outside



RECEIVED  
JAN 30 2023  
BY: \_\_\_\_\_

January 24, 2023

Riverside Community Bldg Fund  
60 Green St  
Riverside IA 52327

To whom this may concern,

Riverside Casino & Golf Resort is pleased to present this check to your organization on behalf of our employee Kelli Schneider. As part of our company-sponsored Winning Hands employee volunteer program, Kelli volunteered her services to our community in 2022 and was rewarded with a check to a non-profit organization of her choice.

We hope this check helps your organization with its objectives and wish you much success during the 2023 year.

Sincerely,

*Mary Whittaker*

Winning Hands Committee  
Riverside Casino & Golf Resort  
319.648.1234 ext. 1107

THE FACE OF THIS DOCUMENT WILL BE A COLORED BACKGROUND ON WHITE PAPER

114009

**RIVERSIDE CASINO & GOLF RESORT LLC**  
1184 Greenway Dr  
Riverside, IA 52327

PEOPLES TRUST AND SAVINGS BANK  
RIVERSIDE, IOWA 52327 319.648.2211  
72-209-1739

1/25/2023 \$325.00  
DATE AMOUNT

Three Hundred Twenty Five Dollars and 00 Cents

PAY TO THE ORDER OF  
RIVERSIDE COMMUNITY BLDG FUND  
60 NORTH GREEN ST  
RIVERSIDE IA 52327

VOID AFTER 90 DAYS

*[Signature]*





RECEIVED  
JAN 30 2023  
BY: \_\_\_\_\_

January 25, 2023

City of Riverside  
60 Green St  
Riverside IA 52327

To whom this may concern,

Riverside Casino & Golf Resort is pleased to present this check to your organization on behalf of our employee Kari Ford . As part of our company-sponsored Winning Hands employee volunteer program, Kari volunteered her services to our community in 2022 and was rewarded with a check to a non-profit organization of her choice.

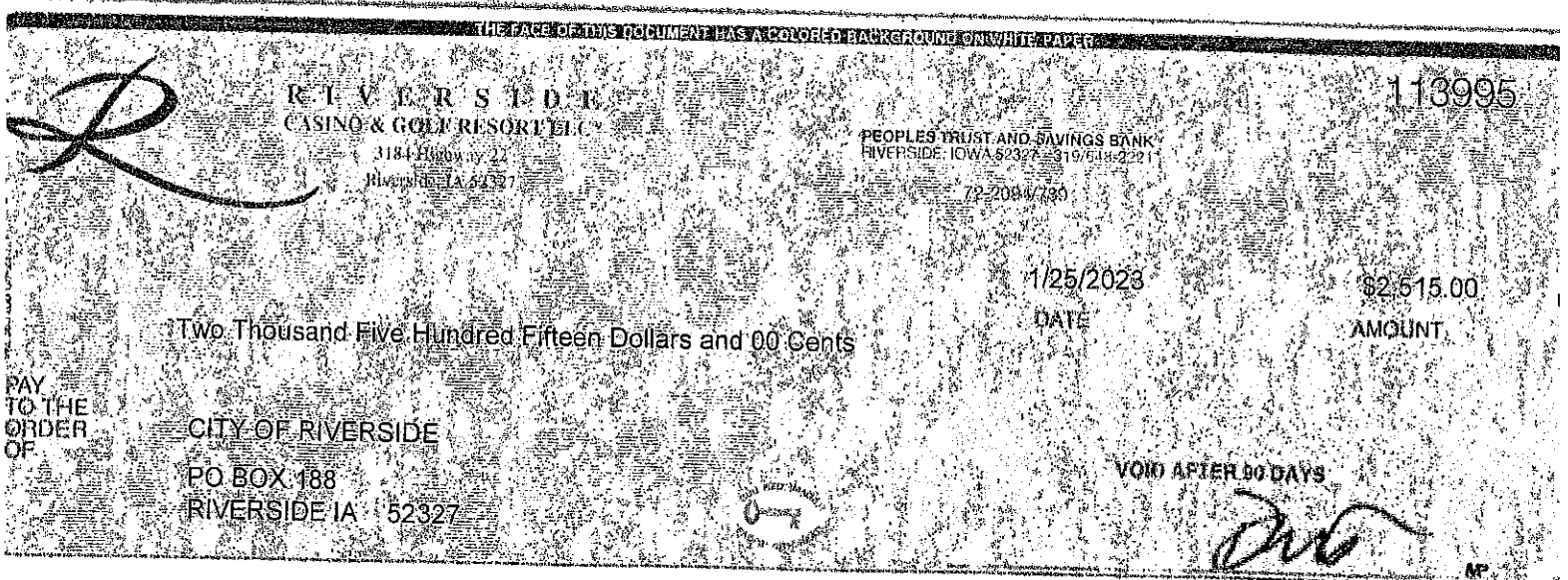
~~To be used for new boat ramp if passed.~~

We hope this check helps your organization with its objectives and wish you much success during the 2023 year.

Sincerely,

*Mary Whittaker*

Winning Hands Committee



*R*

RIVERSIDE CASINO & GOLF RESORT LLC

3184 Highway 24  
Riverside, IA 52327

PEOPLES TRUST AND SAVINGS BANK  
RIVERSIDE, IOWA 52327-3319/614-2221

72-2084/730

113995

1/25/2023

DATE

\$2,515.00

AMOUNT

Two Thousand Five Hundred Fifteen Dollars and 00 Cents

CITY OF RIVERSIDE

PO BOX 188  
RIVERSIDE IA 52327

VOID AFTER 60 DAYS

*[Signature]*

## Eagle Scout Project: Exercise stations along the Railroad Park Trail

- Pullups (88in tall, 4ft wide) and row station (44in tall, 4ft wide)
- Box jumps (2 sizes: 1ft, 1.5ft), (2ft long, 16in wide)
- Dip station (6ft long, 32in high, 2.5ft across)
- Signs with QR codes to watch exercises

### Materials

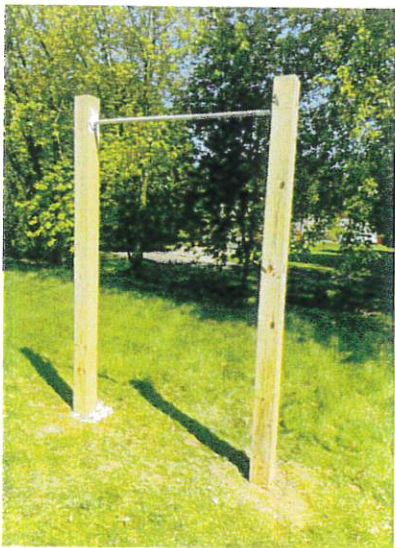
Item	Cost Per Unit	Quantity	Total Cost	Notes
<a href="#">QR code sign</a>	\$26.70	3	\$80.10	Attach to metal pole like the ones used for Trek Fest
<a href="#">12ft 4x4 pine</a>	\$19.98	2	\$39.96	For pullup/row station
<a href="#">10ft 4x4 cedar</a>	\$15.58	4	\$62.32	For pullup/row station and box jumps
<a href="#">8ft 4x4 cedar</a>	\$9.98	1	\$9.98	For pullup/row station
<a href="#">6ft 4x4 cedar</a>	\$9.59	4	\$38.36	For dip station
<a href="#">8ft 4x2</a>	\$5.28	2	\$10.56	For box jumps
<a href="#">4ft steel pipe</a>	\$12.99	2	\$25.98	For pullup/row station
<a href="#">6ft steel pipe</a>	\$18.89	2	\$37.78	For dip station
<a href="#">Flanges</a> (2 pack)	\$12.63	3	\$37.89	For pullup/row station and dip station
<a href="#">2in screws</a> (not exactly sure what I need)	\$10.98	1	\$10.98	For everything
<a href="#">Premix concrete</a> (not exactly sure how much I'll need)	\$7.99	5	\$39.95	For everything
Gravel	\$4.79	5	\$23.95	For everything

**Total cost: \$417.81**

### Tools

- Chop saw
- Level
- Drill
- Shovel

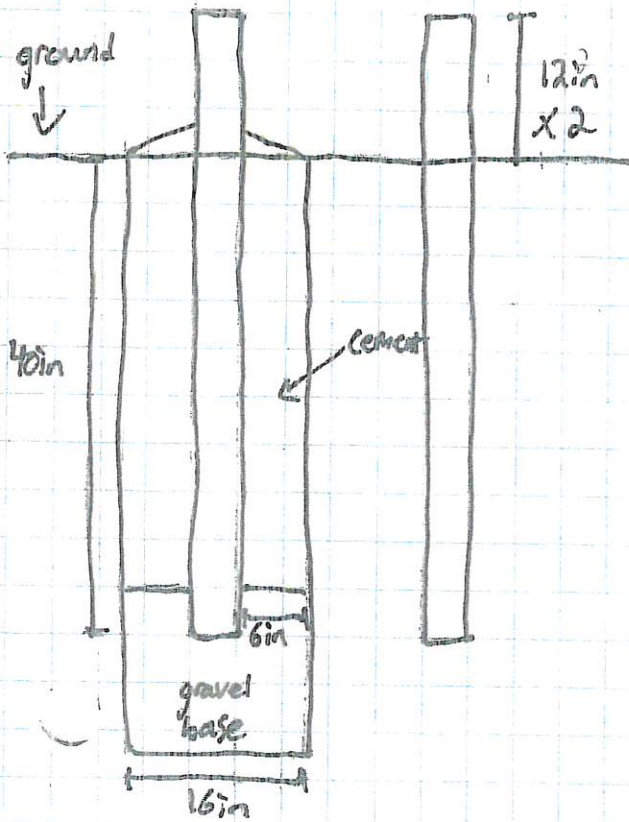
Pictures of examples



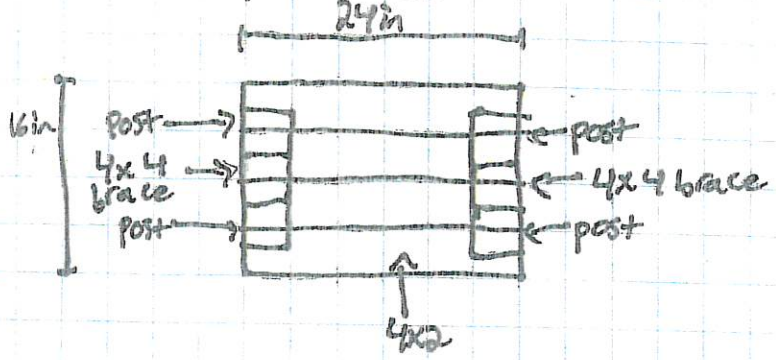


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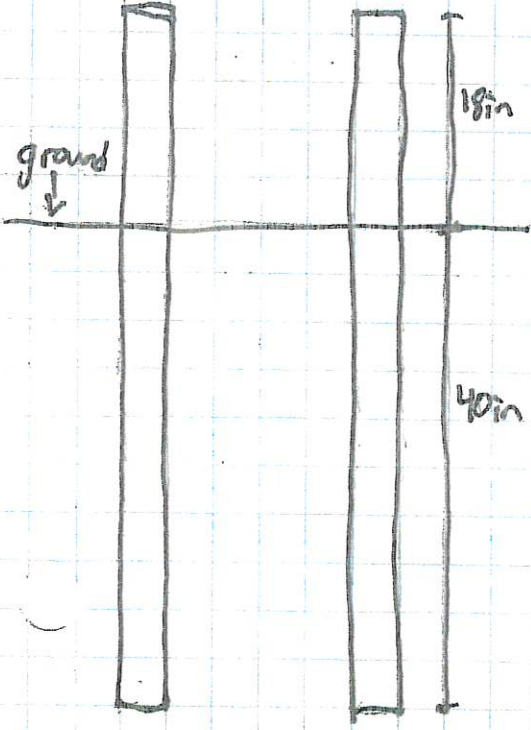
1ft Side View



Top View for Both

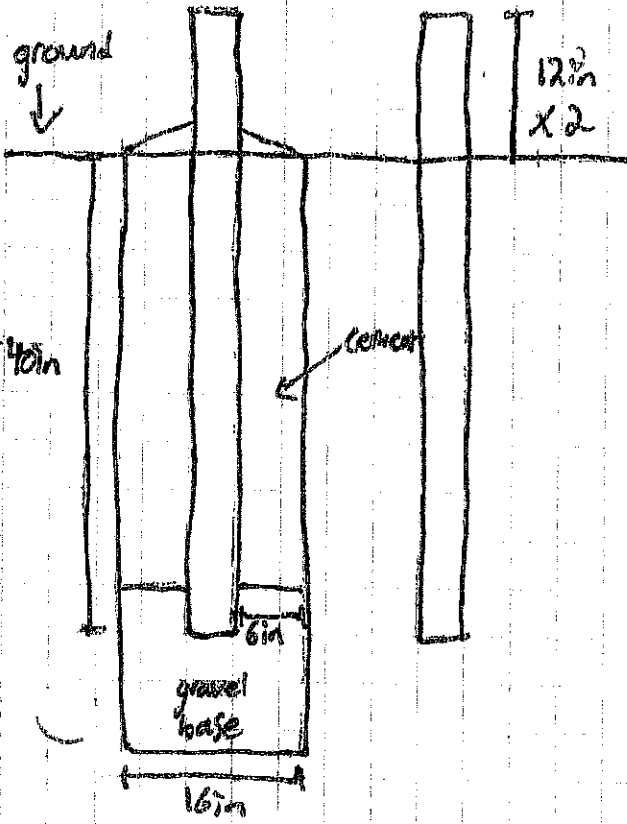


1.5ft Side View

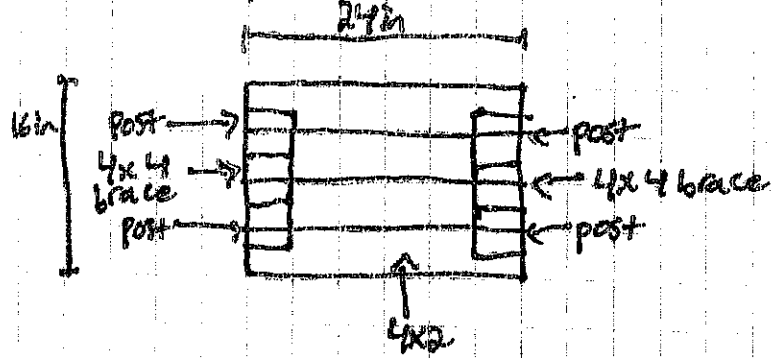


□ = 4 in<sup>2</sup>

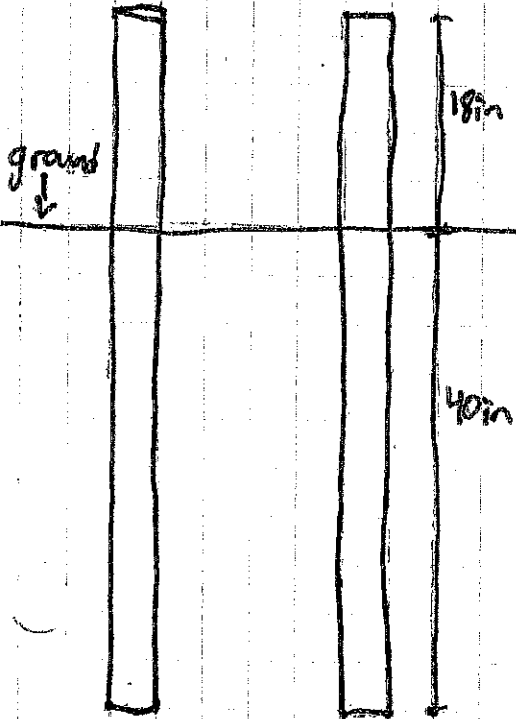
Left Side View



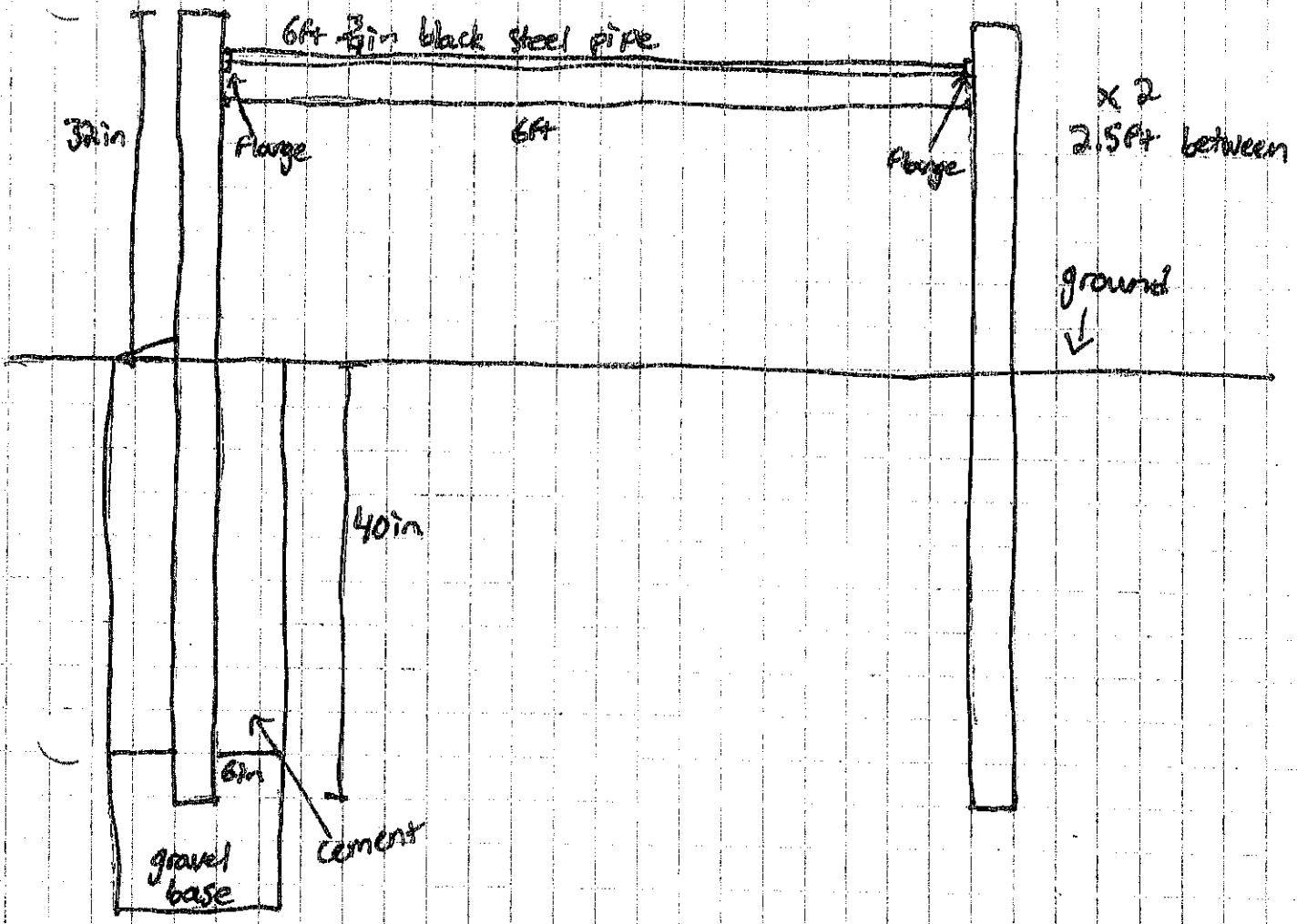
Top View for Both



Right Side View



□ = 4in<sup>2</sup>







# Cahoy Pump Service

*The Premier Provider of Municipal, Industrial, & Environmental Water Well Services*  
A Division of The Cahoy Group

November 3, 2022

City of Riverside  
1197 Vine Ave  
PO box 299  
Riverside, IA 52327

Attn: Mr. Steve Robinette  
Re: Well #8

Greetings Steve:

## **WELL #8**

Per your request, we understand Well #8 is overdue for a pull & inspect, in the table below, I believe we have included what you have requested for base work & possible replacement materials that may be required. We included ranges on prices due to potential price increases that are on the horizon. The base cost is based on doing the work when we are in the Riverside area this winter.

Additionally, part of our company's business philosophy is to educate and help our clients understand exactly what we are potentially dealing with and how best to obtain the results we are striving for. Therefore, I have included a brief explanation of the potential causes of a declining well capacity prior to listing our Scope of Work and pricing structure for you.

## **MINERAL ENCRUSTATION / BIO-FOULING:**

This is probably the most common cause of a reduced specific capacity in a screened well. Bacteria are found naturally in all water well formations. As bacteria colonies grow and die they leave either a slimy substance or a harder, scaly formation in the well screen and gravel pack. Combined with the naturally occurring minerals in the water chemistry these can produce a rapid plugging of the screened area as well as the gravel pack and / or the original borehole wall in an open bottom rock well. Since any energy used to rehabilitate a well will follow the path of least resistance, we must conduct a thorough mechanical cleaning of the well screen to allow our energy and chemicals to reach the blockage point(s) where they are needed the most. This is most commonly accomplished by using a tight-fitting surge block, a nitrogen boost generator, or jetting while simultaneously airlifting the well.

## **SANDS, SILTS, AND CLAYS:**

This is probably the most forgotten and overlooked problem with wells deriving their water from an alluvial or unconsolidated formation. All unconsolidated geological formations have naturally occurring sands, silts, and clays in them. While most of these are broken down and removed during the initial development of the well, as time passes these sedimentary products found farther out in the formation will gradually migrate towards the gravel pack and the well screen lodging themselves in this critical area of the well and thus providing blockage in the well -which in turn inhibits the ability of water to enter the well during pumping.

**24568 150<sup>th</sup> Street - Suite 200 Sumner, Iowa 50674**

Serving 10 States with Locations in Iowa-2 : Illinois-2 : Nebraska : Wyoming

**1-833-728-1288**

[WWW.CAHOYPUMP.COM](http://WWW.CAHOYPUMP.COM)

### STRUCTURAL FAILURE:

A breached or collapsed well screen or hole in the well casing will obviously cause a tremendous loss of production from any water well. In many instances, however, a well can be re-lined and developed into a reliable source of water for many additional years to come.

### CHANGE IN AQUIFER CHARACTERISTICS:

This is usually the case when a declining static water level is noticed and sustained for over a 12 month period of time. There is little remedy for this situation.

### HISTORY & WORK COMPLETED:

While acidizing will make the screen look like new, it will not effectively clean the well pack and the original borehole wall because there cannot be enough force generated with a tight-fitting surge block, nor can the foreign material be adequately removed through most methods. Therefore, we highly recommend utilizing the Airburst method of treatment. This technology will most definitely address the sands, silts, and clays as well as mineral encrustation. Beyond the effectiveness of this process, the Airburst procedure poses **NO ENVIRONMENTAL THREAT** nor any hazardous exposure to personnel working in the area.

### PRICING STRUCTURE FOR ONE WELL:

#	DESCRIPTION	U	Q	UNIT PRICE	TOTAL PRICE
1	Job Prep & Mobilization	LS	1	\$ 500.00	\$ 500.00
2	Field crew hours to set-up & pull the pumping equipment & measure well	HR	6	\$ 285.00	\$ 1,710.00
3	Load & transport equipment to CPS shop for full inspection	LS	1	\$ 500.00	\$ 500.00
4	Perform detailed shop inspection of all pumping equipment including sand blast of pipe ends & detailed photos with report for owner review on findings	LS	1	\$ 250.00	\$ 250.00
	<b>Total Estimated Investment for Base Work</b>				<b>\$ 2,960.00</b>
	<b>Potential Additions</b>			<b>LOW</b>	<b>HIGH</b>
	Downhole TV survey of Well	EA	1	\$ 1,650.00	N/A
	Rebuild of 1800 RPM submersible motor	LS	1	\$ 2,250.00	\$ 16,600.00
	Replacement of 1800RPM submersible motor w/SS	EA	1	\$ 22,500.00	\$ 29,500.00
	Airburst	LS	1	\$ 16,000.00	\$ 18,500.00
	Brush / Bail & Chemically clean & surge	HR	1	\$ 285.00	N/A
	Material cost for chemical	LS	1	\$ 5,850.00	\$ 7,500.00
	Bail post chemical treat	HR	1	\$ 285.00	N/A
	Re-install & disinfect	HR	1	\$ 210.00	N/A
	Per-Diems	EA	1	\$ 175.00	N/A
	Drop Pipe per ft – 8” T&C Black Domestically Sourced	FT	1	\$ 44.00	\$ 50.00
	Rebuild of pump	LS	1	\$ 650.00	\$ 4,500.00
	Replacement Pump	EA	1	\$ 8,450.00	\$ 12,500.00
	Sub-cable	FT	1	\$ 5.75	\$ 6.25
	Shipping	LS	1	TBD	N/A

NOTES;

- Proposal is valid for 30 days. After 30 days we reserve the right to re-visit our material and fuel costs and adjust our pricing structure accordingly.
- Any additional hours required will be charged at the applicable rate
- Any additional bailing that is required will be billed at an hourly rate of \$285.00 per hour
- Per Diems, if required, will be invoiced at a rate of \$175.00 per man
- Stand by time will be charged at \$230.00 per hour
- This proposal is for one well
- All Bac-T's are the responsibility of the owner
- There may be additional work content not specified in the table above, that will be presented to the owner & approved prior to any additions
- Due to fuel input volatility, CPS reserves the right to assess a fuel surcharge as needed to this project

Steve, we sincerely appreciate the opportunity to provide you with this proposal. In order to validate it please sign the one marked "copy" and return it to our Sumner office. The original is yours to keep for your records.

Please feel free to contact myself or Darin Cahoy at our Sumner office if you have any questions or wish to have us proceed with scheduling the work.

Sincerely,

*Mike Whittenbaugh*

Mike Whittenbaugh

President

Cahoy Pump Service, Inc.



417 East Main Street - PO Box 96 - Central City, IA 52214 - (641) 426-5466 - (641) H2O-LINO  
 SUPPORT@LINOH2O.COM

## Quotation

<b>Customer Bill To Address</b>		<b>Site Address</b>			
Peoples Service - Riverside Luis Ramirez 3126 Hwy 22 PO Box 299 Riverside, IA 52327		Peoples Service - Riverside Luis Ramirez 3126 Hwy 22 PO Box 299 Riverside, IA 52327		<b>Quote Date</b>	<b>Reference Number</b>
				1/17/2023	2297
				<b>Account Number</b>	
				PS23117	
<b>Contact</b>	<b>Phone Number</b>	<b>Project</b>	<b>Service Schedule</b>	<b>REP</b>	
Luis	Net 30	DO Controller		AA	

Item	LOCATION	Description	Unit Price	Qty	Total
Installation	Riverside WWTP	Install Customer Supplied Insight DO Controller. Configure and Calibrate Probe and Controller. Set 4 - 20 mA outputs and match Scaling with SCADA.	1,500.00	1	1,500.00

Thank-you. We appreciate your business!

**\$1,500.00**

(17)





2885 135<sup>th</sup> Street  
Riverside, IA 52327  
(319) 338-0123

**To: City of Riverside**

**Date: 01/26/2023**

**Re: Street Light Replacement**

We propose to furnish labor and materials for the Street Light Replacement at the following locations:

***Casino Intersection***

***Wastewater Plant***

***Water Plant***

- (16) total LED lights

**Price:        \$8,919.00**

**Notes:**

- *It was noticed that one pole is damaged on driveway to wastewater plant. Fixture and fixture arm are hanging by wires. Repair for those two items will need to be done on a time and materials basis and are not included in this quote.*
- *If coordination is needed with the Iowa DOT for the Casino intersection lights, that will be done by the city.*



4280 E. 14<sup>th</sup> St.  
Des Moines, IA 50313  
Office: 515-265-2222  
Toll Free: 800-383-7867  
Fax: 515-265-8079

201 4th Ave SW  
New Prague, MN 56071  
Office: 952-758-6600  
Toll Free: 800-536-5394  
Fax: 952-758-7778

TO: City of Riverside / Bill Stuckey / (319) 530-3730

REF: Lift Station #4 - Control Panel  
Riverside, IA

DATE: December 16, 2022

### **Control Panel & Accessories**

- One (1) Duplex 5hp Control Panel Complete with the following:
- NEMA 3R Painted Steel Wall Mounted Enclosure with 3 Pt. Pad-Lockable Handle, Drip Shield, Print Pocket. **Not to exceed 36"H x 36"W**
  - Inner Door.
  - Power Distribution Blocks or Lugs as Required.
  - Neutral and Ground Lugs as Required.
  - Fused Phase Monitor.
  - SDSA TVSS, UL1449 Listed.
  - IEC Rated Starters with Solid State Overloads.
  - Inner Door Mounted Overload Reset Pushbuttons.
  - Fused Open Type Transformer, Sub-Panel Mounted.
  - QOU Series Control and Accessory Circuit Breakers, Inner Door Accessible Toggles.
  - 100W Strip Heater with T'Stat.
  - 15A GFCI, Inner Door Mounted.
  - (2) Dual Outlets Sub-Panel Mounted.
  - Power Supply with Battery Backup and Charger.
  - HD2os Duplex Pump Controller – Sub-Panel Mounted.
  - 30mm LED Pilot Lights and Non-Illuminated Switches, Inner Door Mounted.
  - Elapsed Time Meter Each Pump.
  - Hand-Off-Auto Each Pump.
  - Lead Selector Switch.
  - Auto/Off for Site Pole Light Switch.
  - Silence Button for Horn.
  - Run Pilot Light Each Pump.
  - Seal Fail/Overtemp Pilot Light Each Pump.
  - Side Mounted Horn.
  - 8" x 8" Space for Existing Omni-Site Dialer (field installed)
  - Dry Contacts as Required.
  - UL508A Listed.
- Four (4) Anchor Scientific – 40' Non-Mercury Floats
- One (1) Lot of freight, startup services, removal of existing equipment, and installation of new

**Total Selling Price: \$25,400.00 plus tax**



**Note the following:**

- Current Estimated Lead Times:
  - Submittals: 8-10 Weeks
  - Equipment: 15-20 Weeks
- Anchor bolts, Junction Box, Conduit, Bypass, Vac Truck, Installation of equipment and anything that's not specifically mentioned in this proposal is the responsibility of others.

Thank you for your consideration,

Brian Frost (515) 710-9140

cc: Kyle McIntosh (515) 265-2222

## Purchase Agreement:

\*\*Ship to Address: *(Controls)*

ATTN: \_\_\_\_\_

Tagging Instructions: \_\_\_\_\_

### **Note the following:**

- Return this purchase agreement to Kyle McIntosh at [KMcIntosh@electricpump.com](mailto:KMcIntosh@electricpump.com) or via fax (515) 265-8079

Submittals: 2 – 4 weeks

Delivery: Controls: 8 – 10 Weeks after approval of submittals

Payment: Net 30 Days – Retainage upon completion

We are pleased to make the following offer to sell the listed Merchandise which is firm for (30) thirty days from the above date, and is automatically withdrawn thereafter without any further notice.

1. Signing and returning this document to Electric Pump's office in Des Moines, IA may accept this offer.
2. This offer and acceptance constitutes the entire Agreement between the parties and may be modified only by a writing signed by both parties.
3. The prices quoted for equipment are valid for (30) thirty days. If the quote includes start up services and it is scheduled by the request of the buyer for a time other than Monday through Friday 8:00 to 5:00 additional charges will be due.
4. Payment terms are NET 30 (thirty days) after the mailing of seller's invoice.
5. Delivery terms are F.O.B. Place of Shipment. Seller agrees to put the merchandise in the possession of the carrier, to make a reasonable contract of carriage for their transportation, to obtain and deliver or tender such documents as may be necessary to enable Buyer to obtain possession, and to promptly notify the Buyer of shipment. After seller has delivered the merchandise to the carrier, the risk of loss of the merchandise will be borne by the Buyer. The prices quoted herein include transportation charges based on existing truckload rates, any change in delivery rates existing at the time of delivery will be billed to your account. Dates of delivery are determined from the date of Seller's acceptance of any order or orders by Buyer and are estimates of approximate dates of delivery, not a guaranty of a particular day of delivery.
6. Sales and use tax are not included.
7. Buyer shall notify seller in writing at Seller's place of business as shown on the reverse side of this page, within twenty (20) days of receipt of merchandise, or any complaint whatsoever buyer may have concerning such merchandise. Failure to give such notice shall constitute a waiver by Buyer of all claims in respect to such goods.
8. If notice of complaints is provided within twenty (20) days of Buyer's receipt of the merchandise, Seller agrees to inspect the merchandise at Seller's place of business during Seller's normal business hours and days. Upon inspection, if the merchandise is determined to be defective in material or workmanship, Seller, at Seller's option, shall repair or replace said merchandise at no cost to Buyer, or Seller may refund the purchase price. If the examined merchandise is found not to be defective or is not for some other reason within the warranty coverage, Seller's service time expended on and off-location will be charged to Buyer.

9. Seller will have no further warranty obligation under this Agreement if the Equipment is subjected to abuse, misuse, negligence or accident or if buyer fails to perform any of its duties set forth in Paragraphs 8 and 9.
10. THE WARRANTY PRINTED ABOVE IS THE ONLY WARRANTY MADE BY THE SELLER REGARDING THIS PURCHASE. SELLER DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NOTHING HEREIN CONTAINED SHALL LIMIT BUYER'S RIGHTS AGAINST THE MANUFACTURER, WITH RESPECT TO MANUFACTURER'S WARRANTIES, IF ANY.
11. WARRANTY REPAIRS (which fall under the manufacturer's warranty, if any) ARE F.O.B. ELECTRIC PUMP, INC. SERVICE LOCATION. ELECTRIC PUMP, INC. WILL NOT ASSUME ANY EXTENDED WARRANTIES UNLESS APPROVED BY PRIOR WRITTEN CONSENT. THIS INCLUDES SERVICE CALLS TO JOB SITES ON PRODUCT COVERED DURING THE WARRANTY PERIOD. PLEASE REFER TO THE ATTACHED PRODUCT WARRANTY STATEMENT FOR CLARIFICATION.
12. IT IS UNDERSTOOD AND AGREED THAT SELLER'S LIABILITY WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, IN NEGLIGENCE OR OTHERWISE SHALL NOT EXCEED THE RETURN OF THE AMOUNT OF THE PURCHASE PRICE PAID BY BUYER AND UNDER NO CIRCUMSTANCES SHALL SELLER BE LIABLE FOR SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES. THE PRICE STATED FOR THE MERCHANDISE IS A CONSIDERATION IN LIMITING SELLER'S LIABILITY. NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THE TRANSACTION UNDER THIS AGREEMENT MAY BE BROUGHT BY BUYER MORE THAN ONE-YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED.
13. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Iowa. Any dispute or disputes arising between the parties hereunder, insofar as the same cannot be settled by friendly agreement, shall be litigated only in The Iowa District Court for Polk County, in Des Moines, Iowa. Seller also has the right to commence an action against the Buyer in the County of the Buyer's principal place of business.

\*\*\*We need a hard copy of this agreement and/or a Purchase Order to start the submittal process.\*\*\*\*\*

Business Name \_\_\_\_\_

Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Purchase Order Number \_\_\_\_\_

Purchase Order Amount \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

\*\*A signed copy of this must be returned with your P.O.

Is Project Taxable? Y or N, if No a tax exempt form must be supplied for our records

## PUMPCON QUOTATION

December 16, 2022

To: People Service / Bill Stuckey / 319-530-3730

Ref: River#002

Name: Riverside, IA – Lift Station #4 - Retrofit

Please use the below as your cost each, FOB Conway, for the controls, pumps, and accessories as described in the furnished information and as qualified by the notes herein.

**Proposal: Duplex Control Panel \$28,682.00 Each**

- 1) NEMA 3R Painted Steel Wall Mounted Enclosure includes the following:
  - A) 3 PT. Pad-Lockable Handle
  - B) Drip Shield
  - C) Print Pocket
- 2) UL508A Listed
- 3) Inner Door
- 4) Inner Door Mounted Overload Reset Pushbuttons
- 5) Power Distribution Blocks/Lugs
- 6) Fused Phase Monitor
- 7) SDSA TVSS, UL1449 Listed
- 8) HD2os Duplex Pump Controller – Sub-Panel Mounted
- 9) IEC Rated Starters with Solid State Overloads
- 10) Fused Open Type Transformer, Sub-Panel Mounted
- 11) QOU Series Control and Accessory Circuit Breakers, Inner Door Accessible Toggles
- 12) 8" x 8" Space for Existing Omni-Site Dialer – Installed at Job site
- 13) 100W Strip Heater with T'Stat
- 14) 15A GFCI, Inner Door Mounted
- 15) (2) Dual Outlets Sub-Panel Mounted
- 16) Power Supply with Battery Backup and Charger
- 17) 30mm LED Pilot Lights and Non-Illuminated Switches, Inner Door Mounted
- 18) Elapsed Time Meter Each Pump
- 19) Neutral/Grounding Lugs
- 20) HOA Both Pumps
- 21) Lead Selector Switch
- 22) Auto/Off for Site Pole Light Switch
- 23) Silence Button for Horn
- 24) Run Light for Pumps 1 & 2
- 25) Seal Fail Pilot Light Each Pump
- 26) Side Mounted Horn
- 27) Dry Contacts as Required

### Accessories

- (4) – Floats, 40 feet in length – non mercury

Freight, install, and startup are included

### Notes:

- Piping, Valves, Vac Truck, By-Pass pumping, Disposal, Junction Boxes, Disconnects, Meter Sockets and Bases, ATS, G.R., Hubs, Conduit, Generators, Gauges, and Any Other External Items by Others.
- **Other Items Not Specifically Stated Above are Not Included.**

- Product delivery can only be accurately determined at the time of Release to Production. Standard delivery for this type product is 25 to 32 weeks after receipt of approved submittal drawings or other acceptable and binding release to production. Production/Shipping times may be lowered based on approval for pre-ordering of long lead time items during the submittal process.
- Terms: Net 30, with approved credit. F.O.B.: Shipping point, unless otherwise stated herein. PumpCon shall not be responsible for State and Federal taxes, taxes of any other Jurisdiction, any tariffs, etc. and all such charges shall be the responsibility of others.
- Prices herein are valid for 60 days, after which they may change without notice. Freight charges, when quoted, are estimates only and may change at any time, without notice. Prices are based on the use of components that meet PumpCon quality standards in all cases where brand names, etc. required by the specifications do not preclude their use, or if specific exception is taken to specification requirements and stated herein. Requirements that are not clearly indicated in the furnished specifications, and likewise, requirements for items excepted on the face of this proposal, cover letters or emails or on related documents may result in a price change. Any deviation from this proposal may result in a price change. Changes made after release to production will result in a price change. Some anticipated alternate price requirements may be listed herein as add and/or deduct prices.

**Becky LaRoche**

---

**From:** Luis Ramirez <lr Ramirez@peopleservice.com>  
**Sent:** Monday, January 30, 2023 11:14 AM  
**To:** Becky LaRoche  
**Subject:** cit contract  
**Attachments:** image004.emz; image006.emz



PO Box 203  
Mc Callsburg, IA 50154  
Phone:515-434-2248 Fax:515-  
434-2249

[www.citsewer.com](http://www.citsewer.com)

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**Six-year sewer maintenance  
contract**

The City of Riverside hereby enters a five-year contract with CIT Sewer Solutions to maintain the sewers of the City of Riverside by use of CIT's equipment for the duration of a six-year period according to the following terms.

1. The City will furnish a sewer map, the necessary water, expose all manhole lids, provide a disposal area for debris removed and furnish legal access to all manholes.
2. Should CIT's equipment (hose, camera, cleaners, nozzles, etc.) become lodged during attempts to perform duties specified by the customer, all costs associated with the removal and replacement of equipment will be the responsibility of the customer.
3. CIT agrees to furnish all equipment, manpower, insurances, and other incidentals necessary to complete project. All services will be performed by experienced workmen in a neat and orderly manner. It is the responsibility of CIT to be compliant with all applicable OSHA regulations.
4. It will be the responsibility of the City to notify CIT of any stoppages that occur in lines that were fully cleaned and televised the previous year so that any such lines will be cleaned without charge during our next visit. (this will not apply if video shows line was free of blockage at time of previous cleaning)



7. Prices plus inflation clause are guaranteed to the City for services during the 6-year agreement.

	6-year contract pricing for Riverside, Iowa from February 2023 to February 2029	Price Per Unit	Unit
a.	Jet/Vac Cleaning 8" – 12" (two passes or less)	\$0.75	FT
	Jet/Vac Cleaning with Easement Machine 8" – 12" (two passes or less)	\$1.11	FT
	Jet/Vac Cleaning 15" – 18" (two passes or less)	\$0.84	FT
	Jet/Vac Cleaning with Easement Machine 15" – 18" (two passes or less)	\$1.33	FT
	Jet/Vac Cleaning – Heavy Cleaning (3 or more passes)	\$350	HR
b.	Hydro Root Sawing	\$1.04	FT
c.	CCTV Inspection (PACP Reports, Rehabilitation Recommendation Report and flash drive included)	\$1.10	FT
	CCTV Inspection Easement (PACP Reports, Rehabilitation Recommendation Report and flash drive included)	\$1.60	FT
	Reverse Inspection	\$40	EA
	CCTV Lateral Launch Inspection	\$300	EA
d.	Vacuum Cleaning (lift stations, catch basins, storage tanks, etc.)	\$309	HR
	Vacuum Cleaning Service with Easement Machine	\$365.65	HR
e.	Smoke Testing	\$0.47	FT
f.	Emergency Calls		
	Jet/Vac cleaning – Port to Port and one technician	\$223.51	HR
	Vacuum Cleaning or CCTV Inspection – Port to Port and one technician	\$394.49	HR
	Additional required technicians	\$129.78	HR
g.	Mobilization (per truck per trip)	\$6.00/mile	EA

**Idle Time** - \$300/hour - Time exceeding 30 min for water fill, debris disposal, customer representative authorizations or other factors not related to CIT's responsibilities while performing agreed job scope will be considered Idle Time and shall be charged at a prorated rate once that limit is exceeded.

**Investigative work** - \$350/truck/hour - prorated for actual time worked in 15 min increments.

**Buried Manholes** – CIT will expose a manhole up to 8" deep under dirt or gravel at a flat cost of \$75 – If a cover is over 8" deep, the owner is responsible to contact Iowa One Call for locate if they desire CIT to expose, will be charged at a rate of \$300/hour.

10. Payment will be made at the unit prices as per contract. Request for any additional work not included in the provisions of this contract will be negotiated between Customer and CIT via change order.
11. Customer will pay CIT in full for all completed work within 30 days of CIT invoice date. 5% interest will be charged on any unpaid balance over 30 days from date of invoice. 25% surcharge fee on legal and/or collection fee to collect delinquent invoices.
12. Prices will increase to serve solely for the purposes of inflation at 4.5% increase based on a bi-annually bases.
13. If at any time in the 6-year contract period, either the City of Riverside or CIT wishes to terminate the contract, either party may do so by giving thirty (30) days written notice.

This contract period extends from

Agreement dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
CIT CEO Signature

\_\_\_\_\_  
City Official (Authorized to Sign)

\_\_\_\_\_  
CIT Representative Signature

\_\_\_\_\_  
Attest

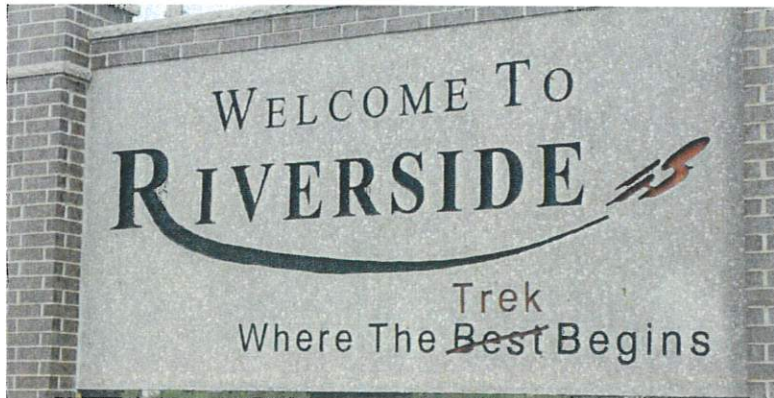
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# Sewer Cleaning & CCTV Inspection

## Letter of Interest and Qualifications

January 2, 2023



1065 15<sup>th</sup> Street SW  
Mason City, IA 50401  
800-876-8478

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2<sup>nd</sup>, 2023*



## Company History:

Visu-Sewer, Inc. is a second-generation family owned company located in Pewaukee, WI. Founded in 1975 by Ernest Alexander, Visu-Sewer was started with a core group of employees dedicated to providing the highest quality sewer inspection and maintenance services in the industry.

During the first few years, the company focused primarily on sewer cleaning and inspection work. These were the formative years for techniques such as hydro-jet flushing & CCTV Inspection. Visu-Sewer was instrumental in the refinement of these techniques and was a founding member of the National Association of Sewer Service Companies (NASSCO).

In the 1980's, Visu-Sewer's scope of work spread to rehabilitation services such as Chemical Grouting, Slip-lining, Manhole Lining & Fold/Formed Lining. Our Minneapolis/St. Paul office was opened in 1988 and during this time we also opened satellite offices to handle large scale projects in Dayton, OH & Houston, TX.

Other significant milestones in our company include: the introduction of National Liner CIPP in 1994, the promotion of Keith Alexander to President in 2001 and the acquisition of Internal Pipe Inspection (Chicago, IL) in 2002 and I-Jets (Mason City, IA) in 2008, and Walden Technologies (East St. Louis, IL) 2012.

NASSCO has played a major role in the development of the sewer inspection & maintenance industry in the United States. Visu-Sewer is honored to be the only company with three past Presidents of this fine organization: Ernest Alexander (1985) and Keith Alexander (2004) and John Nelson, Jr. (2012). Additionally, we are currently represented on the NASSCO board by our Sales Manager Randy Belanger.

Today, Visu-Sewer is widely recognized as one of the oldest and largest sewer cleaning, inspection, maintenance and rehabilitation companies in the United States. Our list of services now includes: Sewer Cleaning, CCTV Inspection, Pipe & Manhole Grouting, Cured-in-place-pipe Lining (CIPP), Manhole Lining: Cured-in-place, cementitious and Epoxy coatings.

We have Six offices throughout the central United States: Mason City, IA, Pewaukee, WI, Blaine, MN, Chicago, IL, Ashland, VA & St. Louis, MO. From these offices, we provide services to municipal customers in Iowa, Ohio, Michigan, Indiana, Illinois, Missouri, Nebraska, Virginia, Maryland, South & North Dakota, Minnesota, Wisconsin, Mississippi, Alabama, Arkansas & Tennessee.

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*





Additional information regarding our company can be found at [www.visu-sewer.com](http://www.visu-sewer.com)

### **Project Understanding:**

Sanitary sewer jetting, cleaning and CCTV inspection can be a daunting task. Specialized equipment and data collection methods need to be used on each project. Visu-Sewer is well versed in the challenges of these types of projects. We have the experience, equipment and personnel to complete any pipe cleaning and inspection project.

In order to keep up with the demands of changing technologies in our industry, Visu-Sewer has a full time IT Manager and PACP trainer on staff. This allows us to provide in-house immediate support to both field and office personnel.

All of our field staff members undergo confined space entry, first air, sewer cleaning & jet truck training.

### **Inspection & Cleaning Equipment:**

We currently have a vast array of inspection and cleaning equipment including - 14 TV inspection units, 3 Lateral Evaluation Televising System (LETS), 4 mini-cameras & 21 sewer jet cleaning trucks, 6 Vactors, 2 jetter easement machines, 1 bucket cleaning machine, and over 3 dozen support vehicles.

Each of our jet trucks and Vactors are outfitted with 1" hose reels that can extend up to 800 feet, and multiple jet nozzles to handle a variety of debris levels and material. Easement machines allow for an additional 600 feet of jet hose if needed to reach remote areas. Our Jet trucks and Vactors have maximum operating pressures of 1,500 psi and 2,500 psi respectively.

TV inspection units are outfitted with computers and are capable of capturing video in 4 different digital formats (DVD, MPEG1, MPEG2 & MPEG4). The video and data can be delivered via VHS, DVD or portable hard drive.

A mainline zoom camera with pan & tilt will be utilized on the TV inspection work. This unit is mounted on a remote crawler system and will be used on mainline pipe sections. It can be used in 6"-120" pipe.

### **Cleaning & Inspection Procedures:**

All of our jet and Vactor operators are trained according to the National Association of Sewer Service Contractors (NASSCO) Jetter Code of Practices. The purpose of this program

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*

is to provide standardization and consistency in the way of jet cleaning techniques and equipment selection. This program provides jet and vacuum truck operators with a defined understanding of which nozzles, pressures, and methodologies should be used based on the length and diameter of pipe, and debris levels.

In 2001, the National Association of Sewer Service Contractors (NASSCO) implemented a Pipeline Assessment & Certification Program (PACP). The purpose of this program was to provide standardization and consistency in the way we evaluate sewer pipe condition and in how we manage TV inspection results. This program provides system owners and engineers the ability to benchmark the sewer pipe condition and evaluate pipe conditions from one-time frame to another (or even from one collection system to another).

The PACP program provides the following tools:

Standard TV Inspection Codes – The coding system was derived from the WRC Manual of Sewer Condition & Classification. These codes provide the basis for the entire program and include all major structural, O&M and construction related items. The data codes also provide a source for development of preventative maintenance work activities.

Standard Data Formats – A data dictionary defines fields, formatting, and valid entries. This neutral data interchange format allows data from different applications to be exchanged and appended without the use of proprietary conversion scripts.

Training & Certification of Users – A crucial part of any assessment program is the thorough indoctrination of users to the codes and the assurance the codes are implemented correctly.

Condition Ratings – Algorithms and weighting factors are used to convert the descriptive data developed from the codes into general categories of pipe condition. This provides the system owner's and engineers the ability to quickly focus on the sewer segments that need further evaluation and consideration for rehabilitation or replacement.

The Pipeline Assessment & Certification Program has greatly enhanced sewer asset management and the quality of TV inspection data throughout the United States. Accordingly, Visu-Sewer only utilizes Certified Inspectors in complete accordance with PACP guidelines. In fact, we are one of a few companies in the US with a full time PACP Certified Trainer on staff.

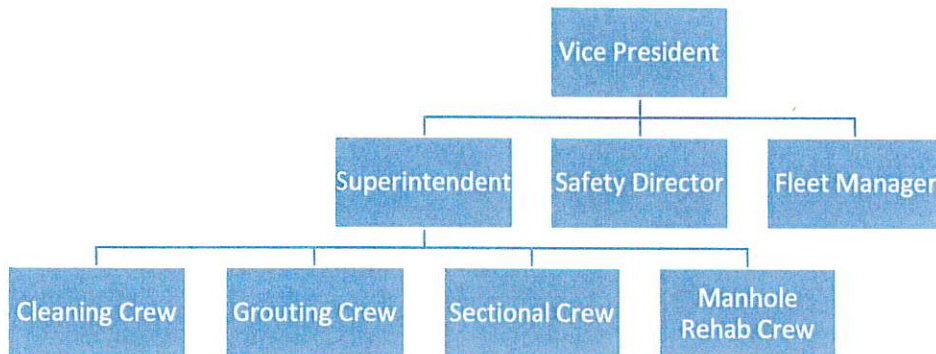
Additional information related to the PACP program can be found at [www.nassco.org](http://www.nassco.org)

## **Management and Quality Assurance/Quality Control (QA/QC):**

In order to provide the highest level of quality available, a Superintendent will be assigned to manage this project from our Pewaukee, WI office. Below is a flow chart for our proposed operations protocol:

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*





**Vice President – John Nelson Jr.**

Mr. Nelson has over 28 years of experience in sewer cleaning, inspection, maintenance and rehabilitation. He is responsible for providing direction for the day to day operations of Visu-Sewer as well as implementing plans and policies to achieve overall corporate objectives. On this project, John will provide weekly logistical support for the Project Manager. He will complete all invoices; provide final QA/QC on the report.

**Safety & Training Director – Mike Frailing**

Mr. Frailing has 30 years of experience in pipeline inspection and rehabilitation. He is responsible for certification, safety and training of all field personnel. He has performed and supervised hundreds of projects throughout the Midwest. Mr. Frailing started with Visu-Sewer in 1986. On this project, Mike will develop the site safety plan; conduct safety training sessions and safety visits as needed.

**Doug Alexander– Superintendent**

Mr. Alexander has over 18 years’ experience in the industry. He will provide on-site support to the field crews, equipment supports and assist with local community relations. On this project, Doug will supervise the on-site crew, assist with local community relations and perform weekly quality control / safety checks.

**Fleet Manager – Tom Stoffel**

Mr. Stoffel has over 13 years’ experience in fleet maintenance, repair and management. He is responsible for the daily operations of a fleet of over 100 trucks. His team includes three fulltime ASE Certified mechanics, an equipment expediter/buyer and support staff. Mr. Stoffel stated with Visu-Sewer in 1997.

On this project, Tom will provide equipment support for the Operators. He will resolve mechanical issues, schedule major repairs and swap out equipment to/from the fleet as needed.

**Project Field Personnel:**



All of our field crews are staffed with a working crew leader. These individuals are highly trained and average over 12 years of actual field experience. We currently have over 60 field employees, with an average industry experience of 7 years.

All of our field staff members undergo field safety, confined space entry, general traffic control, sewer cleaning & jet truck training. This training consists of classroom and field training in each of the following areas:

- Confined Space Entry & First Aid
- Proper hydrant operation and filler hose connections
- Hydrant Valve / Backflow Prevention Devices
- Manhole Lid Removal Techniques
- Proper use of traffic control devices
- Jet Heads - types and techniques
- Root Cutters – installation, blade design, maintenance, retrieval rates
- Customer relations – how to handle homeowner questions/concerns/backups

In addition to these standard training programs our cleaning crew leaders are fully trained in proper pipe jet cleaning techniques and nozzle selection. On a typical day, Visu-Sewer crews clean, inspect and repair over 20,000 feet of sanitary sewer. Thus, throughout the course of a year, we regularly encounter situations which require quick critical field analysis and resolution. We recognize that good communication with residents, clients and other staff members is the key to successful problem solving. As such, if any abnormal conditions are encountered, our operators are trained to document (via written reports and photos) and notify appropriate personnel (via cellular phone).

In order to keep up with the demands of changing technologies in our industry, Visu-Sewer has a full time IT Manager on staff. This allows us to provide in-house immediate support to our field personnel. Every one of our inspection trucks contains a fully functional desktop computer which captures video via digital media formats. Unfortunately, as with most computers, breakdowns and technical issues are bound to occur. Our IT Manager is familiar with each piece of equipment and can quickly diagnose and resolve most technical issues over the phone or via wireless connections to each truck.

## **Safety:**

All of our employees are trained in proven inspection techniques and are certified in both First Aid and Confined Space Entry. We also have a full-time trainer on staff that develops in-house training programs and monitors project quality.

State and federal law, as well as company policy, makes the safety and health of our employees the first consideration in operating our business. Safety and health in our business is part of every operation, and every employee's responsibility at all levels. It is the intent of Visu-Sewer, Inc. to comply with all laws concerning the operation of the business and the

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*





health and safety of our employees and the public. To do this, we must constantly be aware of conditions in all work areas that can produce or lead to injuries. No employee is required to work at a job known to be unsafe or dangerous to their health.

The personal safety and health of each employee is of primary importance. Visu-Sewer considers safety management to be top priority in the company's employment responsibility. In an attempt to reduce the possibility of accidents, every effort is made to keep our work areas safe and free from hazards. Prevention of occupationally-induced injuries and illnesses is of such consequence that it will be given precedence over operating productivity. To the greatest degree possible, management provides all mechanical and physical protection required for personal safety and health, but our employees bear primary responsibility for working safely. A little common sense and caution can prevent most accidents from occurring.

We maintain a safety and health program conforming to the best practices of our field. To be successful, our program embodies proper attitudes towards injury and illness prevention on the part of all employees. It requires the cooperation in all safety and health matters, not only of the employer and employee, but between the employee and all co-workers. Safety is no accident; think safety and the job will be safer.

Visu-Sewer's goal is to provide a work place that will reduce the number of injuries and illnesses to an absolute minimum, not merely in keeping with, but surpassing the best experience of similar operations by others. Our goal is zero accidents and injuries.

**Project Experience and References:**

Below are a few of our more recent projects, additional references are available upon request:

Project	Date	Scope	Contact	Phone Number
Elkader, Iowa	2016- Present	Televise and clean 6,000 feet per year.	Kim Wegner City of Elkader	563-539-2069
Independence, Iowa	2015- Present	29,000 linear feet of maintenance cleaning per year	Joe Weber City of Independence	319-939-2727
Tripoli, Iowa	2016- Present	18,000 linear feet of maintenance cleaning per year	Kesler Schulmeister City of Tripoli	319-882-4801
Rudd, Iowa	2012- Present	6,000 feet of 8"-10" sewer cleaning and CCTV Inspection.	Andy Jansen City of Rudd	641-395-2760

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*

**Project Scope and Pricing:**

A minimum of \$2,000.00 of work shall be performed on an annual basis. Other than emergency services, this work will be issued in work orders of not less than \$1,500.00.

**Pricing:**

**Mobilization:**

CCTV & Jet (port to port)	\$355.00 Per HR.
CCTV & Jet/Vac (port to port)	\$430.00 Per HR.
Jet/Vac only (port to port)	\$265.00 Per HR.

**Cleaning:**

Jet/Vac Cleaning 8"to 12" (up to two passes)	\$0.89 Per LF.
Jet/Vac Cleaning 15"to 18" (up to two passes)	\$1.06 Per LF.
Hydraulic Root Cutting 8" to 12"	\$0.95 Per LF.
Lift Station Cleaning (two men)	\$375.00 Per HR.
Additional pass with Jet/Vac (one man; no CCTV)	\$265.00 Per HR.

**Televising:**

CCTV inspection with Jet Truck (PACP reports & video)	\$2.06 Per LF.
CCTV inspection with Jet/Vac (PACP reports & video)	\$2. Per LF.
Rehabilitation Recommendation Report	No Charge

**EMERGENCY SERVICES**

Jet Cleaning	\$220.00 Per HR. (port to port)
Jet/Vac Cleaning	\$320.00 Per HR. (port to port)
CCTV & Light Cleaning	\$440.00 Per HR. (port to port)
CCTV & Vac Cleaning	\$540.00 Per HR. (port to port)

*Price includes the following:*

Labor, equipment, material & mobilization.  
All associated meetings with the City.

Cleaning & TV Inspection of sanitary sewers shall consist of -

- Inspection per NASSCO specifications using PACP codes.
- Inspection DVD's or removable hard drive with associated color reports.
- Professional data analysis, detailed findings report & recommended repairs
- Data will be delivered on DVD's or portable hard drive as the discretion of the City.
- Assistance with the implementation of a I&I reduction program

City of Riverside will need to provide detailed maps of the sewers to be cleaned/ inspected (with manhole numbers), **drivable access to all manholes**, water from hydrants in the work area, a dump site for captured debris, and traffic control beyond cones and signs.



Agreement pricing is fixed for three (3) years (2023, 2024, and 2025) and may be renewed annually upon mutual agreement between the City of Riverside and Visu-Sewer during this three (3) year period.

*Prices **do not** include the following:*

- Locating or uncovering buried or seized manholes.
- Off road or easement work.
- Traffic control beyond cones/signs.

Thank you for the opportunity to provide the Letter of Interest and Qualifications pertaining to the City of Riverside sewer cleaning and CCTV Inspection projects. If you have any questions, please contact Bob Moen or Randy Belanger at 800-876-8478.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. VS, Inc. is authorized to do the work as specified.

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

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Terms - Net 30 days.

*Sanitary Sewer Cleaning & CCTV Inspection  
Letter of Interest and Qualifications – City of Riverside, IA  
Visu-Sewer, Inc. – January 2, 2023*

**RESOLUTION #2022-XX**

**RESOLUTION APPROVING FY 23-24 HOTEL MOTEL TAX GRANT APPLICATION FOR THE RIVERSIDE HISTORY CENTER**

**Whereas**, the City of Riverside City Council approved the Hotel Motel Grant Application from the Riverside History Center in the amount of \$ 22,000.00.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds to the Riverside History Center in reimbursement for building rent.

**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 the City Council of Riverside, Iowa and approved this 6<sup>th</sup> day of February 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

**RESOLUTION #2023-XX**

**RESOLUTION APPROVING FY 22-23 HOTEL MOTEL TAX GRANT APPLICATION FOR THE RIVERSIDE AREA COMMUNITY CLUB**

**Whereas**, the City of Riverside City Council approved the Hotel Motel Grant Application from the Riverside Area Community Club in the amount of \$21,000 for Trek Fest 38. Funds will used for marketing, main stage entertainment, and free events.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax funds to the Riverside Area Community Club.

**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 the City Council of Riverside, Iowa and approved this 6<sup>th</sup>, day of February, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



**RESOLUTION #2023-XX**

**RESOLUTION APPROVING FY 23-24 HOTEL MOTEL TAX GRANT APPLICATION FOR THE YMCA OF WASHINGTON COUNTY FOR CAMP HIGHLAND**

**Whereas**, the City of Riverside City Council agrees to donate \$\_\_\_\_\_ to the YMCA of Washington County to administer Camp Highland, a 11-week summer program for children for the summer of 2023.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve to designate these Hotel Motel Tax Funds for the Camp Highland programs administered by the YMCA of Washington County.

**Moved by** Councilperson \_\_\_\_\_, seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution, with the stipulation that the YMCA of Washington County set aside funds to be used for the City of Riverside scholarships.

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

Ayes:

Nays:

Absents:

**PASSED AND APPROVED** by the City of Riverside City Council on this 6<sup>th</sup> day of February, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

Prepared by and return to: Becky LaRoche, City Clerk  
City of Riverside, Iowa, PO Box 188, Riverside, Iowa 52327 Phone 319-648-3501

**ORDINANCE # 2023-XX**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE  
CITY OF RIVERSIDE, IOWA**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIVERSIDE, STATE OF IOWA:**

SECTION I. PURPOSE. The purpose of this ordinance is to amend the official zoning map of the City of Riverside, Iowa, to reflect change of zoning definition of the following property from C-2 General Commercial to C-3 Avenue of the Saints Commercial. Whereas, the Planning and Zoning Commission has recommended approval of the rezoning request of the following property legally described as follows:

Legal Description:

1. Parcel #04-09-451-010 Eastside Commercial Site SD Lot 3B EXC 3C & 3D Riverside; Washington County, Iowa.

THEREFORE, the City Council approves change from C-2 General Commercial to C-3 Avenue of the Saints Commercial Zoning.

Section III. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. SEVERABILITY CLAUSE. 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 V. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage approval and publication as provided by law.

On the 6<sup>th</sup> day of May, 2023, at a regular meeting of the city council, Riverside, Iowa, Councilperson \_\_\_\_\_ introduced Ordinance \_\_\_\_\_ and moved that it be given its first reading.

Roll Call:  
Ayes:  
Nays:  
Absent:

On the \_\_\_\_\_ day of \_\_\_\_\_, 2023, at a regular meeting of the city council, Riverside, Iowa, Councilperson \_\_\_\_\_ introduced Ordinance \_\_\_\_\_ and moved to suspend the rules for the second and third reading and Ordinance \_\_\_\_\_ be approved and hereby deemed adopted.

Roll Call:

Ayes:

Nays:

Absent:

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2019 and approved this \_\_\_\_\_ of \_\_\_\_\_, 2023.

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

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



**RESOLUTION #2023-XX**

**RESOLUTION APPROVING WELL #8 REPAIRS**

**Whereas**, the City of Riverside City Council at the recommendation of PeopleService, Inc, to approve inspection and repair of Well #8,

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the repair estimate from Cahoy Pump Service of Sumner, Iowa in the amount of \$2,960.00, with potential Additions as listed.

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

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

Ayes:

Nays:

Absents:

**Passed and approved** by the City Council of Riverside, Iowa and approved this 6th day of February, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

**RESOLUTION #2023-xx**

**RESOLUTION TO AWARD SEWER MAINTENANCE CONTRACT**

**Whereas**, the City of Riverside City Council recognizes the need for annual sewer cleaning maintenance and CCTV Inspections,

**Whereas**, PeopleService, Inc will plan, schedule, and supervise sewer line maintenance,

**Therefore**, be it resolved the City of Riverside City Council does hereby approve \_\_\_\_\_ of \_\_\_\_\_ for a \_\_\_\_ year contract of sewer line maintenance.

**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 6<sup>th</sup> day of february, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

**RESOLUTION #2023-XX**

**RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING THE MAXIMUM TAX DOLLARS FROM CERTAIN LEVIES FOR THE CITY'S PROPOSED FISCAL YEAR 2023-2024 BUDGET**

**WHEREAS**, the City Council of Riverside, Iowa is preparing the annual budget for the Fiscal Year 2023-2024; and

**WHEREAS**, Iowa SF 634 requires a public hearing on the proposed maximum property tax dollars from certain levies where any resident or taxpayer of the City may present to the City Council objections or arguments in favor of the tax dollars before the budget is adopted and certified to the county auditor; and

**WHEREAS**, interested residents or taxpayers having comments for or against the maximum property tax dollar proposal from certain levies may appear and be heard at the public hearing at the city council meeting on February 21, 2023, at 6:00 PM at the Riverside City Hall, at 60 N Greene Street, Riverside, Iowa.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Riverside, Iowa, that this confirms that the city council order the publication of a notice of public hearing pertaining to proposed maximum property tax dollars from certain levies not less than ten (10) days nor more than twenty (20) days prior to the date set for the hearing. A notice shall also be posted on the city website.

**BE IT FURTHER RESOLVED**, by the Riverside City Council of the City of Riverside, Iowa, that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

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

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

Ayes:

Nays:

**PASSED AND APPROVED** on this 6<sup>th</sup> day of February, 2023.

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

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

**NOTICE OF PUBLIC HEARING - CITY OF RIVERSIDE - PROPOSED PROPERTY TAX LEVY**  
**Fiscal Year July 1, 2023 - June 30, 2024**

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

**Meeting Date:** 2/21/2023 **Meeting Time:** 06:00 PM **Meeting Location:** City Hall, 60 N Greene Street, Riverside, IA

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)  
 riversideiowa.gov

City Telephone Number  
 (319) 648-3501

	Current Year Certified Property Tax 2022 - 2023	Budget Year Effective Property Tax 2023 - 2024	Budget Year Proposed Maximum Property Tax 2023 - 2024	Annual % CHG
Regular Taxable Valuation	114,027,641	114,435,975	114,435,975	
<b>Tax Levies:</b>				
Regular General	923,624	923,624	926,931	
Contract for Use of Bridge			0	
Opr & Maint Publicly Owned Transit			0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.			0	
Opr & Maint of City-Owned Civic Center			0	
Planning a Sanitary Disposal Project			0	
Liability, Property & Self-Insurance Costs			0	
Support of Local Emer. Mgmt. Commission			0	
Emergency			0	
Police & Fire Retirement			0	
FICA & IPERS			0	
Other Employee Benefits			0	
<b>Total Tax Levy</b>	<b>923,624</b>	<b>923,624</b>	<b>926,931</b>	<b>0.35</b>
<b>Tax Rate</b>	<b>8.10000</b>	<b>8.07110</b>	<b>8.10000</b>	

**Explanation of significant increases in the budget:**

Cost of repairs to water treatment plant.

**If applicable, the above notice also available online at:**

[www.riversideiowa.gov](http://www.riversideiowa.gov)

\*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

\*\*Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year

**RESOLUTION #2023-XX**

**RESOLUTION APPROVAL OF CONTRACT WITH  
PEOPLESERVICE INC. FOR MAINTENANCE EXPENDITURES OF CITY  
WATER AND WASTEWATER FACILITIES**

**Whereas**, the City of Riverside City Council has decided to enter into contract with PeopleService Inc. to provide operation and maintenance operations for the City of Riverside's Water and Wastewater plants.

**Therefore**, be it resolved the City of Riverside City Council does hereby approve to 5% increase to the CPI-U beginning July 1, 2023. Annual Maintenance/repair expenditure amount will increase \$1147 totaling \$24,079. Monthly compensation will increase \$1202 totaling \$25,246. Monthly chemical base amount will increase \$1376 totaling \$28,895.

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

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

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 6th day of February, 2023.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

December 29, 2022

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

Dear Mayor Schneider,

Pursuant to Paragraphs 1.4, 4.2 and 4.4 of the Operations and Maintenance Agreement dated June 9, 2021 between the City of Riverside, Iowa and PeopleService, Inc., the maximum annual maintenance/repair (non-capital) expenditure amount, the monthly compensation and the "base amount" for chemicals that the City of Riverside, Iowa pays for our services are to be adjusted each July 1<sup>st</sup>. This adjustment is to be based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) between November of 2021 and November of 2022, plus one percent (1%), and is limited to a minimum adjustment of 1% and a maximum adjustment of 5%. The CPI-U is the Federal Government's measure of inflation.

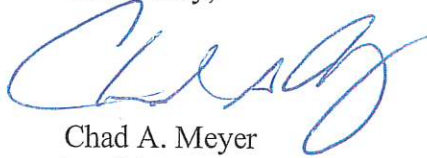
The change to the CPI-U (inflation) was a positive 7.1%, thus making the total adjustment 5%. Thus, effective July 1, 2023, the City of Riverside's maximum annual maintenance/repair (non-capital) expenditure amount will be increased from \$22,932 to \$24,079, the monthly compensation will be increased from \$24,044 to \$25,246 and the "base amount" for chemicals will be increased from \$27,519 to \$28,895. Enclosed you will find a ten-year CPI summary showing that the average over that time period has been 2.7%. This year is obviously higher than what anyone had anticipated. When included in the ten-year average the annual increase remains at a reasonable rate.

PeopleService would appreciate your signing this letter in the space provided below, and returning a copy to the address shown at the top of this letter. By doing so, you acknowledge receipt of this letter and the adjustment and increase in accordance with the Operations and Maintenance Agreement. Please note that the CPI adjustment will be billed beginning with the effective date even if we do not receive a signed copy of this letter.



If you have any questions, please don't hesitate to contact either Mr. Steve Robinette, our Region Manager for your area, or myself.

Yours truly,



Chad A. Meyer  
President

Acknowledged:  
CITY OF RIVERSIDE, IOWA

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

Dated: \_\_\_\_\_

Enclosure

# *PeopleService* INC.

Water & Wastewater Professionals

## 10 Year CPI Summary

Year	Annual % Increase
Nov-13	1.2%
Nov-14	1.3%
Nov-15	0.5%
Nov-16	1.7%
Nov-17	2.2%
Nov-18	2.2%
Nov-19	2.1%
Nov-20	1.6%
Nov-21	6.8%
Nov-22	7.1%
Average	2.7%

# Speer Financial, Inc.

## City of Riverside, Washington, County, Iowa

Sewer

### Net Income Summary and Debt Service Coverage

Proposed

Page 1

#### Sewer Utility Profroma

Fiscal Year	Accounts	0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	
		2021	2022	2023	2024	2025	2026	2027	2028				
		519	519	519	519	519	519	519	519	519	519	519	519
Operating Revenue:													
	Sewer charges for service	\$ 372,160	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000
	Misc. Revenue	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042
	Infrastructure Fee \$ ___/mo/___ accounts	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Operating Revenue</b>		<b>\$ 388,202</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>	<b>\$ 437,042</b>
	Annual Increase in O/M		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Operating Expense:													
	Operation and Maintenance	\$ 291,883	\$ 387,603	\$ 395,355	\$ 403,262	\$ 411,327	\$ 419,554	\$ 427,945	\$ 436,504	\$ 444,945	\$ 453,406	\$ 461,867	\$ 470,328
	Misc. Expenses	-	-	-	-	-	-	-	-	-	-	-	-
<b>Operating Expense:</b>		<b>\$ 291,883</b>	<b>\$ 387,603</b>	<b>\$ 395,355</b>	<b>\$ 403,262</b>	<b>\$ 411,327</b>	<b>\$ 419,554</b>	<b>\$ 427,945</b>	<b>\$ 436,504</b>	<b>\$ 444,945</b>	<b>\$ 453,406</b>	<b>\$ 461,867</b>	<b>\$ 470,328</b>
Net Operating Income:		\$ 96,319	\$ 49,439	\$ 41,687	\$ 33,780	\$ 25,715	\$ 17,488	\$ 9,097	\$ 538	\$ 538	\$ 538	\$ 538	\$ 538
Calculation of Debt Service Coverage:													
Minus: Transfer to Savings													
Income Available For Debt Service		\$ 96,319	\$ 49,439	\$ 41,687	\$ 33,780	\$ 25,715	\$ 17,488	\$ 9,097	\$ 538	\$ 538	\$ 538	\$ 538	\$ 538
No debt outstanding currently- 11/2021													
Total Debt Payment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Service Coverage</b>													
Cash Available		\$ 96,319	\$ 49,439	\$ 41,687	\$ 33,780	\$ 25,715	\$ 17,488	\$ 9,097	\$ 538	\$ 538	\$ 538	\$ 538	\$ 538
Cash Balance (Beginning of Year)		-	\$ 349,358	\$ 398,798	\$ 440,485	\$ 474,265	\$ 499,980	\$ 517,469	\$ 526,566	\$ 527,105	\$ 527,643	\$ 528,181	\$ 528,719
Ending Cash Balance		\$ 349,358	\$ 398,798	\$ 440,485	\$ 474,265	\$ 499,980	\$ 517,469	\$ 526,566	\$ 527,105	\$ 527,643	\$ 528,181	\$ 528,719	\$ 529,257
Speer Financial, Inc. 24/Nov/21													
AVG MONTHLY BILL		\$62.33	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17	\$70.17
% increase in avg bill			12.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
fiscal year		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Avg Mo. Bill Based On Revs / by # of Accounts		\$ 62.33	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17



City of Riverside, Washington, County, Iowa

Net Income Summary and Debt Service Coverage

Sewer Utility Profroma

0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%					
2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519	519
\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000	\$ 421,000
16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042	16,042
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042	\$ 437,042
2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
\$ 445,234	\$ 454,139	\$ 463,221	\$ 472,486	\$ 481,936	\$ 491,574	\$ 501,406	\$ 511,434	\$ 521,663	\$ 532,096	\$ 542,738	\$ 553,593	\$ 445,234	\$ 454,139	\$ 463,221	\$ 472,486	\$ 481,936	\$ 491,574	\$ 501,406	\$ 511,434	\$ 521,663	\$ 532,096	\$ 542,738	\$ 553,593
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\$ 445,234	\$ 454,139	\$ 463,221	\$ 472,486	\$ 481,936	\$ 491,574	\$ 501,406	\$ 511,434	\$ 521,663	\$ 532,096	\$ 542,738	\$ 553,593	\$ 445,234	\$ 454,139	\$ 463,221	\$ 472,486	\$ 481,936	\$ 491,574	\$ 501,406	\$ 511,434	\$ 521,663	\$ 532,096	\$ 542,738	\$ 553,593
\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)	\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)
\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)	\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)	\$ (8,192)	\$ (17,096)	\$ (26,179)	\$ (35,444)	\$ (44,893)	\$ (54,532)	\$ (64,363)	\$ (74,392)	\$ (84,620)	\$ (95,053)	\$ (105,695)	\$ (116,550)
\$ 527,105	\$ 518,913	\$ 501,817	\$ 475,638	\$ 440,194	\$ 395,301	\$ 340,769	\$ 276,406	\$ 202,014	\$ 117,394	\$ 22,340	\$ (83,355)	\$ 527,105	\$ 518,913	\$ 501,817	\$ 475,638	\$ 440,194	\$ 395,301	\$ 340,769	\$ 276,406	\$ 202,014	\$ 117,394	\$ 22,340	\$ (83,355)
\$ 518,913	\$ 501,817	\$ 475,638	\$ 440,194	\$ 395,301	\$ 340,769	\$ 276,406	\$ 202,014	\$ 117,394	\$ 22,340	\$ (83,355)	\$ (199,905)	\$ 518,913	\$ 501,817	\$ 475,638	\$ 440,194	\$ 395,301	\$ 340,769	\$ 276,406	\$ 202,014	\$ 117,394	\$ 22,340	\$ (83,355)	\$ (199,905)
\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17	\$ 70.17

(51)