

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE COUNCIL CHAMBERS
60 N GREENE ST
Monday, April 1, 2024 6:30 PM

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

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

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
 - a. Minutes
 - b. Expenditures
 - c. RACC beer permit – May 4th Hartzler Benefit (5)
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk’s table.**
6. City Engineer’s Report (Axiom)(6)
 - a. Consider resolution to approve Pay Application #1 to Bowker Pinnacle Mechanical (2024-24)(7)
 - b. Consider resolution to approve Pay Application #7 to Spectra Builds (9)
 - c. Consider resolution to accept WWTP project (12)
7. City Administrator’s Report
 - a. Well #6 – Alliant electrical estimate (14)
 - b. Consider resolution to install Alliant Pole Light in Railroad Park (15)
 - c. Consider resolution to adopt Purchasing Policy (20)
 - d. Consider resolution to approve Downtown Historic Assessment (28)
 - e. Consider resolution to set public hearing for FY24-25 City Budget for April 15th (47)
 - f. Insurance Renewal – SE Iowa Insurance – April 1st – June 30th 2024
 - g. Knox Boxes (49)

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

8. Closing Comments

9. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, March 18th, 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, and Ryan Rogerson present. Tom Sexton was absent.

Motion made by Schneider, second by Mills to approve agenda. Passed 4-0. Mayor moved Closed Session to end of agenda.

Motion made by Kiene, second by Rogerson to approve consent agenda of minutes, expenditures, February Fire Department update, Building Inspectors Report, and La Chiva Loka alcohol permit. Passed 4-0.

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

Jed Wolf, PeopleService, Inc. presented February water and wastewater reports.

Admin Smith reviewed Engineer's Report on Water Plant, Wastewater Plant, Boat Ramp and Northern Heights Phase 2.

Schneider moved, second by Kiene to pass Resolution 2024-21, approving pay request #6 to Spectra Build for work completed on the Wastewater Treatment Plant through 2-25-24 in the amount of \$36,083.85. Passed 4-0.

City Admin, Cole Smith gave Admin's report on Community Center, Purchasing Policy, Wastewater Plant exterior ladder, Debbins Building, and February Financials.

Motion by Rogerson, second by Mills to pass Resolution 2024-22, approving education reimbursement agreement for Cole Smith. Passed 4-0.

City Council reviewed revised purchasing policy from Lynch Dallas.

Admin presented an estimate for ladder and cage installation at Wastewater Plant. City Council requested more information and costs on material options.

City Council discussed the closing on Debbins building with River City Church.

Schneider moved, second by Rogerson to be under contract by April 30, 2024. Passed 4-0.

Rogerson moved, second by Schneider to go into Closed Session pursuant to Iowa Code 21.5 (I)(j) Real Estate at 7:15 pm. Passed 4-0.

City Council returned to open meeting at 7:43 pm.

Schneider moved, second by Rogerson to have Admin proceed as directed. Passed 4-0.

Motion by Rogerson, second by Schneider to adjourn at 7:44 pm. Motion carried 4-0.

Full content of city council meetings can be viewed on the city website www.riversideiowa.gov.

EXPENDITURES APRIL 1, 2024				
COUNCIL MEETING		BILLS		
1	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 316.05
2	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 1,199.80
3	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 266.49
4	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,426.58
5	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 494.61
6	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 264.05
7	AXIOM CONSULTANTS	ENGINEERING	001-5-650-6407	\$ 3,760.00
8	AXIOM CONSULTANTS	WWTP	301-5-7550-6798	\$ 500.00
9	AXIOM CONSULTANTS	BOAT RAMP	301-5-750-6799	\$ 5,160.00
10	AXIOM CONSULTANTS	CHERRY LN EXT	301-5-750-6751	\$ 5,700.00
11	AXIOM CONSULTANTS	WWTP	301-5-750-6798	\$ 247.50
12	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$ 50.00
13	BECKY LaROCHE	OFFICE CHAIR COVER	001-5-650-606	\$ 38.50
14	BECKY LaROCHE	MILEAGE-WEDG-TIF	001-5-650-6506	\$ 22.93
15	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$ 50.00
16	CLIA LAB	FD-EMS	002-5-150-6370	\$ 248.00
17	COLE SMITH	CELL STIPEND	001-5-650-6373	\$ 50.00
18	HEIMAN	17C TOOL, RAM E-FORCE	002-5-150-6356	\$ 21,298.00
19	IOWA ASSOC. UTILITIES	MEMBERSHIP	600-5-810-6210	\$ 789.00
20	KALONA GRAPHICS	ENVELOPES	600-5-810-6506	\$ 233.69
21	KUM&GO	FD-FUEL	002-5-150-6350	\$ 511.01
22	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$ 50.00
23	LYNCH DALLAS P.C.	LEGAL	001-5-640-6411	\$ 275.00
24	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 156.76
25	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 257.80
26	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 58.12
27	MIDWEST WHEEL	FD- 2 TIRES	002-5-150-6352	\$ 566.11
28	MOSER GRINDING	BOAT RAMP TREES	301-5-750-6799	\$ 4,000.00
29	PEOPLE SERVICES	SERVICE	600-5-810-6500	\$ 12,623.00
30	PEOPLE SERVICES	SREVICE	610-5-815-6500	\$ 12,623.00
31	PYRAMID	TORO/JD MOWERS	001-5-430-6504	\$ 694.40
32	STC	CITY HALL	001-5-650-6373	\$ 168.44
33	STC	FD	002-5-150-6332	\$ 203.44
34	STC	SHOP	001-5-210-6373	\$ 40.83
35	STC	WWTP	610-5-815-6373	\$ 40.83
36	STC	WTP	600-5-810-6373	\$ 40.83
37	TOTAL BILLS*****			\$ 74,424.77
38				
39	DELTA DENTAL	BILLING-APRIL	001-5-430-6150	\$ 227.58
40	IBM	STREAMING	001-5-650-6494	\$ 98.75
41	WELLMARK	BC/BS	001-5-620-6150	\$ 2,063.41
42	US CELLULAR	FD	002-5-150-6332	\$ 72.45
43	VERIZON	GATEWAYS	600-5-810-6373	\$ 63.54
44	LINCOLN NAT'L LIFE	APRIL INSURANCE	001-5-620-6150	\$ 309.56
45	*****	TOTAL PAID BILLS		
46				
47	*****	TOTAL EXPENDITURES		
48				
49	EXPENDITURES by FUND			
50	GENERAL FUND		\$ 7,424.10	
51	FIRE DEPARTMENT		23578.97	
52	ROAD USE FUND		\$ -	
53	CASINO FUND		\$ -	
54	CAPITAL PROJECTS		\$ 15,607.50	
55	WATER FUND		\$ 13,833.73	
56	SEWER FUND		\$ 13,980.47	
57	TOTAL EXPENDITURES		\$ 74,424.77	

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Friday, March 22, 2024 3:43 PM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-197712 Pending Dramshop Review

Hello,

Application Number App-197712 has been set to "Pending Dramshop Review" status and is currently awaiting verification from the Applicant's designated Insurance Company. Once that has happened, you will receive a notification indicating that this Application will be ready for your review.

Corp Name: RIVERSIDE AREA COMMUNITY CLUB

DBA: RIVERSIDE AREA COMMUNITY CLUB

License Number:

Application Number: App-197712

Tentative Effective Date: 5/1/2024

License Type: Special Class C Retail Alcohol License (BW)

Application Type: New

Amendment Type:

Thank you.

*C/o Hartzler Benefit
5-4-24*

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.

ENGINEER'S REPORT

PROJECT: City of Riverside
DATE: March 27, 2024
TO: City Council
TOPIC: Project Updates

Wastewater Treatment Plant

- Punchlist and close-out items completed.
- Recommendation of Acceptance letter provided.
- Final Pay Application (retainage) provided.

Boat Ramp

- Construction near completion.
- Pay Application submitted, reviewed, and provided for approval.

Northern Heights Part 2

- Topographic and boundary survey completed.
- Review and discussion of developer's agreement taking place.

Cherry Lane

- Topographic survey and schematic layout completed.
- Discussion and coordination taking place with HCSD and Bower residence.

Hall Park Master Plan

- Existing conditions basemap completed.
- Preliminary layout of proposed amenities in progress.

Captain Kirk Birthplace

- Preconstruction meeting completed.
- Contractor scheduled to start April 1st or close to that timeframe pending completion of other job.

Community Center

- Coordination and discussions related to next steps, schedule, process, etc.
- Axiom to provide proposal for design services related to planning and design for the purpose of funding and potential future bond vote.

Streets Building

- Axiom visited streets to observe and evaluate two (2) existing hoists for purpose of recommendation of signage on load capacity per insurance provider.

RESOLUTION #2024-XX

RESOLUTION APPROVING PAY REQUEST #1 TO BOWKER
MECHANICAL CONTRACTORS LLC FOR THE
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 pay request #1 in the amount of \$87,533.50 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #1 for work done on the Hall Park Boat Ramp Project through 3/19/24.

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 1st day of April 2024.

Signed: _____ Date _____

Allen Schneider, Mayor

Attest: _____ Date _____

Becky LaRoche, City Clerk

CONTRACTOR PAY REQUEST

Project: 23-0149.1	Completed	\$ 87,533.50	Contract Amt	\$ 135,880.20
Hall Park Boat Ramp Phase I	Previous Pmt	\$ -		
Contractor: Bowker Mechanical Contractors, LLC	Total Est	\$ 87,533.50	% Completed	64.42%
	Retain	\$ 4,376.68		
Pay Request No. 1	Date: 3/19/2024	NET PAYMENT	\$ 83,156.83	Paid to Date \$ -

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	UNIT PRICE	TOTAL ITEM VALUE	QUANTITY COMPLETE	COMPLETED VALUE
1	CLEARING & GRUBING	LS	1	\$ 10,900.00	\$ 10,900.00	100%	\$ 10,900.00
2	TOPSOIL - STRIP, STOCKPILE & RESPREAD	CY	400	\$ 5.00	\$ 2,000.00	200	\$ 1,000.00
3	EARTHWORK	CY	1550	\$ 5.75	\$ 8,912.50	930	\$ 5,347.50
4	STROM SEWER, 36" PVC	LF	68	\$ 94.70	\$ 6,439.60	68	\$ 6,439.60
5	STROM MANHOLE, SW-401 - 7" DIA.	EA	2	\$ 7,500.00	\$ 15,000.00	80%	\$ 12,000.00
6	STORM STRUCTURES, 36" FES	EA	1	\$ 4,430.00	\$ 4,430.00	1	\$ 4,430.00
7	RIP RAP, CLASS B	TON	684	\$ 60.00	\$ 41,040.00	284	\$ 17,040.00
8	MODIFIED SUBBASE	TON	325	\$ 26.30	\$ 8,547.50	262	\$ 6,890.60
9	MACADAM SUBBASE, 18"	TON	683	\$ 28.20	\$ 19,260.60	519	\$ 14,635.80
10	SIGNAGE	LS	1	\$ 2,450.00	\$ 2,450.00	0%	\$ -
11	TRAFFIC CONTROL	LS	1	\$ 3,100.00	\$ 3,100.00	50%	\$ 1,550.00
12	EROSION CONTROL MEASURES	LS	1	\$ 3,000.00	\$ 3,000.00	50%	\$ 1,500.00
13	SEEDING & MULCH - PERMANENT - TYPE 1	AC	0.5	\$ 6,000.00	\$ 3,000.00	0	\$ -
14	MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00	60%	\$ 3,000.00
CO-1	CLEARING & GRUBBING OF TREES IN WASHINGTON COUNTY ROW OF BOAT RAMP AREA	LS	1	\$ 2,800.00	\$ 2,800.00	100%	\$ 2,800.00
					\$ -		\$ -
					\$ -		\$ -
					\$ 135,880.20		\$ 87,533.50

(8)

RESOLUTION #2024-XX

RESOLUTION APPROVING FINAL PAY REQUEST #7 TO SPECTRA BUILD FOR THE WASTEWATER 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 final pay request #7 in the amount of \$16,884.15 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the final Pay Request #7 for work done on the Wastewater Treatment Plant Project through 2/25/2024.

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 1st day of April 2024.

Signed: _____ Date _____
Allen Schneider, Mayor

Attest: _____ Date _____
Becky LaRoche, City Clerk



Progress Billing

Application: 7

Period: 02/25/2024

Owner: City of Riverside
60 N. Greene St
PO Box 188
Riverside IA 52327

Job Location: Riverside WWTP Renovations 22041
1197 Vine Ave
Riverside IA 52327

Application For Payment On Contract

Original Contract.....	299,700.00
Net Change by Change Orders.....	57,587.58
Contract Sum to Date.....	357,287.58
Total Complete to Date.....	357,287.58
Total Retained.....	0.00
Total Earned Less Retained.....	357,287.58
Less Previous Billings.....	340,403.43
Current Payment Due.....	16,884.15
Balance on Contract.....	0.00

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: 

Date: 2/29/2024


Approved: Adrianne M. Bricker 3/1/2024
Project Manager/Coordinator

Terms: Invoices are due and payable from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Spectra Build

Thank you for your prompt payment.

PROGRESS BILLING

Application: 7

Period: 02/25/2024

Schedule of Work Completed

(11)

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
Bond Fees	6,741.60		6,741.60	6,741.60			6,741.60	100.00		
Temporary Construction	2,253.90		2,253.90	2,253.90			2,253.90	100.00		
General Materials	1,123.60		1,123.60	1,123.60			1,123.60	100.00		
General Labor/Cleaning	1,411.20		1,411.20	1,411.20			1,411.20	100.00		
Temporary Toilets	421.35		421.35	421.35			421.35	100.00		
Dumpster/Landfill	2,247.20		2,247.20	2,247.20			2,247.20	100.00		
Equipment	2,809.00		2,809.00	2,809.00			2,809.00	100.00		
Interior Paint Scrape/Prep	5,265.80		5,265.80	5,265.80			5,265.80	100.00		
CMU Efflorescence Cleanin	5,265.80		5,265.80	5,265.80			5,265.80	100.00		
Exterior Signage Removal/R	1,411.20		1,411.20	1,411.20			1,411.20	100.00		
Misc Demolition	705.60		705.60	705.60			705.60	100.00		
CMU Repointing/Patching	2,809.00		2,809.00	2,809.00			2,809.00	100.00		
Steel Angle @ Openings	4,782.00		4,782.00	4,782.00			4,782.00	100.00		
Roofing Package	67,977.80		67,977.80	67,977.80			67,977.80	100.00		
Coping-2x blocking	898.88		898.88	898.88			898.88	100.00		
IMWP Package	122,472.40		122,472.40	122,472.40			122,472.40	100.00		
Blower Exhaust Extension	1,685.40		1,685.40	1,685.40			1,685.40	100.00		
Fluid Applied Vapor Barrier	8,893.29		8,893.29	8,893.29			8,893.29	100.00		
Joint Sealant/Caulking	751.30		751.30	751.30			751.30	100.00		
Painting Package	12,582.48		12,582.48	12,582.48			12,582.48	100.00		
HVAC Package	40,449.60		40,449.60	40,449.60			40,449.60	100.00		
Electrical Package	6,741.60		6,741.60	6,741.60			6,741.60	100.00		
Change Order# 1		1,992.38	1,992.38	1,992.38			1,992.38	100.00		
Change Order# 2		16,497.00	16,497.00	16,497.00			16,497.00	100.00		
Change Order# 3		37,983.00	37,983.00	37,983.00			37,983.00	100.00		
Change Order# 4		1,115.20	1,115.20	1,115.20			1,115.20	100.00		
Totals:	299,700.00	57,587.58	357,287.58	357,287.58			357,287.58	100.00		

RESOLUTION #2024-XX

RESOLUTION APPROVING FINAL ACCEPTANCE FROM
SPECTRA BUILD FOR THE WASTEWATER TREATMENT PLANT
RENOVATION PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Bryan Boelk, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from Spectra Build for the Wastewater Treatment Renovation Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to Spectra Build for the Wastewater Treatment Renovation Project.

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 1st day of April, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk



CIVIL · STRUCTURAL · MECHANICAL · ELECTRICAL · SURVEY · SPECIALTY

Recommendation for Substantial Completion

PROJECT: Wastewater Treatment Plant Renovation
DATE: March 19, 2024
TO: City Council
TOPIC: Project Closeout and Acceptance

Please consider this a recommendation for substantial completion from Axiom Consultants, LLC to close out the Wastewater Treatment Plant Renovation project and approve the public improvements as constructed under the contract with Spectra Build.

Though the overall project took much longer than anticipated or expected due to challenges with lead times on the HVAC equipment, the insulated metal wall panels (IMWP) and the specialty door materials/hardware, we feel this was a successful project in which the final product resulted in a much improved and safer space for staff to work within the wastewater treatment facility.

Original Contract Amount = \$299,700.00
Final Contract Amount = \$357,287.58
Difference = +\$57,587.58 (16.12%)

Final Pay Application #7 (Retainage) and this Recommendation for Substantial Completion has been submitted to the City Council. The project warranties, along with the owner's operation and maintenance manuals (O&Ms), were provided to the City Administrator on March 19, 2024.

We thank the City of Riverside, Council and PeopleService for the cooperation, patience, and coordination throughout this project. We hope the City Council, City staff, and general population of Riverside find these improvements to be a benefit to the community.

Interstate Power & Light Company (Applicable to the Iowa Service Area)

ESTIMATE

#8 a.

Well #6

Customer Name: CITY OF RIVERSIDE
 Contact Name: NA
 Mailing Address: NA
 NA

Date: 3/5/2024

Phone # NA

Project Address: 271 RIVER STREET
 RIVERSIDE IA
 PARK

NUB Account ID NA
 NUB SA ID NA
 Electric WR # NA

The electric project contemplated herein is based upon the Company's Standard Charges for installation of new facilities.

Standard Charge Description	Billing Code	QTY	Installed Cost
Service			
1 PHASE CONDUCTOR - OVERHEAD SERVICE - 600 V - 4/0 TRIPLEX # of Runs = 1	E-06	84 feet	\$235.20
1 PHASE CABLE - UNDERGROUND SERVICE - 600 V - 4/0 AL TRIPLEX	E-08	103 feet	\$288.40
TRENCH/PLOW	I-19	103 feet	\$504.70
DUCT - PVC 2" # of Ducts = 1	I-12	103 feet	\$618.00
LABOR - CABLE PULLING (PER FOOT PER DUCT) # of Ducts = 1	I-06	103 feet	\$339.90
OVERHEAD TO UNDERGROUND SERVICE CONVERSION SET-UP FEE	E-11	1 each	\$919.00

Iowa Free Service Footage per run = feet
 Iowa Total Free Service Footage = feet
 Iowa Free Trenching Footage for this Service = feet
 Iowa Free Cable Pulling Footage for this Service = feet

Service Installed Standard Charge = \$2,905.20
 Iowa Contribution Tax Adder = 16.488%
 Tax Adder Amount = \$479.01

Total Non-Refundable Contribution In Aid of Construction (for Service) Required = \$3,384.21

Standard Charge & Reimbursable Charge Description	Billing Code	QTY	Installed Cost
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Iowa Contribution Tax Adder = 16.488%
 Tax Adder Amount = \$0.00

Total Non-Refundable Reimbursement Required = \$0.00

Total Payment Required = \$3,384.21

COMMENTS:

COST ESTIMATE TO INSTALL 10 OF 4/0 IN TWO INCH CONDUIT OPEN CUT

Pricing valid for 30 calendar days. (until 04/04/2024)



STREET LIGHTING RESOLUTION

The following Resolution # 2024-XX was adopted by the City Council of the City of Riverside, Iowa at a meeting held on APRIL 1, 2024.

Be it resolved by the City Council of the City of Riverside, that Alliant Energy Inc.

is hereby directed to make the following changes to the existing system, at the locations described below (or shown on an attached map made a part of this Resolution) according to the terms expressed in the IPL Tariff regarding street lights:

NEW INSTALLATION OR CHANGES IN EXISTING SYSTEM					
ADD NUMBER	DELETE NUMBER	WATTAGE	STYLE OF LUMINAIRE	TYPE AND HEIGHT OF POLE	WIRING (check one)
1. <u>1</u>		<u>250</u>	<u>FLOOD</u>	<u>35' Wood</u>	<input checked="" type="checkbox"/> OH <input checked="" type="checkbox"/> UG
2. _____	_____	_____	_____	_____	<input type="checkbox"/> OH <input type="checkbox"/> UG
3. _____	_____	_____	_____	_____	<input type="checkbox"/> OH <input type="checkbox"/> UG

LOCATION OF NEW INSTALLATION OR CHANGES
1. <u>Add light to existing pole on the SE corner of Railroad Park</u>
2. _____
3. _____

City Official Mayor Allen Schneider _____

declared said Resolution duly passed and adopted the 1st day of April, 2024.

Attest _____

Title _____

Interstate Power and Light Company

ELECTRIC TARIFF

Filed with the I.U.B.

ORIGINAL TARIFF NO. 1

Thirteenth Revised Sheet No. 34
Canceling Twelfth Revised Sheet No. 34

Street Lighting Service Light Emitting Diode (LED) and High Pressure Sodium (HPS) Lighting

Rate Code: 640

Availability:

Available to municipalities, Iowa Department of Transportation, county governments, and other public bodies for the lighting of public highways, streets, alleys, and other thoroughfares. A proper written request from the municipality or government body is required prior to installation. Service hereunder is also subject to Company's Rules and Regulations.

Character of Service:

All-night lighting service of Customer specified streets and thoroughfares will be provided by an overhead LED fixture of appropriate luminaire at proper height on an existing wood distribution pole with one span of secondary voltage conductor of 400 feet or less. Service includes installation, operation and maintenance of refractors and controls, in addition to the supply of required electricity. Under conditions requiring permits, exceptional travel or extra maintenance personnel, maintenance will be rendered at direct cost plus applicable overheads. All new facilities will be owned and maintained by the company. All maintenance shall be done during regularly schedule working hours with a reasonable period of elapsed time allowed for such work.

Net Monthly Rates:

The sum of A, B, C, D, E, F, G and H below, as applicable, plus the Energy Cost Adjustment, Energy Efficiency Cost Recovery, Regional Transmission Service, Renewable Energy Rider, Rate Case Expense Rider, and Tax Adjustment Clauses.

- A. Lamp and Fixtures on an existing standard wood distribution pole, with overhead wiring.

Lights:

<u>Fixture Type</u>	<u>Lumens Range</u>	<u>HPS Replacement (Watts)*</u>	<u>Wattage Range</u>	<u>Monthly kWhs (Range)</u>	<u>All Rates</u>	
Post Top	4,000 – 9,500	100 - 150	25 - 95	9 - 45	\$ 7.85	R
Post Top	6,500 – 16,000	150	41 - 160	14 - 67	\$ 7.85	R
Roadway	4,500 - 6,000	100 & below	28 - 86	10 - 45	\$ 7.85	R
Roadway	7,500 - 10,000	150	47 - 113	16 - 67	\$ 9.21	R
Roadway	11,000 - 14,000	250	69 - 140	24 - 104	\$17.17	R
Roadway	18,000 - 24,000	400	113 - 270	39 - 160	\$23.32	R
Flood	12,000 – 16,000	250	75 - 160	26 - 104	\$17.17	C,R
Flood	20,000 – 26,000	400	125 - 260	44 - 160	\$23.32	C,R
Flood	N/A	1,000	N/A	370	\$53.57	R
Downlight	10,000 – 14,000	250	63 - 140	22 - 104	\$17.17	C,R
Downlight	16,000 – 20,000	400	100 - 200	35 - 160	\$23.32	C,R

* HPS fixtures of less than 1,000 watts are frozen to existing fixtures at existing locations. LED fixtures are assumed to provide 100 – 160 lumens per watt.

Ornamental Fixture Option

The Customer shall have the option of making a contribution in aid of construction for the incremental installed cost of ornamental decorative fixture above that of the standard roadway fixture at the time of installation, in addition the customer shall pay the above monthly fixture rate. In lieu of a contribution, customer may pay 300% of the monthly rate above for an ornamental post-top fixture or 150% of the monthly rate above for an ornamental roadway fixture. Any contribution shall be grossed up for the income tax effect of such revenue and the payment shall not be subject to refund.

Date Issued: January 17, 2020

By: Sarah Ruen Blanchard – Manager, Regulatory Relations and Policy

Effective Date: February 26, 2020

Interstate Power and Light Company

ELECTRIC TARIFF

Filed with the I.U.B.

ORIGINAL TARIFF NO. 1

Eleventh Revised Sheet No. 35
 Canceling Tenth Revised Sheet No. 35

Street Lighting Service

Light Emitting Diode (LED) and High Pressure Sodium (HPS) Lighting

Rate Code: 640

B. Pole Charges

When an existing wood distribution pole is not available for use with the desired lights, a dedicated new wood pole charge will apply. The pole charges will apply in addition to the fixture costs in Section A above unless the pole is customer owned.

<u>Pole Type</u>	<u>All Rates</u>
Shared Wood	\$ 3.59
New Dedicated Wood *	\$ 8.33
20' Aluminum	\$26.40
30' Concrete	\$19.50
35' Concrete	\$20.22
20' Black Fiberglass	\$ 9.16
24' Black or Grey Fiberglass	\$13.10
35' Bronze Fiberglass	\$24.73
45' Bronze Fiberglass	\$31.07
30' Steel	\$32.00
14.2' Decorative Aluminum	\$38.17
30' Decorative Aluminum	\$61.92
Concrete Base	\$19.38
50' Square**	\$17.93
40' Decashield Metallic	\$ 6.70
32.5' Double Davited Aluminum**	\$ 6.69
32' Davited Aluminum**	\$ 4.90
30' Sq Steel	\$10.93
30' Decashield Metallic**	\$ 3.62
30' Davited Aluminum**	\$ 4.32

C
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C
C
C

* Note: A pole charge for existing dedicated wood poles of \$7.16 is limited to existing IPC pricing zone customers for poles installed at existing locations prior to June 30, 2007.

** Note: Pole types are frozen to existing poles at existing locations.

N

In lieu of a monthly pole charge Customer shall have the option of paying Company a contribution in aid of construction; such contribution may be made at the time of original installation or replacement and shall be grossed up for the income tax effect of such revenue. These payments shall not be subject to refund.

C. Underground Circuit Charges:

All placements in excess of one hundred fifty (150) feet shall have the excess footage billed as a contribution to aid in construction. The contributions shall be based upon actual installation costs and as such they shall be grossed up for the income tax effect of such revenues. These payments shall not be subject to refund.

D. Special or Non-Standard Facilities:

Customers that requested the Company to install additional, special or non-standard facilities prior to June 30, 2007 shall continue to pay the Company any excess facilities charges related to the installation of the facilities. The monthly fixture charges for these facilities shall be based upon the lamp and fixture rates in Section A above. There shall be no new installations of special or non-standard facilities. Existing customers that elect a maintenance agreement will pay the energy only rates in Section E below.

ELECTRIC TARIFF

Filed with the I.U.B.

ORIGINAL TARIFF NO. 1

Tenth Revised Sheet No. 36
 Canceling Ninth Revised Sheet No. 36

Street Lighting Service

Light Emitting Diode (LED) and High Pressure Sodium (HPS) Lighting

Rate Code: 640

E. Customer-Owned Facilities:

Non-metered rates are limited to Customer-owned facilities for customers receiving service under this option prior to June 30, 2007, and any subsequent replacement of these fixtures will be LED fixtures. All new customer installations shall be metered. The responsibility for ad valorem taxes, insurance, pole replacement, lamp replacement and cleaning of refractors, and the like resides with the Customer. The monthly rates where Company service is limited to the supply of electricity are as follows:

C
T

<u>LED Lumens Range</u>	<u>LED Wattage Range</u>	<u>Existing HPS Replacement Wattage</u>	<u>Monthly kWhs (Range)</u>	<u>All Rates</u>
4,500 - 6,000	28 - 86	100 & below	10 - 45	\$ 3.64
7,500 - 10,000	47 - 113	150	16 - 67	\$ 5.23
11,000 - 14,000	69 - 140	250	24 - 104	\$ 8.32
18,000 - 24,000	113 - 270	400	39 - 160	\$12.59

C
C, R
C, R
C, R
C, R

Optional Metered rate:

Where the responsibility for replacement and maintenance of poles, lamps and fixtures resides with the Customer, service will be limited to the supply of electricity only. Such service shall be individually metered and the charge for service under this paragraph is 7.200¢/kWh, in addition to the monthly Energy Cost Adjustment factor, Regional Transmission Service clause, and Energy Efficiency Cost Recovery clause. Monthly service charge shall be \$7.67 per month (billed as a daily rate of \$0.25216 per day per meter). Such service shall only be applicable solely for exterior lighting.

R

F. Remaining Life Surcharge:

Where early replacement or removal of lighting facilities is required by Customer, Customer shall pay to Company the cost of removal of facilities plus the remaining life value of Company facilities less salvage, if any.

G. Minimum Commitment:

Customers shall be required to commit to a minimum term of service of three years for all new fixture installations.

H. Municipal Streetscape Option:

Company and Customer may negotiate a contractual agreement in which the lighting rates reflect the costs of a major streetscape project based upon the installed cost of the streetscape project. Company shall own all streetscape fixtures, poles, and distribution facilities.

Tax Adjustment:

This price is subject to a Tax Adjustment, see Rider TAX.

Energy Cost Adjustment:

Billing under this schedule will include an adjustment per kWh, computed monthly to compensate for changes in the cost of fuel as described in the Energy Adjustment Clause, Rider EAC.

Interstate Power and Light

ELECTRIC TARIFF

Filed with the I.U.B.

ORIGINAL TARIFF NO. 1

First Revised Sheet No. 36.1

Canceling Original Sheet No. 36.1

Street Lighting Service

Light Emitting Diode (LED) and High Pressure Sodium (HPS) Lighting

Rate Code: 640

Energy Efficiency Cost Recovery Clause:

See Rider EECR.

Regional Transmission Service Clause:

Billing under this schedule will include an adjustment per kWh, computed annually, to compensate for changes in the cost of transmission service as described in the Regional Transmission Service Clause, Rider RTS.

Renewable Energy Rider:

See Rider RER.

N

N

Rate Case Expense Rider:

See Rider RCE.

N

N

Prompt Payment Provision:

After 20 days, add 1 1/2% on the past-due amount.

RESOLUTION #2024-XX

RESOLUTION TO APPROVE THE PURCHASING POLICIES AND PROCEDURES

WHEREAS, the City of Riverside City Council is in full support of a purchasing policy which function involves the procurement of materials, supplies, equipment and services at the lowest possible cost consistent with the quality needed for the proper operation of various municipal departments and consistent with the City Council policy,

WHEREAS, the intent of this policy is to promote fiscal responsibility,

THEREFORE, BE IT RESOLVED, the City of Riverside City Council, hereby approves this attached Purchasing Policy

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

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

Ayes:

Nays:

Absent:

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 1st day of April, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche City Clerk

City of Riverside

Title: PURCHASING POLICY

Date of Version: _____, 2024

Resolution No.: _____

SECTION 1 – PURPOSE

The purpose of this purchasing policy is to ensure that sound business judgment is utilized in all procurement transactions and that goods and services are obtained efficiently and economically and in compliance with applicable federal and state laws and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

SECTION 2 – APPLICATION

This policy applies to the procurement of all goods and services that include any federal program funding. In regards to any such federal programs, all procurement will be done in accordance with 2 CFR; Part 200.

SECTION 3 – PURCHASING POLICY

- A. It shall be the responsibility of the City Administrator to ensure that the departments supervised follow all policies and procedures.
- B. Only the purchasing methods described herein are available for purchasing goods and services on behalf of the City.
- C. The City's purchasing system is considered de-centralized (each department's responsibility) except for those goods, services, and equipment that qualify or are designated for centralized purchasing.
- D. All applicable paperwork should be forwarded to the City Administrator as promptly as possible to expedite processing.
- E. No purchase made by an employee shall bind the City to receive and/or pay for the goods or services procured, unless authorized by the methods described herein.
- F. Noncompliance with these policies and procedures may result in the return of improperly authorized or prepared documents, nonpayment of vendor invoices, cancellation of purchase orders or purchasing privileges, or other sanctions as

determined necessary after consultation with the City Administrator.

- G. The City Administrator will approve all purchases over \$500. Purchases require a purchase order, with the exception of fuel.
- H. Transactions shall not be split into smaller parts in order to circumvent the dollar limitations and requirements of this policy.
- I. The City does not prepay for goods or services or utilize prepaid devices such as gift cards. If a vendor requires prepayment for goods or services, authorization must be obtained from the City Administrator.
- J. Employee reimbursements should be kept to a minimum (i.e. emergencies and travel/training). Sales tax will only be reimbursed to employees for these types of transactions.

SECTION 4 -- PURCHASING LIMITATIONS

A. Informal Quotation Process (Informal)

PROCEDURES FOR PURCHASING LESS THAN \$4,999.

- 1. The purchase of any budgeted goods or services with a value in excess of \$3,000, but less than \$4,999 shall require at least three (3) quotations. These quotations can be either telephone quotations or from a supplier's catalog. These quotations need to be documented on the purchase requisition.
- 2. The City Administrator is authorized to approve purchases not to exceed \$3,500.
- 3. The Mayor is authorized to approve purchases not to exceed \$4,999.

PROCEDURES FOR PURCHASING OVER \$4,999

- 1. The purchase of any budgeted goods, services, repairs and equipment whose total value is between \$5,000 and \$39,999 shall require written quotations from at least three (3) suppliers, if possible. Quotations should be sent to the City Administrator with other related paperwork.
- 2. Purchases for public improvements qualifying under Chapter 26.3 of the Iowa Code that are less than \$65,000 for highway, bridge, or culvert work, less than \$65,000 for buildings, utilities, sidewalks, trails, etc. or have been declared emergency repair work qualify for informal quotations. These purchases shall adhere to the following requirements:
 - a. The contractor must provide a performance and payment bond for a public improvement project of more than \$25,000. *See Iowa Code section 573.3.*
 - b. The City Administrator shall solicit City Council affirmation of contracts over \$25,000 at the next regularly scheduled or special called meeting.

B. Competitive Quotation Process (semi-formal)

1. The purchase of any budgeted goods or services with an estimated value in excess of \$40,000 shall require the taking of competitive bids based on written bid specifications with the cooperation of the City Administrator.

All bid documents shall receive prior approval from the City Administrator or designee. All amendments to bid specifications shall be made in writing. In the event it is deemed necessary to verbally inform a vendor of a bid specification change, such verbal communications shall be immediately followed up with written confirmation of the change. A notice to bidders may be published in an authorized publication but is not required.

The written bid documents will include the time, place, and manner for filing quotations, which may be received by mail, fax, or e-mail. A report outlining all bids received, including the vendor names and the amount of the bids, shall be submitted. If the bid is being awarded to a vendor other than the low bidder, the report shall also state why the bid is not being awarded to the low bidder. The report shall also include the amount budgeted for this purchase.

The City Administrator or designee may award the contract bid, execute the contract, and authorize work to proceed under the contract, and/or approve performance and payment bonds. The City Administrator shall solicit City Council affirmation of all semi-formal bids, contracts and purchases at the next regularly scheduled or special called meeting.

2. Purchases for public improvements qualifying under Chapter 26.3 of the Code of Iowa that are between \$81,000 and \$196,000 and have not been declared emergency repair work and are not for highway, bridge, or culvert work qualify for competitive bidding (semi-formal) and shall adhere to part B.1 of this section. The contractor must provide a performance and payment bond for a public improvement project.

C. Competitive Bidding (formal)

1. Purchases for public improvements qualifying under Chapter 26.3 of the Code of Iowa that are in excess of \$196,000 or are for highway, bridge, or culvert work in excess of \$65,000 must use formal bidding as defined by Chapter 26 of the Code of Iowa unless the improvements are declared emergency repair work.
2. Formal bids must be taken with the cooperation of the City Administrator using the following steps:
 - a. Detailed and written plans and specifications and a detailed cost estimate must be prepared for the public improvement project, approved by the City Administrator and placed on file.
 - b. A notice to bidders must be published by the City Administrator more than four (4) days but not more than forty-five (45) days before the date of filing bids. Notices must include:

- i. Time and place for filing sealed proposals
 - ii. Time and place sealed proposals will be opened and considered on behalf of the governing body
 - iii. The general nature of the public improvements on which bids are being requested
 - iv. In general terms, when the work must be commenced and when it must be completed
 - v. Bid security and bid bond requirements
- c. A notice of public hearing on plans, specifications, form of contract, and cost estimate must be published by the City Administrator more than four (4) days but not more than twenty (20) days before the public hearing.
 - d. A formal opening and announcement of sealed bids on published date by the City Administrator; review, consideration, and recommendation of bid award by City Administrator; City Administrator prepares report of bids received.
 - e. A public hearing on plans, specifications, form of contract, and cost estimate on published date by City Council.
 - f. City Council receives City Administrator report of bids received.
 - g. City Council passes or rejects resolutions to adopt plans, specifications, form of contract, and estimate of cost, to award construction contract, and to approve construction contract and bond with the lowest responsive, responsible bidder who has met all bid security and bid bond requirements following public hearing in step e.

D. Miscellaneous

1. Contracting for budgeted professional services (legal, engineering, etc.) or for ongoing technical services (maintenance, utilities, etc.) may be done on a negotiated basis. Where practical, however, those vendors providing such services should be asked to submit formal proposals to provide the services requested. Such proposals shall be evaluated on the basis of the vendor's reputation, experience, and understanding of the work to be done. Price, while being a factor, should not be the primary factor. City Administrator and City Council authorization for affirmation is still required at the same dollar limitations as semi-formal or formally bid contracts.
2. All purchases involving a sole source bid (no competitive bids) where competitive bids are required shall be accompanied by written justification from the City Administrator/Clerk detailing the reason for a sole source purchase.
3. Bids solicited by the United State of America or an agency thereof, the State of

Iowa, Washington County, or another governmental unit may be used as a replacement to the bidding requirements unless bidding is required by the Code of Iowa, the City Council, or the City Administrator/Clerk. The availability of a bid from another government agency does not preclude the City from seeking and obtaining bids in a manner provided through this policy.

4. All purchases funded through a state or federal grant must follow all additional procedures required by the grantor. All bid specifications for a purchase that is funded through a state or a federal grant must list all additional specifications for the goods or services that are required by the grantor. Any contract funded through a federal grant shall comply with 2 CFR 200.326 and Appendix II to Part 200. Contractors must be evaluated when bids are received on their ability to meet state or federal requirements, the City will not award a federally funded contract to a party listed on disbarred, suspended or otherwise excluded in the System for Award Management (SAM). In addition, no purchases to be covered by a grant can be made prior to the execution of the grant agreement unless approved by the grantor.
5. Section 362.5 of the Iowa Code states: "A city officer or employee shall not have an interest, direct or indirect, in any contract or job of work or material or the profits thereof or services to be furnished or performed or the officer's or employee's city. The Iowa Code lists several exceptions to this provision."

Contracts not otherwise permitted by this section, for the purchase of goods or services by a city which benefit a city officer or employee if the purchases benefiting that officer or employee do not exceed a cumulative total purchase price at six thousand dollars (\$6,000) in a fiscal year.

6. For any given purchase, due to the nature of the contract, the competitiveness of the vendors, or for other reasons, the department may choose to use the bidding procedures for a higher dollar threshold than which the purchase falls under. The department may not, however, select bidding procedures for a lower dollar threshold than what is prescribed.
7. Emergency repair work is declared via resolution by the City Council and a certificate from an external, registered, professional engineer certifying that the emergency repairs are necessary.

E. Contract Administration

1. The City Administrator or designee will advertise and bid all contracts qualifying for formal bidding procedures. The City Administrator or designee will oversee receiving, opening, and announcing all formal bids. Bids received late will be immediately returned to the late bidder unopened.
2. Formally bid contracts will be executed by the Mayor and attested to by the City Administrator. The City Administrator or designee shall execute all other contracts of behalf of the City as permitted by state law.
3. The City Administrator or designee will administer all contracts on the authority of the City Council.

4. The City Administrator designee will approve all change orders to contracts. City Council must approve all change orders for contracts that were bid using formal bidding procedures.
5. Contractual payments on formally bid contracts must be approved, individually, by City Council action. Other contractual payments must be approved by the City Administrator or designee and listed on the formal claims list presented to City Council.
6. Where appropriate, retainage shall be withheld on contracts for public improvements as provided by state law or on other contracts as deemed appropriate or necessary. Retainage on a contract may not exceed 5% of the cost of the public improvement. An application by a contractor for early release of a retainage requires City Council consideration and approval.
7. The final acceptance (certificate of completion), the final contractor payment, and the release of retainage authorization (unless early release applied for) of a formally bid contract shall be individually approved by City Council action at the same meeting.

SECTION 5 – PURCHASING PROCEDURES

1. For all purchases verify that the item or service is a budgeted item for your department.
2. Invoices, bills and receipts must be submitted immediately to the City office upon purchase.
3. For accurate budgeting, designate on the invoice, bill or receipt the department the purchases should be expended from.

SECTION 6 – CITY COUNCIL

1. City Council approval will be necessary for applicable purchases that exceed the annual adopted budget.

Deliverable	Completion Date	Notes/Conditions
Site Visit, S&B Walkthrough, & Public Meeting	August 31, 2023	
1st Individual Property Owner Meetings	October 5, 2023	
Building Condition Finalized	October 13, 2023	<i>Send to Tom</i>
Set Public Hearing for DTR Application and Community Development & Housing Needs Assessment	October 16, 2023	
95% Budget Cost	October 31, 2023	<i>For Council Meeting on 11/6</i>
2nd Owner Meetings To Review/Sign Off on Design	November 1, 2023	<i>Alt. Dates: 11/2, 11/3</i>
Final Design and Budget Cost	November 7, 2023	<i>Final Approval for Any Revisions via Email</i>
Public Hearing (Special Council Meeting)	November 13, 2023	
Final Drop Dead for Grant Materials	November 17, 2023	<i>Owner Commitment Letters, Renderings, Etc.</i>
Grant Application Due	November 22, 2023	
Field Measure:	February 15, 2024	
Tier I Environmental Review:	May 15, 2024	<i>Date Flexible - ECICOG</i>
Design Development (DD) Meeting w/Owners:	June 19, 2024	<i>Alt. Dates: June 17, 18, 20</i>
100% DD + Tier II Environmental Review:	July 12, 2024	<i>Section 106 Review (30 days)</i>
IEDA Approval:	August 12, 2024	
Construction Documents (CD) Meeting w/Owners	August 15, 2024	<i>Alt. Dates: Aug. 13, 14, 16</i>
100% CD:	August 26, 2024	
Council Approval To Release for Bid:	September 2, 2024	<i>*This is labor day, will Council meet?</i>
Release for Bid:	September 3, 2024	
Pre-Bid Meeting:	September 13, 2024	11:00 AM, City Hall
Bid Opening:	September 26, 2024	11:00 AM, City Hall
Public Hearing to Award Contract + Approve Bid Documents:	October 7, 2024	
Pre-Construction Meeting/Construction Start:	October 21, 2024	
Substantial Completion:	October 1, 2025	
Final Completion:	October 31, 2025	
Project Closeout Complete:	November 30, 2025	

RESOLUTION #2024-XX

RESOLUTION APPROVING THE PROFESSIONAL SERVICES
PROPOSAL FROM IMPACT7G, INC. FOR DOWNTOWN
REVITALIZATION GRANT PROJECT HISTORIAN

Whereas, the City of Riverside City Council approves the proposal from Impact7G, Inc. to provide historical architectural services for the Downtown Revitalization Grant from CDBG.

Therefore, be it resolved the City of Riverside City Council does hereby approve the Scope of Services and Service Cost Proposal from Impact7G, Inc with an estimate fee of \$9,300.00.

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

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

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 1st day of April, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

Downtown Riverside: Historic Assessment and National Register of Historic Places Evaluation



Riverside, Washington County, Iowa

Bid Prepared By Impact7G, Inc.

Project Coordinator: Jaime L. Destefano, MSHP

Senior Architectural Historian

Submitted March 2024

8951 Windsor Parkway
Johnston, IA 50131
(515) 473-6256



TRANSMITTAL LETTER



March 11, 2024

Cole Smith
City Administrator
City of Riverside
cityadmin@riversideiowa.gov

Subject: Downtown Riverside Historical Assessment and NRHP Evaluation

Impact7G, Inc. ("Impact7G") is pleased to provide the following proposal and bid for the completion of a historical assessment and National Register of Historic Places (NRHP) district evaluation of downtown Riverside, Iowa. Should the assessment recommend that the downtown is ineligible for the NRHP, the Project Team shall conduct an intensive-level survey of select individual resources. Therefore, this proposal provides a cost breakdown for multiple scopes of work. I believe you will find that Impact7G's Project Team has considerable experience conducting similar projects throughout the United States, including Iowa.

Your Project Coordinator for this engagement will be Jaime Destefano, MSHP. Before being acquired by Impact7G in June 2022, Jaime owned and operated JLD Preservation Consulting. Jaime has considerable experience completing large-scale historic resources surveys and National Register nominations, including individual, multiple property, and district nominations. Ms. Destefano will be assisted by staff Historians and Architectural Historians.

This proposal package includes all requested documentation as outlined in the RFP. A detailed schedule and cost bid are included. Impact7G's Project Team possesses a thorough knowledge of American architectural history, and is recognized for our professional products, and well-researched, well-analyzed, and well-written deliverables. If you have any questions about this proposal or have additional needs please do not hesitate to contact me. Thank you for the opportunity to be of service.

Sincerely,

A handwritten signature in cursive script that reads "Jaime L. Destefano".

Jaime L. Destefano, MSHP
Senior Architectural Historian
Impact7G, Inc.

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SECTION 1: COMPANY PROFILE

Founded on January 21, 2011, Impact7G, Inc. (Impact7G) is a full-service environmental consulting firm based in Johnston, Iowa with three additional offices throughout Iowa and team members located across the United States. Impact7G provides professional services to government, real estate, K/12 and higher education, utility, and private industry clients. The company employs a diverse group of environmental professionals to deliver accurate and timely information required for effective decision making in environmental compliance, water resources, natural and cultural resources, hazardous materials, telecommunications, and drilling markets nationwide.

Our experienced and committed Cultural Resources staff includes archaeologists, architectural historians, historians, geologists, and geographers/GIS analysts. Our cultural resource management team provides full CRM planning, investigation, documentation and archival services.

Business Philosophy

In the ever-changing world of environmental consulting, continuous improvement is essential at Impact7G. We believe that our clients directly benefit from our experienced, knowledgeable professionals that focus on sustainable, result-driven improvement. Our staff strive to learn more and perform better than our competition. With the desire to continually grow and evolve into a diverse and successful company, comes the commitment to stay true to our core values. Impact7G's immediate success can easily be attributed to a committed executive leadership team, a clear continuous improvement process, company collaboration, and regular communication among all staff.

SECTION 2: PROJECT TEAM – QUALIFICATIONS AND EXPERIENCE

Impact7G's Senior Architectural Historian, Jaime L. Destefano, MSHP will serve as the Project Coordinator for the survey and NRHP evaluation. She will manage all scopes of work including coordinating with the City, conducting fieldwork, and the preparation of all survey documentation. She will be the principal liaison between Impact7G and the City. Jaime will maintain open communication throughout the course of the project, providing consistent status updates. She will be assisted, where necessary, by in-house Secretary of Interior-qualified Historians and Architectural Historians.

Project Coordinator:
Jaime Destefano, MSHP
(cell) 404-694-2066
JDestefano@Impact7g.com

An in-house professional historian will be designated to peer review the draft survey report prior to submittal to the City to ensure the highest quality deliverable. Our GIS team is capable of developing a range of mapping to document the historical development of the downtown district, distribution of contributing and noncontributing resources, among other helpful maps to illustrate various trends and observations. Together, our Team is fully committed to this project and delivering high-quality products to which the City and Iowa SHPO are fully satisfied. We frequently conduct preservation-related projects throughout the United States and have expansive knowledge of American architectural history from the 19th century through mid-20th century.

Project Coordinator

Jaime received a Bachelor of Science in Anthropology with a concentration in historic archaeology. Upon receipt of her Master of Science in Historic Preservation in 2008, Jaime served as a US/ICOMOS intern in Falmouth, Jamaica where she conducted a large-scale architectural survey of the late-18th to mid-20th century town. Jaime served as National Register Reviewer for the Tennessee Historical Commission (TN SHPO) where she developed close working relationships with CLGs, historical societies, and NPS staff. The majority of her architectural history and historic documentation experience was acquired through her work as a preservation consultant. Jaime has considerable experience completing large-scale, intensive-level surveys and National Register nominations throughout the United States. She is knowledgeable of architectural trends for a wide spectrum of resources ranging from agricultural, residential, commercial, religious, and civic, as well as multi-resource properties such as central business districts and residential subdivisions, among others.

Jaime's resume, including a detailed list of recent projects is provided in Appendix B. An electronic file of a recent survey project completed by the Survey Team will be emailed along with this proposal.

SECTION 3: PROJECT UNDERSTANDING

This project is being conducted to document the historic and architectural significance of downtown Riverside for future planning initiatives that will require Section 106 review.

This project includes a reconnaissance-level survey of approximately 20 buildings comprising the central business district of Riverside. The survey will include an assessment of the historic integrity of the district, evaluating each resource for contributing status to a potential historic district. It is our understanding that Iowa Site Inventory Forms will be prepared for all resources within the survey area at a reconnaissance-level of documentation. Should the district be recommended ineligible for the NRHP, the Architectural Historian shall identify individual resources within the survey area that warrants further study based on field observation, apparent exterior integrity and historical significance. An intensive-level survey will be conducted for such resources, including a formal NRHP evaluation of each.

In the event that an intensive-level survey is conducted for individual buildings, interior access to the building is necessary to appropriately document the historic integrity of the resource and determine its NRHP eligibility. Should interior access not be permitted to photograph the building, the intensive-level survey documentation will be based solely on the exterior integrity of the building and historical significance.

The survey shall adhere to the Secretary of Interior's *Standards & Guidelines for Identification and Evaluation* and will follow the State Historic Preservation Office's *Guidelines for Conducting History/Architecture Surveys in Iowa*.

SECTION 4: PROJECT APPROACH

Impact7G is prepared to provide services and staffing for the timely completion of all scopes of work as outlined

in the RFP. The Project Coordinator, Jaime Destefano, will handle coordination of all correspondence and tasks. Impact7G is prepared to begin work on the project within two weeks of finalization of the contract. Any unforeseen occurrences will be addressed as quickly as possible in order to remain on schedule for anticipated deadlines.

DETAILED WORK PLAN

Project Initiation

Within two weeks of an executed contract, Impact7G will consult with the City to discuss expectations, deliverables, and scheduling.

Among the topics to discuss shall include:

- Contacts for local historians and/or community leaders that may have knowledge and insight of the subject matter
- Available resources such as prior survey records, National Register nominations/files, historic photographs, historic contexts, etc.
- Final scheduling of all deliverables
- Relevant City records and resources to assist in mapping, research, etc.

Background Research and Fieldwork (District Evaluation)

- Prior to fieldwork, Impact7G will conduct a desktop review of the survey area to establish a general historic context of the development of the district and its historical significance. Impact7G will review available Sanborn Fire Insurance Maps, historic aerial photography, available City Directories, newspaper archives, and other available resources online.
- Impact7G will utilize county assessor and land records.
- Impact7G will conduct a reconnaissance-level survey from the public right-of-way of the survey area.
- The field survey will include taking a minimum of three digital photographs of all surveyed resources. Photographs will be six megapixels or greater (2000 x 3000 pixel image at 300 dpi), and will be in compliance with NPS Photograph Policy standards for NR properties. A photograph log will be completed during the survey that provides the appropriate property address and photograph number.
- Photographs will provide adequate representations of resources showing the complete façade of the building and/or the most significant part of a landscape, structure, or other resource.
- Streetscape photographs shall be captured to document the overall historic character, aesthetic and feeling of the survey area.
- Immediately following the reconnaissance-level fieldwork, Impact7G, will inform the City, of its recommendations for historic district NRHP eligibility.
- In the event that the district is recommended ineligible, Impact7G will identify individual resources that appear to possess historic and/or architectural distinction, while also retaining a high degree of integrity. Such properties will warrant further study, including additional research, and if permitted, interior observations to better evaluate the integrity of the resource (see *Intensive-Level scope of work below*).

Preparation of Reconnaissance-Level Survey Material

- Impact7g will complete Iowa SHPO Historic Site Inventory Forms for all buildings (45 years of age or older) within the survey area. The level of documentation for the forms will be at a reconnaissance-level standard - based on a general knowledge of the historic development of the study area and field observations from the public right-of-way.
- A detailed survey inventory will be developed to assist with future planning initiatives. The inventory, which will be provided to the City in Excel format, will include helpful information such as address, parcel ID, date of construction, historic name (if known), building form, architectural style, apparent degree of integrity, and recommendation for contributing status to a potential historic district.
- Impact7G will prepare a survey map of the study area, identifying each property as contributing or noncontributing to a potential historic district.
- A summary report will be prepared documenting our findings. The report will include methodology, previous study, a general historic context, survey findings, and recommendations for further study.
- The survey report shall be submitted electronically to the City.

Intensive-Level Survey (if recommended)

- In the event that Impact7G determines that the downtown does not meet the level integrity necessary for the NRHP, the Project Coordinator will extend her visit to Riverside in order to conduct an intensive-level survey of buildings recommended for further study.
- If possible, Impact7G will meet with local historians and/or knowledgeable persons to assist in identifying significant themes and resources associated within the survey area.
- Impact7G will visit local repositories to conduct research sufficient for the preparation of a thorough and accurate historic context and developmental history.
- Impact7G will attempt to gain interior access to each building in order to sufficiently assess its historic integrity.
- Impact7G shall complete the Iowa Historic Site Inventory form at a level of documentation meeting Iowa SHPO standards for Intensive-level survey.
- Impact7G will prepare a well-research, well-analyzed and well-written survey report that meets the Iowa SHPO Intensive-level survey standards. A single report will be prepared to document the survey results for all individually-surveyed resources.
- The report will be submitted to the City for review.

Quality Control Statement

Impact7G possesses a large staff of professionals available to assist in quality control. Further, the Project Team assigned to this project will work closely to ensure that all deliverables maintain our high-quality, professional standards for which Impact7G is recognized.

PROPOSED SCHEDULE

Impact7G is prepared to begin work immediately upon execution of a contract with the City. Impact7G is prepared to complete the reconnaissance-level survey and summary report within 4 weeks of a Notice to Proceed or contract. An additional one (1) week will be needed for each building requiring an intensive-level survey.

SECTION 5: PRICE PROPOSAL

Impact7G agrees to complete the Reconnaissance-Level survey for a lump sum fee of \$9,300.00. This amount includes all costs of material and travel.

Additional Services:

Intensive-level Survey

Should an intensive-level survey be recommended for individual resources within the district, each will be conducted at an additional cost of \$1,250 per resource. This scope will include a thorough Iowa Site Inventory Form with in-depth historic context, statement of significance and NRHP evaluation, as well as an accompanying report summarizing the findings.

National Register of Historic Places Nomination

In the event that Impact7G recommends that the historic district is eligible for the NRHP, our Architectural Historians are available to prepare a nomination for submittal to the Iowa SHPO. A district nomination can be prepared at an additional cost of \$5100.00. This cost includes the finalization of the nomination and preparation of a PowerPoint to present at the state review board meeting.

APPENDICES

APPENDIX A: REFERENCES

Additional relevant projects are included on the resumes of Key Staff (Appendix C). Please do not hesitate to contact Jaime Destefano for electronic copies of sample survey reports or recent NRHP nominations.

The following references and associated projects are all NPS grant-funded for CLGs, administered through the respective State Historic Preservation Office. All timelines, meetings and deliverable deadlines were met in accordance with the grant and associated contracts. The project costs for recent projects are presented below.

Timothy S. Paris, (former) Preservation Planner, City of Topeka
Cellphone 785-224-6919, timotpa@gmail.com

Completed Projects:

- Tennessee Town Phase I, Topeka, KS (2018-2019)
- Non-Residential Mid-Century Modern Architectural Survey and Multiple Property Documentation Form and two NR nominations (2019-2020)
- West Hills Subdivision Survey (2020-2021)
- African American Resources in Topeka Multiple Property Documentation Form and 2 NR Nominations (in process)
Includes individual nominations of Second Missionary Baptist Church and Mt. Auburn Cemetery

Eric Reisman, (former) Survey and Section 106 Coordinator, MS Dept. of Archives and History
Current Section 106/Compliance with Nevada SHPO
914-475-6802 (cell) ereisman@shpo.nv.gov

The following completed projects are CLG grant-funded initiatives, administered through the Mississippi Department of Archives and History. The individual contracts were made with the representative city.

- East Canton Survey (2023)
- New Albany – Northside Neighborhood Survey and Resurvey of Downtown District (2023)
- Baptist Ville Historic District Survey and NRHP Nomination (2022-2023)
- Laurel Central Historic District – Survey and National Register Update (2021)
- South Columbus Historic District Survey and NR Update (2021)
- Tupelo Downtown Neighborhood Survey and NR Nomination (2021)
- Southside Neighborhood Survey and National Register Nomination (2020)
- Arledge-Dabbs Neighborhood Survey (2020)
- Gritney Historic Resources Survey, Greenwood, MS (2018-2019)
- Downtown Greenwood Historic District – National Register Nomination (2019)
- Phase I of the South Central Aberdeen Historic District Re-survey (2014-2015)
- City of McComb States Area Neighborhood Survey
- Phase I of the Drummond Street Survey

Brantley Snipes, Executive Director of Main Street, City of Greenwood, Mississippi mainstreetgreenwood@gmail.com,
662-458-0886

Completed Projects:

- Gritney Survey Phase II, Cemetery Survey and NRHP District Nomination of Gritney Neighborhood (Listed January 2023)
- Downtown Greenwood NRHP District boundary expansion nomination
- Gritney Neighborhood Survey Phase I

** Denotes references for Ms. Destefano while employed with JLD Preservation Consulting, LLC. JLD Preservation Consulting was acquired by Impact7G in June 2022.*

APPENDIX B:
RESUME AND REPRESENTATIVE PROJECTS



**Jaime Destefano, MSHP
Senior Architectural Historian**

Project Office: Greenville, SC / 815.473.6256 (Office)
jdestefano@impact7g.com / 404.694.2066 (Cell)

Experience

15 years total, 2 years with Impact7G, Inc.

**Senior Architectural Historian
Impact7G, Inc., San Antonio, TX**

**Founder, Principal Architectural Historian
JLD Preservation Consulting, LLC, Nashville, TN and San Antonio, TX**

**Principal Architectural Historian
History Incorporated/Environmental Corporation of America, Alpharetta, GA and Nashville, TN**

**National Register Reviewer
Tennessee Historical Commission, Nashville, TN**

**US/ICOMOS Preservation Internship
Falmouth Heritage Renewal, Falmouth, Jamaica**

Education

**Clemson University, 2008
M.S., Historic Preservation**

**College of Charleston, 2002
B.S., Anthropology**

Certifications

Traditional Cultural Places, NPI

Section 4(f) Compliance for Historic Properties, NPI

Section 106: Review for Experienced Practitioners, NPI

NEPA Cumulative Effects Analysis and Documentation, GA DOT

Identification and Evaluation of Mid-20th Century Architecture, NPI

Tennessee Preservation Trust Board of Directors Member

**Secretary of the Interior's 36CFR61 Professional Qualification Standards for Architectural History,
History, and Historic Preservation**

Completed National Register Nominations

African American Resources in Topeka, Kansas MPDF (undergoing state review)
Second Missionary Baptist Church, Topeka, Kansas (undergoing state review)
Mt. Auburn Cemetery, Topeka, Kansas (undergoing state review)
Lynch Street Civil Rights Corridor, Jackson, MS (undergoing state review)
Klinsky Farm, Cedar Rapids, Iowa (undergoing state review)
Baptist Ville Historic District, Aberdeen, MS (Listed October 2023)
Dr. Jacob L. Reddix House, Jackson MS (Listed December 2023)
Stamps Super Burgers, Jackson MS (Listed December 2023)
Gritney Neighborhood Historic District (Listed 2023)
South Columbus Historic District (Boundary Increase/Decrease & Additional Information) (listed 2021)
Great Bend Central Business District, Great Bend, Kansas (Listed 2022)
Tupelo North Downtown Neighborhood (listed 2021)
Laurel Central Historic District (Boundary Increase & Additional Information) (listed 2021)
Mid-Century Modern Non-Residential Architecture in Topeka, KS (listed August 2020)
HTK Architects Office Building, Topeka, KS (listed 2020)
Park Plaza Apartments, Topeka, KS (listed 2020)
Southside Neighborhood Historic District, Laurel, MS (listed 2020)
Hincheyville Neighborhood National Register Boundary Increase, Franklin, TN (listed 2020)
Downtown Greenwood Historic District, Greenwood, Leflore County, Mississippi (Listed 2020)
Mooresville Historic District (Boundary Increase), Mooresville, Iredell County, NC (Listed 2020)
Reid Memorial Presbyterian Church, Mooresville, Iredell County, NC (Listed 2020)
Isle of Wight County Courthouse Complex, Isle of Wight, Virginia (Listed July 2019)
Nike Park, Missile Launch Site, Smithfield, Virginia (Listed 2019)
Dixville/Habersham Historic District, Brunswick, Georgia (Listed 2016)
Kenner Manor Neighborhood Historic District, Nashville, TN (Listed 2016)
Lincoln National Bank, West Virginia (Listed 2015)
Bluefields Subdivisions Historic District (Listed 2016)
Inglewood Place Historic District (Listed March 2016)
Jackson Park Historic District (Listed March 2016)
South Drummond Street Neighborhood Historic District, Vicksburg, Mississippi (July 2015)
American Legion Bohannon Post #4, Livingston, Overton County, Tennessee (Listed August 2012)
Mollie and Neel Glenn House, Springfield, Robertson County, Tennessee (Listed August 2012)
Fruitvale Historic District, Fruitvale, Crockett County, Tennessee (Listed November 2012)
Milan Masonic Lodge, Milan, Ripley County, Indiana (Listed January 2013)
Krahwinkel Farmhouse, Owensboro, Daviess County, Kentucky (Listed July 2013)
Bodenham Mill, Pulaski, Tennessee (Listed April 2013)
Moye-Green House, Portland, Sumner County, Tennessee (Listed April 2013)

Recent Projects

Wapello County, Iowa Historic Bridge Assessment (2024)

Historical assessment of eight (8) bridges to determine potential NRHP eligibility and provide recommendations for further study (intensive-level survey).

Dubuque County, Farm to Market System Road Improvement Project – Reconnaissance-Level Survey (2024)

Reconnaissance-level historic architectural survey for a proposed road improvement project.

Kreb Farmstead, Linn County, Iowa, Intensive-Level Survey and NRHP Evaluation (2023)

Intensive-level survey and NRHP evaluation of the Kreb Farmstead in Linn County, Iowa. Project included a survey report and Iowa Site Inventory Forms for the district and all individual resources.

Windsor Heights, Iowa Road Improvement Project – Reconnaissance-Level Survey (2023)

Reconnaissance-level historic architectural survey for a proposed road improvement project.

Sioux City and Sergeant Bluff, Iowa – Road Improvement Project – Reconnaissance-Level Survey (2023-2024)

Reconnaissance-level historic architectural survey for a proposed road improvement project.

Euharlee Historic Resources Survey, Euharlee, Georgia (2023-2024, in process)

NPS Grant-funded project. Principal Architectural Historian for a historic resources survey of all properties within the city limits erected prior to 1983. The objective of the survey is to update existing records and to produce an inclusive inventory of historic resources and priorities for preservation.

Gaskin Avenue Historic District Survey Update, Douglas, Georgia (2023-2024, in process)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey update the NRHP-listed Gaskin Avenue Historic District. Approximately 450 historic resources entered, or updated, in GNAHRGIS. Among the objectives is to produce a current inventory of resources and make recommendations for updated contributing status, boundary increase/decrease, and extension of the Period of Significance.

Jackson State University/Washington Addition Survey and National Register Project, Jackson, MS (2022-2024)

Project coordinator for a large-scale survey of the JSU campus, Lynch Street corridor and surrounding African American community known as Washington Addition. Approximately 1000 individual resources were surveyed. The historic context developed for this project includes themes such as ethnic heritage, education, community planning and development, commerce and religion. The area is significant at the national level for being a hub of the Civil Rights Movement.

Albany-New Decatur Historic Resources Survey, Decatur, AL (2022)

NPS Grant-funded project. Principal Architectural Historian for a historic resources survey of the NRHP-listed commercial historic district and the immediately surrounding area. The objective of the survey is to update existing records and reassess contributing status and make recommendations for potential boundary increase or decrease.

Gritney Historic Resource Survey and Cemetery Survey: Phase II, Greenwood, MS (2021-2022)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a late-19 century to mid-20th century African American neighborhood in Greenwood, Mississippi. The survey included the preparation of archival-quality inventory forms for all surveyed resources (approximately 600 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

City of Gallatin Intensive-Level Historic Resources Survey, Gallatin, TN (2021)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey of approximately 200 resources within the City Limits. The buildings were selected during a windshield survey conducted at the start of the project. Surveyed properties range in date from c.1900 through 1975.

Downtown Greeneville Historic District Survey, Greeneville, TN (2020)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey the downtown Greeneville historic district, which ranges in date from the late-1700s through the 1970s. The district was listed on the National Register in 1974. Among the objectives of the survey was to expand upon the historic context to include the mid-20th century development and architectural styles.

Southside Neighborhood Survey, Laurel, MS (2021-2022)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey of a late-19 century to mid-20th century African American neighborhood in Laurel, Mississippi. The survey included approximately 400 properties containing a variety of residential house types and styles including many mid-20th century examples.

Areldge-Dabbs Neighborhood Survey, Hattiesburg, MS (2019-2020)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey of a late-19 century to mid-20th century African American neighborhood in Laurel, Mississippi. The survey included approximately 400 properties containing a variety of residential house types and styles including many mid-20th century examples.

Wake County Survey Update: Phase V, Wake County, NC (2019)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey and update of the eastern section of Wake County. The study area was predominantly rural in nature. The survey included updating previously documented resources in the HPO database, the entry of approximately 35 newly surveyed properties into the HPO database, the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Gritney Historic Resource Survey, Greenwood, MS (2018-2019)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a late-19 century to mid-20th century African American neighborhood in Greenwood, Mississippi. The survey included the preparation of archival-quality inventory forms for all surveyed resources (approximately 780 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Tennessee Town Historic Resource Survey, Topeka, KS (2018-2019)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey of a late-19 century to mid-20th century in-town residential neighborhood historically associated with the settlement of African American Exodusters. The survey included the data entry into KHRI for all surveyed

resources (approximately 140 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Hill-Burton Statewide Historic Context and Survey, Statewide Mississippi (2018-2019)

NPS Grant-funded project. Principal Architectural Historian for an intensive-level historic resources survey of a late-19 century to mid-20th century in-town residential neighborhood historically associated with the settlement of African American Exodusters. The survey included the data entry into KHRI for all surveyed resources (approximately 140 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Downtown Kingsport Historic Resource Survey, Kingsport, TN (2017-2018)

Principal Architectural Historian for an intensive-level historic resources survey of a late-19 century to mid-20th century downtown district of Kingsport. The survey included the completion of survey forms for all surveyed resources (approximately 200 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Sylva, NC107, National Register Evaluations and Historic Context, Sylva, NC (2018)

Principal Architectural Historian and author of an intensive-level survey and formal National Register Eligibility Evaluation report six historic resources within the APE of a proposed North Carolina Department of Transportation project in Jackson County. The report included the development of a historic context, architectural description and integrity assessment, recommendations for National Register-eligibility, and high-quality photographic documentation.

Historic Resources Survey, Sylva, NC (2017)

Principal Architectural Historian and author of an intensive-level survey and historic resources assessment of approximately 90 resources along NC107 and within the APE of a proposed North Carolina Department of Transportation project in Jackson County. Report included architectural descriptions and National Register eligibility evaluations for all historic resources, as well as the preparation of shapefiles and a PowerPoint presentation to present findings to NCDOT.

Granite Falls Mill Village - National Register Evaluation and Historic Context, Granite Falls, NC (2017)

Principal Architectural Historian and author of an intensive-level survey and formal National Register Eligibility Evaluation report for the Granite Falls Mill Village. The report included the development of a historic context, architectural description and integrity assessment, recommendations for National Register-eligibility, and high-quality photographic documentation.

Stockton House, Historic Resource Report and National Register Evaluation, Macon County, NC (2017)

Principal Architectural Historian and author of an intensive-level survey and formal National Register Eligibility Evaluation report for the Stockton House in Macon County, North Carolina, on behalf of North Carolina Department of Transportation. The report included the development of a historic context, architectural description and integrity assessment, recommendations for National Register-eligibility, and high-quality photographic documentation.

Hot Springs, National Register Evaluation for Six Properties, Hot Springs, NC (2016)

Principal Architectural Historian and author of an intensive-level survey and formal National Register Eligibility Evaluation report for six early-20th century residences in Hot Springs. The report included the development of a historic context, architectural descriptions and integrity assessments, recommendations for National Register-eligibility, and high-quality photographic documentation.

Mt. Sinai Church National Register Eligibility Determination, Franklin, NC (2016)

Principal Architectural Historian and co-author of an intensive-level survey and formal National Register Eligibility Evaluation report for the Mt. Sinai Church in Franklin, North Carolina, and on behalf of North Carolina Department of Transportation. The report included the development of a historic context, architectural description and integrity assessment, recommendations for National Register-eligibility, and high-quality photographic documentation.

Dysart-Martin House National Register Eligibility Determination, Marion, NC (2016)

Principal Architectural Historian and co-author of an intensive-level survey and formal National Register Eligibility Evaluation report for the Dysart-Martin House, a mid-19th century brick I-House, in Marion, North Carolina on behalf of North Carolina Department of Transportation. The report included the development of a historic context, architectural description and integrity assessment, recommendations for National Register-eligibility, and high-quality photographic documentation.

NC DOT I-40 Historic Resources Survey, NC (2016)

Principal Architectural Historian and co-author of an intensive-level survey and historic resource assessment of approximately 45 resources along I-40 and within the APE of a proposed North Carolina Department of Transportation project in Buncombe County. Report included architectural descriptions and National Register eligibility evaluations for all historic resources, as well as the preparation of shapefiles and a PowerPoint presentation to present findings to NCDOT.

Talladega Historic Resources Survey, AL (2015-2016)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of the Courthouse Square and Silk-Stocking Historic Districts, both are listed on the National Register. The project includes the re-evaluation of contributing versus non-contributing status of historic resources, as well as recommendations for updating the Period of Significance and expanding boundaries. Based on the survey, National Register nomination updates will be prepared.

Albany Phase II Historic Resources Survey, Albany, GA (2015-2016)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a late-19th to mid-20th century commercial and residential urban area in Albany, Dougherty County, Georgia. The survey included entering data into NAHRGIS for all surveyed resources (total of 640 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

Carrollton Historic Resources Survey, Carrollton, GA (2015-2016)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a mid-19- to early-20th century residential neighborhood, and the downtown commercial district in Carrollton, Carrol County, Georgia. Both survey areas are located within existing National Register historic districts. The project included recommendations for Design Guidelines for the South Carrollton In-Town Residential District. The survey included entering data into NAHRGIS for all surveyed resources (total of 350 resources), the preparation of a survey report detailing our findings, and recommendations of National Register eligibility, among other project objectives.

Rawson Circle/Park Historic Resource Survey and Historic District Expansion Report, Albany, GA (2015)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of an early- to mid-20th century residential neighborhood in Albany, Dougherty County, Georgia. The survey included entering data into NAHRGIS for all surveyed resources (total of 841 resources), the preparation of a survey

report detailing our findings, and an evaluation of National Register eligibility. The project also included a separate report assessing the potential expansion of a locally designated historic district.

City of McComb Historic Resource Survey of the States Area Neighborhood, McComb, MS (2015)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a late-19 century to mid-20th century residential neighborhood in McComb, Mississippi. The survey included the preparation of archival-quality inventory forms for all surveyed resources (approximately 250 resources), the preparation of a survey report detailing our findings, and an evaluation of National Register eligibility.

South Central Aberdeen Historic District Re-Survey, Aberdeen, MS (2015)

NPS Grant-funded project. Principal Architectural Historian for a large-scale historic resources survey of a mid-19 century to mid-20th century residential area in Aberdeen, Mississippi. The survey was a re-evaluation of an existing National Register Historic District listed in 1988. The project included the preparation of archival-quality inventory forms for all surveyed resources (approximately 250 resources), the preparation of a survey report detailing our findings, and a re-evaluation of contributing/non-contributing status.

RESOLUTION #2024-xx

RESOLUTION TO SET THE DATE FOR PUBLIC HEARING FOR
FY24-25 ANNUAL CITY BUDGET

Whereas, the City of Riverside City Council sets the a date for public hearing for the Fiscal Year 2024-2025 Annual City Budget for April 15th, 2024 at the regular Council Meeting starting at 6:00 pm at Riverside City Hall.

Therefore, be it resolved the City of Riverside City Council does hereby approve the date of the public hearing.

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

ROLL CALL VOTE: Sexton, Schneider, Kiene, Mills, Rogerson

Ayes:

Nays:

Absents:

Passed and approved by the City Council of Riverside, Iowa and on this ~~18th~~ day of March, 2024.

April

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET
Fiscal Year July 1, 2024 - June 30, 2025

City of: **RIVERSIDE**

The City Council will conduct a public hearing on the proposed Budget at: **City Hall - 60 N Greene St-Riverside Meeting Date: 4/15/2024 Meeting Time: 06:00 PM**

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property	7.94118
The estimated tax levy rate per \$1000 valuation on Agricultural land is	3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number
(319) 648-3501

City Clerk/Finance Officer's NAME
Becky LaRoche

		Budget FY 2025	Re-estimated FY 2024	Actual FY 2023
Revenues & Other Financing Sources				
Taxes Levied on Property	1	926,247	960,000	963,637
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	926,247	960,000	963,637
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	5,575	0	0
Other City Taxes	6	630,148	779,000	1,009,926
Licenses & Permits	7	14,475	12,000	19,061
Use of Money and Property	8	151,700	60,000	25,488
Intergovernmental	9	939,186	982,716	1,429,620
Charges for Fees & Service	10	953,900	928,000	861,714
Special Assessments	11	0	0	0
Miscellaneous	12	171,976	44,900	0
Other Financing Sources	13	0	0	0
Transfers In	14	1,634,483	1,042,000	3,118,500
Total Revenues and Other Sources	15	5,427,690	4,808,616	7,427,946
Expenditures & Other Financing Uses				
Public Safety	16	568,680	431,201	348,092
Public Works	17	405,233	326,926	206,737
Health and Social Services	18	0	0	0
Culture and Recreation	19	243,920	203,453	183,430
Community and Economic Development	20	319,500	35,500	73,444
General Government	21	470,956	341,000	363,979
Debt Service	22	0	0	0
Capital Projects	23	1,383,000	1,665,036	3,865,930
Total Government Activities Expenditures	24	3,391,289	3,003,116	5,041,612
Business Type / Enterprises	25	834,683	790,000	760,887
Total ALL Expenditures	26	4,225,972	3,793,116	5,802,499
Transfers Out	27	1,634,483	1,042,000	3,118,500
Total ALL Expenditures/Transfers Out	28	5,860,455	4,835,116	8,920,999
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-432,765	-26,500	-1,493,053
Beginning Fund Balance July 1	30	3,786,351	3,812,851	5,305,904
Ending Fund Balance June 30	31	3,353,586	3,786,351	3,812,851

MECHANICAL PRODUCT SHEET



PRICES (U.S. DOLLARS) EFFECTIVE JANUARY 3, 2023

Pricing and availability subject to change without notice. Shipping and handling not included.

The Knox Rapid Access System is the premier first responder system, offering secure master key access to support safety and reduce property damage.

BUILDING ACCESS

KNOXVAULT® 4400

Shipping Weight: 29 lb

Available in single and dual lock models, it secures up to 50 keys, or a combination of keys, access cards, and other items. Tamper Alert feature available.

Lock Type	Mount Type	Tamper Alert	Color	Model #	Price
SINGLE LOCK	Surface	✓	Aluminum	4410	\$834
		✓	Black	4402	\$794
		✓	Dark Bronze	4414	\$834
			Aluminum	4409	\$819
			Black	4401	\$781
			Dark Bronze	4413	\$819
	Recessed	✓	Aluminum	4440	\$915
		✓	Black	4431	\$874
		✓	Dark Bronze	4444	\$915
			Aluminum	4439	\$900
			Black	4430	\$858
			Dark Bronze	4443	\$900
DUAL LOCK	Surface	✓	Aluminum	4412	\$930
		✓	Black	4404	\$889
		✓	Dark Bronze	4416	\$930
			Aluminum	4411	\$916
			Black	4403	\$876
			Dark Bronze	4415	\$916
	Recessed	✓	Aluminum	4442	\$1,011
		✓	Black	4433	\$967
		✓	Dark Bronze	4446	\$1,011
			Aluminum	4441	\$996
			Black	4432	\$953
			Dark Bronze	4445	\$996

KnoxVault Accessories and Options		
Knox FDC Wrench/Card Holder	4472	\$20
Multipurpose Electrical Switch	4471	\$42
Recess Mounting Kit (for new concrete or masonry construction)	4470	\$165

KNOXBOX® 3200

Shipping Weight: 10 lb

Accommodates up to ten standard sized keys/access cards, or six large keys. The tamper alert feature connects to an existing alarm system for added security.

Type	Mount Type	Tamper Alert	Color	Model #	Price
HINGED	Surface	✓	Aluminum	3264	\$496
		✓	Black	3262	\$469
		✓	Dark Bronze	3266	\$496
			Aluminum	3263	\$488
			Black	3261	\$459
			Dark Bronze	3265	\$488
	Recessed	✓	Aluminum	3273	\$558
		✓	Black	3271	\$527
		✓	Dark Bronze	3275	\$558
			Aluminum	3272	\$550
			Black	3270	\$518
			Dark Bronze	3274	\$550

KnoxBox Accessories and Options		
Multipurpose Electrical Switch	3291	\$40
Recess Mounting Kit (for new concrete or masonry construction)	3290	\$137

C. Hall Shop WTP WWTP
total \$ 1836.00

INTERIOR ACCESS

KNOX ELEVATOR BOX™

Shipping Weight: 14 lb

Designed for lobby use to provide first responders with access to two elevator drop keys and accommodates up to 18 keys.

Type	Tamper Alert	Color	Model #	Price
	✓	Aluminum	1434	\$592
	✓	Dark Bronze	1438	\$592
	✓	Red	1404	\$571
	✓	Red	1442	\$571
		Aluminum	1433	\$528
		Dark Bronze	1437	\$528
		Red	1403	\$510
		Red	1441	\$510

(Models 1441/1442)

- Models 1441/1442 labeled: Fire Dept Use Only - Elevator Keys
- All other models labeled: Fire Dept Use Only

KNOX DOCUMENT CABINET™

Shipping Weight: 67 lb

Accommodates up to 231 keys/access cards with space for additional building documentation.

Type	Lock Type	Tamper Alert	Model #	Price
	Dual Lock	✓	1308	\$1,613
	Dual Lock		1306	\$1,552
	Single Lock	✓	1304	\$1,521
	Single Lock		1302	\$1,461

Document Cabinet Options		
Swing Hook Panel/Mounting Assembly for up to 78 Keys	1352	\$278
Rear Hook Panel for up to 48 Keys	1351	\$137
Large Decal	1005	\$18