

CITY OF RIVERSIDE COUNCIL MEETING AGENDA  
RIVERSIDE COUNCIL CHAMBERS  
60 N GREENE ST  
Monday, March 4, 2024 6:00 PM

The meeting will be recorded and can be viewed live by visiting the city website 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
  - b. Expenditures
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk's table.**
6. Girl Scouts Troop 9632, Terri Kraus – Book Nook at Railroad Park **pg. 6**
7. Highland School District, Bill Zywiec – Digital Message Center Signs
  - a. Consider resolution to provide support to Highland School District's WCRF grant application for the digital message center sign project (2024-16) **pg. 7**
8. City Engineer's Report (Axiom) **pg. 8**
  - a. Water Treatment Plant
  - b. Consider resolution to approve Pay Request #6 to Bowker Mechanical for WTP **pg. 9**
  - c. Wastewater Treatment Plant
  - d. Boat Ramp **pg. 12**
  - e. Consider resolution to approve Change Order #1 to Bowker Mech. for Boat Ramp **pg.14**
  - f. Northern Heights Phase 2
  - g. Planning & Zoning/Board of Adjustment
9. City Administrator's Report
  - a. Consider resolution to set public hearing for Proposed Tax Rate for April 1 **pg. 19**
  - b. Q1 Grant Report **pg. 21**
  - c. Iowa Municipal Management Institute **pg. 24**
  - d. Employee Education Reimbursement Agreement **pg. 26**

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

- e. Debbins Building Purchase Agreement Update
- f. Consider resolution to provide support to Washington County Emergency Management's WCRF grant application for the siren project [pg. 29](#)
- g. Consider resolution to approve street maintenance [pg.33](#)

10. Closing Comments

11. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Tuesday, February 20<sup>th</sup>, 2024

The Riverside City Council meeting started at 6:00 pm in the Riverside City Council Chambers. Mayor Allen Schneider called the meeting to order, with Kevin Kiene, Lois Schneider, Kevin Mills, Tom Sexton, and Ryan Rogerson present.

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

Motion made by Kiene, second by Rogerson to approve consent agenda of minutes, expenditures, January Fire Department update, and Building Inspections report. Passed 5-0.

Elite Casino Resorts employees presented "Winning Hands" donations for volunteer service to their community. Kelli Schneider added \$443 to the Community Center for a total of \$3100 in donations to date. Kari and Richard Ford donated \$3157 to Hall Park Pickle Ball Courts.

Lieutenant Chad Ellis presented the Washington County Sheriff's call report for January.

Travis Riggan, RACC president, gave 2023 report of activities and future schedule for Trek Fest 39.

Mike Meinders and Phil Richman reported on 2023 totals for the Museum and History Center. The museum will reopen in March and are in need of more volunteers.

Marissa Reisen, Washington County Emergency Management, discussed the plan for new sirens for all of Washington County.

Shane Patterson, CIT Sewer Service, showed Council pictures of sewer deficiencies detected with the last cleaning.

Jed Wolf, PeopleService, Inc. presented January water and wastewater reports, and reported on the water leak on the east end of town.

City Council reviewed bids for replacement of the UV system at the Wastewater plant. Sexton moved, second by Rogerson to request opinion of V&K for project bids. Passed 5-0.

Rogerson moved, second by Schneider to pass Resolution 2024-11, approving electrical service to valve actuators at the Water Plant. Passed 4-1, Kiene opposed.

Brian Boelk, Axiom Consultants, presented updates to the Water Plant, Wastewater Plant, Hall Park Boat Ramp, Northern Heights Phase 2, and Capital Improvements Plan.

Rogerson moved, second by Kiene to pass Resolution 2024-12, approving Professional Services Agreement with Axiom Consultants for designing the Cherry Lane Street Extension. Passed 5-0.

Schneider moved, second by Kiene to pass Resolution 2024-13, approving Professional Services Agreement with Axiom Consultants for designing the Hall Park Master Improvements Plan. Passed 5-0.

City Admin, Cole Smith gave Admin's report.

Smith explained the need to hire a historian for the DTR grant. Schneider moved, second by Mills, to approve publishing request for historian.

Motion by Kiene, second by Sexton to pass Resolution 2024-14, waiving the right to review the plat of survey for Eric Yoder. Passed 5-0.

Rogerson moved, second by Mills to pass Resolution 2024-15, approving transfer of funds for FY24 in the amount of \$400,000 from Casino Funds to Capital Projects. Passed 5-0.

City Council reviewed purchase agreement for 40 W 1<sup>st</sup> Street property. Schneider and Kiene will work with Admin to update the agreement.

Admin presented a 7-year tax abatement schedule for 71 E 1<sup>st</sup> Street.

Admin explained WCRF municipal grant. Schneider moved, second by Kiene to submit grant as presented. Passed 5-0.

January financials were reviewed.

Motion by Sexton, second by Rogerson to adjourn at 8:18 pm. Motion carried 5-0.

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

Next Meeting- Monday, March 4<sup>th</sup>, 2024 at 6:00 PM

ATTEST:



Becky LaRoche, City Clerk



Allen Schneider, Mayor

EXPENDITURES MARCH 4, 2024					
COUNCIL MEETING		BILLS			
1	ACCESS SYSTEMS	COPIER LEASE	001-5-650-6496	\$	381.99
2	ALLIANT ENERGY	PARKS	001-5-430-6371	\$	287.95
3	ALLIANT ENERGY	SEWER	610-5-815-6371	\$	1,261.01
4	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$	353.45
5	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$	1,450.37
6	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$	584.82
7	ALLIANT ENERGY	WATER	600-5-810-6371	\$	386.08
8	ALTORFER	FIRE DEPT	002-5-150-6333	\$	593.61
9	ALTORFER	WWTP	610-5-815-6330	\$	3,561.00
10	AXIOM CONSULTANTS	ENGINEERING	001-5-650-6407	\$	5,742.50
11	AXIOM CONSULTANTS	WWTP	301-5-7550-6798	\$	412.50
12	AXIOM CONSULTANTS	BOAT RAMP	301-5-750-6799	\$	800.00
13	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$	50.00
14	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$	50.00
15	BIG IRON	FD-BURN BUILD.	002-5-150-6354	\$	98.58
16	COLE SMITH	CELL STIPEND	001-5-650-6373	\$	50.00
17	INDUSTRIAL ELECTRIC	POST POUNDER	110-5-210-6417	\$	2,350.00
18	ELECTRIC PUMP	WWTP /LS2	610-5-815-6374	\$	1,931.56
19	FELD FIRE	PARATECH	002-5-150-6356	\$	10,367.14
20	FP MAILING	LEASE	001-5-650-6506	\$	86.85
21	GINGERICH WELL	CLOSE WELL#6	600-5-810-6374	\$	3,750.00
22	HARN RO	ROCLEAN	600-5-810-6374	\$	1,065.54
23	IOWA PAPER	FD SUPPLY	002-5-150-6340	\$	142.16
24	KUM&GO	FD-FUEL	002-5-150-6350	\$	126.59
25	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$	50.00
26	LYNCH DALLAS P.C.	LEGAL	001-5-640-6411	\$	2,402.50
27	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$	78.54
28	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$	172.01
29	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$	27.09
30	MENARDS	SERVER INSTALL	001-5-650-6310	\$	270.56
31	MENARDS	SHOP	001-5-210-6372	\$	67.79
32	RELIANT FIRE	FD-COOLANT LEVEL GAGE	002-5-150-6352	\$	791.77
33	PEOPLE SERVICES	SERVICE	600-5-810-6500	\$	12,623.00
34	PEOPLE SERVICES	SREVICE	610-5-815-6500	\$	12,623.00
35	VEENSTRA & KIM	WTP ENGINEERING	301-5-750-6765	\$	1,881.40
36	WASH CO EMS ASSOC	2024 MEMBERSHIP	002-5-150-6345	\$	100.00
37	<b>TOTAL BILLS*****</b>			<b>\$</b>	<b>66,971.36</b>
38					
39	CASEYS	SNOW FUEL	110-5-210-6331	\$	121.32
40	DELTA DENTAL	BILLING-MARCH	001-5-430-6150	\$	192.58
41	IBM	STREAMING	001-5-650-6494	\$	98.75
42	WELLMARK	BC/BS	001-5-620-6150	\$	2,063.41
43	US CELLULAR	FD	002-5-150-6332	\$	72.45
44	VERIZON	GATEWAYS	600-5-810-6373	\$	63.54
45	WATER DEPOSIT	REFUND-SWANSON	600-4-810-4501	\$	55.60
46	*****	<b>TOTAL PAID BILLS</b>			<b>\$ 2,667.65</b>
47					
48	*****	<b>TOTAL EXPENDITURES</b>		<b>\$</b>	<b>69,639.01</b>
49					
50	<b>EXPENDITURES by FUND</b>				
51	GENERAL FUND	\$	13,704.33		
52	FIRE DEPARTMENT	\$	13,049.13		
53	ROAD USE FUND	\$	2,471.32		
54	CASINO FUND	\$	-		
55	CAPITAL PROJECTS	\$	3,093.90		
56	WATER FUND	\$	17,943.76		
57	SEWER FUND	\$	19,376.57		
58	<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>69,639.01</b>		





Trek  
"Where the ~~Best~~ Begins"

CITY of RIVERSIDE

AGENDA REQUEST

NAME Girl Scouts Troop # 9632

DATE 2/26/24

Terr Kraus  
ADDRESS 3093 Vine Valley Dr. Riverside

PHONE 319-530-5257

CONCERNING Installing a Book Nook at Purple Park

REQUEST The girl Scouts would like to put in a book nook at the purple park. They chose this location because they feel there is more traffic and the kids or adults might like to grab a book and read while at the park. This would be an honor and a community service for these local girl Scouts.

COUNCIL MEETING AGENDA DATE March 4<sup>th</sup>

RECEIVED BY \_\_\_\_\_ DATE \_\_\_\_\_

MAYOR APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

**RESOLUTION #2024-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERSIDE,  
IOWA APPROVING THE APPLICATION FOR THE PURPOSE OF  
RECEIVING BENEFITS FROM THE WASHINGTON COUNTY  
RIVERBOAT FOUNDATION**

Whereas, the Washington County Riverboat Foundation has grants funds available that target Community Development and Beautification, Economic Development, Arts and Education, Human and Social Needs, and

Whereas, the Washington County Riverboat Foundation has a grant application cycle for Grants, and, the City of Riverside is supportive of these targets for improvements to the community and County, and one or more applications from the City of Riverside, Iowa deals with tourism.

Whereas, the City will co-sponsor the project with Highland Community Schools and contribute \$ 38,951.00 towards the project cost,

Now, therefore be it resolved, by the City Council of the City of Riverside, Iowa that the City authorizes the following grant application from Highland Community Schools to be submitted to the Washington County Riverboat Foundation for the Spring 2024 grant cycle for assistance in constructing a new electronic sign near the NW corner of fire station parking lot for public notifications of civic and school activities.

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

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

Ayes:

Nays:

**PASSED AND APPROVED** by Riverside City Council of Riverside, IA on this 4<sup>th</sup> day of March, 2024.

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

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

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

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

**ENGINEER'S REPORT**

**PROJECT:** City of Riverside  
**DATE:** February 29, 2024  
**TO:** City Council  
**TOPIC:** Project Updates

---

Wastewater Treatment Plant

- Last 2 FRP frames/doors arrived last night (2/28) and contractor on site getting installed.
- Contractor to get the final PA submitted today (2/29).
- Will get all close out/O&M submitted prior to the final walk through being scheduled for next week.

Boat Ramp

- Construction is moving along well and on schedule.
- Additional tree removals within county R.O.W. added to contract via change order.
- Progress Reports getting completed and distributed.
- Website to be updated by end of week (3/1).

Northern Heights Part 2

- Discussions continue with developer and engineering consultant.
- Developer getting more accurate pricing on public improvements via pricing exercise with contractor.

Planning & Zoning/Board of Adjustment

- Axiom (Brian) and Cole met with BOA and P&Z to go over roles, development process, and upcoming projects.



RESOLUTION #2024-XX

RESOLUTION APPROVING PAY REQUEST #6 TO  
BOWKER MECHANICAL CONTRACTORS LLC FOR  
WATER TREATMENT PLANT PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk and it is the opinion of the City Engineering Firm that the City Council accept this pay request #6 in the amount of \$23,180.00 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #6 for work done on the Water Treatment Plant Project through 2/29/24.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 4<sup>th</sup> day of March 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

AIA Type Document  
Application and Certification for Payment

Page 1 of 2

TO (OWNER): City of Riverside, Iowa  
60 Greene Street  
Riverside, IA 52327

PROJECT: City of Riverside WTP Plant Im  
3126 IA-22  
Riverside, IA 52327

APPLICATION NO: 6

DISTRIBUTION  
TO:  
\_ OWNER  
\_ CONSTRUCTION  
\_ MANAGER  
\_ ARCHITECT  
\_ CONTRACTOR  
\_ FIELD  
\_ OTHER

FROM  
CONTRACTOR: Bowker Pinnacle Mechanical  
1000 32nd Ave SW  
Cedar Rapids, IA 52404

PERIOD TO: 2/29/2024  
CONTRACT DATE: 7/17/2023  
PROJECT NOS:

VIA CONSTRUCTION  
MANAGER: Veenstra & Kimm Inc

CONTRACT FOR: 23M0670 Riverside WTP Plant Impr

VIA ARCHITECT: Veenstra & Kimm Inc

### CONTRACTOR'S APPLICATION FOR PAYMENT

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

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

1. ORIGINAL CONTRACT SUM .....\$ 550,000.00  
2. NET CHANGES IN THE WORK .....\$ 0.00  
3. CONTRACT SUM TO DATE (Line 1 + 2).....\$ 550,000.00  
4. TOTAL COMPLETED AND STORED TO DATE .....\$ 547,500.00

5. RETAINAGE:  
a. 5.00% of Completed Work \$ 27,375.00  
b. 0.00% of Stored Material \$ 0.00  
Total retainage (Line 5a + 5b) .....\$ 27,375.00

6. TOTAL EARNED LESS RETAINAGE .....\$ 520,125.00  
(Line 4 minus Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
(Line 6 from prior Certificate) .....\$ 496,945.00

8. CURRENT PAYMENT DUE .....\$ 23,180.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 minus Line 6) \$ 29,875.00

CONTRACTOR: Bowker Pinnacle Mechanical  
1000 32nd Ave SW Cedar Rapids, IA 52404

By: Karen Mohr  
Karen Mohr / Asst Controller

Date: 02/26/2024

State of: IA

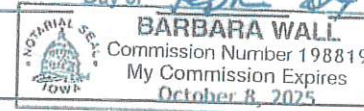
County of: Linn

Subscribed and Sworn to before me this 26<sup>th</sup>

Day of Feb 2024

Notary Public: Barbara Wall

My Commission Expires: 10-8-25



### CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED .....\$

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

CONSTRUCTION MANAGER:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(NOTE: If Multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

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

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this month, including Construction Change Directives	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES IN THE WORK	0.00	

AIA Type Document  
Application and Certification for Payment

Page 2 of 2

TO (OWNER): City of Riverside, Iowa  
60 Greene Street  
Riverside, IA 52327

PROJECT: City of Riverside WTP Plant Im  
3126 IA-22  
Riverside, IA 52327

APPLICATION NO: 6  
PERIOD TO: 2/29/2024

DISTRIBUTION  
TO:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM (CONTRACTOR): Bowker Pinnacle Mechanical  
1000 32nd Ave SW  
Cedar Rapids, IA 52404

VIA (ARCHITECT): Veenstra & Kimm Inc  
2600 University Pkwy  
Suite 1  
Coralville, IA 52241

ARCHITECT'S  
PROJECT NO:

CONTRACT FOR: 23M0670 Riverside WTP Plant Impr

CONTRACT DATE: 7/17/2023

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Mobilization / General Conditions	45,000.00	40,000.00	2,500.00	0.00	42,500.00	94.44	2,500.00	2,125.00
2	Demolition	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00	0.00	500.00
3	Structural Steel - Material	75,000.00	72,500.00	2,500.00	0.00	75,000.00	100.00	0.00	3,750.00
4	Structural Steel - Labor	69,000.00	59,000.00	10,000.00	0.00	69,000.00	100.00	0.00	3,450.00
5	Process Piping - Material	120,000.00	119,500.00	500.00	0.00	120,000.00	100.00	0.00	6,000.00
6	Process Piping - Shop Labor	142,100.00	142,100.00	0.00	0.00	142,100.00	100.00	0.00	7,105.00
7	Process Piping - Field Labor	78,400.00	71,000.00	7,400.00	0.00	78,400.00	100.00	0.00	3,920.00
8	Electrical / Process Controls - Material	1,500.00	1,000.00	500.00	0.00	1,500.00	100.00	0.00	75.00
9	Electrical / Process Controls - Labor	9,000.00	8,000.00	1,000.00	0.00	9,000.00	100.00	0.00	450.00
<b>REPORT TOTALS</b>		<b>\$550,000.00</b>	<b>\$523,100.00</b>	<b>\$24,400.00</b>	<b>\$0.00</b>	<b>\$547,500.00</b>	<b>99.55</b>	<b>\$2,500.00</b>	<b>\$27,375.00</b>

<b>AXIOM PROJECT NO.</b> 23-0149	<b>DATE</b> 02/23/2024
-------------------------------------	---------------------------

<b>CLIENT PROJECT NO.</b>	<b>PAGE</b> Report 01
---------------------------	--------------------------

<b>PROJECT NAME</b> Riverside Hall Park Boat Ramp
--

<b>AXIOM REPRESENTATIVE (reported by)</b> Allison Wagner
---

<p><b>CURRENT ACTIVITIES and SCOPE of WORK</b></p> <ul style="list-style-type: none"> <li>- Tree removal activities took place throughout week. Contractor working to remove all tree debris.</li> <li>- City of Riverside received permission from County to remove trees in ROW portion of boat ramp. Requested to have said trees removed as part of this project.</li> <li>- Traffic control is in place.</li> </ul>
--

<b>CLIENT REPRESENTATIVE (reported to)</b> City of Riverside
---

<b>CURRENT PHASE</b> Removals
----------------------------------

<b>NEXT PHASE</b> Earthwork
--------------------------------

<b>OTHER</b>
--------------

<p><b>SCHEDULE ITEMS</b></p> <ul style="list-style-type: none"> <li>- Earthwork activities to commence next week.</li> </ul>
--



<b>AXIOM PROJECT NO.</b> 23-0149	<b>DATE</b> 02/23/2024
<b>CLIENT PROJECT NO.</b>	<b>PAGE</b> Report 01



Looking West at trees on bank to remain.



Looking North at storm outlet.



Looking South down boat ramp, trees have been removed.



Looking East at trees on bank to remain,

**PROJECT COORDINATOR or MANAGER SIGNATURE**

*William Way*

NOTICE: AXIOM personnel have completed this report to the best of their ability in the most accurate fashion possible at the time and with the information available at the time of its writing. This report serves as a snapshot of design phase progress and is provided to the Client in order to update them on the general overall status of the design team (and possibly subconsultants) in relation to the contracted scope of work. This report should not serve as official scheduling document in so far as it may contradict the originally contracted work or certain to adjustments in the overall scope of work. The report is intended as an informational document only to be used by the client in understanding the current workload and path of the design team.



RESOLUTION #2024-XX

RESOLUTION APPROVING CHANGE ORDER #1  
TO BOWKER PINNACLE MECHANICAL  
FOR HALL PARK BOAT RAMP PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk, and it is the opinion of the City Engineering Firm that the City Council accept this change order for Bowker Pinnacle Mechanical for clearing and grubbing of trees in the Washington County ROW of boat ramp area.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Change Order #1 in the amount of \$2,800.

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

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

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 4th day of March, 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

<b>Date of Issuance:</b> February 23, 2024	<b>Effective Date:</b> February 23, 2024
<b>Owner:</b> City of Riverside Iowa	<b>Owner's Contract No.:</b>
<b>Contractor:</b> Bowker Pinnacle Mechanical	<b>Contractor's Project No.:</b>
<b>Engineer:</b> Axiom Consultants	<b>Engineer's Project No.:</b> 23-0149
<b>Project:</b> Hall Park Boat Ramp Phase I	<b>Contract Date:</b> February 06, 2024

**The Contract is modified as follows upon execution of this Change Order:**

**Description:** Extra Clearing and Grubbing

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <b>Verbal value</b> <b>\$ 133,080.20</b>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: <b>Verbal value</b> <b>\$ 2,800.00</b>	Adjustments of This Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: <b>Verbal value</b> <b>\$ 135,880.20</b>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

<b>RECOMMENDED:</b>	<b>ACCEPTED:</b>	<b>ACCEPTED:</b>
By: <u><i>Smiffell</i></u>	By: _____	By: _____
<b>Engineer</b>	<b>Owner</b>	<b>Contractor</b>
Title: <u>Principal/Owner</u>	Title: _____	Title: _____
Date: <u>February 23, 2024</u>	Date: _____	Date: _____

**RECOMMENDED:**

By: _____	_____	_____
<b>Architect</b>		
Title: _____	_____	_____
Date: _____	_____	_____

**EXHIBIT A**

*Breakdown of Individual Requests*

#	ITEM	COST	NOTES
1	Clearing & Grubbing	\$2,800.00	Removal of trees in Washington County ROW.
<b>APPROVED:</b>			
<b>DENIED:</b>			
<b>TOTAL COSTS: \$2,800.00</b>			

**EXHIBIT B**

*Change Order No. 1 from Bowker Pinnacle Mechanical  
2024-02-22 Email Request from City of Riverside.*



# CHANGE ORDER #1

TO: CITY OF RIVERSIDE

Date:  
2/23/2024

We are pleased to offer the following quotation:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNITS</u>	<u>UNIT PRICE</u>	<u>EXTENSION</u>
1	EXTRA CLEARING AND GRUBBING	1	LS	\$ 2,800.00	\$2,800.00

Total

\$ 2,800.00

## Danielle Cavanary

---

**From:** Cole Smith <cityadmin@riversideiowa.gov>  
**Sent:** Thursday, February 22, 2024 2:02 PM  
**To:** James Kurth; Allison Wagner; Brian Boelk; Danielle Cavanary; Nick Bettis  
**Cc:** Becky LaRoche; Bryan Lenz; Allen Schneider  
**Subject:** [External] Tree Removal in County ROW - Boat Ramp Project

Hi all!

I spoke with John Wagner of the Washington County Secondary Roads & Engineering Department to request permission to remove the trees in the County ROW portion of the Boat Ramp area. He gave the go-ahead to get this done. Is this something we could do?

Thanks!

Cole Smith  
City Administrator  
City of Riverside, Iowa  
Office: 319-648-3501  
Cell: 319-201-0081

---

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.



**RESOLUTION #2024-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 2024-2025 BUDGET**

**WHEREAS**, the City Council of Riverside, Iowa is preparing the annual budget for the Fiscal Year 2024-2025; and

**WHEREAS**, Iowa SF 718 requires a public hearing on the proposed property tax rate be held prior to completion of the budget 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 April 1<sup>st</sup>, 2024, 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 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, Kiene, Mills, Rogerson

Ayes:

Nays:

**PASSED AND APPROVED** on this 4<sup>th</sup> day of March, 2024.

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

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

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

Meeting Date: 4/1/2024 Meeting Time: 06:00 PM Meeting Location: CITY HALL, 60 N GREENE STREET, RIVERSIDE, IOWA

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing 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

Iowa Department of Management	Current Year Certified Property Tax 2023 - 2024	Budget Year Effective Property Tax 2024 - 2025	Budget Year Proposed Property Tax 2024 - 2025
Taxable Valuations for Non-Debt Service	112,211,023	116,530,218	116,530,218
Consolidated General Fund	908,909	908,909	925,387
Operation & Maintenance of Public Transit	0	0	0
Aviation Authority	0	0	0
Liability, Property & Self Insurance	0	0	0
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	0	0	0
FICA & IPERS (If at General Fund Limit)	0	0	0
Other Employee Benefits	0	0	0
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	112,211,023	117,218,517	117,218,517
Debt Service	0	0	0
<b>CITY REGULAR TOTAL PROPERTY TAX</b>	<b>908,909</b>	<b>908,909</b>	<b>925,387</b>
<b>CITY REGULAR TAX RATE</b>	<b>8.10000</b>	<b>7.79977</b>	<b>7.94118</b>
Taxable Value for City Ag Land	261,641	286,305	286,305
Ag Land	0	0	860
<b>CITY AG LAND TAX RATE</b>	<b>0.00000</b>	<b>0.00000</b>	<b>3.00375</b>
<b>Tax Rate Comparison-Current VS. Proposed</b>			
Residential property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Resident	443	368	-16.93
Commercial property with an Actual/Assessed Value of \$100,000	Current Year Certified 2023/2024	Budget Year Proposed 2024/2025	Percent Change
City Regular Commercial	443	368	-16.93

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and Commercial properties have the same Rollback Percentage at \$100,000 Actual/Assessed Valuation.

Reasons for tax increase if proposed exceeds the current:

NEW CITY STREET AT HIGHLAND ELEMENTARY SCHOOL. COST ESTIMATE \$450,000

# Grant Report for Q1

## Cherry Lane Extension

### [Washington County Riverboat Foundation Grant](#)

- Spring and Fall application cycle

## Hall Park

### [Washington County Riverboat Foundation Grant](#)

- Spring and Fall application cycle

### [Wellmark Foundation Grants](#)

### [T-Mobile Hometown Grants](#)

- T-Mobile awards up to \$50,000 for shovel-ready projects. Applicant's proposal must include plans, budget, timeline, anticipated impact, and up to five letters of support.
- Will help fund projects that foster local connections, like technology upgrades, outdoor spaces, the arts, and community centers.
- Due March 31, 2024

### [REAP City Parks and Open Spaces Grant](#)

- Parkland expansion and multi-purpose recreation developments are typical projects funded under this REAP program.
- Funds are not available for single or multipurpose athletic fields, baseball or softball diamonds, tennis courts, golf courses, and other organized sport facilities. Swimming pools and playground equipment are also ineligible.
- No match required, max grant of \$75,000 for a town of our size

### [Alliant Giving for Good](#)

- Park updates – City parks, benches, signage, picnic tables.
- Trail projects – Wildlife areas, benches, signage, picnic tables, garden beds, trail maintenance.

## Community Center

[Enhance Iowa CAT](#) (Kalona got \$500k in 2017 for \$5.4mil Community Center, Lone Tree \$265k in 2017 for \$3.4mil Recreation Center)

- Project must be available to the general public for use
- At least 65% of the project funds must be raised
- Applications will be accepted on a quarterly basis: August 15, 2023, November 15, 2023, February 15, 2024, and May 15, 2024, subject to available funds (for FY24)

### [Washington County Riverboat Foundation Grant](#)

- Spring and Fall application cycle

### [Wellmark Foundation Grants](#)

### [T-Mobile Hometown Grants](#)

- T-Mobile awards up to \$50,000 for shovel-ready projects. Applicant's proposal must include plans, budget, timeline, anticipated impact, and up to five letters of support.
- Will help fund projects that foster local connections, like technology upgrades, outdoor spaces, the arts, and community centers.
- Due March 31, 2024

### [CDBG Community Facilities & Services](#)

- This annual competitive program assists projects such as daycare facilities, senior centers, vocational workshops, and other community services such as stormwater projects.
- Up to \$500,000 for a town of our size
- Projects must primarily benefit low- and moderate-income persons (per the U.S. Department of Housing and Urban Development definition)
- Applications are accepted on an ongoing basis

### [USDA Community Facilities Direct Loan & Grant Program](#)

- This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or business undertakings.
- Low-interest direct loans and grants
- Open year round

## **Derelict Structures**

### [Derelict Building Grant Program](#)

- The Derelict Building Program is available for Iowa towns of 5,000 or fewer residents to address neglected commercial or public structures that have sat vacant for at least 6 months.

### [Nuisance Property & Abandoned Building Remediation](#)

- Low-interest loans, 12-60 months, no limits
- Funds may be utilized for residential structures with an emphasis on single-family dwellings

## **Trails**

### [IDOT Recreational Trails Program](#)

- The Iowa Transportation Commission approved a one-time, \$5 million allocation of funding to partially offset COVID-19-related reductions in the SRT program. The activities eligible for funding

under this program can go towards the acquisition, construction of new trails, maintenance, resurfacing, and restoration of existing recreational trails, development and rehabilitation of trailside and trailhead facilities and trail linkages. For more information, [click here](#). Applications are due by July 1, 2024.

### [Washington County Riverboat Foundation Grant](#)

- Spring and Fall application cycle

### [Wellmark Foundation Grants](#)

### [Alliant Giving for Good](#)

- Park updates – City parks, benches, signage, picnic tables.
- Trail projects – Wildlife areas, benches, signage, picnic tables, garden beds, trail maintenance.

## Downtown

### [Community Catalyst Building Remediation](#)

- Funding based on annual availability
- Max grant of \$100,000

### [Downtown Housing Grant](#)

- The Downtown Housing Grant provided financial assistance for projects that support local downtown revitalization through new and renovated housing opportunities in communities under 30,000.

## Economic Development

### [Iowa DOT RISE Grant](#)

- For Public Roads
- RISE may assist value-adding activities such as industrial, manufacturing, warehousing, distribution, and professional office (nonpersonal service) developments. Commercial, personal services, residential, and retail developments are not eligible for RISE assistance.
  - Immediate Impact Program - 20% local match – for immediate and nonspeculative opportunity (i.e. business expansion or new development)
  - Local Development Program – 50% local match – support local economic development efforts, no immediate impact needed.



## Cole Smith

---

**From:** grapevine@simplelists.com on behalf of Mickey Shields  
<mickeyshields@iowaleague.org>  
**Sent:** Monday, February 5, 2024 11:20 AM  
**To:** grapevine@simplelists.com  
**Subject:** [grapevine] IMMI Registration Now Open!

Good morning Viners, hope you had a great weekend!

Registration is now open for the 2024 Iowa Municipal Management Institute (IMMI), which will be held March 27-29 at The Graduate Hotel in downtown Iowa City. The conference will offer a variety of workshops and discussions that provide professional development for those in the city management profession.

Registration is \$350 and can be done online: [IMMI Online Registration](#)

### Hotel Room Block Reservations

The room block at The Graduate is open for reservations, which can be accessed here: [IMMI Room Block Reservations](#). Reservations can also be made by calling (319) 337-4058 and referencing IMMI. The room block deadline is **March 1**.

### Agenda

This year's keynote speaker is **Doug Griffiths**, author of *13 Ways to Kill Your Community* and a popular community strategist who will discuss overcoming negativity, dealing with those that seek to disrupt progress and how to create lasting change. Doug's session will be held the afternoon of Wednesday, March 27.

Various workshops will be held through Thursday and Friday morning, including:

- The First-Time City Administrator
- Legal Issues Related to AI and ChatGPT
- TIF in the Era of HF 718
- Negotiations and Settlements
- ICMA Ethics Discussion
- IaCMA Roundtables
- UI MPA and IISC Community Partnerships
- Legislative Update

As always, the IaCMA General Membership Meeting will be held before lunch on the Thursday of IMMI. Also, the Thursday evening reception and hospitality event will be held at ReUnion Brewery, which is just a few steps away from The Graduate in the Ped Mall.

A full, detailed agenda will be posted to the IaCMA website soon.

### First-Time Attendee Lunch

The IaCMA Board holds a First-Time Attendee lunch on the Wednesday of IMMI, which will begin at 11:45 am. Any first-time attendees of IMMI are asked to join the lunch along with the IaCMA Regional Coordinators. Please let me know if you plan to attend this lunch.

## Stipends

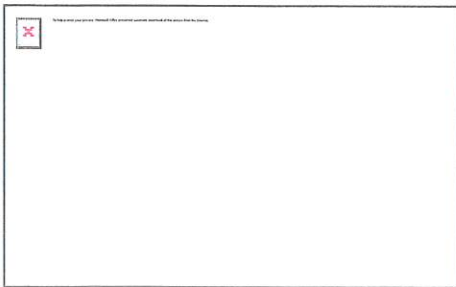
Stipends are available in the IaCMA budget to cover the registration expense of IMMI (\$350). Stipends are prioritized for those that have not attended IMMI in the past, but may be issued to others depending on requests. Please let me know if you would like to be considered for a stipend.

## Awards Nominations

It's also time to begin submitting nominations for IaCMA's awards, including the Emerging Leader and Program of the Year awards that will be presented at IMMI. This page on the IaCMA site has links to download the nomination forms: [IaCMA Award Nomination Forms](#).

Nominations can be submitted to the Awards Committee chair, Adam Kofoed of West Branch: [adam@westbranchiowa.org](mailto:adam@westbranchiowa.org).

Let me know if there are any questions. Thanks!



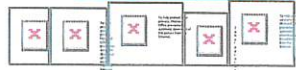
### Mickey Shields

Director of Membership Services

Direct: [\(515\) 974-5316](tel:5159745316)

Office: [\(515\) 244-7282](tel:5152447282)

Web: [www.iowaleague.org](http://www.iowaleague.org)



To send a response to the entire list, use Reply All. To reply just to the sender, hit Reply. Messages are limited to 5MB in size.

Brought to you as a member service of IaCMA. To unsubscribe from IaCMA's Grapevine, please go to <https://www.simplelists.com/confirm/?u=8d8Ggm4tz9A1B1LBAPmkRvzPyIDWulsz>

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

CITY OF RIVERSIDE, IOWA  
EDUCATION REIMBURSEMENT AGREEMENT

THIS AGREEMENT, made and entered this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Riverside, Iowa, a municipal corporation (the "CITY") and Cole J. Smith, (the "EMPLOYEE").

The intent of this Education Reimbursement Agreement ("Agreement") is to provide for the education and training of the EMPLOYEE as the City Administrator and to specify the consideration that the EMPLOYEE will provide the CITY in return for the training.

This Agreement is in addition to any employment agreement or contract that currently exists between the CITY and EMPLOYEE. This Agreement does not supersede any existing agreement or contract between CITY and EMPLOYEE, but where this Agreement and another agreement between the City and Employee conflict, this Agreement shall govern.

Now, therefore, the CITY and the EMPLOYEE, for consideration herein set forth, do mutually agree as follows:

1. TRAINING OF THE EMPLOYEE

A. The CITY and the EMPLOYEE agree that the EMPLOYEE will enroll in educational courses for the pursuit of his Masters Degree in Public Administration ("Masters"). The CITY shall pay the EMPLOYEE's expense of enrolling in the educational courses and books and other necessary materials for the EMPLOYEE's Masters. The EMPLOYEE agrees that the EMPLOYEE will be responsible for reimbursing the CITY in accordance with the rules for reimbursement as stated hereafter in this Agreement.

1. The expenses which the EMPLOYEE, agrees to reimburse the CITY for include:
  - a. The cost of any educational courses paid for by the CITY.
  - b. The cost of any books and/or materials for the educational courses paid for by the CITY.
2. The CITY will maintain a running total of the expenses that either the CITY or the EMPLOYEE can access at any time.
3. In consideration for providing this training, EMPLOYEE agrees to work for the CITY, as a full-time City Administrator for at least four (4) years from the date when the EMPLOYEE successfully obtains his Master's Degree.
4. In the event the EMPLOYEE does not successfully obtain his Master's Degree within three (3) years of the date of this Agreement, EMPLOYEE shall reimburse the CITY for all amounts paid pursuant to this Agreement.

2. REIMBURSEMENT OF TOTAL TRAINING EXPENSES

A. If any of the following events occur:

1. The EMPLOYEE voluntarily resigns from the position of City Administrator with the CITY;
2. The EMPLOYEE is involuntarily terminated, except for termination due to layoff;

then the EMPLOYEE shall reimburse the CITY for educational course expenses under the terms of this AGREEMENT as set forth below:

<u>Years of Service Following Employee's Completion of Last Educational Course</u>	<u>Amount of Reimbursement</u>
0-1 year	100% of actual costs
1-2 years	75% of actual costs
2-3 years	50% of actual costs
3-4 years	25% of actual costs
More than 4 years	No reimbursement

B. In the event the EMPLOYEE is required to make reimbursement, one hundred percent (100%) of the total reimbursement is due within thirty (30) days from the date of resignation, dismissal or termination, unless EMPLOYEE and the CITY mutually agree to installment payment arrangements under the following terms:

1. The first payment shall be due thirty (30) days from the date of resignation, dismissal or termination, as applicable, and on the same date for each successive month, thereafter, until the CITY has been reimbursed in full for training expenses.
2. The minimum monthly payment shall be three hundred fifty dollars (\$350.00).
3. Interest shall commence with the EMPLOYEE'S date of resignation, dismissal or termination at the rate of six percent (6%) and shall be calculated on the unpaid principal balance to the date of each installment paid, with payments being credited first to accrued interest and then to the reduction of principal.
4. EMPLOYEE shall notify the CITY of the EMPLOYEE'S place of residence while in the employ of the CITY and/or until such time as the debt for total training expenses is satisfied in full.
5. This agreement may be amended or cancelled only upon agreement in writing of both the CITY and the EMPLOYEE.

6. If reimbursement is not made in accordance with this AGREEMENT, the EMPLOYEE understands that the CITY, at its option may seek any necessary collection options the CITY deems appropriate, and if necessary, any court costs and attorney fees.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

EMPLOYEE:

CITY OF RIVERSIDE:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mayor

Attest \_\_\_\_\_

RESOLUTION #2024-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERSIDE, IOWA APPROVING THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE WASHINGTON COUNTY RIVERBOAT FOUNDATION

Whereas, the Washington County Riverboat Foundation has grants funds available that target Community Development and Beautification, Economic Development, Arts and Education, Human and Social Needs, and

Whereas, the Washington County Riverboat Foundation has a grant application cycle for Grants, and, the City of Riverside is supportive of these targets for improvements to the community and County, and one or more applications from the City of Riverside, Iowa deals with tourism.

Whereas, the City will support the Washington County Emergency Management and contribute \$15,000.00 towards the project cost,

Now, therefore be it resolved, by the City Council of the City of Riverside, Iowa that the City authorizes support for grant application from Marissa Reisen, Washington Couty EMA Coordinator to be submitted to the Washington County Riverboat Foundation for the Spring 2024 grant cycle for assistance in replacing all early warning sirens in Washington County.

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

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

Ayes:

Nays:

PASSED AND APPROVED by Riverside City Council of Riverside, IA on this 4<sup>th</sup> day of March, 2024.

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

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

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

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



## Becky LaRoche

---

**From:** Marissa Reisen <mreisen@wps.co.washington.ia.us>  
**Sent:** Thursday, February 29, 2024 12:34 PM  
**To:** Richard Young; ainsworth@iowatelecom.net; awaugh@washingtioniowa.gov; Beth VanWinkle (clerk@cityofwellman.com); Chad Peiffer (peifferinc@gmail.com); cityadministrator@cityofwellman.com; Becky LaRoche; cityofcrawfordsville@farmtel.net; Cole Smith; dmccusker@washingtioniowa.gov; Kelsey Brown (kbrown@washingtioniowa.gov); Mark Robe; Allen Schneider; Melvin Rich (mrich125@yahoo.com); Michelle Talley (brightonclerk@brightoniowa.com); myoungquist@washingtioniowa.gov; 'Ryan J Miller'; Ryan Schlabaugh; Sarah Etheredge; sjanecek@iowatelecom.net; Troy McCarthy  
**Cc:** 38 Cara Sorrells; 01 Jared Schneider  
**Subject:** RE: Outdoor Warning Sirens  
**Attachments:** RC Systems siren bid.pdf

**Importance:** High

Good afternoon,

Just wanted to send an update following last night's meeting.

As of right now, I have received letters of support/resolution with a commitment of \$15,000 from Wellman, Washington, and Brighton. Riverside is working on getting me their info. I spoke with Patty Koller, and she agreed that getting a resolution from every city and the county and the state (don't even know how we'd do that) is cumbersome, so the resolution that the EM Commission approved last night will suffice. I still need letters of support for the project, though.

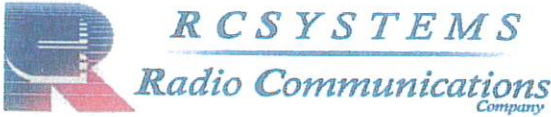
The commission selected the bid from RC Systems/American Signal, which totaled approximately \$650,000. The bid breakdown document is attached; a full project bid is first, followed by individual siren bids for phased installation, and then the automated software information.

Thanks!

*Marissa Reisen, MS, BA, IACEM*  
Washington County Emergency Management Coordinator  
2183 Lexington Blvd  
Washington, IA 52353  
[mreisen@wps.co.washington.ia.us](mailto:mreisen@wps.co.washington.ia.us)  
(319)653-3015 office | (319)461-6413 cell

**From:** Marissa Reisen  
**Sent:** 16 February, 2024 12:07  
**To:** Richard Young <ryoung@co.washington.ia.us>; ainsworth@iowatelecom.net; awaugh@washingtioniowa.gov; Beth VanWinkle (clerk@cityofwellman.com) <clerk@cityofwellman.com>; Chad Peiffer (peifferinc@gmail.com) <peifferinc@gmail.com>; cityadministrator@cityofwellman.com; cityclerk@riversideiowa.gov; cityofcrawfordsville@farmtel.net; Cole Smith <cityadmin@riversideiowa.gov>; dmccusker@washingtioniowa.gov; Kelsey Brown (kbrown@washingtioniowa.gov) <kbrown@washingtioniowa.gov>; Mark Robe <markrobe45@hotmail.com>; mayor@riversideiowa.gov; Melvin Rich (mrich125@yahoo.com) <mrich125@yahoo.com>; Michelle Talley (brightonclerk@brightoniowa.com) <brightonclerk@brightoniowa.com>; myoungquist@washingtioniowa.gov; 'Ryan J Miller' <rjmillerdc@juno.com>; Ryan Schlabaugh (rschlabaugh@cityofkalona.org) <rschlabaugh@cityofkalona.org>;





1657 Falls Ave  
 Phone: 319-234-3511 Waterloo, IA. 50701  
 Fax: 319-233-8292 Order Line: 800-728-2929

Name Washington County Emergency Management  
 Attn: Marissa Reisen, Coordinator County  
 Address: 2183 Lexington Blvd. WASHINGTON  
 Address:2 Account #:  
 City: Washington ST: Iowa ZIP: 52353  
 Phone: 319-653-3015 Fax:

**Outdoor Warning System Upgrade Riverside #1**

Tracking #	2402134-10	Tracking Date:	2/15/2024
Sales Order:		S.O. Date:	
Invoice #		Invoice Date:	

L#	QTY	MODEL	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1			Rated 3500 Radial Feet @ 70DB@ 7.163 Sq Miles Cov		
2					
3	1	T-121DC	Ombni-Directional Siren Package INCLUDES:	23,500.00	23,500.00
4	1	SENSOR-Current	Current Sensor, Tempest Series		
5	1	T-121DC/PM-4	Siren Head w/ Pole Mount		
6	1	"TEMPEST"	AC/DC Controls in Aluminum Cabinets		
7	1	RTU-DC DOOR MT.	Radio Control		
8	1	KIT-EEC-32-DC	EEC Activation Format Card		
9	1	KIT-ARR-2	Lightning Protection		
10	4	M24MF	Deep-Cycle Batteries (4)		
11	1	WARR	5 Yr Head Warranty ( 2 Yrs Electronics Factory)		
12		SOLAR-4	Solar Package Option, 4 Panel Array per Site	2,306.25	
13					
14	1	A-2	Installation including 50 Ft Class II Wood pole	7,700.00	7,700.00
15	1	R-1	rRemove Old Siren & Dispose	2,200.00	2,200.00
16	1	A-1	Install Batteries, Antenna, Final Inspection & Testing of Site	500.00	500.00
17		Misc			
L1	Notes or Special Instructions:			Page Total	\$33,900.00
L2					-
L3	Harris XG-25M 7/800 P-25 Trunked Radio to be Provided by RACOM			Page Total	\$33,900.00
L4				INSTALLATION	INCLUDED
L5				SUB TOTAL	\$33,900.00
L6				SALES TAX	EXEMPT
L7	Shipping Cost will be Billed Based on Time of Shipment			SHIPPING	BILLABLE
L8				TOTAL	\$33,900.00

Delivery: 8-10 Week(s), ARO.  
*Delivery is based on manufacturers estimates and is subject to change.*

Project: Outdoor Warning Systems

BY: Rick Claassen  
 E-Mail: Rick @rcsystems.com

Terms: Net-30 P.O Number: \_\_\_\_\_  
 Down Paym't P.O.

Disclaimer: **RCSYSTEMS - Radio Communications Co. Inc. & MWSN, will assume NO Liability as a result of Equipment failure and/or loss of services.**

Email: mreisen@wps.co.washington.ia.us

Accepted by: \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

Visit our website: [www.rcsystems.com](http://www.rcsystems.com)

Valid for:

The FUTURE is with RCSYSTEMS - Serving Iowa for over 40 years - Engineering, Sales, Service & Consulting





1657 Falls Ave  
 Phone: 319-234-3511 Waterloo, IA. 50701  
 Fax: 319-233-8292 Order Line: 800-728-2929

Name Washington County Emergency Management  
 Attn: Marissa Reisen, Coordinator County  
 Address: 2183 Lexington Blvd. WASHINGTON  
 Address:2 Account #:  
 City: Washington ST: Iowa ZIP: 52353  
 Phone: 319-653-3015 Fax:

**Outdoor Warning System Upgrade Riverside #2**

Tracking #	2402134-11	Tracking Date:	2/15/2024
Sales Order:		S.O. Date:	
Invoice #		Invoice Date:	

L#	QTY	MODEL	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1			Rated 3500 Radial Feet @ 70DB@ 7.163 Sq Miles Cov		
2					
3	1	T-121DC	Ombni-Directional Siren Package INCLUDES:	23,500.00	23,500.00
4	1	SENSOR-Current	Current Sensor, Tempest Series		
5	1	T-121DC/PM-4	Siren Head w/ Pole Mount		
6	1	"TEMPEST"	AC/DC Controls in Aluminum Cabinets		
7	1	RTU-DC DOOR MT.	Radio Control		
8	1	KIT-EEC-32-DC	EEC Activation Format Card		
9	1	KIT-ARR-2	Lightning Protection		
10	4	M24MF	Deep-Cycle Batteries (4)		
11	1	WARR	5 Yr Head Warranty ( 2 Yrs Electronics Factory)		
12		SOLAR-4	Solar Package Option, 4 Panel Array per Site	2,306.25	
13					
14	1	A-2	Installation including 50 Ft Class II Wood pole	7,700.00	7,700.00
15	1	R-1	Remove Old Siren & Dispose	2,200.00	2,200.00
16	1	A-1	Install Batteries, Antenna, Final Inspection & Testing of Site	500.00	500.00
17		Misc			
L1	Notes or Special Instructions:			Page Total	\$33,900.00
L2					-
L3	Harris XG-25M 7/800 P-25 Trunked Radio to be Provided by RACOM			Page Total	\$33,900.00
L4				INSTALLATION	INCLUDED
L5				SUB TOTAL	\$33,900.00
L6				SALES TAX	EXEMPT
L7	Shipping Cost will be Billed Based on Time of Shipment			SHIPPING	BILLABLE
L8				TOTAL	\$33,900.00

Delivery: <u>8-10</u> Week(s), ARO. <i>Delivery is based on manufacturers estimates and is subject to change.</i>  Project: <u>Outdoor Warning Systems</u>  BY: <u>Rick Claassen</u> E-Mail: <u>Rick @rcsystems.com</u>	Terms: <u>Net-30</u> P.O Number: Down Paym't <u>P.O.</u>  Disclaimer: <b>RCSYSTEMS - Radio Communications Co. Inc. &amp; MWSN, will assume NO Liability as a result of Equipment failure and/or loss of services.</b>  Email: <u>mreisen@wps.co.washington.ia.us</u>  Accepted by: _____ Name _____ Date _____
---	--

Visit our website: [www.rcsystems.com](http://www.rcsystems.com)

Valid for:

The FUTURE is with RCSYSTEMS - Serving Iowa for over 40 years - Engineering, Sales, Service & Consulting

RESOLUTION #2024-XX

RESOLUTION APPROVING STREET MAINTENANCE  
COST ESTIMATE FROM L.L. PELLING

Whereas, the City of Riverside City Council at the recommendation of L.L. Pelling and the Street Maintenance Person, Bryan Lenz, the estimate for street repairs and maintenance for the City of Riverside.

Therefore, be it resolved the City of Riverside City Council does hereby accept the cost estimates of the repairs and maintenance in the amount of \$27,040.00 for repairs on city streets.

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

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

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa and approved this 4<sup>th</sup> day of March, 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

# PROPOSAL

City of Riverside  
City Clerk  
PO Box 188  
Riverside, IA 52327



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 1

## RE: 2024 Sealcoat Work

### Description of Work:

#### Type A Work

- A. Base repair and single seal coat consisting of:
  - Scarify and pulverize existing street surface
  - Furnish water as required for compaction, reshape and recompact.
  - Furnish and apply single seal coat of MC-3000 asphalt
  - Furnish, spread and roll 3/8" chips.

#### Type B Work

- B. Single seal coat consisting of:
  - Power broom streets
  - Furnish and apply single seal coat of MC-3000 asphalt
  - Furnish, spread and roll 3/8" chips.

### NOTES:

1. Billing on final units completed.
2. Cold Mix Patching amount is an *estimated* quantity. Invoice will be on actual tons placed.

\*Is this project tax exempt? Yes \_\_\_ No \_\_. If you checked yes, please send the Iowa Construction Sales Tax Form with your signed proposal.

Authorized Signature Bob Donohoe

Note: This proposal may be withdrawn if not accepted within 30 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

**Acceptance of Proposal** The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

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

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



# PROPOSAL

City of Riverside  
 City Clerk  
 PO Box 188  
 Riverside, IA 52327

Phone: 319-625-9287  
 Email: [cityadmin@riversideiowa.gov](mailto:cityadmin@riversideiowa.gov)



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 2

Street	From	To	L (ft)	W (ft)	TYPE OF WORK (SY)		Total
					Type A	Type B	
Ramp Rd	Hwy	East	A	520	16	924	\$ 3,696.00
			B	520	16	924	\$ 2,587.20
River St	Senior Vilage	East	A			-	\$ -
			B	550	23	1,406	\$ 3,936.80
Pioneer St	River St	North	A			-	\$ -
			B	110	23	281	\$ 786.80
St Marys	Greene	West	A			-	\$ -
			B	280	22	684	\$ 1,915.20
	Elm	Ella	A			-	\$ -
			B	300	11	367	\$ 1,027.60
Buckeye	#125	Kleopfer (North Side)	A			-	\$ -
			B	600	6	400	\$ 1,120.00
	#125	Kleopfer (South Side)	A			-	\$ -
			B	600	6	400	\$ 1,120.00
Schnoebelen	#210	South (East Side)	A			-	\$ -
			B	350	12	467	\$ 1,307.60
	4th	3rd	A			-	\$ -
			B	415	12	553	\$ 1,548.40
Summary of Work			Unit of Measure	Quantity	Unit Cost	Total	

Date: 2/27/2024

Authorized Signature Bob Donohoe

Note: This proposal may be withdrawn if not accepted within 30 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

**Acceptance of Proposal** The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

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

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

**“Committed to Excellence since 1948”**



# PROPOSAL

City of Riverside  
 City Clerk  
 PO Box 188  
 Riverside, IA 52327



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

Page 3

Street	From	To	L (ft)	W (ft)	TYPE OF WORK (SY)		Total
					Type A	Type B	
Sycamore	Ash	East (North Side)	A			-	\$ -
			B	560	4		249
	Ash	East (South Side)	A			-	\$ -
			B	560	4		249
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-
			A			-	\$ -
			B				-

Summary of Work	Unit of Measure	Quantity	Unit Cost	Total
Type A Work	Square Yd	924	\$ 4.00	\$ 3,696.00
Type B Work	Square Yd	5,980	\$ 2.80	\$ 16,744.00
Cold Mix Patching	per ton	12.00	\$ 300.00	\$ 3,600.00
3/4" Road Stone Base Material	per ton	75.00	\$ 40.00	\$ 3,000.00
NOTES: Billing on final units completed.				\$ 27,040.00

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

Authorized Signature

*Bob Donohoe*

Note: This proposal may be withdrawn if not accepted within 30 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

**Acceptance of Proposal** The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

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

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



