

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

Monday, August 19, 2024 @ 6:00 PM

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

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

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
  - a. Minutes (3)
  - b. Expenditures (5)
  - c. Fire Department Report (7)
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk's table.**
6. English River Watershed, Ryan Schlabaugh (8)
7. Sheriff's Department Report, Lieutenant Chad Ellis
8. PeopleService Report (10)
  - a. Consider resolution to purchase pH and Conductivity Probes for WTP (2024-60) (14)
9. City Engineer's Report (Axiom Consultants) (28)
  - a. Boat Ramp
    - i. Consider resolution to approve final acceptance of the Hall Park Boat Ramp (29)
    - ii. Consider resolution to approve Pay Request #3 to Bowker Pinnacle for Hall Park Boat Ramp (31)
  - b. Hall Park Master Plan (34)
  - c. Capt. Kirk ADA Ramp (45)
  - d. Third Street (47)
  - e. Cherry Lane Extension
  - f. Community Center
10. City Administrator's Report
  - a. Consider resolution to approve an easement agreement with Interstate Power and Light (Alliant) (49)

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60 N GREENE ST

- b. Consider resolution to approve Street Finance Report (2024-59) (55)
- c. Approve Purchase Agreement for Sale of 40 W 1st St (63)
- d. Approve a SCADA Systems Integrator for SCADA Replacement Project
- e. Approval of FY25 Employee Goals (70)
- f. Approval of City Clerk Hiring Packet (71)
- g. Council Meeting Dates

11. July Financials (74)

12. Closing Comments

13. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, August 5<sup>th</sup>, 2024

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

Motion by Kiene, second by Sexton to approve agenda, moving Alliant easement and truck purchase to front of agenda after Public Hearing. Passed 5-0.

Motion by Sexton, second by Schneider to approve consent agenda of minutes and expenditures. Motion carried 5-0.

Kiene moved, second by Sexton, to open a Public Hearing on sale of property at 40 W 1<sup>st</sup> Street to David and Lisa Brown at 6:03 p.m. Passed 5-0. There were no written or oral comments. Sexton moved, second by Schneider, to close Public Hearing at 6:03 p.m. Passed 5-0.

Rogerson moved, second by Kiene, to pass Resolution 2024-57 approving the sale of 40 W 1<sup>st</sup> Street to David and Lisa Brown in the amount of \$4000. Passed 5-0.

Rachel Spellerberg of ProSource explained Alliant Energy upgrades in Riverside. Admin will send Easement documents to attorney for review.

City Council discussed replacement of 2008 dump truck. Kiene moved, second by Schneider to table new truck purchase and to get estimates on needed repairs. Passed 5-0.

Rogerson moved, second by Schneider to table action on English River Watershed pending more information. Passed 5-0.

Brian Boelk, Axiom Consultants reviewed Boat ramp, Hall Park Master Plan, and Cherry Lane extension with Council.

Schneider moved to pass Resolution 2024-58, approving change order #3 with Bowker Mechanical for additional Class E revetment along both sides of boat ramp at cost of \$12,477. Passed 3-2, Sexton and Mills opposed.

Schneider moved, second by Kiene, to table resolution of final acceptance of boat ramp project from Bowker Mechanical. Passed 5-0.

Schneider motioned, second by Mills, to table resolution for final pay to Bowker Mechanical for boat ramp project. Passed 5-0.

Admin Smith discussed citizen concerns with the 3rd Street Project. Motion by Kiene, second by Rogerson, to get cost estimates from Axiom on additional stairs and/or ramp. Passed 5-0.

Smith reported on the need to choose the SCADA System Integrator and presented FY25 Goals and sample Clerk hiring packet. Further discussion at next work session.

Motion by Sexton, second by Mills to adjourn at 8:26 p.m. Passed 5-0.

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

City Council Work Session – Monday, August 12, 2024 at 6:00 p.m. in City Hall.

City Council Meeting – Monday, August 19, 2024 at 6:00 p.m. in City Hall.

ATTEST:



Becky LaRoche; City Clerk

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Allen Schneider; Mayor

EXPENDITURES 8-19-2024		UNPAID BILLS:			
1	AIRGAS	FD- AIR			
2	A-TECH	FD MONITER	002-5-150-6375	\$ 390.71	
3	BECKY LaROCHE	FP INK- AMAZON	002-5-150-6356	\$ 84.00	\$ 84.00
4	CASEY'S	MOWER FUEL	001-5-850-6508	\$ 68.43	
5	CITY OF KALONA	JULY INSPECTIONS	001-5-430-6323	\$ 284.10	
6	CITY OF KALONA	JUNE INPECTYIONS	001-5-430-6323	\$ 1,814.03	
7	CITY OF KALONA	STREET SWEEPER	001-5-170-6499	\$ 1,763.09	\$ 3,577.12
8	ECICOG	DTR GRANT ADMIN	110-5-210-6417	\$ 650.00	
9	FERGUSON	WATER METERES	145-5-650-6435	\$ 825.00	
10	IOWA SOLUTIONS	COMPUTER- MONTLY CK	600-5-810-6374	\$ 2,308.80	
11	IOWA SOLUTIONS	JULY SERVICE CALLS	001-5-650-6497	\$ 595.00	
12	JOHNSON COUNTY REFUSE	CLEAN-UP DAY	001-5-650-6497	\$ 800.50	\$ 1,395.50
13	JOHNSON COUNTY REFUSE	BILLED CARTS	001-5-430-6325	\$ 911.60	
14	KALONA AUTO	SHOP	001-5-950-6499	\$ 7,343.00	
15	KALONA AUTO	MOWERS	001-5-210-6373	\$ 9.18	
16	KALONA GRAPHICS	ENVELOPES	001-5-430-6504	\$ 383.90	\$ 393.08
17	LYNCH'S EXCAVATING	WELL 7 DIG UP	001-5-650-6506	\$ 228.69	
18	MARTIN GARDNER	DT GRANT	301-5-750-6765	\$ 6,949.02	
19	MAXWELL	WELL REPAIRS	145-5-650-6435	\$ 24,825.00	
20	MENARDS	RR PARK	301-5-750-64766	\$ 21,800.00	
21	MENARDS	HALL PARK	001-5-430-6325	\$ 134.36	
22	MIDWEST BREATHING	FD- AIR PACKS	001-5-430-6325	\$ 58.92	\$ 193.28
23	OFFICE EXPRESS	SUPPLY	002-5-150-6356	\$ 911.87	
24	REC	SIGN	001-5-650-6506	\$ 315.95	
25	REC	LIFT STATION	001-5-520-6510	\$ 86.61	
26	REC	W/W PLANT	610-5-815-6371	\$ 91.20	
27	REC	WATER PLANT	610-5-815-6371	\$ 3,692.40	
28	REC	TRAFIC LIGHT	600-5-810-6371	\$ 3,036.70	
29	REC	SHOP	001-5-230-6371	\$ 136.87	
30	REC	CASINO L/S	001-5-210-6371	\$ 42.74	
31	SCHNOEBELEN INC	UPS	610-5-815-6371	\$ 258.60	\$ 7,345.12
32	SHARON TELEPHONE	CITY HALL	600-5-810-6374	\$ 151.07	
33	SHARON TELEPHONE	FIRE STATION	001-5-650-6373	\$ 168.78	
34	SHARON TELEPHONE	SHOP	002-5-150-6332	\$ 203.78	
35	SHARON TELEPHONE	WWTP	001-5-210-6373	\$ 40.83	
36	SHARON TELEPHONE	WTP	610-5-815-6373	\$ 40.83	
37	VISA	OFFICE- M SOFT	600-5-810-6373	\$ 40.83	\$ 495.05
38	VISA	OFFICE	001-5-650-6506	\$ 30.00	
39	VISA	FD-TRAINING	001-5-650-6506	\$ 50.86	
40	VISA	FD-EMS	002-5-150-6354	\$ 100.00	
41	VISA	YOUTUBE TV	002-5-150-6370	\$ 990.85	
42		<b>TOTAL BILLS</b>	002-5-150-6357	\$ 62.05	\$ 1,233.76
43				\$ 82,680.15	
44					
45	PAID BILLS:				
46	IPERS	CONTRIBUTIONS - 2024 JULY	\$ 4,785.73		
47	1ST NAT'L BANK	HEALTH SAVINGS	\$ 1,125.00		
48	IOWA DEPT OF REVENUE	IOWA W/HOLD - 2024 JULY	\$ 1,073.00		
49	IOWA DEPT OF REVENUE	IOWA SALES TAX - 2024 JULY	\$ 1,399.43		
50	IOWA DEPT OF REVENUE	IOWA WET TAX - 2024 JULY	\$ 1,983.93		
51	IRS	941 TAX DEPOSIT - 2024 JULY	\$ 7,328.74		
52	PAYROLL	PAYROLL - 2024 JULY	\$ 23,789.28		
53	WATER FUND	DEPOSIT RETURN	\$ 51.96		
54	*****	<b>TOTAL PAID BILLS</b>		\$ 41,537.07	
55	*****	<b>TOTAL EXPENDITURES</b>		\$ 124,217.22	
56					
57					
58	<b>EXPENDITURES by FUND</b>				
59	GENERAL FUND		\$ 15,267.44		
60	FIRE DEPARTMENT		\$ 2,743.26		
61	ROAD USE FUND		\$ 650.00		
62	CASINO FUND		\$ 25,650.00		
63	CAPITAL PROJECTS		\$ 28,749.02		
64	WATER FUND		\$ 5,461.86		

65	SEWER FUND		\$	4,158.57		
66	STORM SEWER		\$	-		
67	TOTAL EXPENDITURES		\$	82,680.15		
68						
69						
70						
71	MTD TREASURERS REPORT					
		7/31/2024				
72	GENERAL FUND			REVENUES	EXPENSES	BALANCE
73	FIRE DEPT FUND		\$	24,038.67	\$ 193,507.00	\$ 248,402.20
74	ROAD USE TAX FUND		\$	1,038.62	\$ 17,037.20	\$ 165,298.02
75	LOCAL OPTION SALES TAX		\$	12,061.12	\$ 14,218.00	\$ 104,158.87
76	CASINO REVENUE RUND		\$	15,545.66	\$ -	\$ 63,163.42
77	CAPITAL PROJECTS FUND		\$	181,537.94	\$ 49,975.00	\$ 994,061.46
78	COMMUNITY CENTER FUNDS		\$	-	\$ 3,125.00	\$ 707,418.51
79	WATER FUND		\$	5,956.25	\$ -	\$ 1,375,682.86
80	SEWER FUND		\$	37,594.48	\$ 36,192.94	\$ 90,473.36
81	STORM WATER FUND		\$	36,811.87	\$ 21,044.09	\$ 493,197.54
82	TOTAL		\$	1,632.42	\$ -	\$ 3,260.03
			\$	316,217.03	\$ 335,099.23	\$ 4,245,116.27

# RIVERSIDE FIRE DEPARTMENT

FIRE / RESCUE / EMS / HAZMAT



## July 2024 Update

### **Calls for Service:**

Medicals – 20  
Motor Vehicle Accidents – 2  
Storm Damage Response – 1  
Fire Investigation - 1

**Total calls – 24 calls in July**

### **Training:**

The training for July was over vehicle stabilization and motor vehicle accidents.

**RESA:** The planning for the fall raffle dinner has started. We will have more info in the coming months on this fundraiser.

### **Other News**

The Chief and Deputy Chief attended a meeting with Fire Chiefs, Dispatchers and Sheriffs dept. to discuss operations and communications needs. The Chief and Deputy Chief attended a meeting for EMS as an Essential Service with City Admin Cole. We will have more information on this possible tax revenue in the coming months.

Proudly Serving  
Chief Smothers



# ENGLISH RIVER WATERSHED

511 C Ave. • P.O. Box 1213 • Kalona, IA 52247-1214 • Ph: 319.656.2310

City of Riverside  
60 Greene Street  
Riverside, Iowa 52327

Riverside City Council,

I am writing to express my sincere gratitude on behalf of the English River Watershed for your consideration of the \$7,500 funding request for the English River Watershed. Your support will have a significant impact on our efforts to improve water quality and flood mitigation efforts within the English River Watershed.

The funds will be instrumental in several key areas:

1. **Voluntary Water Quality Testing:** These resources will enable us to conduct regular and thorough voluntary water quality tests, ensuring we can monitor and address any environmental concerns promptly.
2. **Grant Writing:** As new funding opportunities arise, these funds will allow us to apply for additional resources to further our mission and enhance watershed-based projects.
3. **Community Assistance with Iowa DNR Two-Dimensional Base Level Engineering:** We will provide guidance and support to our community in utilizing this advanced tool, empowering them to make informed decisions about floodplain management and other critical issues.
4. **Flood Modeling Assistance:** We will also offer flood modeling assistance with our partners to communities as requested, helping them to understand and mitigate flood risks effectively.
5. **Part-Time Staffing:** The funding will assist in hiring part-time staff as needed, ensuring that we have the necessary human resources to effectively manage and execute our programs.

Additionally, we are actively working on securing State grant funding to update the English River Resiliency and Improvement Plan. With the completion of the Iowa Watershed Approach project and implementation of 358 water quality and flood mitigation projects with 43 landowners on projects in the upper English River Watershed now is the time to evaluate those efforts and their impact. This plan will help us to continuously improve and adapt our strategies and floodplain modeling efforts for a better English River Watershed.

Thank you once again for your thoughtful consideration and support. We look forward to the opportunity to collaborate with you in making a lasting difference in our watershed.

Sincerely,

Ryan Schlabaugh

Chair – English River Watershed





# ENGLISH RIVER WATERSHED

511 C Ave. • P.O. Box 1213 • Kalona, IA 52247-1214 • Ph: 319.656.2310

<b>ENGLISH RIVER WATERSHED</b>	<b>INVOICE</b>
<b>PAYMENT TO:</b> ENGLISH RIVER WATERSHED 511 C AVENUE   PO BOX 1213 KALONA, IOWA 52247 rschlabaugh@cityofkalona.org	<b>INVOICE # 24' /25'</b> <b>DATE 7/8/2024</b>
<b>TO:</b> CITY OF RIVERSIDE 60 GREENE STREET RIVERSIDE, IOWA 52327  <i>11-5-520-6425</i>	<b>FOR ERW Budgeted Commitment</b>

Description	Amount
ENGLISH RIVER WATERSHED – 2024/2025 BUDGETED FISCAL COMMITMENT	\$ 7,500
<b>Total</b>	<b>\$ 7,500</b>

Make all checks payable to ENGLISH RIVER WATERSHED

THANK YOU FOR YOUR COMMITMENT TO THE ENGLISH RIVER WATERSHED

Date: August 13, 2024

To: Riverside Council

From: Jed Wolf & Branden Havens, Operators & Steve Robinette, Region Manager

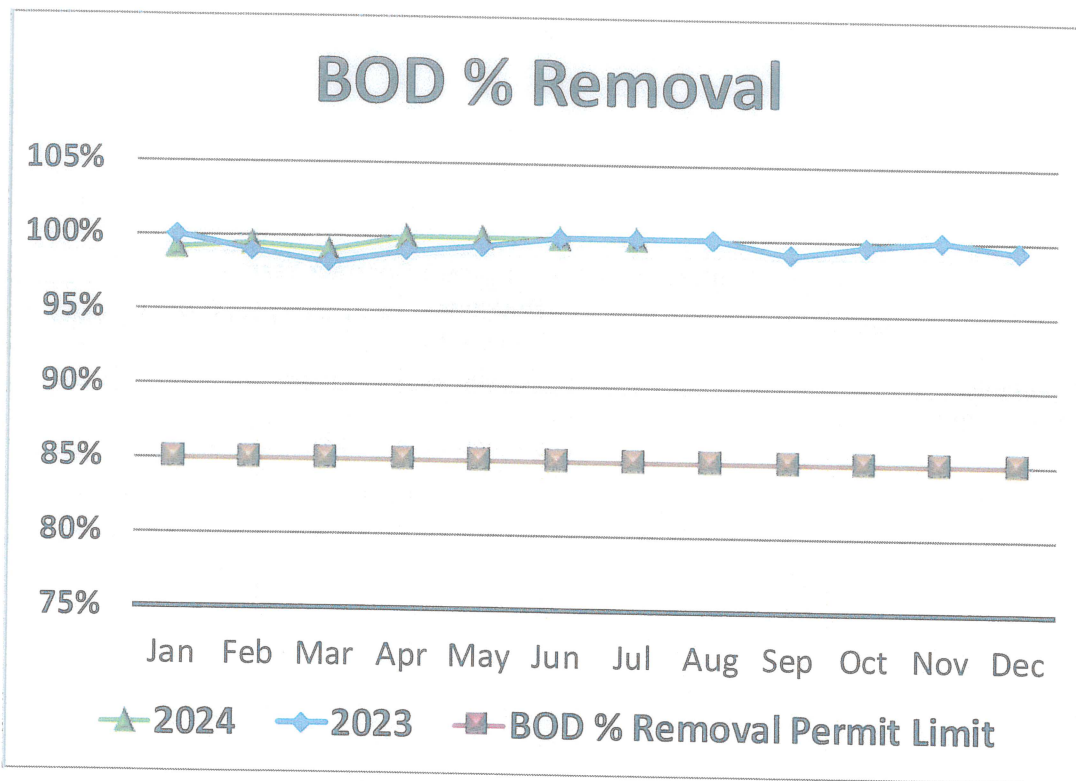
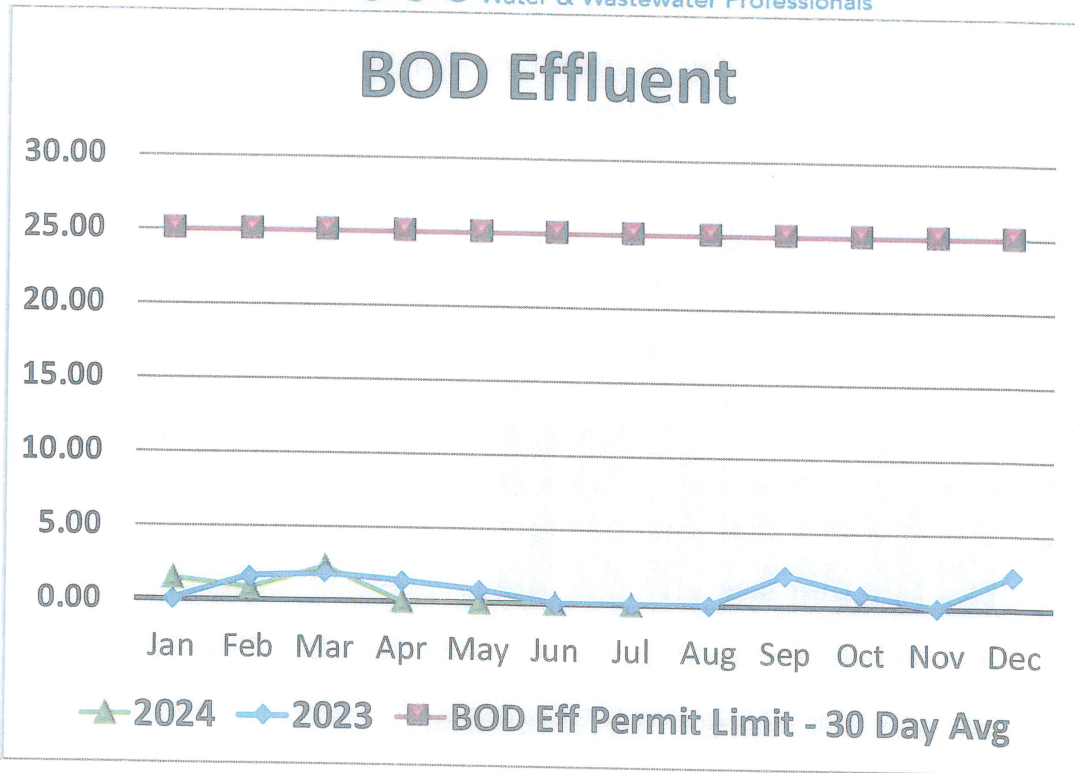
O & M Report: July 2024

## DEADLINE FOR YOU TO COMPLETE THE LEAD SERVICE LINE (LSL) INVENTORY IS OCTOBER 16, 2024

### Water Operation & Maintenance

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- We did some additional Raw water testing to figure out why we were seeing variances in our chlorine residuals. We tested for ammonia since that it is the most likely parameter and discovered Well #7 had 1.17 mg/L and Well #8 had 2.04 mg/L of ammonia. We should have a better idea of what to expect when we change wells and adjust accordingly.
- On 7/11 we changed membranes out on RO#3. Everything went well and leak-checked system once done. For some reason it took several attempts to pass 2 consecutive bacteriological tests, but we did eventually. We are currently using RO#3 alone and using RO#1 to supplement when demand calls for it. We are soliciting quotes to replace membranes for the other 2 skids because those should be replaced as well.
- Well #7 piping was finally repaired. Once the leak was dug up it was obvious that it had been slowly leaking for some time now but only just recently came to the surface. Northway Well contends the original piping and material was wrong which caused the line to buckle over time. Northway installed a stainless-steel fitting coming off the well to the new section of pipe we had to install.
- On 7/15 we discovered the chlorine pump not working. We took the pump apart and discovered the diaphragm hardware had deteriorated beyond repair. We rebuilt the pump with old pump parts and got it running again.



		July-24	June-24	July-23
<b>Water</b>				
	<b>Units</b>			
Total Monthly Pumped	gallons	4,626,000	4,624,000	5,255,000
Average Daily Pumped	gallons	149,230	154,130	169,520
Maximum Daily Pumped	gallons	261,000	222,000	27,100
Minimum Daily Pumped	gallons	91	112	13,000
<b>Chlorine</b>				
Chlorine - Total Avg Residual Plant	mg/L	1.82	2.45	1.51
Chlorine - Total Avg Residual System	mg/L	0.90	1.86	1.31
Chlorine - Minimum Required Residual System	mg/L	0.30	0.30	0.30
Chlorine used	lbs	265.00	158.00	196.00
<b>Iron</b>				
Iron - Avg Raw	mg/L	1.63	1.55	2.11
<b>Polyphosphate</b>				
Polyphosphate - Avg Residual	mg/L	2.53	2.45	3.67
Polyphosphate - Recommended Residual	mg/L	1.5-3.0	1.5-3.0	0.5 - 2.0
Polyphosphate used	lbs	46.00	35.00	92.00
<b>Water Loss</b>				
Water Billed	gallons	3,900,000	3,838,007	3,691,093
Water used in main breaks/hydrant flushing etc...	gallons	0	30,000	250,000
Water used at city buildings	gallons	0	65,000	50,000
Loss	gallons	20%	11%	24%
<b>Wastewater</b>				
<b>BOD</b>				
BOD Influent Avg	mg/L	125	168	208
BOD Effluent Avg	mg/L	0	0.0	0
BOD Eff Permit Limit - 30 Day Avg	mg/L	25	25	25
BOD % Removal	%	100.00%	100.00%	100.00%
BOD % Removal Permit Limit	%	85%	85%	85%
<b>TSS</b>				
TSS Influent Avg	mg/L	97	164	164
TSS Effluent Avg	mg/L	5	5	1
TSS Effluent Permit Limit - 30 Day Avg	mg/L	30	30	30
TSS % Removal	%	0.00%	97.00%	99.40%
TSS % Removal Permit Limit	%	85%	85%	85%
<b>Nitrogen Ammonia</b>				
NA Effluent Avg	mg/L	0	0	0
NA Effluent Permit Limit - 30 Day Avg	mg/L	5	4	5
<b>Influent Flow</b>				
Total Monthly	gallons	5,549,100	5,270,200	5,122,220
Average Daily	gallons	179,003	175,673	165,232
Maximum Daily	gallons	317,000	285,300	540,500
Minimum Daily	gallons	106,600	124,500	85,500
Permit Limit - 30 Day Avg	gallons	444,000	444,000	444,000
Permit Limit - Daily Maximum	gallons	1,425,000	1,425,000	1,425,000

Percent Maintenance Budget  
Spent Year to Date

1%

**RIVERSIDE - JULY '24**

**Water System Chemicals**

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		<b>Total</b>	<b>\$0.00</b>

**Wastewater System Chemicals**

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
		<b>Total</b>	<b>\$0.00</b>

Water System Chemicals	\$0.00
WW System Chemicals	\$0.00
Month Total	\$0.00

Annual Chemical Budget	\$30,080.00
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Total Chemical Dollars Spent Year to Date	\$0.00
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Percent Chemical Budget Spent Year to Date	0%
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Maintenance Month Total	\$217.22
Chemical Month Total	\$0.00
Month Total	\$217.22

Annual Budget	\$55,146.00
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Total Spent Year to Date	\$217.22
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Percent Budget Spent Year to Date	0%
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**RESOLUTION #2024-XX**

**RESOLUTION APPROVING THE PURCHASE OF PH & CONDUCTIVITY PROBES FOR THE WATER TREATMENT PLANT**

**Whereas**, the City of Riverside City Council at the recommendation of PeopleService, Inc, to approve replace the pH and Conductivity Probes at the Water Treatment Plant

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the proposal from \_\_\_\_\_ in the amount of \$ \_\_\_\_\_.

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

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

Ayes:

Nays:

Absents:

**Passed and approved** by the City Council of Riverside, Iowa and approved this 19<sup>TH</sup> day of August, 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk

WTP pH + Conductivity Meters / Probes

PeopleService Project Expense Worksheet  
Riverside, Iowa

Total Project Costs:

Start Date:

Projected Finish Date:

3 Estimates:  Yes  No

Equipment  Installation  Freight Charges  Professional Services  Supplies

Vendor	Item	Category	Expected Delivery	Cost	Notes
Hach	2 analyzers, 2 pH probes + 2 conduct. probes	Equip	4 weeks 60 days	14,728.50	Equipment only
<del>Electric Pump</del>	<del>Electrical Controls</del>	Prof. Svs.		2,000.00	<del>Run Power</del> SCADA 4-20 mA
Lino	Install	Install		1,000.00	Mount + Install
ESCO	Electrical	Prof. Svs.		2,000.00	19,728.50
Electric Pump	1 analyzer, 2 pH probes + 2 cond probes	Equip	90 days	23,773.46	Equip Only
	<del>Electrical Controls</del>	Prof. Svs.		2,000.00	<del>Run Power</del> SCADA 4-20 mA
	Install	Install		1,000.00	Mount + Install
Esco	Electrical	Prof. Svs.		2,000.00	28,773.46

Project Milestones: (add more if necessary)

- 1.)
- 2.)
- 3.)
- 4.)
- 5.)

Engineer Approved: Y/N City Admin Approved: Y/N Mayor Approved: Y/N City Council Approved: Y/N

Under \$1500

\$1500-\$3000

\$3000 or more

WTP pH + conductivity Mkr / Probers  
Cont.....

PeopleService Project Expense Worksheet  
Riverside, Iowa

Total Project Costs:

Start Date:

Projected Finish Date:

3 Estimates:  Yes  No

Equipment     Installation     Freight Charges     Professional Services     Supplies

Vendor	Item	Category	Expected Delivery	Cost	Notes
LINO	1 analyzer 2 PH probes + 2 cond probe Run 4-20mA	Equip., Install, Freight, Prof serv.	2-3 weeks	11,705.00	Equip, install & training
				<del>11,705.00</del>	<del>Prof Serv</del>
Esco	Run conduit & wire			2,000.00	13,705.00

Project Milestones: (add more if necessary)

- 1.)
- 2.)
- 3.)
- 4.)
- 5.)

Engineer Approved: Y/N    City Admin Approved: Y/N    Mayor Approved: Y/N    City Council Approved: Y/N

Under \$1500

\$1500-\$3000

\$3000 or more





Organized Water

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

Customer Bill To Address	Site Address
Peoples Service/ Riverside Iowa 60 N Greene ST Riverside, IA 52327	City of Riverside 3126 Hwy 22 PO Box 299 Riverside, IA 52327

## Quotation

Quote Date	Reference Number
1/31/2024	2367

Contact	Phone Number	Service Schedule	REP	Account Number
Steve Robinette	515-202-9028		AA	PS23117

Project
RIVERSIDE PH/COND

RIVERSIDE PH/COND
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*2 year Warranty*

Item	LOCATION	Description	Qty
HydroACT4+pH3 w/Temp Se...	RIVERSIDE	Includes pH2 with temperature probe, color graphical display and datalogging, one analog output, 20' cable, HA4 analyzer 1 year warranty, pH2 probe life expectancy 12 months with 90 day warranty. Does not include flow cell. Options: Sensor/Analog Inputs (4 max), 4-20mA Outputs (4 max), Relays (8 max), Digital Inputs (8 max), Control Loops (4 max), Digital Comms	1
pH2 w/ Temp Sensor	RIVERSIDE	** FOUR INPUT CONTROLLER INCLUDES ONE Ph PROBE - THREE ADDITIONAL INPUTS FOR (2) CONDUCTIVITY AND A Ph PROBE **  General Purpose. *Sensor bundles include: 1 sensor input, 1 analog output, 20 ft cable. Does not include flow chamber or mounting hardware.	1
CONDUCTIVITY PROBE	RIVERSIDE	Includes sensor input and analog output. Does not include a flow cell. Specify the required range when ordering: K=1 (0-1000 uS/cm), Over Range 5000 uS/cm).	2

Price Includes Delivery - Installation and Training



Organized Water

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

Customer Bill To Address	Site Address
Peoples Service/ Riverside Iowa 60 N Greene ST Riverside, IA 52327	City of Riverside 3126 Hwy 22 PO Box 299 Riverside, IA 52327

## Quotation

Quote Date	Reference Number
1/31/2024	2367

Contact	Phone Number	Service Schedule	REP	Account Number
Steve Robinette	515-202-9028		AA	PS23117

Project
RIVERSIDE PH/COND

RIVERSIDE PH/COND
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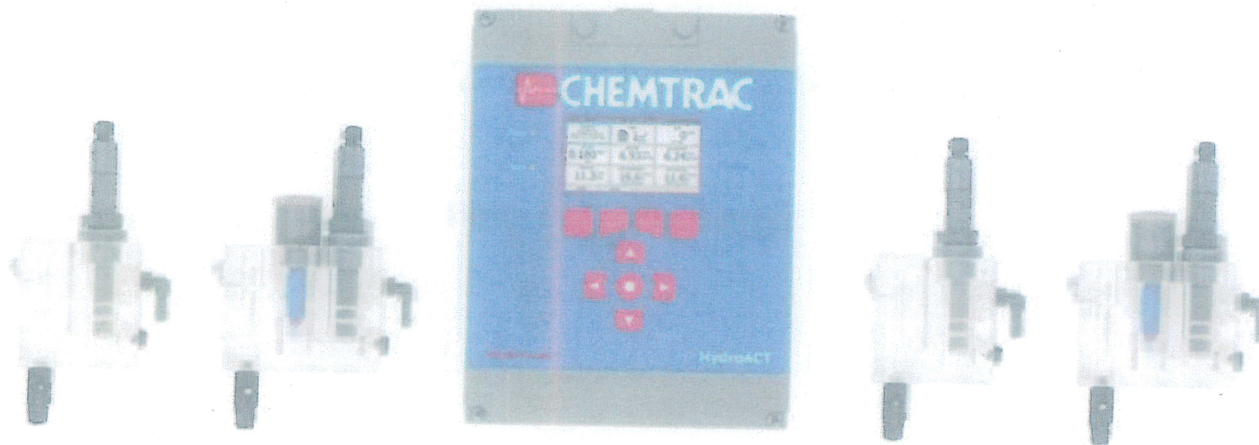
Item	LOCATION	Description	Qty
FLOW CELL CT	RIVERSIDE	Main Flow Chamber for PH Probe and Conductivity #1	2
ADD FLOWCELL CT	RIVERSIDE	Additional Flow Cell for pH and Conductivity #2	2
Installation	RIVERSIDE	Installation, Calibration, and Verification of (4) Flow Cells, (2) Ph Probes, (2) Conductivity Probes, Color Contoller, 4- 20 mA outputs to SCADA. Adjust scaling to match SCADA.  ONSITE OPERATOR ORIENTATION AND TRAINING - INCLUDED	1
Price Includes Delivery - Installation and Training			<b>\$11,705.00</b>

# HydroACT Multiparameter Analyzer



## ANALYZER. CONTROLLER. TRANSMITTER.

The HydroACT analyzer offers a wide range of customizable capabilities to suit any user's requirements: from a basic analyzer with a single sensor and analog output to a more comprehensive solution consisting of a controller with multiple sensors, several chemical feed control outputs, and digital communications (Modbus or PROFIBUS). Other optional features include analog and digital I/O, data logging, and remote access over LAN or GSM modem. The versatility of the HydroACT platform helps ensure a more affordable and flexible solution by allowing the user to purchase only the specific hardware and firmware components that they actually need while allowing for upgrades to be performed at a later time if application requirements happen to change. The HydroACT analyzer is available in three versions. Each version offers different levels of I/O capability.





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Date Due: 6/13/2024

B COR111  
 I CITY OF RIVERSIDE  
 L PO BOX 188  
 L RIVERSIDE, IA 52327-0188  
 T US  
 O

S CITY OF RIVERSIDE  
 H PO BOX 188  
 I TAG: WTP PH & CONDUCT EQUIP  
 P RIVERSIDE, IA 52327-0188  
 T US  
 O

Accepted By: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 PO#: \_\_\_\_\_  
 Ship To: \_\_\_\_\_

ATTENTION:  
 STEVE ROBINETTE

SROBINETTE@PEOPLESERVICE.COM

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

TERMS: NET 30

CUSTOMER REF/PO#		JOB TITLE	SLP	SHIPPING TYPE
YOKO PH&CONDUCT		WATER TREATMENT PLANT, CONTROLS	ZJG/JDG	BEST WAY
QTY	UM	PART DESCRIPTION		

2.00 EA FLXA402-A-B-AD-P1-NN-

PH TRANSMITTER  
 SPECS:

YOKOGAWA LIQUID ANALYZER, COLOR TOUCH SCREEN DISPLAY, PANEL MOUNT  
 120VAC POWER  
 CAST ALUMINUM NEMA 4X HOUSING  
 GENERAL PURPOSE  
 INPUT 1: PH/ORP  
 INPUT 2: NONE  
 (2) 4-20MA OUTPUTS, HART ON AO1, (1) DI  
 (4) SPDT RELAY OUTPUTS  
 NO BLUETOOTH  
 NO COMMUNICATIONS  
 ENGLISH  
 ALWAYS  
 UNIVERSAL MOUNTING KIT

*1 Year warranty  
 Yokogawa brand  
 No install or wiring  
 Includes freight  
 + travel*

2.00 EA FU20-05-T1-NPT

PH/ORP SENSOR  
 SPECS:

YOKOGAWA UNIVERSAL PH/ORP SENSOR, 0-14PH, PPS 40GF BODY  
 MATERIAL, 3/4" TAPERED THREADS ON BODY  
 5.0 METER INTEGRAL CABLE  
 PT1000 RTD TEMPERATURE SENSOR  
 DOME SHAPED GLASS

2.00 EA K1547PK

PH SENSOR ADAPTER  
 SPECS:

MOUNTING ADAPTER FOR FU20 PH/ORP SENSOR, 316LSS, 1.0" NPT PROCESS  
 CONNECTION



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2.00 EA FLXA402-A-B-AD-C5-NN  
CONDUCTIVITY TRANSMITTER  
SPECS:  
  
LIQUID ANALYZER, COLOR TOUCH SCREEN DISPLAY, PANEL MOUNT  
120VAC POWER  
CAST ALUMINUM NEMA 4X HOUSING  
GENERAL PURPOSE  
INPUT 1: INDUCTIVE CONDUCTIVITY  
INPUT 2: NONE  
(2) 4-20MA OUTPUTS, HART ON AO1  
(4) SPDT RELAY OUTPUTS  
NO BLUETOOTH  
NO COMMUNICATIONS  
ENGLISH  
UNIVERSAL MOUNTING KIT

2.00 EA ISC40G-GG-T1-05  
CONDUCTIVITY SENSOR  
SPECS:  
  
INDUCTIVE CONDUCTIVITY SENSOR, GENERAL PURPOSE,  
CELL CONSTANT: 1.88/CM, MEASURING RANGE: 0-2000 MS/CM  
GENERAL MODEL, GLASS-LOADED PEEK  
1000 OHM PLATINUM RTD  
5.0 METER INTEGRAL CABLE

2.00 EA ISC40FS-SCSA  
CONDUCTIVITY FLOW ASSEMBLY  
SPECS:  
  
INDUCTIVE CONDUCTIVITY FLOW SUB-ASSEMBLY  
STAINLESS STEEL (SS)  
SCREW IN COUPLING 2"  
NPT THREAD  
150°C (302°F)  
10 BAR (150 PSI) AT OPERATING TEMPERATURE  
  
EQUIPMENT LEAD TIME: 4-5 WEEKS  
WARRANTY: 1-YEAR  
  
TRAVEL  
TRIP CHARGE  
  
EL  
ELECTRICAL LABOR



QUOTATION		
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This quote is subject to and incorporates by reference Electric Pump's Terms & Conditions and Customer Warranty available at [www.electricpump.com](http://www.electricpump.com) which will be provided by email upon written request. Buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Electric Pump's website.

**CREDIT CARD PAYMENTS OVER \$5,000 ARE SUBJECT TO AN ADDITIONAL 3% CONVENIENCE FEE.**

**TOTAL: \$23,773.46**

4280 E 14th Street Des Moines, IA 50313-2604  
201 4th Ave SW New Prague, MN 56071-2347

\*  
\*

Telephone 515-265-2222  
Telephone 952-758-6600

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



Be Right™

# Quotation

**Quote Number: 101059762v2**  
Use quote number at time of order to ensure that you receive prices quoted

Hach  
PO Box 608  
Loveland, CO 80539-0608  
Phone: (800) 227-4224  
Email: quotes@hach.com  
Website: www.hach.com

Quote Date: 25-Jun-2024

Quote Expiration: 24-Aug-2024

*- Doesn't include install + wiring  
- Doesn't include freight  
- 1 year warranty?*

CITY OF RIVERSIDE  
PO BOX 188  
RIVERSIDE, IA 52327-0188

Name: Steve Robinette  
Phone: 515-202-9028  
Email: srobinette@peopleservice.com

Customer Account Number : 168154

Sales Contact: Mohammed Bekkour Email: mohammed.bekkour@hach.com Phone: 224-234-9123

## PRICING QUOTATION

Line	Part Number	Description	Qty	Unit Price	Extended Price
1	3433B8A	General Purpose Contacting Conductivity Sensor, PPS Body, Low Conductivity (k=0.5). Standard lead time 3 days.	2	718.00	1,436.00
2	MH576N3MZ	Union Mounting Hardware Assembly for 3433-series Sensors. Standard lead time 10 days.	2	302.00	604.00
3	WRTUPGCOND	WarrantyPlus Service Agreement includes: One start-up OR one PM/Calibration on site per year; all parts, labor, and travel for on-site, factory recommended maintenance (including required parts), unlimited technical support calls, and free firmware updates.	2	243.00	486.00
4	LXV525.99AA1511	SC4500 Controller, Claros-enabled, 5x mA Output, 1 digital Sensor, 1 analog pH/ORP, 100-240 VAC, without power cord. Standard lead time 15 days.	2	3,484.00	6,968.00
5	WRTUPGSC4500	WarrantyPlus Partnership provides full coverage, including parts, labor, and travel for instrument startup or one preventative maintenance visit, and on-site repairs with priority status.	2	293.00	586.00
6	DPD1P1	pHD sc: Digital pH sensor with glass differential electrode, sc compatibility, PEEK®, Convertible Mount. Standard lead time 3 days.	2	1,574.00	3,148.00
7	6131300	CPVC Union Mount for Hach pHD Sensor. Standard lead time 3 days.	2	515.00	1,030.00
		WarrantyPlus Service Agreement includes: One start-up OR one PM/Calibration			

Line	Part Number	Description	Qty	Unit Price	Extended Price
8	WRTUPGGLPHORP	on site per year; all parts, labor, and travel for on-site, factory recommended maintenance (including required parts), unlimited technical support calls, and free firmware updates.	1	273.00	273.00
9	LXZ525.99.B0001	SC4500 Power Cord Kit, EU plug. Standard lead time 30 days.	2	98.75	197.50
Grand Total					\$ 14,728.50

## TERMS OF SALE

**Freight:** Ground Prepay and Add

**FCA:** Hach's facility

**ALL LEAD TIMES ARE ESTIMATED AND NOT GUARANTEED.**

All purchases of Hach Company products and/or services are expressly and without limitation subject to Hach Company's Terms & Conditions of Sale ("Hach TCS"), incorporated herein by reference and published on Hach Company's website at [www.hach.com/terms](http://www.hach.com/terms). Hach TCS are contained directly and/or by reference in Hach's offer, order acknowledgment, and invoice documents. The first of the following acts constitutes an acceptance of Hach's offer and not a counteroffer and creates a contract of sale "Contract" in accordance with the Hach TCS: (i) Buyer's issuance of a purchase order document against Hach's offer; (ii) acknowledgement of Buyer's order by Hach; or (iii) commencement of any performance by Hach pursuant to Buyer's order. Provisions contained in Buyer's purchase documents (including electronic commerce interfaces) that materially alter, add to or subtract

from the provisions of the Hach TCS are not part of the Contract.

Due to International regulations, a U.S. Department of Commerce Export License may be required. Hach reserves the right to approve specific shipping agents. Wooden boxes suitable for ocean shipment are extra. Specify final destination to ensure proper documentation and packing suitable for international transport. In addition, Hach may require: 1). A statement of intended end-use; 2). Certification that the intended end-use does not relate to proliferation of weapons of mass destruction (prohibited nuclear end use, chemical / biological weapons, missile technology); and 3). Certification that the goods will not be diverted contrary to U.S. and/or applicable laws in force in Buyer's jurisdiction.

**ORDER TERMS:**

Terms are Subject to Credit Review

In order for Hach to process the order as quickly as possible, please provide the following information.

- Complete Billing address.
- Complete Shipping address.
- Part numbers and quantities of items being ordered.
- Please reference the quotation number on your purchase order

If the order is over \$25,000 Hach will also require the following additional information.

- Pricing
- Purchase Order Number
- Freight terms and INCO term FOB Origin or FCA Shipping Point
- Required delivery date
- Vendor name should specify "Hach Company" with the Loveland address:
  - o Hach, PO Box 389, Loveland, CO 80539
- Credit terms of payment. Default payment terms are Net 30.
- Indicate if order needs to ship complete or if it can ship partial.
- Tax status
- Special invoicing instructions

Sales tax is not included on quote. Applicable sales tax will be added to the invoice based on the U.S. destination, if applicable provide a resale/exemption certificate. Shipments will be prepaid and added to invoices unless otherwise specified.

Equipment quoted operates with standard U.S. supply voltage.

Hach standard terms and conditions apply to all sales.

Additional terms and conditions apply to orders for service partnerships.

Prices do not include delivery of product. Reference attached Freight Charge Schedule and Collect Handling Fees.

This Quote is good for a one time purchase

Virtual and/or on-site training must be scheduled/completed within 30 days of order, or the price will be subject to change.

**Sales Contact:**

**Name:** Mohammed Bekkour  
**Title:** Inside Sales Representative  
**Phone:** 224-234-9123  
**Email:** mohammed.bekkour@hach.com





**HACH COMPANY**

**Headquarters**  
 P.O. Box 389  
 5600 Lindbergh Drive  
 Loveland, CO 80539-0389

**Purchase Orders**  
 PO Box 608  
 Loveland, CO 80539-0608

**WebSite:** www.hach.com

**U.S.A.**  
 Phone: 800-227-4224  
 Fax: 970-669-2932  
 E-Mail: orders@hach.com  
 quotes@hach.com  
 techhelp@hach.com

**Export**  
 Phone: 970-669-3050  
 Fax: 970-461-3939  
 Email: intl@hach.com

**Remittance**  
 2207 Collections Center Drive  
 Chicago, IL 60693

**Wire Transfers**  
 Bank of America  
 231 S. LaSalle St.  
 Chicago, IL 60604  
 Account: 8765602385  
 Routing (ABA): 071000039

Quotation Addendum

**ADVANTAGES OF WORKING WITH HACH**

<b>Hach Service</b>	<b>Pick&amp;Ship™</b>	<b>Technical Support</b>
<p><i>Protect your investment &amp; peace of mind</i></p> <ul style="list-style-type: none"> <li>✓ A global partner who understands your needs</li> <li>✓ Delivers timely, high-quality service you can trust</li> <li>✓ Provides team of unique experts to help you maximize instrument uptime</li> <li>✓ Ensure data integrity</li> <li>✓ Maintain operational stability</li> <li>✓ Reduce compliance risk</li> </ul> <p>www.hach.com/service-contracts</p>	<p><i>Pick&amp;Ship™ Program offers a better way to keep your supplies in stock</i></p> <ul style="list-style-type: none"> <li>✓ <b>Convenience</b> of one purchase order for the entire year</li> <li>✓ <b>Flexibility</b> to change, cancel or create new orders</li> <li>✓ <b>Savings</b> from locking in prices &amp; thus avoiding price surges and rush charges</li> <li>✓ <b>Peace of mind</b> with automatic, reliable shipments just as you need them</li> </ul> <p>www.Hach.com/pickandship</p>	<p><i>Provides post-sale instrumentation and application support</i></p> <ul style="list-style-type: none"> <li>✓ Hach's highly skilled Technical Support staff is dedicated to helping you resolve technical issues before, during and after the sale.</li> <li>✓ Available via phone, e-mail, or live online chat at Hach.com!</li> <li>✓ Fast access to answers at <a href="https://support.hach.com">https://support.hach.com</a></li> <li>✓ Toll-free phone: 800-227-4224</li> <li>✓ E-mail: techhelp@hach.com</li> </ul> <p>www.Hach.com</p>

**ADVANTAGES OF SIMPLIFIED SHIPPING AND HANDLING**

<b>Safe &amp; Fast Delivery</b>	<b>Save Time – Less Hassle</b>	<b>Save Money</b>
<ul style="list-style-type: none"> <li>✓ Receive tracking numbers on your order acknowledgement</li> <li>✓ Hach will assist with claims if an order is lost or damaged in shipment</li> </ul>	<ul style="list-style-type: none"> <li>✓ No need to set up deliveries for orders or to schedule pickup</li> <li>✓ Hach ships order as product is available, at no additional charge, when simplified shipping and handling is used.</li> </ul>	<ul style="list-style-type: none"> <li>✓ No additional invoice to process – save on time and administrative costs</li> <li>✓ Only pay shipping once, even if multiple shipments are required</li> </ul>

<b>STANDARD SIMPLIFIED SHIPPING AND HANDLING CHARGES 1, 2, 3, 4</b>						<b>Collect 4</b>
Total Price of Merchandise Ordered	Standard Surface (Mainland USA)	Second Day Delivery (Mainland USA)	Next Day Delivery (Mainland USA)	Second Day Delivery (Alaska & Hawaii)	Next Day Delivery (Alaska & Hawaii)	
\$0.00 - \$49.99	\$10.00	\$25.01	\$46.64	\$40.14	\$76.30	<b>Effective 6/3/2023</b> \$8.00
\$50.00 - \$149.99	\$12.00	\$35.37	\$66.74	\$50.72	\$96.42	
\$150.00 - \$349.99	\$14.00	\$37.35	\$76.08	\$51.51	\$98.85	
\$350.00 - \$649.99	\$16.00	\$41.84	\$83.20	\$52.30	\$101.27	
\$650.00 - \$949.99	\$16.00	\$50.69	\$104.55	\$61.58	\$119.19	
\$950.00 - \$1,999.99	\$28.00	\$59.54	\$125.90	\$70.86	\$137.10	
\$2,000.00 - \$3,999.99	\$28.00	\$73.62	\$153.60	\$84.76	\$164.64	
\$4,000.00 - \$5,999.99	\$50.00	\$87.69	\$181.30	\$98.66	\$192.18	
\$6,000.00 - \$7,999.99	\$60.00	\$101.39	\$209.64	\$110.51	\$213.06	
\$8,000.00 - \$9,999.99	\$90.00	\$151.46	\$295.96	\$162.06	\$307.35	
Over \$10,000	1.0% of Net Order Value	1.8% of Net Order Value	2.8% of Net Order Value	1.8% of Net Order Value	2.8% of Net Order Value	

- Shipping & Handling charges shown are only applicable to orders billing and shipping to U.S. destinations. Shipping & Handling charges will be prepaid and added to invoice. Shipping & Handling for the Pick&Ship Program is charged on each shipment release and is based on the total price of each shipment release. Shipping & Handling charges are subject to change without notice.
  - Additional Shipping & Handling charges will be applied to orders containing bulky and/or especially heavy orders. Refrigerated and all weather Samplers do not qualify for simplified Shipping & Handling charges, and are considered heavy products. Dissolved Oxygen Sensors can be damaged if exposed to temps below freezing, causing sensor failure. Must be shipped over night or 2nd day air during the cold weather months.
  - Orders shipping to Alaska or Hawaii: Additional Shipping & Handling charges may be applied at time of order processing. Second Day and Next Day delivery is not available to all destinations.
  - Hach Company will assess a collect handling fee on orders with collect shipping terms. This handling fee covers the additional costs that Hach Company incurs from processing and managing collect shipments.
- Due to variations in component characteristics, regulatory transportation requirements and/or associated shipping and handling costs, individual kit components may or may not be packaged together in a single carton at time of final packaging and shipping.

**SALES TAX**

Sales Tax is not included in the attached quotation. Applicable sales and usage taxes will be added to your invoice, at the time of order, based on U.S. destination of goods, unless a valid resale/exemption certificate for destination state is provided to the above address or fax number, attention of the Tax Dept.

## TERMS & CONDITIONS OF SALE FOR HACH COMPANY PRODUCTS AND SERVICES

This document sets forth the Terms & Conditions of Sale for goods manufactured and/or supplied, and services provided, by Hach Company of Loveland, Colorado ("Hach") and sold to the original purchaser thereof ("Buyer"). Unless otherwise specifically stated herein, the term "Hach" includes only Hach Company and none of its affiliates. Unless otherwise specifically stated in a previously-executed written purchase agreement signed by authorized representatives of Hach and Buyer, these Terms & Conditions of Sale establish the rights, obligations and remedies of Hach and Buyer which apply to this offer and any resulting order or contract for the sale of Hach's goods and/or services ("Products").

1. **APPLICABLE TERMS & CONDITIONS:** These Terms & Conditions of Sale are contained directly and/or by reference in Hach's offer, order acknowledgment, and invoice documents. The first of the following acts constitutes an acceptance of Hach's offer and not a counteroffer and creates a contract of sale ("Contract") in accordance with these Terms & Conditions: (i) Buyer's issuance of a purchase order document against Hach's offer; (ii) acknowledgement of Buyer's order by Hach; or (iii) commencement of any performance by Hach pursuant to Buyer's order. Provisions contained in Buyer's purchase documents (including electronic commerce interfaces) that materially alter, add to or subtract from the provisions of these Terms & Conditions of Sale are not a part of the Contract.

2. **CANCELLATION:** Buyer may cancel goods orders subject to fair charges for Hach's expenses including handling, inspection, restocking, freight and invoicing charges as applicable, provided that Buyer returns such goods to Hach at Buyer's expense within thirty (30) days of delivery and in the same condition as received. Buyer may cancel service orders on ninety (90) day's prior written notice and refunds will be prorated based on the duration of the service plan. Inspections and re-instatement fees may apply upon cancellation or expiration of service programs. Seller may cancel all or part of any order prior to delivery without liability if the order includes any Products that Seller determines may not comply with export, safety, local certification, or other applicable compliance requirements.

3. **DELIVERY:** Delivery will be accomplished FCA Hach's facility located in Ames, Iowa or Loveland, Colorado, United States (Incoterms 2010). Legal title and risk of loss or damage pass to Buyer upon transfer to the first carrier. Hach will use commercially reasonable efforts to deliver the Products ordered herein within the time specified on the face of this Contract or, if no time is specified, within Hach's normal lead-time necessary for Hach to deliver the Products sold hereunder. Upon prior agreement with Buyer and for an additional charge, Hach will deliver the Products on an expedited basis. Standard service delivery hours are 8 am – 5 pm Monday through Friday, excluding holidays.

4. **INSPECTION:** Buyer will promptly inspect and accept any Products delivered pursuant to this Contract after receipt of such Products. In the event the Products do not conform to any applicable specifications, Buyer will promptly notify Hach of such nonconformance in writing. Hach will have a reasonable opportunity to repair or replace the nonconforming product at its option. Buyer will be deemed to have accepted any Products delivered hereunder and to have waived any such nonconformance in the event such a written notification is not received by Hach within thirty (30) days of delivery.

5. **PRICES & ORDER SIZES:** All prices are in U.S. dollars and are based on delivery as stated above. Prices do not include any charges for services such as insurance; brokerage fees; sales, use, inventory or excise taxes; import or export duties; special financing fees; VAT, income or royalty taxes imposed outside the U.S.; consular fees; special permits or licenses; or other charges imposed upon the production, sale, distribution, or delivery of Products. Buyer will either pay any and all such charges or provide Hach with acceptable exemption certificates, which obligation survives performance under this Contract. Hach reserves the right to establish minimum order sizes and will advise Buyer accordingly.

6. **PAYMENTS:** All payments must be made in U.S. dollars. For Internet orders, the purchase price is due at the time and manner set forth at [www.hach.com](http://www.hach.com). Invoices for all other orders are due and payable NET 30 DAYS from date of the invoice without regard to delays for inspection or transportation, with payments to be made by check to Hach at the above address or by wire transfer to the account stated on the front of Hach's invoice, or for customers with no established credit, Hach may require cash or credit

card payment in advance of delivery. In the event payments are not made or not made in a timely manner, Hach may, in addition to all other remedies provided at law, either: (a) declare Buyer's performance in breach and terminate this Contract for default; (b) withhold future shipments until delinquent payments are made; (c) deliver future shipments on a cash-with-order or cash-in-advance basis even after the delinquency is cured; (d) charge interest on the delinquency at a rate of 1-1/2% (one and one half percent) per month or the maximum rate permitted by law, if lower, for each month or part thereof of delinquency in payment plus applicable storage charges and/or inventory carrying charges; (e) repossess the Products for which payment has not been made; (f) recover all costs of collection including reasonable attorney's fees; or (g) combine any of the above rights and remedies as is practicable and permitted by law. Buyer is prohibited from setting off any and all monies owed under this from any other sums, whether liquidated or not, that are or may be due Buyer, which arise out of a different transaction with Hach or any of its affiliates. Should Buyer's financial responsibility become unsatisfactory to Hach in its reasonable discretion, Hach may require cash payment or other security. If Buyer fails to meet these requirements, Hach may treat such failure as reasonable grounds for repudiation of this Contract, in which case reasonable cancellation charges shall be due Hach. Buyer grants Hach a security interest in the Products to secure payment in full, which payment releases the security interest but only if such payments could not be considered an avoidable transfer under the U.S. Bankruptcy Code or other applicable laws. Buyer's insolvency, bankruptcy, assignment for the benefit of creditors, or dissolution or termination of the existence of Buyer, constitutes a default under this Contract and affords Hach all the remedies of a secured party under the U.C.C., as well as the remedies stated above for late payment or non-payment. See [§20](#) for further wire transfer requirements.

7. **LIMITED WARRANTY:** Hach warrants that Products sold hereunder will be free from defects in material and workmanship and will, when used in accordance with the manufacturer's operating and maintenance instructions, conform to any express written warranty pertaining to the specific goods purchased, which for most Hach instruments is for a period of twelve (12) months from delivery. Hach warrants that services furnished hereunder will be free from defects in workmanship for a period of ninety (90) days from the completion of the services. Parts provided by Hach in the performance of services may be new or refurbished parts functioning equivalent to new parts. Any non-functioning parts that are repaired by Hach shall become the property of Hach. No warranties are extended to consumable items such as, without limitation, reagents, batteries, mercury cells, and light bulbs. **All other guarantees, warranties, conditions and representations, either express or implied, whether arising under any statute, law, commercial usage or otherwise, including implied warranties of merchantability and fitness for a particular purpose, are hereby excluded.** The sole remedy for Products not meeting this Limited Warranty is replacement, credit or refund of the purchase price. This remedy will not be deemed to have failed of its essential purpose so long as Hach is willing to provide such replacement, credit or refund.

8. **INDEMNIFICATION:** Indemnification applies to a party and to such party's successors-in-interest, assignees, affiliates, directors, officers, and employees ("Indemnified Parties"). Hach is responsible for and will defend, indemnify and hold harmless the Buyer Indemnified Parties against all losses, claims, expenses or damages which may result from accident, injury, damage, or death due to Hach's breach of the Limited Warranty. Buyer is responsible for and will defend, indemnify and hold harmless the Hach Indemnified Parties against all losses, claims, expenses or damages which may result from accident, injury, damage, or death due to negligence, misuse or misapplication of any goods or services, violations of law, or the breach of any provision of this Contract by the Buyer, its affiliates, or those employed by, controlled by or in privity with them. Buyer's workers' compensation immunity, if any, does not preclude or limit its indemnification obligations.

9. **PATENT PROTECTION:** Subject to all limitations of liability provided herein, Hach will, with respect to any Products of Hach's design or manufacture, indemnify Buyer from any and all damages and costs as finally determined by a court of competent jurisdiction in any suit for infringement of any U.S. patent (or European patent for Products that Hach sells to Buyer for end use in a member state of the E.U.) that has issued as of the delivery date, solely by reason of the sale or normal use of any Products sold to Buyer hereunder and from reasonable expenses incurred by Buyer in defense of such suit if Hach does not undertake the defense thereof, provided that Buyer promptly notifies



## TERMS AND CONDITIONS OF SALE FOR HACH® PRODUCTS

Hach of such suit and offers Hach either (i) full and exclusive control of the defense of such suit when Products of Hach only are involved, or (ii) the right to participate in the defense of such suit when products other than those of Hach are also involved. Hach's warranty as to use patents only applies to infringement arising solely out of the inherent operation of the Products according to their applications as envisioned by Hach's specifications. In case the Products are in such suit held to constitute infringement and the use of the Products is enjoined, Hach will, at its own expense and at its option, either procure for Buyer the right to continue using such Products or replace them with non-infringing products, or modify them so they become non-infringing, or remove the Products and refund the purchase price (prorated for depreciation) and the transportation costs thereof. The foregoing states the entire liability of Hach for patent infringement by the Products. Further, to the same extent as set forth in Hach's above obligation to Buyer, Buyer agrees to defend, indemnify and hold harmless Hach for patent infringement related to (x) any goods manufactured to the Buyer's design, (y) services provided in accordance with the Buyer's instructions, or (z) Hach's Products when used in combination with any other devices, parts or software not provided by Hach hereunder.

10. TRADEMARKS AND OTHER LABELS: Buyer agrees not to remove or alter any indicia of manufacturing origin or patent numbers contained on or within the Products, including without limitation the serial numbers or trademarks on nameplates or cast, molded or machined components.

11. SOFTWARE AND DATA. All licenses to Hach's separately-provided software products are subject to the separate software license agreement(s) accompanying the software media and/or included as an Appendix to these Terms & Conditions of Sale. Except to the extent such express licenses conflict with the remainder of this paragraph, the following also applies relative to Hach's software: Hach grants Buyer only a personal, non-exclusive license to access and use the software provided by Hach with Products purchased hereunder solely as necessary for Buyer to enjoy the benefit of the Products. A portion of the software may contain or consist of open source software, which Buyer may use under the terms and conditions of the specific license under which the open source software is distributed. Buyer agrees that it will be bound by all such license agreements. Title to software remains with the applicable licensor(s). In connection with Buyer's use of Products, Hach may obtain, receive, or collect data or information, including data produced by the Products. In such cases, Buyer grants Hach a non-exclusive, worldwide, royalty-free, perpetual, non-revocable license to use, compile, distribute, display, store, process, reproduce, or create derivative works of such data, or to aggregate such data for use in an anonymous manner, solely to facilitate marketing, sales and R&D activities of Hach and its affiliates.

12. PROPRIETARY INFORMATION; PRIVACY: "Proprietary Information" means any information, technical data or know-how in whatever form, whether documented, contained in machine readable or physical components, mask works or artwork, or otherwise, which Hach considers proprietary, including but not limited to service and maintenance manuals. Buyer and its customers, employees and agents will keep confidential all such Proprietary Information obtained directly or indirectly from Hach and will not transfer or disclose it without Hach's prior written consent, or use it for the manufacture, procurement, servicing or calibration of Products or any similar products, or cause such products to be manufactured, serviced or calibrated by or procured from any other source, or reproduce or otherwise appropriate it. All such Proprietary Information remains Hach's property. No right or license is granted to Buyer or its customers, employees or agents, expressly or by implication, with respect to the Proprietary Information or any patent right or other proprietary right of Hach, except for the limited use licenses implied by law. Hach will manage Customer's information and personal data in accordance with its Privacy Policy, located at <http://www.hach.com/privacypolicy>.

13. CHANGES AND ADDITIONAL CHARGES: Hach reserves the right to make design changes or improvements to any products of the same general class as Products being delivered hereunder without liability or obligation to incorporate such changes or improvements to Products ordered by Buyer unless agreed upon in writing before the Products' delivery date. Services which must be performed as a result of any of the following conditions are subject to additional charges for labor, travel and parts: (a) equipment alterations not authorized in writing by Hach; (b) damage resulting from improper use or handling, accident, neglect, power surge, or operation in an environment or manner in which the instrument is not designed to operate or is not in accordance with Hach's operating manuals; (c) the use of parts or accessories not provided by Hach; (d) damage resulting from acts of war, terrorism or nature; (e) services outside standard business hours; (f) site

prework not complete per proposal; or (g) any repairs required to ensure equipment meets manufacturer's specifications upon activation of a service agreement.

14. SITE ACCESS / PREPARATION / WORKER SAFETY / ENVIRONMENTAL COMPLIANCE: In connection with services provided by Hach, Buyer agrees to permit prompt access to equipment. Buyer assumes full responsibility to back-up or otherwise protect its data against loss, damage or destruction before services are performed. Buyer is the operator and in full control of its premises, including those areas where Hach employees or contractors are performing service, repair and maintenance activities. Buyer will ensure that all necessary measures are taken for safety and security of working conditions, sites and installations during the performance of services. Buyer is the generator of any resulting wastes, including without limitation hazardous wastes. Buyer is solely responsible to arrange for the disposal of any wastes at its own expense. Buyer will, at its own expense, provide Hach employees and contractors working on Buyer's premises with all information and training required under applicable safety compliance regulations and Buyer's policies. If the instrument to be serviced is in a Confined Space, as that term is defined under OSHA regulations, Buyer is solely responsible to make it available to be serviced in an unconfined space. Hach service technicians will not work in Confined Spaces. In the event that a Buyer requires Hach employees or contractors to attend safety or compliance training programs provided by Buyer, Buyer will pay Hach the standard hourly rate and expense reimbursement for such training attended. The attendance at or completion of such training does not create or expand any warranty or obligation of Hach and does not serve to alter, amend, limit or supersede any part of this Contract.

15. LIMITATIONS ON USE: Buyer will not use any Products for any purpose other than those identified in Hach's catalogs and literature as intended uses. Unless Hach has advised the Buyer in writing, in no event will Buyer use any Products in drugs, food additives, food or cosmetics, or medical applications for humans or animals. In no event will Buyer use in any application any Product that requires FDA 510(k) clearance unless and only to the extent the Product has such clearance. Buyer will not sell, transfer, export or re-export any Hach Products or technology for use in activities which involve the design, development, production, use or stockpiling of nuclear, chemical or biological weapons or missiles, nor use Hach Products or technology in any facility which engages in activities relating to such weapons. Unless the "ship-to" address is in California, U.S.A., the Products are not intended for sale in California and may lack markings required by California Proposition 65; accordingly, unless Buyer has ordered Products specifying a California ship-to address, Buyer will not sell or deliver any Hach Products for use in California. Any warranty granted by Hach is void if any goods covered by such warranty are used for any purpose not permitted hereunder.

16. EXPORT AND IMPORT LICENSES AND COMPLIANCE WITH LAWS: Unless otherwise specified in this Contract, Buyer is responsible for obtaining any required export or import licenses. Buyer will comply with all laws and regulations applicable to the installation or use of all Products, including applicable import and export control laws and regulations of the U.S., E.U. and any other country having proper jurisdiction, and will obtain all necessary export licenses in connection with any subsequent export, re-export, transfer and use of all Products and technology delivered hereunder. Buyer will comply with all local, national, and other laws of all jurisdictions globally relating to anti-corruption, bribery, extortion, kickbacks, or similar matters which are applicable to Buyer's business activities in connection with this Contract, including but not limited to the U.S. Foreign Corrupt Practices Act of 1977, as amended (the "FCPA"). Buyer agrees that no payment of money or provision of anything of value will be offered, promised, paid or transferred, directly or indirectly, by any person or entity, to any government official, government employee, or employee of any company owned in part by a government, political party, political party official, or candidate for any government office or political party office to induce such organizations or persons to use their authority or influence to obtain or retain an improper business advantage for Buyer or for Hach, or which otherwise constitute or have the purpose or effect of public or commercial bribery, acceptance of or acquiescence in extortion, kickbacks or other unlawful or improper means of obtaining business or any improper advantage, with respect to any of Buyer's activities related to this Contract. Hach asks Buyer to "Speak Up!" if aware of any violation of law, regulation or our Standards of Conduct ("SOC") in relation to this Contract. See [www.ethicspoint.veralio.com](http://www.ethicspoint.veralio.com) and [Integrity and compliance - Veralto](http://www.ethicspoint.veralio.com) for a copy of the SOC and for access to our Helpline portal.

17. RELATIONSHIP OF PARTIES: Buyer is not an agent or representative of Hach and will not present itself as such under any circumstances unless and to

## TERMS AND CONDITIONS OF SALE FOR HACH® PRODUCTS

the extent it has been formally screened by Hach's compliance department and received a separate duly-authorized letter from Hach setting forth the scope and limitations of such authorization.

18. **FORCE MAJEURE:** Hach is excused from performance of its obligations under this Contract to the extent caused by acts or omissions that are beyond its control of, including but not limited to Government embargoes, blockages, seizures or freeze of assets, delays or refusals to grant an export or import license or the suspension or revocation thereof, or any other acts of any Government; fires, floods, severe weather conditions, or any other acts of God; quarantines; labor strikes or lockouts; riots; strife; insurrections; civil disobedience or acts of criminals or terrorists; war; material shortages or delays in deliveries to Hach by third parties. In the event of the existence of any force majeure circumstances, the period of time for delivery, payment terms and payments under any letters of credit will be extended for a period of time equal to the period of delay. If the force majeure circumstances extend for six months, Hach may, at its option, terminate this Contract without penalty and without being deemed in default or in breach thereof.

19. **NON ASSIGNMENT AND WAIVER:** Buyer will not transfer or assign this Contract or any rights or interests hereunder without Hach's prior written consent. Failure of either party to insist upon strict performance of any provision of this Contract, or to exercise any right or privilege contained herein, or the waiver of any breach of the terms or conditions of this Contract will not be construed as thereafter waiving any such terms, conditions, rights, or privileges, and the same will continue and remain in force and effect as if no waiver had occurred.

20. **FUNDS TRANSFERS (PAYMENTS):** Buyer and Hach both recognize that there is a risk of banking fraud when individuals impersonating a business demand payment under new banking or mailing instructions. To avoid this risk, Buyer must verbally confirm any new or changed bank transfer or mailing instructions by calling Hach at +1-970-663-1377 and speaking with Hach's Credit Manager before mailing or transferring any monies using the new instructions. Both parties agree that they will not institute mailing or bank transfer instruction changes and require immediate payment under the new instructions but will instead provide a ten (10) day grace period to verify any payment instruction changes before any new or outstanding payments are due using the new instructions.

21. **LIMITATION OF LIABILITY:** None of the Hach Indemnified Parties will be liable to any Buyer Indemnified Parties under any circumstances for any special, treble, incidental or consequential damages, including without limitation, damage to or loss of property other than for the Products purchased hereunder; damages incurred in installation, repair or replacement; lost profits, revenue or opportunity; loss of use; losses resulting from or related to downtime of the products or inaccurate measurements or reporting; the cost of substitute products; or claims of any Buyer Indemnified Parties' customers for such damages, howsoever caused, and whether based on warranty, contract, and/or tort (including negligence, strict liability or otherwise). The total liability of the Hach Indemnified Parties arising out of the performance or nonperformance hereunder or Hach's obligations in connection with the design, manufacture, sale, delivery, and/or use of Products will in no circumstance exceed in the aggregate a sum equal to twice the amount actually paid to Hach for Products delivered hereunder.

22. **APPLICABLE LAW AND DISPUTE RESOLUTION:** The construction, interpretation and performance hereof and all transactions hereunder shall be governed by the laws of the State of Colorado, without regard to its principles or laws regarding conflicts of laws. If any provision of this Contract violates any Federal, State or local statutes or regulations of any countries having jurisdiction of this transaction, or is illegal for any reason, said provision shall be self-deleting without affecting the validity of the remaining provisions. Unless otherwise specifically agreed upon in writing between Hach and Buyer, any dispute relating to this Contract which is not resolved by the parties shall be adjudicated in order of preference by a court of competent jurisdiction (i) in the State of Colorado, U.S.A. if Buyer has minimum contacts with Colorado and the U.S., (ii) elsewhere in the U.S. if Buyer has minimum contacts with the U.S. but not Colorado, or (iii) in a neutral location if Buyer does not have minimum contacts with the United States.

23. **ENTIRE AGREEMENT, TERM & MODIFICATION:** These Terms & Conditions of Sale constitute the entire agreement between the parties and supersede any prior agreements or representations, whether oral or written. Upon thirty (30) days prior written notice, Hach may, in its sole discretion, elect to terminate any order for the sale of Products and provide a pro-rated refund for any pre-payment of undelivered Products. No change to or modification of these Terms & Conditions shall be binding upon Hach unless in a written instrument specifically referencing that it is amending these Terms & Conditions of Sale and signed by an authorized representative of Hach. Hach

rejects any additional or inconsistent Terms & Conditions of Sale offered by Buyer at any time, whether or not such terms or conditions materially alter the Terms & Conditions herein and irrespective of Hach's acceptance of Buyer's order for the described goods and services.

24. **APPENDICES:** If checked, the following Appendices are attached hereto and incorporated by reference into these Terms & Conditions of Sale:

CLAROS SOFTWARE AS A SERVICE SUBSCRIPTION AGREEMENT

\* \* \*

## ENGINEER'S REPORT

**PROJECT:** City of Riverside  
**DATE:** August 14, 2024  
**TO:** City Council  
**TOPIC:** Project Updates

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### Boat Ramp

- Axiom to direct contractor (Bowker) to spread revetment and/or add revetment so to cover the existing mudline as visually apparent in the field.
- A few other cleanup items were noted to Bowker following site visit on August 7<sup>th</sup> and shared with Bowker.
- Pay App #3 has been submitted, reviewed and approved by Axiom.
- Letter of acceptance to close out project previously provided for review and approval.

### Hall Park Master Plan

- A DRAFT final report of Hall Park Master Plan is attached for City Council review and comment.
- Prioritization of projects should be reviewed and discussed so that Axiom can revise as needed with Final Report.

### Capt Kirk ADA Ramp

- Axiom received direction from Cole based on City Council's work session 8/11/24.
- Axiom is working on new construction drawings for revisions to recently constructed improvements and will assist with bidding and contracting with contractor to complete the new improvements.

### Third Street

- Axiom has been directed to pursue construction drawings to provide stair access from sidewalk to Third Street at property line between 31 and 71 W Third Street.
- Concept drawings of such stair connection, as previously provided last year, has been included in packet as reference and for discussion to verify direction between City Council and Axiom.

### Cherry Lane

- Axiom continues to develop construction drawings based on previously shared concept layout.
- Intentions are to bid out this coming winter for construction summer 2025, while school is out of session.

### Community Center

- Axiom continues to develop programming and concept drawings with OPN.
- Axiom has discussed the creation of a stakeholder committee specifically for the Community Center project with Cole, and will continue to do so with intent to have it in place by September.
- Council discussed operations at most recent work session, and Axiom/OPN team has continued to gather information related to other local examples such as Mount Vernon.

RESOLUTION #2024-xx

RESOLUTION APPROVING FINAL ACCEPTANCE FROM  
BOWKER PINNACLE MECAHICAL 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, Bryan Boelk, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from Bowker Mechanical for the Hall Park Boat Ramp Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to Bowker Mechanical for the Hall Park Boat Ramp 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 5th day of August, 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



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## ENGINEER'S REPORT

**PROJECT:** Hall Park Boat Ramp Phase I  
**DATE:** July 29, 2024  
**TO:** City Council  
**TOPIC:** Project Closeout and Acceptance

---

Please consider this a recommendation from Axiom Consultant to close out the Hall Park Boat Ramp Phase I project and approve the public improvements as constructed under the contract with Bowker Pinnacle Mechanical.

All change orders have been executed and punchlist items have been completed. All final requests for payments from Bowker have been received and retainage suggested to be released. All warranties will be in place with Bowker Pinnacle Mechanical and Axiom will coordinate with the City to set a calendar reminder for a warranty walk-through at the appropriate time per the contract.

Please see below a summary of the financials as it relates to the project, and note that all costs associated with the overruns were due to additional work beyond the contract documents as requested by City Council.

Original Contract Amount = \$133,080.20  
Final Contract Amount = \$149,977.20  
Difference = +\$16,897.00 (12.69%)

A Final Pay Application (#3) has been submitted and recommended for approval by Axiom. In addition, a Resolution drafted for approval by City Council to officially close out the project.

We thank you for your cooperation, patience, and coordination throughout this project. We hope the City Council, City staff, residents, and visitors find these improvements to be a benefit to the community.

RESOLUTION #2024-XX

RESOLUTION APPROVING PAY REQUEST #3 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 final request #3 in the amount of \$19,352.01 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #3 for work done on the Hall Park Boat Ramp Project through 7/26/24.

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 5<sup>th</sup> day of August 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



**CONTRACTOR PAY REQUEST**

**Project:** 23-0149.1  
Hall Park Boat Ramp Phase I

**Contractor:** Bowker Mechanical Contractors, LLC

**Pay Request No.** 3

**Date:** 7/26/2024

Completed	\$	149,977.20	Contract Amt	\$	149,977.20
Previous Pmt	\$	137,500.20			
Total Est	\$	12,477.00	% Completed		100.00%
Retain	\$	0.00			
<b>NET PAYMENT</b>	\$	<b>19,352.01</b>	Paid to Date	\$	130,625.19

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	1	\$ 10,900.00
2	TOPSOIL - STRIP, STOCKPILE & RESPREAD	CY	400	\$ 5.00	\$ 2,000.00	400	\$ 2,000.00
3	EARTHWORK	CY	1550	\$ 5.75	\$ 8,912.50	1550	\$ 8,912.50
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	2	\$ 15,000.00
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	684	\$ 41,040.00
8	MODIFIED SUBBASE	TON	325	\$ 26.30	\$ 8,547.50	325	\$ 8,547.50
9	MACADAM SUBBASE, 18"	TON	683	\$ 28.20	\$ 19,260.60	683	\$ 19,260.60
10	SIGNAGE	LS	1	\$ 2,450.00	\$ 2,450.00	1	\$ 2,450.00
11	TRAFFIC CONTROL	LS	1	\$ 3,100.00	\$ 3,100.00	1	\$ 3,100.00
12	EROSION CONTROL MEASURES	LS	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
13	SEEDING & MULCH - PERMANENT - TYPE 1	AC	0.5	\$ 6,000.00	\$ 3,000.00	0.5	\$ 3,000.00
14	MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
CO-1	CLEARING & GRUBBING OF TREES IN WASHINGTON COUNTY ROW OF BOAT RAMP AREA	LS	1	\$ 2,800.00	\$ 2,800.00	1	\$ 2,800.00
CO-2	SEEDING & MULCHING	AC	0.27	\$ 6,000.00	\$ 1,620.00	0.27	\$ 1,620.00
CO-3	EXTRA CLASS E RIP-RAP ALONG BOAT RAMP	TM	1	\$ 12,477.00	\$ 12,477.00	1	\$ 12,477.00
							\$ -
					<b>\$ 149,977.20</b>		<b>\$ 149,977.20</b>

Original Contract Amount: \$133,080.20  
 Change Order No. 1 Amount: \$2,800.00  
 Change Order No. 2 Amount: \$1,620.00  
 Change Order No. 3 Amount: \$12,477.00  
**Final Contract Amount: \$149,977.20**

(32)

Account Management - (View)

File Edit Options Functions Help Chat



Account 301 5-750-6799

Fiscal Year 2023-2024 Current

Account Name HALL PARK BOAT RAMP

General Balance Budget Budget Adjustments History Detail

No Filter Selections Made

Filter

Drag a column header here to group by that column

Date	Tran	Reference	Description	Amount	Vendor	Invoice
07/02/2024	A26360	CHK: 009167	AXIOM CONSULTANTS LLC.	1,265.00	1030	6079
05/21/2024	A26172	CHK: 009044	AXIOM CONSULTANTS LLC.	1,090.00	1030	5973
05/07/2024	A26134	CHK: 009011	AXIOM CONSULTANTS LLC.	3,470.00	1030	5863
04/30/2024	A26165	CHK: 009036	BOWKER MECHANICAL CONTRACT...	43,091.69	1106	PAY 2 BOAT
04/02/2024	A26028	CHK: 008945	AXIOM CONSULTANTS LLC.	5,160.00	1030	5771
04/02/2024	A26041	CHK: 008958	MOSER GRINDING, LLC	4,000.00	1122	41
04/02/2024	A26050	CHK: 008962	RES 2024-24 PAY <i>24</i>	87,533.50	1106	PAY1 HPBR
03/05/2024	A25941	CHK: 008891	AXIOM CONSULTANTS LLC.	800.00	1030	5688
02/06/2024	A25850	CHK: 008801	AXIOM CONSULTANTS LLC.	7,500.00	1030	5635
01/03/2024	A25756	CHK: 008740	AXIOM CONSULTANTS LLC.	2,950.00	1030	5562

10 records

155,660.19

Edit This Record

Clear

130,625.19 \*

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43,091.69 +

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6,875.01 \*

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149,977.20 +

130,625.19 -

19,352.01 \*

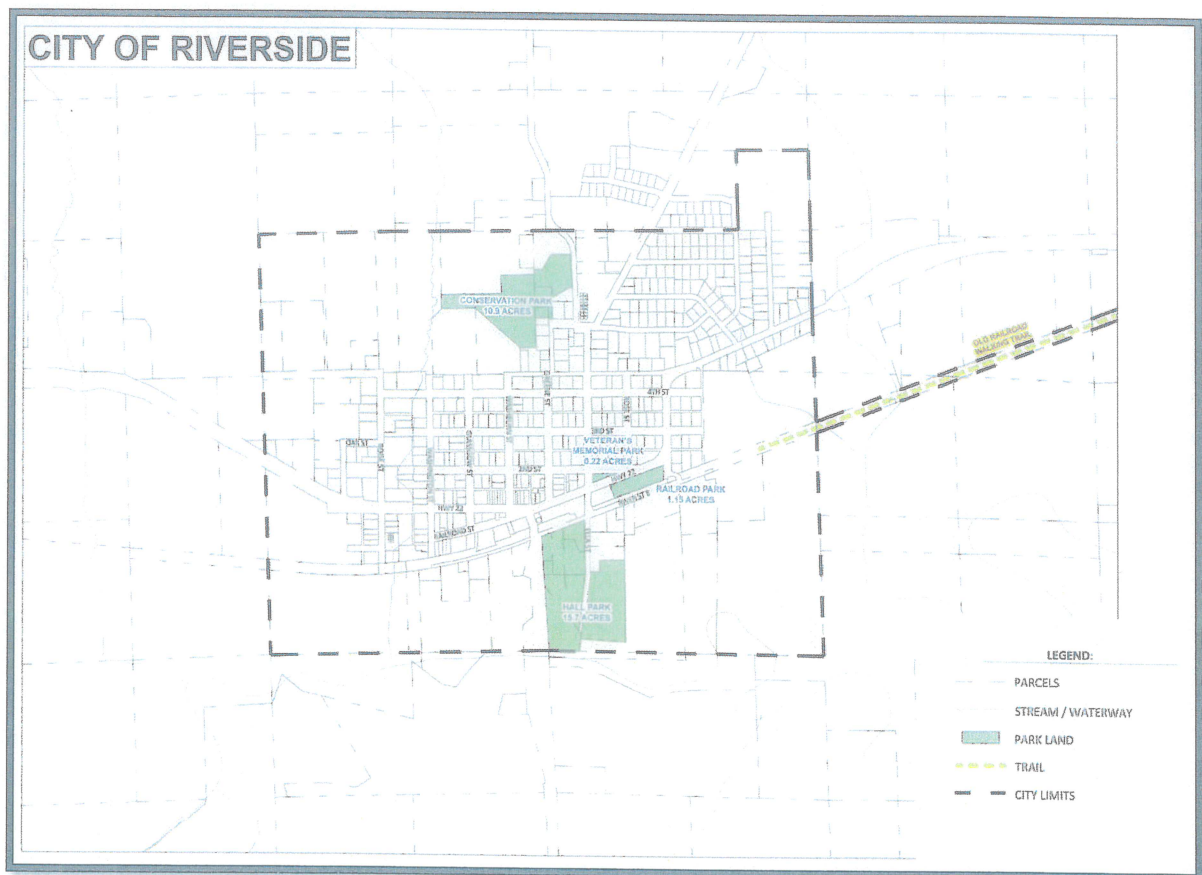
*Total*  
*AP* →

# HALL PARK MASTER PLAN

**Prepared For:**  
City of Riverside

**Prepared By:**  
Axiom Consultants  
300 South Clinton Street #200  
Iowa City, IA 52240

**August 14, 2024**



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## PROJECT BACKGROUND

Hall Park, located between River Street and the English River, serves as the hub for most summer activities in Riverside, Iowa. From seasonal softball and baseball to the increasing popularity in pickle ball, Hall Park provides the community of Riverside numerous options for entertainment, exercise, and relaxation. Most noticeably, the Annual **Trek Fest** celebration is held at Hall Park the last full weekend of June each year. The Fest features many Star Trek-related events, such as costume contests, viewing Trek episodes, celebrity appearances, food, and live music. The Annual State Fair Talent Show is also held here each year.

Though Hall Park hosts many amenities and events, there has been a desire by the City to consider the future potential of this park and evaluate the existing conditions as it relates to the need for improvements and upgrades. As a result, Axiom Consultants was hired to provide a Master Plan of Hall Park to be used to initiate future maintenance and improvements, prioritize such improvements, and help budget for such projects.

## STAKEHOLDERS

As part of this process, Axiom Consultants discussed and consulted with the following individuals associated with the City of Riverside.

City Administrator – Cole Smith

City Clerk – Becky LaRoche

City Streets – Bryan Lenz

City Council Members – Allen Schneider (Mayor), Lois Schneider, Kevin Kiene,  
Tom Sexton, Kevin Mills, and Ryan Rogerson

## EXISTING CONDITIONS

Hall Park includes numerous facilities and structures within the park limits. The following is a breakdown and description of each of these amenities.

### Covered Stage/Barn

An existing barn-like structure that is utilized as a stage for entertainment purposes such as live bands, contests, dancing, and other featured events during Trek Fest.

### Playground Equipment

There are two existing playground areas within the park, featuring a variety of playground equipment. This includes a smaller playground site on the east side of Ella Street, and a larger play area on the west side of Ella Street. Both playground areas consist of wood mulch surfacing and include some older equipment.

### Ball Fields

There are two ball fields located within Hall Park, one on each side of Ella Street. These fields are fully lit and include fencing. The fields are in good shape, have been maintained, and appear to be utilized by numerous teams and the community throughout the summer.

### Basketball Court

Made up of an asphalt surface, this basketball court is rather small and in need of new basketball hoops or maintenance to the existing hoops. The asphalt surface is in decent shape and consists of some older pavement markings to represent basketball court conditions.

### Sand Volleyball Court

The existing sand volleyball court area consists of two adjacent courts, both of which are in good shape. The sand appears to be maintained and free of weeds/debris, and the nets are in good shape.

### Tennis/Pickleball Court

There is one tennis court located within Hall Park, which is fenced and fully lit. This tennis court has recently been retrofitted with pavement markings to accommodate two (2) pickleball courts, via the use of a temporary (mobile) pickleball net. This court consists of an asphalt surface and is fully fenced with gate access.

### Dog Park

On the east side of Ella Street, north of the ball field, is a designated dog park. This dog park is rectangular in shape and consists of two grassed areas defined by fencing.

### Shelters

There are two existing shelters found within Hall Park. One is a stand-alone open-air shelter located on the south side of River Street, just west of the existing tennis court. This shelter provides a covered roof structure over a paved concrete (PCC) pad, and hosts picnic tables and benches for seating and dining. The other is attached to the existing barn structure is multi-purpose, acting as a stage for specific events throughout the year. Both shelters are in good condition and appear to have significant life and use remaining.

### Concession/Restroom

There are two existing concession stands found within Hall Park. One is located on the east side of Ella Street, west of the play equipment and north of the ball field. This is a standard CMU block structure, which serves as a concession stand during baseball and softball games and includes a restroom. The larger concession facility is located on the west side of Ella Street, just north of the ball field. This shelter is also a CMU block structure and includes a restroom as well.

## PROPOSED IMPROVEMENTS

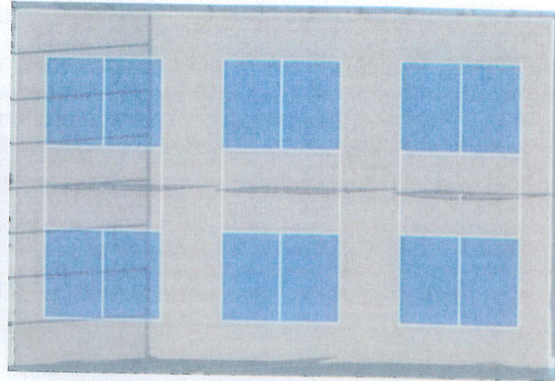
Axiom has developed numerous Master Plan drawing concepts over the past couple of months. Each of these plans were then discussed with City staff and City Council, in which the preference was narrowed down the preference by majority of future improvements and added amenities. It should be noted that ADA access and pedestrian connectivity to each of these improvements be strongly considered as part of the design and construction of each improvement. The following is a description of each of the proposed additions as shown in Appendix B, with budget pricing and prioritization to follow.

### Pickleball Courts

The increased popularity in pickleball has taken the country by storm, and the City of Riverside is no different. The existing tennis court has been modified to accommodate pickleball games

and a women's league has started this summer. With that, the desire to add dedicated courts to Hall Park makes complete sense and has risen to the top of the priority list.

Per discussions with City staff, City Council, and the community, we are suggesting the installation of three (3) new standard courts dedicated solely to pickleball. Such courts are suggested to be located at the northwest corner of Hall Park, which is also the southeast corner of River Street and Pioneer Street. This location provides enough space for three courts and provides easy access to the City owned parking lot at the northwest corner of River Street and Pioneer. It also lines up well for future on-street parking planned to be constructed along the south side of River Street as part of a future River Street Reconstruction project.



We recommend the design and construction of standard-sized pickleball courts with appropriate spacing around all edges, which results in a 30'x60' footprint per court. The three courts are to be fully fenced in a contiguous fashion (side by side), and lighting is to be included. Fencing and/or seating should be considered between each of the three courts, as well as the inclusion of any shade or seating area, drinking fountain, or garbage cans. Some fill and grading will be required to construct these courts and proper stormwater drainage is to be evaluated and taken into consideration as part of the design and construction.

#### Stage Improvements

During the discussion period with City Council and City staff, it was noted several times that there is a need to make the fan experience more accessible and easier to participate for events held at the stage located within the Barn. With that, the recommended improvements for this existing amenity are to utilize grading and hard surface to allow for accessible pedestrian connectivity, and a graded surface feasible for dancing and audience involvement.



#### Playground – Soft Fall Surface

To better improve the safety of children and those using the existing playground equipment on the west side of Ella Street, the recommended improvements are to install a soft fall surface,



similar to that completed at Railroad Park. In addition, we recommend the review and assessment of pedestrian connectivity and accessibility to the playground with the intent to design and construct sidewalk improvements so that everyone in the community can fully take advantage of the equipment. It should be noted that the existing equipment is to be analyzed and assessed in terms of condition and safety, with the mindset that only the west portion of the existing equipment is to be included in these improvements and some of the east pieces of equipment are to be removed and not included as part of the improvements.

### Basketball Court



Due to the size and condition of the existing basketball court, it was determined that a new basketball court be installed prior to the retrofit of the existing basketball court into the open-air shelter. This basketball court is to be bigger than the existing one, but not intended to be a full-size court. The new basketball court is to be located between the existing sand volleyball court and existing stage/barn, just west of Ella Street. This location currently consists of an open, flat piece of ground, that will serve well for this type of application. The basketball court can be designed and built with a concrete (PCC) or asphalt (HMA) surface, though our recommendation would be to utilize concrete (PCC).

### Open-Air Shelter

Utilizing the asphalt surface of the existing basketball court as the pad for this shelter, the desire is to build an open-air shelter that consists of a solid roof structure over the asphalt pad. This area is to then serve as a multi-use location during Trek Fest or other events as it relates to covered dining area, gathering shade space, and hard surface staging area.





### New Signage



Like much of the signage around the City of Riverside, the Hall Park sign is outdated and appears aesthetically aged. Prior discussions with City staff have consisted of the potential for future new branding and signage as a whole for the City, so it is recommended that if Hall Park improvements are to move forward that this sign be considered for an upgrade to be consistent with future intentions. The existing sign is a stand alone sign made from wood and painted white, consisting of the words "HALL PARK", and centrally located along the south side of River Street.

*Outside the initial priority items of improvement, there was discussion related to potential future improvements and additions on a more long-term basis. These items include:*

#### Future Parking

Future parking has been considered as popularity and use increase within the community for Hall Park and the proposed improvements. Such parking has been designated as on-street parking along the south side of River Street as part of the future River Street Reconstruction project, as well as to the south side of Hall Park along Ella Street. This provides additional parking within proximity to access the sport courts (pickleball, tennis, sand volleyball, and basketball) as well as the ball fields and future campground.

#### Campgrounds

The southeast corner of Hall Park consists of a significant amount of open space as well as the previous demolition derby track pit that is no longer in use. This area is located all within the 100-year floodplain, which minimizes options for use as it relates to structures and utilities. Thus, we feel this is an excellent location to serve as a primitive campground with areas for picnics, tent camping, and open field recreational activities.

## BUDGET PLANNING

Opinion of Costs for each of the improvements and additions are provided in Appendix C for reference and planning purposes by the City of Riverside. These costs, estimated as of this fall 2024, are considered to be on an Order of Magnitude pricing basis as a reference so that money can be budgeted for implementation and installation as desired and able. See Appendix C for further detail.

## PROJECT PRIORITIZATION

As a result of discussions with City staff and City Council, the following is our suggested order of priority based on interaction with the community and assessment of existing conditions. Please

note, this is subject to change and to be determined by the City Council and City staff up review.

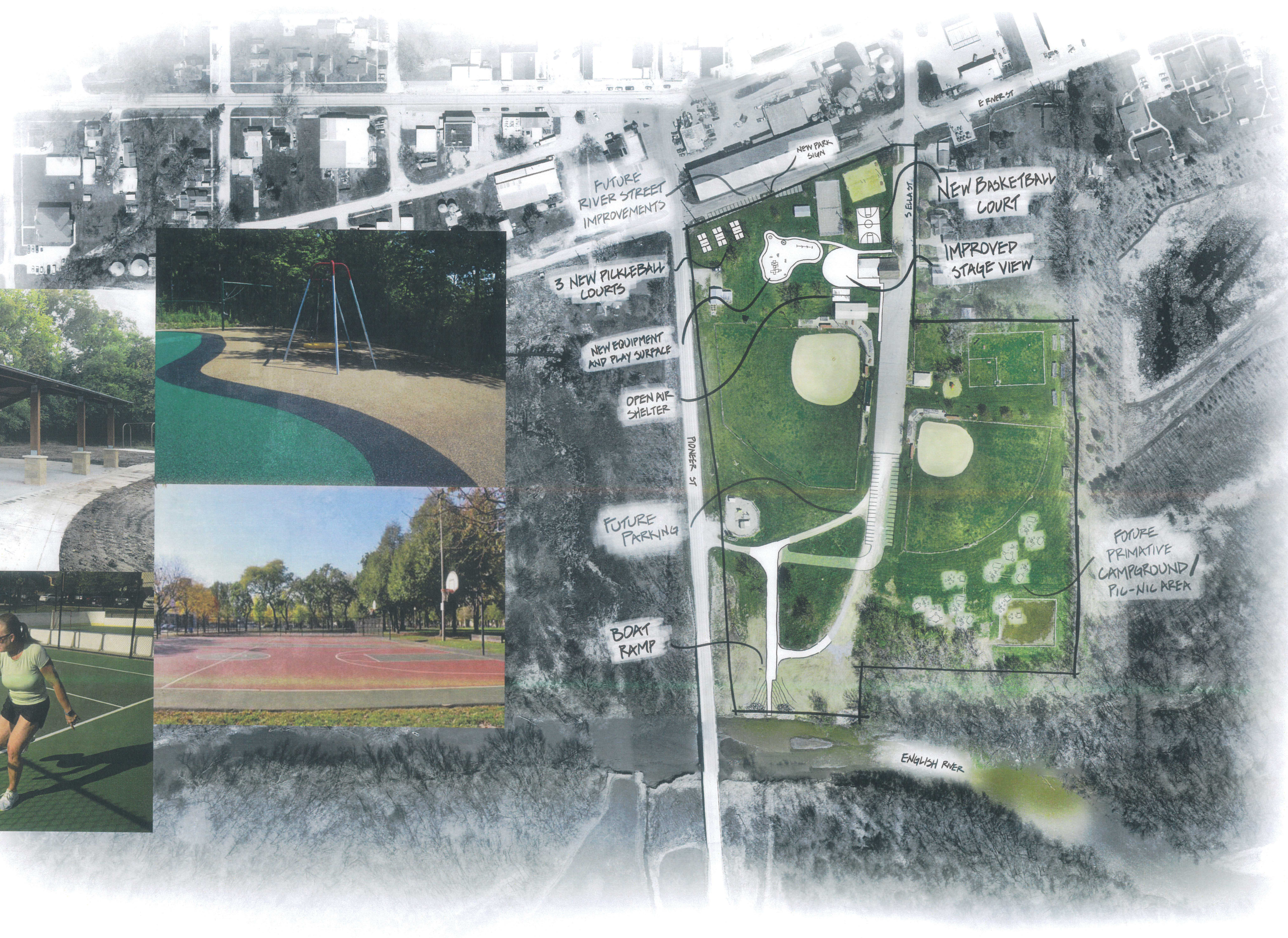
- Priority 1 – Addition of three (3) new pickleball courts with pedestrian connectivity.
- Priority 2 – Improvements to Stage audience and participation area to provide better pedestrian access and crowd involvement.
- Priority 3 – Construction of new basketball court south of sand volleyball court with pedestrian connectivity.
- Priority 4 – Construction of open-air shelter via use of existing basketball court as hard surface pad of shelter and assessment of pedestrian connectivity.
- Priority 5 – Installation of new soft fall surface and pedestrian connectivity for existing west playground area, specifically around the newer equipment as depicted in the Master Plan drawing. of new basketball court south of sand volleyball court.
- Priority 6 – New signage for Hall Park to replace the existing, and in coordination of future additional sign replacement around the City of Riverside.

## SUMMARY

Hall Park is a critical component to the City of Riverside community, as well as all visitors and guests. This park covers a large geographic area and is full of amenities and a variety of recreational opportunities. Nestled along the English River, and consisting of well-established and mature trees, Hall Park provides a unique gathering space and destination for many throughout the year.

Axiom has been fortunate to evaluate Hall Park and provide recommendations to the City, receiving valuable feedback and direction from City staff and City Council throughout the process. Our recommendations are for Council to review our priority list of improvements, discuss, and ultimately agree on a plan to address via individual projects which could then be designed and constructed. As part of this process, financial planning and strategies can be used to accommodate for the funding needed to complete such improvements within a certain timeframe as desired by City staff, Council, and Commissions.





## Cole Smith

---

**From:** Tom S  
**Sent:** Tuesday, August 13, 2024 7:14 PM  
**To:** Cole Smith  
**Subject:** Re: Revised Cap. Kirk Plans

I dont think its exactly like I understood it. Are those benches at the ends of the monument? Not a good observation point. I thought also the Monument would set outside the pad. I thought also the replaced section of concrete wouldnt necessarily need to be as wide as the remaining sloped surface.

Tom

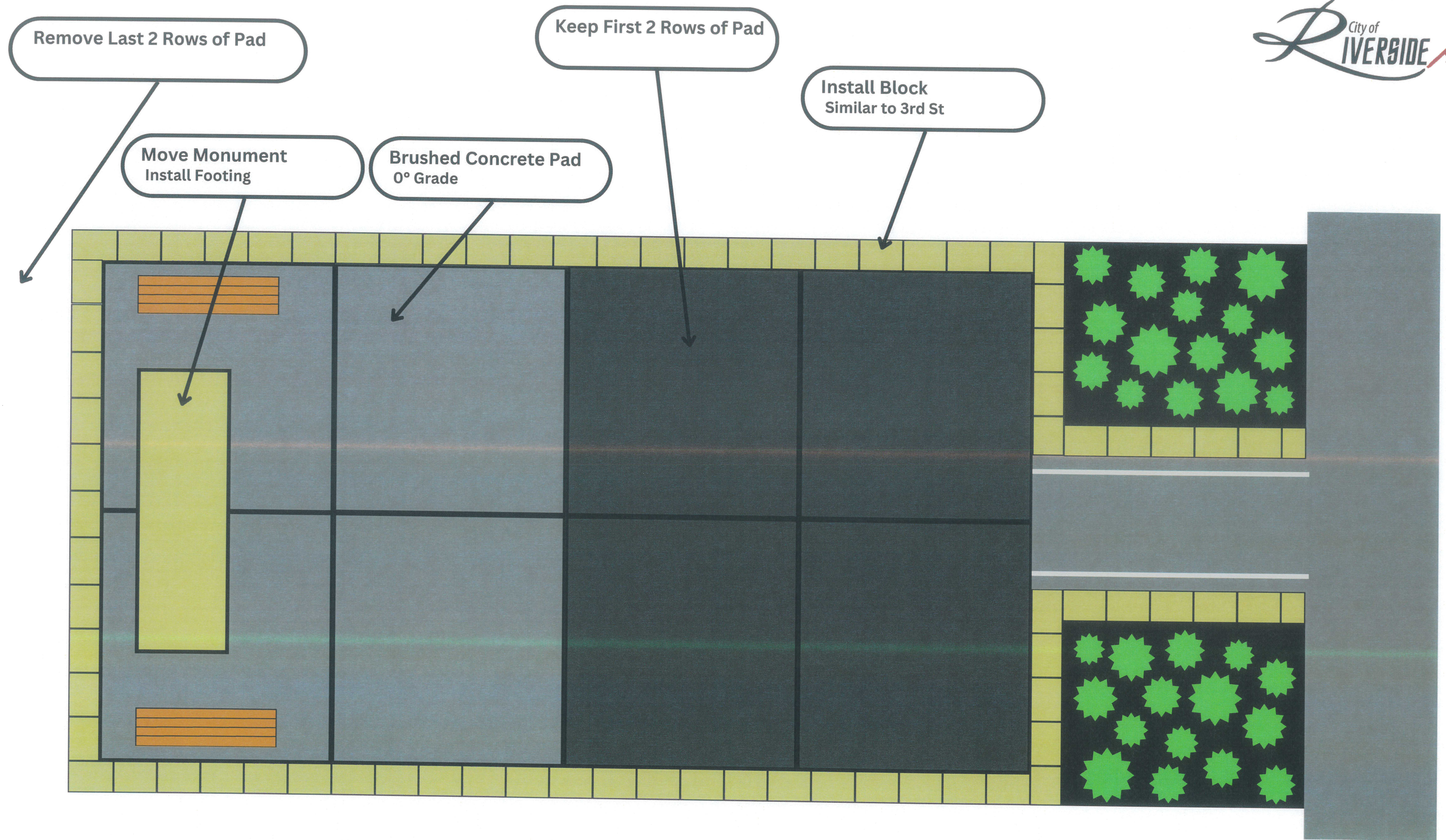
---

**From:** Cole Smith <cityadmin@riversideiowa.gov>  
**Sent:** Tuesday, August 13, 2024 3:18 PM  
**To:** Allen Schneider <mayor@riversideiowa.gov>; Kevin Kiene <kkiene@riversideiowa.gov>; Kevin Mills <kmills@riversideiowa.gov>; Lois Schneider <lschneider@riversideiowa.gov>; Ryan Rogerson <rrogerson@riversideiowa.gov>; Tom S <tsexton@riversideiowa.gov>  
**Subject:** Revised Cap. Kirk Plans

Good afternoon! I mocked up a design of what we discussed last night at the work session. Please let me know if you have any questions, concerns, or comments!

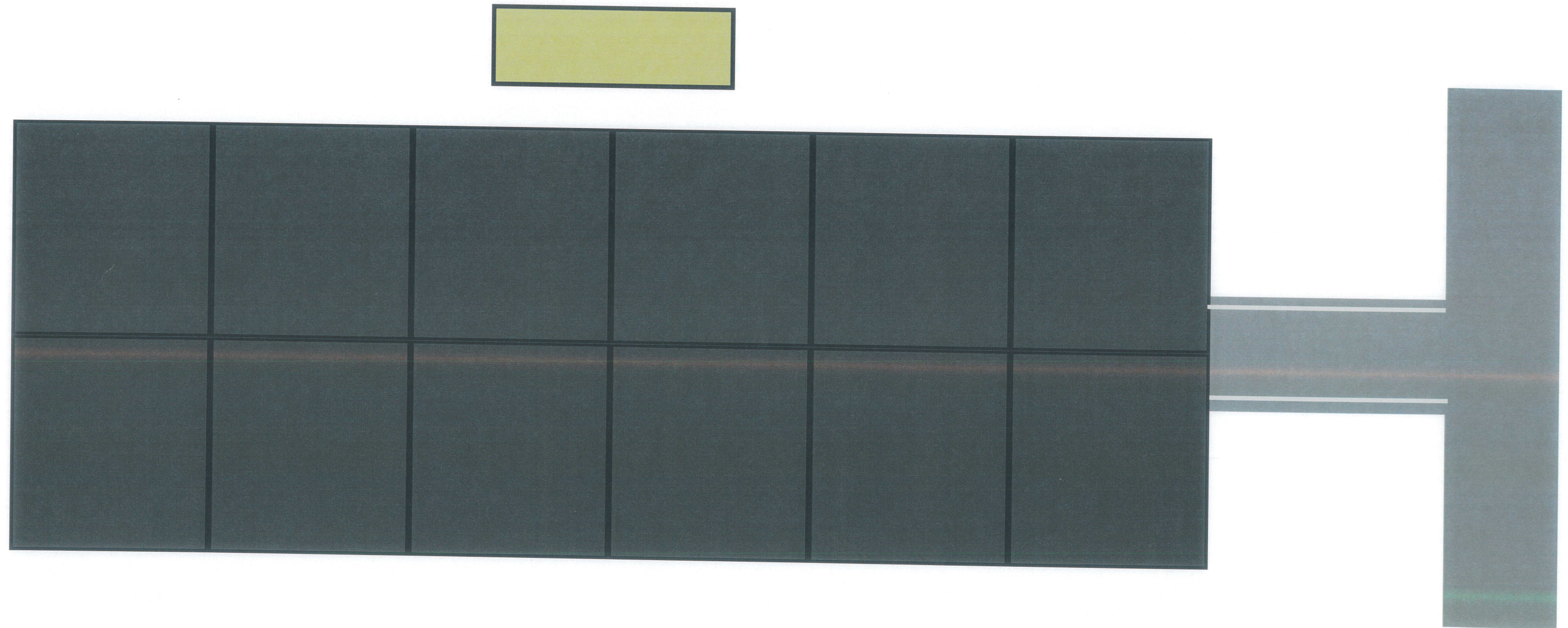
Thanks!

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



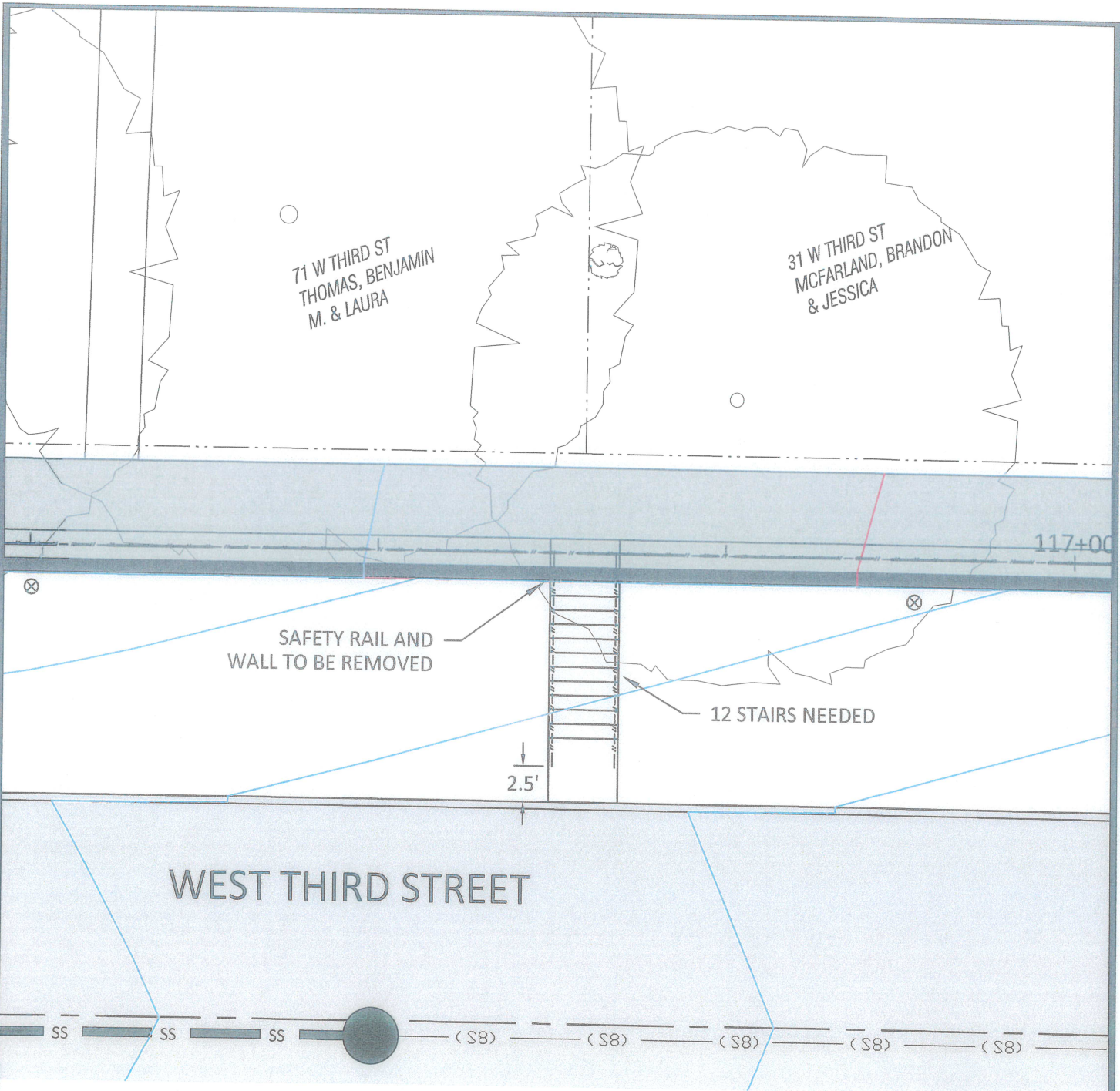
\*Not to scale

Revised from 8/12 Council Work Session



\*Not to scale

**Current**



SHEET TITLE:  
POSSIBLE STEP ADDITION

PROJECT NAME:  
THIRD STREET RECONSTRUCTION

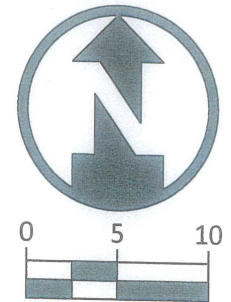
DESIGN PROFESSIONAL:  
BOELK/BETTIS

DATE ISSUED:  
04-04-2023

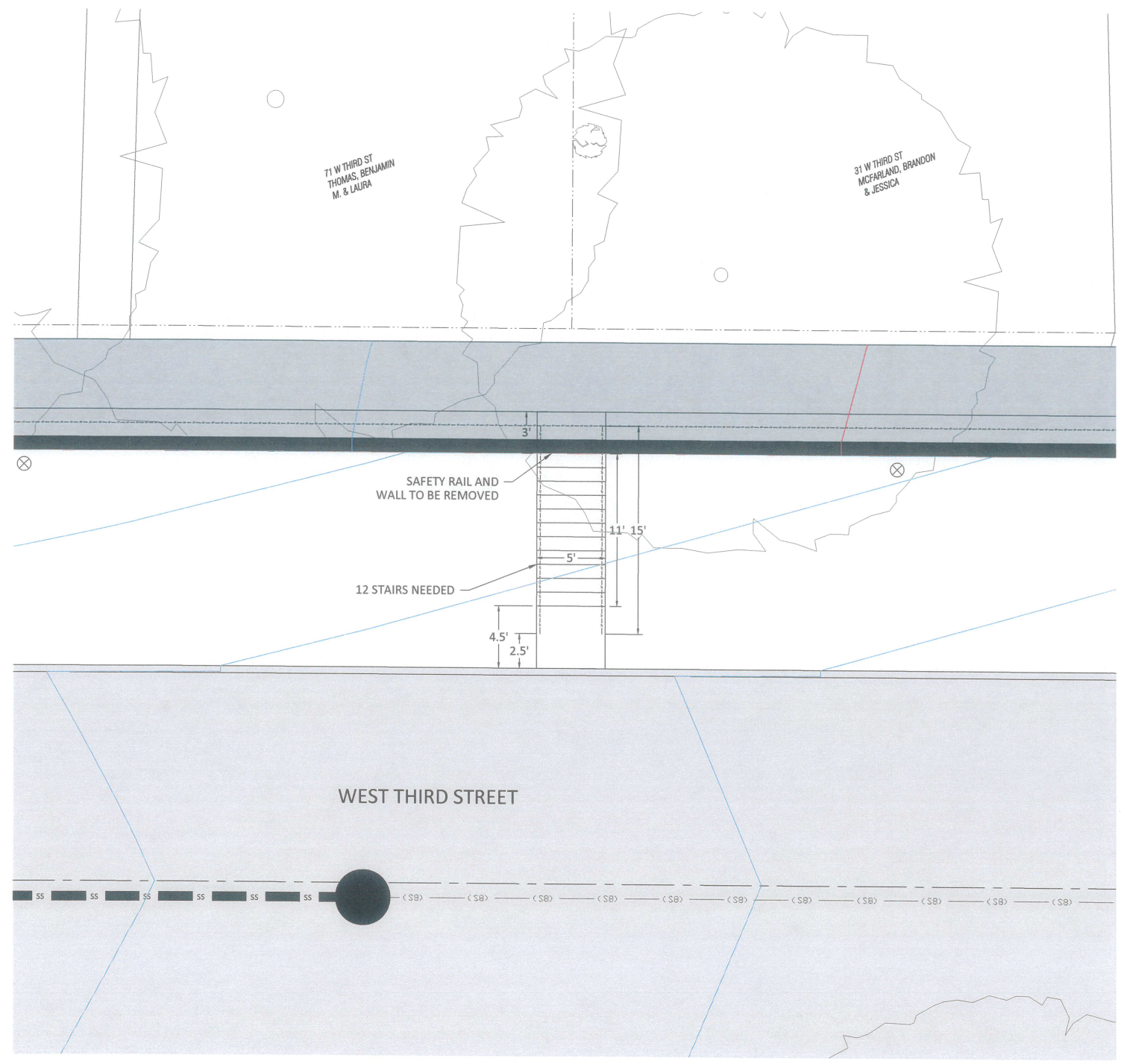
CURRENT REV:

PROJECT NO.:  
210144

SHEET NUMBER:  
1 OF 1







**WORK WILL INCLUDE:**

- REMOVAL OF RETAINING WALL AND 16' SECTION OF SAFETY RAIL
- 12 STAIRS AND LANDING AREAS (92.5 SF)
- 30 LF OF HANDRAIL
- NEW SECTIONS OF SAFETY RAIL

**AXIOM**  
CONSULTANTS  
WWW.AXIOM-CON.COM | (319) 519-6220

0 5 10

DRAWING LOG		DATE
REV	DESCRIPTION OF CHANGES	DATE

<b>SHEET NAME:</b> STEP ADDITION AT 31&71 W THIRD ST	<b>PROJECT NAME:</b> THIRD STREET RECONSTRUCTION
<b>PROJECT NO.:</b> 210144	<b>CLIENT NAME:</b> RIVERSIDE, IA 52327 CITY OF RIVERSIDE
<b>DESIGNED, DETAILED, AND CHECKED BY:</b> BOELK/BETTIS	

**1 OF 1**

RESOLUTION #2024-XX

RESOLUTION APPROVING AN EASEMENT AGREEMENT BETWEEN  
THE CITY OF RIVERSIDE AND INTERSTATE POWER AND LIGHT  
COMPANY

WHEREAS, the City of Riverside City Council and Interstate Power and Light Company has reviewed the attached easement documentation for a perpetual buried cable easement for the sum of \$1.00,

WHEREAS, the location of easement is 60 N Greene Street, Riverside, Washington County, Iowa

THEREFORE, be it resolved the City of Riverside City Council does hereby approve the easement agreement on City owned parcel number 04-182-37-023.

MOVED BY Council person \_\_\_\_\_, seconded by Council person \_\_\_\_\_, to approve the foregoing resolution.

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

Ayes:

Nays:

Absents:

Passed and Approved by the City Council of Riverside, Iowa and approved this 5<sup>th</sup> day of August, 2024.

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

Allen Schneider, Mayor

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

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

Becky LaRoche, City Clerk

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

ProSource Technologies, LLC  
225 2nd St SE, Suite 210  
Cedar Rapids, IA 52401  
Phone 319-289-0601

July 22, 2024

The City of Riverside, Iowa  
PO Box 188  
Riverside, Iowa 52327

**RE: Riverside 4160kV Conversion project for easement on N Greene St. Street/Parcel ID 0418237023**

To Whom it May Concern:

ProSource Technologies, LLC has been hired by Interstate Power and Light Company (Alliant Energy) to work with property owners in obtaining a new utility power easement.

Interstate Power and Light (Alliant Energy) is upgrading their electrical system in your area. Replacing overhead lines, transformers, switches, upgrading to an underground system are some of the items that could change along your property. This means that in some cases we need to acquire new easements because of the transition of an overhead electrical supply system to an underground electrical supply system. Please note part of the power system will remain overhead, yet many areas will be converted to underground systems.

I have enclosed a copy of the utility power easement that we are requesting from your property. If you do not have any questions, you can sign and have the document notarized and return it in the SASE provided. The second copy of the easement is for your records. This utility easement is regarding the following property – PID 0418237023, N Greene Street, Riverside, Iowa 52327.

If you have questions or comments feel free to call me at 319-289-0789 (office), 319-640-7534 (Cell) or email at [rspellerberg@prosourcetech.com](mailto:rspellerberg@prosourcetech.com). I would be more than happy to come out to your property and explain in person the details of this project and how it will affect your property. In addition, I am an Iowa Notary and can provide that service to you at no cost at your residence. If you have further questions call 1-800-ALLIANT (1-800-255-4268) and ask for Rick Kullander or the Real Estate department.

Sincerely,  
**ProSource Technologies, LLC**



Rachel Spellerberg  
Acquisition Project Manager

Minneapolis, MN  
Cedar Rapids, IA  
Thief River Falls, MN  
Duluth, MN  
Cape Coral, FL

Enclosure

*Right of Way • Environmental • Disaster & Emergency Management Services*

888-422-4449

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

An Affirmative Action Equal Opportunity Employer

## ELECTRIC EQUIPMENT EASEMENT

For and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, The City of Riverside, Iowa, an Iowa municipality (“Grantor(s)”), ADDRESS: PO Box 188, Riverside, Iowa 52327 do(es) hereby warrant and convey unto Interstate Power and Light Company, an Iowa corporation, its successor and assigns, (“Grantee”) a perpetual easement with the right, privilege and authority to construct, reconstruct, maintain, expand, operate, repair, patrol and remove an underground electric and telecommunications line or lines, consisting of wires, transformers, switches and other necessary fixtures, appurtenances and equipment, associated surface mounted equipment, and construction (collectively, the “Facilities”) for transmitting electricity, communications and all corporate purposes of Grantee together with the power to extend to any other party the right to use, jointly with the Grantee, pursuant to the provisions hereof, upon, under, and across the following described lands located in the County of Washington, and the State of Iowa:

See Attached Exhibit A,

together with all the rights and privileges for the full enjoyment or use thereof for the aforesaid purpose.

Grantor(s) agrees that it will not construct or place any buildings, structures, plants, or other obstructions on the property described above.

Grantor(s) also conveys the right and privilege to trim, cut down or control the growth of any trees or other vegetation on said described land and such other trees and vegetation adjacent thereto as in the judgment of the Grantee may interfere with construction, reconstruction, maintenance, expansion, operation, repair, use of the Facilities.

Grantee, its contractor or agent, may enter said premises for the purpose of making surveys and preliminary estimates immediately upon the execution of this easement.

The Grantor(s) also grants to the Grantee the right of ingress and egress to the Facilities, under lands now owned by the Grantor(s), for the purpose of constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing and removing the Line or Lines, and the Grantee agrees to pay to the Grantor(s) or its tenants all damages done to the lands (except the cutting and trimming of trees or other vegetation), fences, livestock or crops of the Grantor(s) or its tenants, by the Grantee or its employees while constructing, reconstructing, maintaining, expanding, operating, patrolling, repairing or removing the Facilities.

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

**GRANTOR(S):**

By: \_\_\_\_\_  
Print Name:  
Title:

By: \_\_\_\_\_  
Print Name:  
Title:

**ALL PURPOSE ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, AD. 20\_\_\_\_\_, before me,  
the undersigned, a Notary Public in and for said State, personally  
appeared

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ to me personally known

or \_\_\_\_\_ provided to me on the basis of satisfactory  
evidence

to be the persons(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the  
same in his/her/their authorized capacity(ies), and that by  
his/her/their signature(s) on the instrument the person(s), or the entity  
upon behalf of which the person(s) acted, executed the instrument.

NOTARY SEAL \_\_\_\_\_  
(Sign in Ink)

\_\_\_\_\_  
(Print/type name)

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

My Commission Expires: \_\_\_\_\_

**CAPACITY CLAIMED BY SIGNER**

\_\_\_\_\_ INDIVIDUAL  
\_\_\_\_\_ CORPORATE  
Title(s) of Corporate Officers(s):  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ N/A  
\_\_\_\_\_ Corporate Seal is affixed  
\_\_\_\_\_ No Corporate Seal procured

\_\_\_\_\_ PARTNER(s)  
\_\_\_\_\_ Limited Partnership  
\_\_\_\_\_ General Partnership

\_\_\_\_\_ ATTORNEY-IN-FACT  
\_\_\_\_\_ EXECUTOR(s),  
\_\_\_\_\_ ADMINISTRATOR(s),  
\_\_\_\_\_ or TRUSTEE(s):  
\_\_\_\_\_ GUARDIAN(s)  
\_\_\_\_\_ or CONSERVATOR(s)  
\_\_\_\_\_ OTHER

\_\_\_\_\_  
\_\_\_\_\_

**SIGNER IS REPRESENTING:**  
List name(s) of persons(s) or entity(ies):

\_\_\_\_\_  
\_\_\_\_\_

Exhibit A

Parent Parcel:

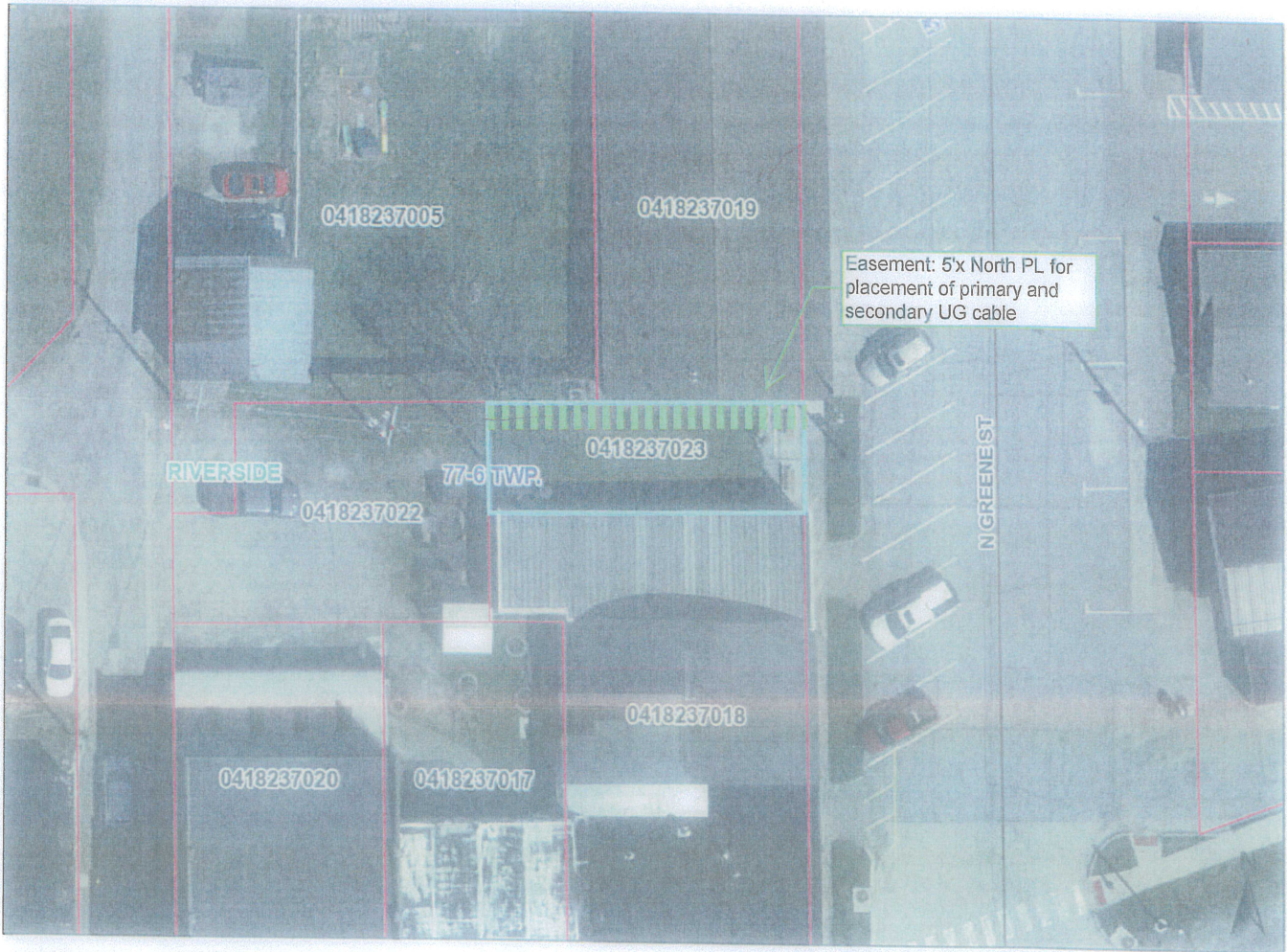
A part of the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section Eighteen (18), Township Seventy-seven (77) North, Range Six (6) West of the 5<sup>th</sup> P.M.; and a part of the Northwest Quarter (NW1/4) of the Northwest Quarter (NW1/4) of Section Seventeen (17), Township Seventy-seven (77) North, Range Six (6) West of the 5<sup>th</sup> P.M. more particularly described as: The East Half (E1/2) of Lot Number Thirteen (13), in Block Number Nineteen (19), in the Original Plat of the Town of Riverside, in Washington County, Iowa.

As conveyed by Warranty Deed, recorded November 7, 2000, in Book 380, Page 96, in Washington County, Iowa.

Easement:

*Commencing in the Northeast (NE) corner (Point of Beginning); thence West approximately Sixty-five (65') feet adjacent to the North property line; thence South adjacent to the West property line Five (5') feet; thence East approximately Sixty-five (65') feet parallel to the North property line; thence North Five (5') feet adjacent to the East property line to the Point of Beginning.*

WO 1004237 - 25 kV Riverside Conversion  
 City of Riverside, Easement Map



<b>Parcel ID</b>	0418237023	<b>Class</b>	C	<b>Owner Address</b>	RIVERSIDE, CITY OF
<b>Sec/Twp/Rng</b>	n/a	<b>Acres</b>	n/a		PO BOX 188
<b>Property Address</b>	N GREENE ST RIVERSIDE				RIVERSIDE, IA 52327
<b>District</b>	RICHG				
<b>Brief Tax Description</b>	13 19 OPE1/2				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 6/17/2024  
 Last Data Uploaded: 6/17/2024 2:31:33 AM

Developed by  **Schneider**  
 GEOSPATIAL

**RESOLUTION #2024-59**

**RESOLUTION APPROVING THE STREET FINANCIAL REPORT FOR  
FISCAL YEAR ENDING JUNE 30, 2024**

**Whereas**, the City of Riverside City Council has reviewed the FY 23-24 Street Financial Report for the City of Riverside as submitted by the City Clerk for the City of Riverside.

**Therefore**, be it resolved the City of Riverside City Council does hereby accept the Street Financial Report for the fiscal year ending June 30, 2024 as prepared by the City Clerk for the City of Riverside, Iowa.

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

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

Ayes:

Nays:

Absents:

Passed by the City Council of Riverside, Iowa and approved this 19th day of August, 2024

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

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



## City Street Finance Report

### Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets	\$48,903						\$48,903
Benefits - Roads/Streets	\$20,211						\$20,211
Building & Grounds Maint. & Repair	\$4,755						\$4,755
Vehicle & Office Equip Operation and Repair	\$3,099						\$3,099
Operational Equipment Repair	\$14,303	\$5,289					\$19,592
Street Lights	\$20,366						\$20,366
Other Maintenance and Repair							\$20,366
Insurance	\$13,807					\$2,022	\$2,022
Street Maintenance Expense		\$18,698			\$180,900		\$199,598
Other Contract Services		\$18,780					\$18,780
New Posts & Signs		\$402					\$402
Street - Capacity Improvement					\$180,900		\$180,900
Transfer Out			\$609,502				\$631,502
Snow Removal		\$4,019				\$22,000	\$26,019
Depreciation & Building Utilities	\$2,882						\$2,882

(56)



Bureau of Local Systems

Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024

Riverside

8/5/2024 1:41:27 PM

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Snow Removal Salaries	\$8,189						\$8,189
<b>Total</b>	<b>\$136,515</b>	<b>\$47,188</b>	<b>\$609,502</b>		<b>\$361,800</b>	<b>\$24,022</b>	<b>\$1,179,027</b>

(57)



Bureau of Local Systems

Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024

Riverside

8/5/2024 1:41:27 PM

### Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$136,515		\$0	\$0			\$136,515
State Revenues - Road Use Taxes		\$149,728					\$149,728
Local Contributions							
Charges/fees					\$15,520		\$15,520
Transfer In						\$19,532	\$19,532
<b>Total</b>	<b>\$136,515</b>	<b>\$149,728</b>	<b>\$0</b>	<b>\$0</b>	<b>\$647,022</b>	<b>\$19,532</b>	<b>\$952,797</b>

(58)



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024

Riverside

8/5/2024 1:41:27 PM

### Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
<b>Total</b>						



Bureau of Local Systems  
Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024  
Riverside  
8/5/2024 1:41:27 PM

### Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
DEUTZ-FAHR TRACTOR	2022	Purchased	\$41,435	No Change
DODGE RAM DIESEL	2020	Purchased	\$38,177	No Change
CHEVY 1 TON TRUCK	2008	Purchased	\$40,000	No Change
SKID LOADER	2008	Purchased	\$17,900	No Change
CHEVY SILVERADO 1 TON TRUCK	2017	Purchased	\$55,000	No Change
GMC SIDE KICK TRUCK	1990	Purchased	\$15,508	No Change
LONG TRACTOR W/ DISC MOWER	1980	Purchased	\$30,000	No Change
SIMPLICITY BRUSH SWEEPER	2004	Purchased	\$5,000	No Change
JD GATOR	2023	Purchased	\$27,250	New

(60)



Bureau of Local Systems

Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024

Riverside

8/5/2024 1:41:27 PM

### Street Projects

Project Description	Contract Price	Final Price	Contractor Name
3rd STREET RECONSTRUCTION PROJECT	\$3,300,000	\$3,461,903	STREB CONSTRUCTION CO, INC

(61)



Bureau of Local Systems

Ames, IA 50010

## City Street Finance Report

Fiscal Year 2024

Riverside

8/5/2024 1:41:27 PM

### Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$180	\$3,776	\$609,502	\$0	\$354,274	\$6,118	\$973,850
SubTotal Expenses (-)	\$136,515	\$47,188			\$361,800	\$2,022	\$547,525
Transfers Out (-)			\$609,502			\$22,000	\$631,502
Subtotal Revenues (+)	\$136,515	\$149,728	\$0	\$0	\$15,520	\$19,532	\$321,295
Transfers In (+)					\$631,502		\$631,502
Ending Balance	\$180	\$106,316	\$0	\$0	\$639,496	\$1,628	\$747,620

Resolution Number: RES 2024-63

Execution Date: Monday, August 19, 2024

Signature: Becky LaRoche

**RESOLUTION #2024-xx**

**RESOLUTION TO SELL 40 W 1<sup>ST</sup> STREET TO CHIEF INVESTMENTS LLC**

WHEREAS, the City of Riverside, Iowa, held a public hearing on the Sale of 40 W 1<sup>st</sup> Street on August 5, 2024 in the City Council Chambers located at the Riverside City Hall, 60 North Greene Street, Riverside, Iowa

THEREFORE, BE IT RESOLVED, The City of Riverside City Council, hereby approves the sale of 40 W 1<sup>st</sup> Street to Chief Investments LLC in the amount of \$4000.

IT WAS MOVED BY Councilperson \_\_\_\_\_ seconded by Councilperson \_\_\_\_\_, to approve the foregoing resolution.

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

Ayes:

Nays:

Abstain/Absent: Rodgers

PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 19th day of August, 2024.

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

Allen Schneider, Mayor

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

Becky LaRoche, City Clerk



## REAL ESTATE PURCHASE AGREEMENT

This Real Estate Purchase Agreement (“Agreement”) is entered by and between the CITY OF RIVERSIDE, IOWA, an Iowa municipal corporation (“SELLER”), and CHIEF INVESTMENTS LLC (“BUYER”), as of the date of last signature set forth below (“Effective Date”).

SELLER is the owner of the real property (“Property”) identified as an approximately 40’ x 62’ parcel of commercial real property locally known as 40 W. 1<sup>st</sup> Street, Riverside, Iowa, identified as Auditor’s Parcel No. 0418277004, and legally described as follows:

The West 40 feet of Lot Five (5), in Block B in the Original Plat;

Also, commencing at a point on the North line of Rail Road Street, and at the Southwest corner of Lot Five (5), in Block B, thence South 15 feet, thence East 40 feet, thence North to the North line of said Rail Road Street, thence in a southwesterly direction along the North line of said Rail Road Street to the place of beginning;

All in the Original Plat of the City of Riverside; in Washington County, Iowa.

SELLER agrees to sell and BUYER agrees to purchase the Property, together with any easements and appurtenant servient estates, and subject to any easements of record for public utilities or roads; any zoning restrictions; restrictive covenants, and/or mineral reservations of record, if any, upon the following terms and conditions:

1. **PURCHASE PRICE.** The Purchase Price shall be Four Thousand and 00/100 Dollars (\$4,000.00) upon performance of SELLER’S obligations and satisfaction of BUYER’S contingencies, with adjustment for such closing costs as are customary or otherwise provided for in this Agreement to be added to or deducted from this amount. Buyer shall further be responsible for paying, at closing, all costs of closing, including but not limited to reasonable attorney fees incurred by SELLER to facilitate this transaction.

As further consideration for this Agreement BUYER agrees, at BUYER’S expense, to rehabilitate the commercial building on the Property pursuant to the following schedule and terms:

- a. Within ninety (90) days of closing BUYER shall secure all applicable permits from the City of Riverside and provide SELLER with a plan of work for the Property including a timeline with construction checkpoints; and
- b. Complete a general cleanup of the property within ninety (90) days; and
- c. Complete a general demolition in preparation for redevelopment; and
- d. Complete necessary construction items to ensure safety by meeting code requirements

BUYER and SELLER may agree, in writing, to accommodate unavoidable delays. No assignment of BUYER'S obligation to develop the Property or sale of the Property by BUYER for development by others shall be permitted prior to the completion of the rehabilitation work outlined above without SELLER'S prior written consent. BUYER agrees all rehabilitation activities shall comply with relevant provisions of the City Code and to obtain all necessary permits and undergo all necessary inspections.

2. **REAL ESTATE TAXES.** BUYER assumes the obligation to pay any real estate taxes accrued against the Property and constituting a lien against the Property through the date of closing whether payable at the time of closing or otherwise. It shall be BUYER'S responsibility to confirm potential real estate tax liabilities with the Washington County Treasurer's Office prior to executing this Agreement. BUYER shall pay all subsequent real estate taxes to the extent required by law.

3. **SPECIAL ASSESSMENTS.** SELLER is an Iowa municipal corporation, and the Property is exempt from special assessments. SELLER makes no warranties as to the status of any special assessments applicable to the property. BUYER shall pay all subsequent special assessments to the extent required by law.

4. **RISK OF LOSS AND INSURANCE.** SELLER shall bear the risk of loss or damage to the Property prior to closing or possession, whichever first occurs, provided SELLER shall have the right but not the obligation to repair such damage. In the event the Property is damaged prior to closing or possession this Agreement shall continue in force and effect until either party rescinds the Agreement after giving thirty (30) days written notice to the other party.

5. **POSSESSION AND CLOSING.** If BUYER timely performs all obligations required pursuant to this Agreement, other than rehabilitation of the Property, possession of the Property shall be delivered to BUYER on the date of closing, and any adjustments of rent, insurance, interest, and all charges attributable to SELLER'S possession shall be made as of the date of closing. This transaction shall be considered closed, and BUYER shall take possession, upon the filing of title transfer documents and receipt of all funds due at closing from BUYER under this Agreement. Closing shall be held on or before the 2nd day of September 2024, or such other date as the parties may mutually agree, but not later than the 7th day of October 2024. SELLER acknowledges time is of the essence and agrees to take reasonable steps to close as soon as reasonably possible following the Effective Date.

6. **CONDITION OF PROPERTY.** SELLER makes no warranties, expressed or implied, as to the condition of the Property and BUYER shall take possession to the Property "as is." BUYER acknowledges BUYER has made a satisfactory inspection of the Property and is purchasing the Property in its existing condition.

7. **ABSTRACT AND TITLE.** BUYER, at its expense, may obtain an abstract of title to the Property continued through the date of acceptance of this Agreement, and BUYER'S attorney may, at BUYER'S expense, examine the abstract after it is continued through the date of acceptance. If BUYER'S title opinion does not show marketable title in SELLER in conformity

with Iowa law, and title standards of the Iowa State Bar Association, BUYER may request SELLER make reasonable efforts to perfect title, provided SELLER shall be under no obligation to do so. If closing is delayed due to SELLER'S inability to perfect title, or election not to perfect title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving thirty (30) days written notice to the other party.

8. **DEED.** Upon payment of the Purchase Price, SELLER shall convey the Property to BUYER by Quit Claim Deed prepared by SELLER at SELLER'S expense.

9. **SURVEY.** BUYER, at their expense, may have the Property surveyed and certified by a registered land surveyor prior to closing.

10. **ENVIRONMENTAL MATTERS.** SELLER warrants to the best of its knowledge and belief there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks located on the Property, which require remediation under current governmental standards, and SELLER has done nothing to contaminate the Property with hazardous wastes or substances. SELLER warrants the property is not subject to any local, state or federal judicial or administrative action, investigation or order regarding wells, solid waste disposal sites, hazardous wastes or substances or underground storage tanks.

11. **INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM.** SELLER represents and warrants to BUYER the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

12. **NOTICE.** Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the addresses given below.

13. **GENERAL PROVISIONS.** In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by SELLER and BUYER. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context.

14. **REMEDIES OF PARTIES.**

A. If BUYER fails to timely perform provisions of this Agreement pertaining to the sale of the Property, as distinguished from development of the Property, SELLER may forfeit it as provided in the Iowa Code (Chapter 656), and all payments made shall be forfeited; or, at SELLER'S option, upon thirty (30) days written notice of intention to accelerate the payment of the entire balance because of BUYER'S default (during which thirty days the default is not corrected), SELLER may declare

the entire balance immediately due and payable. Thereafter this Agreement may be foreclosed in equity and the Court may appoint a receiver.

- B. If SELLER fails to timely perform this Agreement, pertaining to the sale of the Property, as distinguished from development of the Property, BUYER has the right to have all payments made returned to it and declare this Agreement null and void.
- C. BUYER and SELLER are also entitled to utilize any and all other remedies or actions at law or in equity available to them to enforce any provision of this Agreement, pertaining to the sale and/or development of the Property, and the prevailing party shall be entitled to obtain judgment for costs and attorney fees.

15. **REAL ESTATE AGENT OR BROKER.** Neither party has used the service of a real estate agent or broker in connection with this transaction.

16. **CERTIFICATION.** BUYER and SELLER each certify that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorneys' fees and costs) arising from or related to any breach of the foregoing certification.

17. **APPROVAL BY CITY COUNCIL.** In the performance of this Agreement, SELLER, as an Iowa municipal corporation, shall take all action legally required of a municipal corporation relative to the purchase of real property. This Agreement shall be expressly contingent upon approval by the City Council for Riverside, Iowa.

18. **COUNTERPARTS.** This Agreement may be executed in several counterparts, each of which, when so executed and delivered, shall be deemed an original, and all of which, when taken together, shall constitute the same instrument, even though all parties are not signatories to the original or the same counterpart. Furthermore, the parties may execute and deliver this Agreement by electronic means such as PDF or a similar format. BUYER and SELLER agree that delivery of the Agreement by electronic means shall have the same force and effect as delivery of original signatures and that each of the parties may use such electronic signatures as evidence of the execution and delivery of the Agreement by all parties to the same extent as an original signature.

19. **ADDITIONAL PROVISIONS.** To the extent not in conflict with the terms of the written terms of this agreement, the terms, conditions, and statements set forth in the Invitation to Bid issued by SELLER and completed Bid Blank issued by BUYER are incorporated by this reference. No other additional provisions if not listed in an addendum hereto.

**20. EXECUTION.** When and if executed by both SELLER and BUYER, this Agreement shall become a binding contract.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

**BUYER:**

**CHIEF INVESTMENTS LLC**

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
David Brown, Owner

Address: 4545 500<sup>th</sup> ST SE  
IOWA CITY, IA 52240

Telephone: (319) 530-5500

**SELLER:**

**CITY OF RIVERSIDE, IOWA,**  
an Iowa municipal corporation

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

By: \_\_\_\_\_  
Allen Schneider, Mayor

Attest:

\_\_\_\_\_  
Cole Smith, City Administrator

Address: Riverside City Hall  
60 Greene Street  
Riverside, Iowa 52327

Telephone: (319) 648-3501



## FY25 Goals

### All Full Time Employees

1. Complete 2 relevant, supervisor-approved, trainings or professional development opportunities that are followed up with a report to your supervisor by June 30, 2025.
2. Meet one-on-one with your supervisor each month to discuss goals, performance, needs, opportunities, and other relevant topics. Progress will be discussed and documented meeting to meeting.

### Streets & Parks-

1. Logan- Obtain a Class B CDL by December 15, 2024.
2. Bryan- Identify locations for trees to be planted, trees that need to be removed/replaced, and maintenance procedures for trees in public areas. Work with City Administrator to identify grant opportunities to help fund plantings.

### City Clerk-

1. Becky- Identify key responsibilities and create a transition plan
2. Improve communication with the community by posting all agendas, minutes, and newsletters on Facebook in FY25.
3. Fully implement Laserfiche into workflow by uploading all FY25 filed documents into the repository and develop a plan for uploading previous documents.

### City Administrator-

1. Create a community-focused communication plan containing a guide for consistent messaging and identifying how each communication channel will be used by the end of 2024.
2. Support the Riverside Community Center Project by developing a plan with key milestones and conducting work sessions with City Council and ensuring that important objectives are met.
3. Create a Master Plan for City Operations that includes all contracts, capital projects, a budget overview, funding options, policy updates, equipment, and employees.



## CITY CLERK POSITION PROFILE

Apply by September 30, 2024 by 11:59 PM

**Position:** City Clerk

**Job Description:** The City of Riverside, Iowa, a population of approximately 1,060 is accepting applications for a full-time City Clerk. At-will position appointed by the City Council and reports to the City Administrator. Directly responsible to the City Administrator for the administration of municipal affairs. Under administrative direction monitors, directs and evaluates the financial operation of the City according to duties set forth in state law.

**Schedule:** Generally, 40 hours per week, Monday through Friday. May be required to work additional hours or to change hours with minimal notice because of operational needs. Attending meetings outside of business hours required.

**Rate of Pay:** \$25-\$32/hour, dependent on qualifications, with full range of benefits.

### Skills & Qualifications:

- **Education/Training:** High School Graduate or equivalent required. Some college with office or accounting emphasis or Iowa's Municipal Professional's Institute and Academy training preferred.
- **Work Experience:** Three (3) years of work in a related field, or an equivalent combination of education, training, and experience that provides the knowledge, skills, and abilities necessary to perform the essential functions of the position. Experience in an office environment required, with governmental office experience preferred.
- **Technology:** Experience using government fund accounting software, InCode preferred. Microsoft Office preferred.
- **Required licenses, registrations, and certifications:** Certified Municipal Clerk preferred or be willing to attain state certification. Possession of a valid State of Iowa Driver's license. Must be bondable.
- **Special Abilities:** Must have good organizational skills; must be a self-starter; have good communication skills to interact with staff, elected officials, and citizens; and the ability to manage numerous processes at the same time.
- **Physical Requirements:** Must be able to lift objects weighing more than 20 pounds on an occasional basis and carry, push, or pull them up to 10 feet unassisted; must be able to stand, sit, listen, and watch for extended periods of time.
- **Mental Requirements:** Must have the ability to prioritize, plan and schedule a variety of activities in accordance with established deadlines; must be capable of performing under moderately to highly stressful conditions created by the need to provide accurate solutions to problems and meet citizen's expectations under time deadlines.



### **Duties and Responsibilities:**

- **Supervision:** Works under the supervision of the City Administrator.
- **The Position:** The City Clerk has the power and duties as provided in Chapter 18 of the City of Riverside Code of Ordinances. The position of City Clerk carries the responsibility for the financial stability of the City, and as such, requires specialized skills to perform tasks.

### **Essential Duties:**

- General accounting for the City
- Prepare and process payroll, record expenses, report taxes
- Bill utilities
- Attend all City meetings and record minutes.
- Publish minutes within fifteen (15) days following a regular or special meeting.
- Publish all ordinances, enactments, proceedings, and official notices requiring publication.
- Authenticate and sign documents.
- Issue and keep a record of all licenses and permits.
- Perform election duties in accordance with Chapter 376 of the Code of Iowa.
- Maintain custody of City funds, record receipts and disbursements, keep a record of all money received from special assessments, and maintain a register of all bonds outstanding and record all payments of interest and principal.
- Handles routine correspondence and phone calls to the City.
- Order or purchase city supplies as needed with purchase order approval of the City Administrator.
- Processes daily mail and distribution.
- Work with the City Administrator to prepare and complete the budget, filing with County and State.

**Works Closely with:** This position works closely with the City Administrator in performing all aspects of their duties and those that may be assigned periodically. Will also work with the Mayor and City Council, as well as with the Department of Revenue, Department of Management, Department of Transportation, and Washington County Auditor.

**Disclaimer:** All duties and requirements in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not however, reflect the only duties performed. Employees in this job class will be expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

**Residency Requirement:** Must reside within 20 miles of Riverside city limits or be willing to relocate.

**Submit Application:** Applications should be submitted to [cityadmin@riversideiowa.gov](mailto:cityadmin@riversideiowa.gov). Application materials requested include: a cover letter, resume, salary history, and three (3) work-related references. Apply by September 30, 2024 by 11:59 PM. Late submittals will not be considered.

Application packets will be available on the City of Riverside website, [www.riversideiowa.gov](http://www.riversideiowa.gov) and at City Hall.

*The City of Riverside, Iowa is an equal opportunity employer, M/F/Disability/Veteran.*

## City Clerk Hiring Information

### Items to Discuss-

- Where will we post?
- Further Staffing Needs- Deputy Clerk
- Interview Questions

### Timeline

Job Posted	Tuesday, August 20, 2024
Applications Due	Monday, September 30, 2024
Phone Screening Interviews	October 7-11, 2024
Finalists Selected	Monday, October 14, 2024
Final Interviews	Wednesday, October 16, 2024
Final Decision	Monday, October 21, 2024
Job Offer	Tuesday, October 22, 2024
Start Date	Monday, December 2, 2024
Probationary Period Evaluation	Monday, February 17, 2025
Probationary Period Complete	Friday, March 3, 2025

### Phone Screening Interview Questions:

- Tell me about your experience with government fund accounting software.

### Final Interview Questions:

- Tell us about a situation where your ethics and integrity were challenged. How did you handle this? What would you do differently?
- How do you organize and prioritize your workload?
- How do you handle conflict with other people?

### Training-

- Iowa Municipal Professionals Institute
- Iowa Municipal Professionals Academy
- Iowa League of Cities Trainings
- IMFOA Certification
- InCode
- Laserfiche
- In Person with Cole and/or Becky

CITY of RIVERSIDE FUND BALANCES 7-31-2024

FUND	NAME	BALANCE	RESERVES (3 MONTHS)	AVAILABLE FY 23
001	GENERAL	\$ 248,402.20	\$ (278,350.00)	
002	FIRE	\$ 165,298.02	\$ (165,298.02)	\$ (29,947.80)
110	R.USE	\$ 104,158.87	\$ (11,800.00)	\$ -
121	LOST	\$ 63,163.42	\$ -	\$ 92,358.87
145	CASINO	\$ 994,061.46	\$ -	\$ 63,163.42
301	CAP PRO	\$ 707,418.51	\$ -	\$ 994,061.46
302	CB FUNDS	\$ 1,375,682.86	\$ (1,375,682.86)	\$ 707,418.51
600	WATER	\$ 90,473.36	\$ (126,611.00)	\$ -
610	SEWER	\$ 493,197.54	\$ (100,344.00)	\$ (36,137.64)
680	STORM	\$ 3,260.03	\$ -	\$ 392,853.54
	<b>TOTAL</b>	<b>\$ 4,245,116.27</b>	<b>\$ (2,058,085.88)</b>	<b>\$ 3,260.03</b>
			\$ -	\$ 2,187,030.39
<b>POOLED CASH BALANCE</b>		<b>6/30/2024</b>		
<b>COMM. BUILDING SET A SIDE</b>			<b>INTEREST RATE</b>	
SAV	67928	\$ 1,375,682.86	5.24%	
TOTAL	302 FUND	\$ 1,375,682.86		
CHECK	35378	\$ 167,536.08	2.40%	
MM	67545	\$ 2,660,488.90	5.24%	
HILLS	2656940	\$ 48,398.43	0.25%	
	<b>TOTAL</b>	<b>\$ 4,252,106.27</b>		
	<b>LESS RESERVES</b>	<b>\$ (2,058,085.88)</b>		
	<b>LIQUID CASH</b>	<b>\$ 2,194,020.39</b>	<b>7/31/2024</b>	

(74)

CITY OF RIVERSIDE  
MTD TREASURERS REPORT  
AS OF: JULY 31ST, 2024

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
001-GENERAL FUND	416,705.35	24,038.67	193,507.00	247,237.02	0.00	1,165.18	248,402.20
002-FIRE DEPARTMENT	181,296.60	1,038.62	17,037.20	165,298.02	0.00	0.00	165,298.02
110-ROAD USE TAX	106,315.75	12,061.12	14,218.00	104,158.87	0.00	0.00	104,158.87
121-LOCAL OPTION SALES TAX	47,617.76	15,545.66	0.00	63,163.42	0.00	0.00	63,163.42
125-TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
145-CASINO REVENUE FUND	862,498.52	181,537.94	49,975.00	994,061.46	0.00	0.00	994,061.46
301-CAPITAL PROJECTS	710,543.51	0.00	3,125.00	707,418.51	0.00	0.00	707,418.51
302-COMMUNITY CENTER FUNDS	1,369,726.61	5,956.25	0.00	1,375,682.86	0.00	0.00	1,375,682.86
600-WATER FUND	89,071.82	37,594.48	36,192.94	90,473.36	0.00	0.00	90,473.36
610-SEWER FUND	477,429.76	36,811.87	21,044.09	493,197.54	0.00	0.00	493,197.54
680-STORM WATER	1,627.61	1,632.42	0.00	3,260.03	0.00	0.00	3,260.03
GRAND TOTAL	4,262,833.29	316,217.03	335,099.23	4,243,951.09	0.00	1,165.18	4,245,116.27

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

CITY OF RIVERSIDE  
 POOLED CASH REPORT (FUND 999)  
 AS OF: JULY 31ST, 2024

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
001-1110	CHECKING ACCT-GENERAL FUND	416,705.35 (	168,303.15)	248,402.20
002-1110	CHECKING ACCT-FIRE DEP.	181,296.60 (	15,998.58)	165,298.02
110-1110	CHECKING ACCT-ROAD USE TAX	106,315.75 (	2,156.88)	104,158.87
121-1110	CHECKING ACCT-LOST	47,617.76	15,545.66	63,163.42
125-1110	CHECKING ACCT-TIF	0.00	0.00	0.00
145-1110	CHECKING ACCT-CASINO REVENUE	862,498.52	131,562.94	994,061.46
301-1110	CHECKING ACCT-CAP PROJECTS	710,543.51 (	3,125.00)	707,418.51
302-1110	COMMUNITY CENTER FUNDS	1,369,726.61	5,956.25	1,375,682.86
600-1110	CHECKING ACCT-WATER	89,071.82	1,401.54	90,473.36
610-1110	CHECKING ACCT-SEWER	477,429.76	15,767.78	493,197.54
680-1110	CHECKING ACCT-STORM WATER	<u>1,627.61</u>	<u>1,632.42</u>	<u>3,260.03</u>
TOTAL CLAIM ON CASH		<u>4,262,833.29 (</u>	<u>17,717.02)</u>	<u>4,245,116.27</u>
		=====	=====	=====

CASH IN BANK - POOLED CASH

999-1110	CASH IN BANK #35378	202,738.66 (	35,202.58)	167,536.08
999-1112	MONEY MARKET #67545	2,648,969.87	11,519.03	2,660,488.90
999-1114	HILLS BANK #2656940	48,388.15	10.28	48,398.43
999-1115	COMM CENTER FUND #67928	<u>1,369,726.61</u>	<u>5,956.25</u>	<u>1,375,682.86</u>
SUBTOTAL CASH IN BANK - POOLED CASH		<u>4,269,823.29 (</u>	<u>17,717.02)</u>	<u>4,252,106.27</u>

WAGES PAYABLE

999-2010	WAGES PAYABLE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
SUBTOTAL WAGES PAYABLE		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

TOTAL CASH IN BANK - POOLED CASH		<u>4,269,823.29 (</u>	<u>17,717.02)</u>	<u>4,252,106.27</u>
		=====	=====	=====

DUE TO OTHER FUNDS - POOLED CASH

999-2100	DUE TO OTHER FUNDS	<u>4,262,833.29 (</u>	<u>17,717.02)</u>	<u>4,245,116.27</u>
TOTAL DUE TO OTHER FUNDS		<u>4,262,833.29 (</u>	<u>17,717.02)</u>	<u>4,245,116.27</u>
		=====	=====	=====

CITY OF RIVERSIDE  
 POOLED CASH REPORT (FUND 999)  
 AS OF: JULY 31ST, 2024

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>DUE TO POOLED CASH</u>				
001-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
002-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
110-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
121-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
125-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
145-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
200-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
301-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
302-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
600-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
610-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
680-2020	ACCOUNTS PAYABLE	0.00	0.00	0.00
TOTAL DUE TO POOLED CASH		0.00	0.00	0.00
<u>DUE FROM OTHER FUNDS</u>				
999-1330	DUE FROM OTHER FUNDS	0.00	0.00	0.00
TOTAL DUE FROM OTHER FUNDS		0.00	0.00	0.00
<u>ACCOUNTS PAYABLE - POOLED CASH</u>				
999-2020	ACCOUNTS PAYABLE CONTROL	6,990.00	0.00	6,990.00
TOTAL ACCOUNTS PAYABLE POOLED CASH		6,990.00	0.00	6,990.00

\*\*\* PROOF CASH BALANCES \*\*\*

(A)		(B)		(C)	
CLAIM ON CASH	4,245,116.27	CLAIM ON CASH	4,245,116.27	CASH IN BANK	4,252,106.27
CASH IN BANK	4,252,106.27	DUE TO OTHER FUNDS	4,245,116.27	DUE TO OTHER FUNDS	4,245,116.27
DIFFERENCE	6,990.00		0.00		( 6,990.00)

\*\*\* PROOF ACCOUNTS PAYABLE BALANCES \*\*\*

(D)		(E)		(F)	
AP PENDING	6,990.00	AP PENDING	6,990.00	DUE FROM OTHER FUNDS	0.00
DUE FROM OTHER FUNDS	0.00	ACCOUNTS PAYABLE	0.00	ACCOUNTS PAYABLE	0.00
DIFFERENCE	6,990.00		6,990.00		0.00

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

DATES: 7/01/2024 THRU 7/31/2024

	NUMBER#	TOTAL ARREARS	TOTAL CURRENT	TOTAL BALANCE	ACTIVE ACCOUNT RECONCILIATION
ACTIVE ACCOUNTS:	555	444.06	84,105.03	84,549.09	NEW ACCOUNTS: 6
DISCONNECTED ACCTS:	5	77.65	50.11CR	27.54	DISCONNECT--NO TRF: 5
FINALED ACCOUNTS:	44	3,133.69		3,133.69	DISCONNECT--TRANSFER: 0
INACTIVE ACCOUNTS:	1,873	0.00		0.00	
<b>**GRAND TOTALS**</b>	<b>2,477</b>	<b>3,655.40</b>	<b>84,054.92</b>	<b>87,710.32</b>	

**\*\*CALCULATION SUMMARY\*\***

TOTAL CHARGES:	84,254.92
DEPOSIT RETURNS:	200.00CR
TOTAL CURRENT:	84,054.92

===== SERVICE CATEGORY TOTALS =====

CATEGORY	NUMBER	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION
AS ANIMAL SHELTER	36	78.00	0.00	0.00	0.00			
GAR GARBAGE	770	7,343.00	0.00	0.00	0.00			
STW STORM WATER	546	1,638.00	0.00	0.00	0.00			
SWR SEWER	540	35,871.07	0.00	1,407.65	20,109.81	4122,965.0000		4122,965.0000
WTR WATER	550	35,839.69	0.00	2,077.51	34,625.02	4201,793.0000	9998,736	14200,529.0000
<b>***TOTALS***</b>		<b>80,769.76</b>	<b>0.00</b>	<b>3,485.16</b>	<b>54,734.83</b>			

===== REVENUE CODE TOTALS =====

R/C DESCRIPTION	G/L ACCOUNT#	AMOUNT
<b>SERVICES:</b>		
100-WATER	600-4-810-1-4500	35,839.69
200-SEWER	610-4-815-1-4500	35,871.07
300-GARBAGE	001-4-950-1-4504	7,343.00
400-ANIMAL SHELTER DONATION	001-4-950-2-4700	78.00
450-STORM WATER FEE	680-4-950-4-4504	1,638.00
<b>TAX:</b>		
190-WATER EXCISE TAX	600-4-810-1-4560	2,077.51
290-SEWER TAX	610-4-815-4-4560	1,407.65
<b>**R/C TOTALS**</b>		<b>84,254.92</b>

===== RATE TABLE TOTALS =====

CAT CODE	TBL DESCRIPTION	SCHED	NO#	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	CONSUMPTION	MLT.
AS 400	A10 ANIMAL SHELTER	A10	3	30.00	0.00	0.00	0.00		
AS 400	AS1 ANIMAL SHELTER	AS1	28	28.00	0.00	0.00	0.00		
AS 400	AS2 ANIMAL SHELTER	AS2	1	2.00	0.00	0.00	0.00		
AS 400	AS3 ANIMAL SHELTER	AS3	1	3.00	0.00	0.00	0.00		
AS 400	AS5 ANIMAL SHELTER	AS5	3	15.00	0.00	0.00	0.00		
GAR 300	G02 GARBAGE- 35 GAL	G02	101	1,767.50	0.00	0.00	0.00		

BOOK:

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

\*\* ( CONTINUED ) \*\*

CAT CODE	TBL DESCRIPTION	SCHED	NO#	TOTAL NET	FUEL-ADJ	TOTAL TAX	TAXABLE	CONSUMPTION	MLT.
GAR 300	G03 GARBAGE - 65 GAL	G03	283	5,518.50	0.00	0.00	0.00		
GAR 300	G04 GARBAGE - XTRA CART	G04	4	57.00	0.00	0.00	0.00		
GAR 300	R01 RECYCLING 65 GAL	R01	333	0.00	0.00	0.00	0.00		
GAR 300	R02 RECYCLING 95 GAL	R02	49	0.00	0.00	0.00	0.00		
STW 450	ST1 STORM WATER FEE	ST1	546	1,638.00	0.00	0.00	0.00		
SWR 200	S01 SEWER-RESIDENTIAL	S01	484	15,481.08	0.00	0.00	0.00	1,612,198.0000	
SWR 200	S03 SEWER-COM, IND, GOV	S03	47	19,992.68	0.00	1,393.90	19,913.39	2,505,511.0000	
SWR 200	S04 SEWER-RES SEWER ONLY	S04	4	140.00	0.00	0.00	0.00		
SWR 200	S06 SEWER - 150% RATE	S06	1	60.89	0.00	0.00	0.00	4,765.0000	
SWR 200	S07 SEWER -COM O/S CITY	S07	3	180.00	0.00	12.60	180.00		
SWR 200	S08 SEWER-COM, O/S METER	S08	1	16.42	0.00	1.15	16.42	491.0000	
WTR 100	W01 WATER	W01	531	34,308.94	0.00	2,053.79	34,229.65	3,953,185.0000	
WTR 100	W02 WATER - OUTSIDE CITY	W02	2	322.14	0.00	19.33	322.14	31,793.0000	
WTR 100	W03 WATER - 2ND METER	W03	6	73.23	0.00	4.39	73.23	206.0000	
WTR 100	W05 NO CHARGE	W05	6	0.00	0.00	0.00	0.00	60,989.0000	
WTR 100	WLO WATER - ACC CONS LOW	WLO	3	0.00	0.00	0.00	0.00		
WTR 100	WO4 WATER NO TAX	WO4	2	1,135.38	0.00	0.00	0.00	155,620.0000	
***TOTALS***				80,769.76	0.00	3,485.16	54,734.83		

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

CODE	DESCRIPTION	BILLED CONSUMPTION	UNBILLED CONSUMPTION	TOTAL CONSUMPTION	DEMAND CONSUMPTION
W	WATER	4,201,793.0000	9,998,736.000	14,200,529.0000	

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

CODE	DESCRIPTION	NUMBER	AMOUNT
10	WATER DEPOSIT	2	100.00CR
20	SEWER DEPOSIT	2	100.00CR
**DEPOSIT TOTALS**		4	200.00CR



DATES: 7/01/2024 THRU 7/31/2024

BOOK:

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

CLASS	SERV RATE	DESCRIPTION	NUMBER	TOTAL NET	FUEL-ADJ	TAXABLE	TOTAL TAX	CONSUMPTION
CIT	WTR 100 W05	NO CHARGE	4	0.00	0.00	0.00	0.00	46,615.0000
		** CLASS TOTAL **	CIT	0.00	0.00	0.00	0.00	46,615.0000
COM	AS 400 AS1	ANIMAL SHELTER	1	1.00	0.00	0.00	0.00	
COM	GAR 300 G02	GARBAGE- 35 GAL	2	35.00	0.00	0.00	0.00	
COM	GAR 300 G03	GARBAGE - 65 GAL	3	58.50	0.00	0.00	0.00	
COM	GAR 300 R01	RECYCLING 65 GAL	5	0.00	0.00	0.00	0.00	
COM	GAR 300 R02	RECYCLING 95 GAL	1	0.00	0.00	0.00	0.00	
		** CATEGORY TOTAL **	GAR	93.50	0.00	0.00	0.00	
COM	STW 450 ST1	STORM WATER FEE	51	153.00	0.00	0.00	0.00	
COM	SWR 200 S01	SEWER-RESIDENTIAL	6	418.28	0.00	0.00	0.00	57,713.0000
COM	SWR 200 S03	SEWER-COM, IND, GOV	43	19,897.69	0.00	19,897.69	1,392.80	2,497,679.0000
COM	SWR 200 S07	SEWER -COM O/S CITY	3	180.00	0.00	180.00	12.60	
COM	SWR 200 S08	SEWER-COM, O/S METER	1	16.42	0.00	16.42	1.15	491.0000
		** CATEGORY TOTAL **	SWR	20,512.39	0.00	20,094.11	1,406.55	2,555,883.0000
COM	WTR 100 W01	WATER	48	19,109.28	0.00	19,109.28	1,146.58	2,385,889.0000
COM	WTR 100 W02	WATER - OUTSIDE CITY	1	261.25	0.00	261.25	15.68	27,028.0000
COM	WTR 100 W05	NO CHARGE	2	0.00	0.00	0.00	0.00	14,374.0000
COM	WTR 100 WLO	WATER - ACC CONS LOW	2	0.00	0.00	0.00	0.00	
COM	WTR 100 WO4	WATER NO TAX	2	1,135.38	0.00	0.00	0.00	155,620.0000
		** CATEGORY TOTAL **	WTR	20,505.91	0.00	19,370.53	1,162.26	2,582,911.0000
		** CLASS TOTAL **	COM	41,265.80	0.00	39,464.64	2,568.81	
GOV	STW 450 ST1	STORM WATER FEE	2	6.00	0.00	0.00	0.00	
GOV	SWR 200 S03	SEWER-COM, IND, GOV	2	34.76	0.00	0.00	0.00	1,794.0000
GOV	WTR 100 W01	WATER	2	34.76	0.00	0.00	0.00	1,794.0000
GOV	WTR 100 WLO	WATER - ACC CONS LOW	1	0.00	0.00	0.00	0.00	
		** CATEGORY TOTAL **	WTR	34.76	0.00	0.00	0.00	1,794.0000
		** CLASS TOTAL **	GOV	75.52	0.00	0.00	0.00	
NTX	STW 450 ST1	STORM WATER FEE	1	3.00	0.00	0.00	0.00	
NTX	SWR 200 S03	SEWER-COM, IND, GOV	1	44.53	0.00	0.00	0.00	5,422.0000
NTX	WTR 100 W01	WATER	1	44.53	0.00	0.00	0.00	5,422.0000
		** CLASS TOTAL **	NTX	92.06	0.00	0.00	0.00	

DATES: 7/01/2024 THRU 7/31/2024

BOOK:

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

CLASS	SERV RATE		DESCRIPTION	NUMBER	TOTAL NET	FUEL-ADJ	TAXABLE	TOTAL TAX	CONSUMPTION
RES AS	400 A10		ANIMAL SHELTER	3	30.00	0.00	0.00	0.00	
RES AS	400 AS1		ANIMAL SHELTER	27	27.00	0.00	0.00	0.00	
RES AS	400 AS2		ANIMAL SHELTER	1	2.00	0.00	0.00	0.00	
RES AS	400 AS3		ANIMAL SHELTER	1	3.00	0.00	0.00	0.00	
RES AS	400 AS5		ANIMAL SHELTER	3	15.00	0.00	0.00	0.00	
		** CATEGORY TOTAL **	AS		77.00	0.00	0.00	0.00	
RES GAR	300 G02		GARBAGE- 35 GAL	99	1,732.50	0.00	0.00	0.00	
RES GAR	300 G03		GARBAGE - 65 GAL	280	5,460.00	0.00	0.00	0.00	
RES GAR	300 G04		GARBAGE - XTRA CART	4	57.00	0.00	0.00	0.00	
RES GAR	300 R01		RECYCLING 65 GAL	328	0.00	0.00	0.00	0.00	
RES GAR	300 R02		RECYCLING 95 GAL	48	0.00	0.00	0.00	0.00	
		** CATEGORY TOTAL **	GAR		7,249.50	0.00	0.00	0.00	
RES STW	450 ST1		STORM WATER FEE	492	1,476.00	0.00	0.00	0.00	
RES SWR	200 S01		SEWER-RESIDENTIAL	478	15,062.80	0.00	0.00	0.00	1,554,485.0000
RES SWR	200 S03		SEWER-COM, IND, GOV	1	15.70	0.00	15.70	1.10	616.0000
RES SWR	200 S04		SEWER-RES SEWER ONLY	4	140.00	0.00	0.00	0.00	
RES SWR	200 S06		SEWER - 150% RATE	1	60.89	0.00	0.00	0.00	4,765.0000
		** CATEGORY TOTAL **	SWR		15,279.39	0.00	15.70	1.10	1,559,866.0000
RES WTR	100 W01		WATER	480	15,120.37	0.00	15,120.37	907.21	1,560,080.0000
RES WTR	100 W02		WATER - OUTSIDE CITY	1	60.89	0.00	60.89	3.65	4,765.0000
RES WTR	100 W03		WATER - 2ND METER	6	73.23	0.00	73.23	4.39	206.0000
		** CATEGORY TOTAL **	WTR		15,254.49	0.00	15,254.49	915.25	1,565,051.0000
		** CLASS TOTAL **	RES		39,336.38	0.00	15,270.19	916.35	
		** GRAND TOTALS **			80,769.76	0.00	54,734.83	3,485.16	

## ===== REPORT TOTALS =====

## ==== BOOK CODE TOTALS ====

BOOK:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-BOOK 01	90.83CR	59.04	0.00	0.00	402.06	370.27
02-BOOK 02	88.08CR	219.57	0.00	0.00	318.68	450.17
03-BOOK 03	660.31CR	0.00	0.00	0.00	68.87	591.44CR
04-BOOK 04	97.32	0.00	104.50	32.50	1043.69	1278.01
05-BOOK 05	75.20	0.00	0.00	0.00	0.00	75.20
06-BOOK 06	0.00	0.00	0.00	0.00	0.00	0.00
07-BOOK 07	691.46	0.00	0.00	0.00	346.25	1037.71
08-BOOK 08	159.04CR	196.71	123.16	25.46	881.10	1067.39
TOTALS	134.28CR	475.32	227.66	57.96	3060.65	3687.31

ERRORS: 000