

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

Monday, October 7, 2024 @ 6:00 PM

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

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

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
 - a. Minutes
 - b. Expenditures
 - c. Alcohol Permit – Dollar General
5. Public forum: 3 minutes per person. See guidelines for public comments at the Clerk's table.
6. City Engineer's Report (Axiom Consultants) #6
 - a. Capt. Kirk ADA Ramp
 - b. Third Street
 - c. Cherry Lane Extension
 - d. Community Center
 - e. Hall Park
7. City Administrator's Report
 - a. Consider resolution to approve audit proposal for FY24 (2024-69) #7
 - b. Consider resolution to install security fence at Lift Station #4 #21
 - c. CDBG Downtown Revitalization Permit Fees
 - d. Deposit Rate Updates
 - e. City Clerk Hiring Committee
 - f. Recap of ILOC Annual Conference
8. Closing Comments
9. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, September 16th, 2024

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

Motion made by Rogerson, seconded by Sexton to approve agenda removing item 6. Passed 5-0.

Motion made by Rogerson, seconded by Kiene to approve consent agenda of minutes, expenditures, and August Fire Department Report. Passed 5-0.

Chad Ellis, Washington County Sheriff's Department, gave a report on August calls and discussed parking enforcement.

Jed Wolf, PeopleService, gave a report on August water & wastewater operations.

Brian Boelk, Axiom Consultants gave the City Engineer's report. Items included Hall Park Master Plan, Captain Kirk ADA Ramp, Third Street, Cherry Lane Street Project, Community Center, ADA Transition Plan, and Security Improvements

City Administrator Smith gave a report updating City Council on the Fall 2024 WCRF Grant application for Hall Park Improvements, the FU25 Urban Renewal Report, an RFP for FY24 Audit, the CDBG DTR Project, Fall Leaf Pickup, Community Center, August Finances.

Motioned by Schneider, seconded by Rogerson to pass Resolution 2024-68 approving an application for the WCRF Fall 2024 grant cycle for improvements at Hall Park and allocating \$100,000 for matching funds. Passed 5-0.

Motion made by Sexton, seconded by Kiene to approve the FY25 Urban Renewal Report. Passed 5-0.

Motion made by Rogerson, seconded by Schneider to approve the release of an RFP for FY24 Audit Services. Passed 5-0.

Motioned by Schneider, seconded by Rogerson to approve the CDBG DTR project for bidding. Passed 5-0.

Schneider moved, second by Mills to adjourn at 7:06 PM. Passed 5-0.

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

Next Work Session- Monday September 30th, 2024 at 6:00 PM at the Mount Vernon Community Center

Next City Council Meeting- Monday, October 7th, 2024 at 6:00 PM

EXPENDITURES OCTOBER 7th, 2024				
COUNCIL MEETING		BILLS		
1	ACCESS COPIER	LEASE	001-5-650-6496	\$ 408.73
2	AIRGAS	FD-EMS	002-5-150-6375	\$ 390.71
3	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 533.31
4	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 598.65
5	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 470.31
6	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,438.40
7	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 719.51
8	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 47.54
9	ALTORFER	LS#3	610-5-815-6330	\$ 75.54
10	AXIOM	ON CALL SERVICE	001-5-650-6407	\$ 2,383.75
11	AXIOM	H PARK MASTER PLAN	301-5-750-6744	\$ 2,261.25
12	AXIOM	CHERRY LN EXTENTION	301-5-750-6773	\$ 3,135.00
13	AXIOM	COMM. CENTER	001-5-650-6786	\$ 1,177.50
14	AXIOM	BOAT RAMP	301-5-750-6799	\$ 493.75
15	AXIOM	ADA PLAN	301-5-750-6747	\$ 1,200.00
16	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$ 50.00
17	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$ 50.00
18	COLE SMITH	CELL STIPEND	001-5-650-6373	\$ 50.00
	COLE SMITH	MILEAGE-IMFOA	001-5-650-6240	\$ 445.55
19	ECICOG	CDBG-DTR GRANT	145-5-650-6435	\$ 3,900.00
20	IMPEROAL AUTO	2008 CHEVY	110-5-210-6331	\$ 1,907.29
21	IOWA DNR	ANNUAL WATER 2025	600-5-810-6245	\$ 115.00
22	IOWA ONE CALL	WATER LOCATES	600-5-810-6507	\$ 14.00
23	IOWA ONE CALL	SEWER LOCATES	610-5-815-6507	\$ 14.00
24	JCR	SEPT CARTS	001-5-950-6499	\$ 7,327.50
25	JIN'S SMALL ENGINE	POL SAW	001-5-430-6325	\$ 293.45
26	KUM&GO	FD-FUEL	002-5-150-6350	\$ 357.04
27	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$ 50.00
28	LYNCH DALLAS P.C.	LEGAL	001-5-640-6411	\$ 1,937.50
29	MENARDS	CONSERVATION PK RAMP	001-5-430-6325	\$ 701.23
30	MENARDS	SHOP	001-5-210-6372	\$ 77.50
31	METTLER-TOLEDO LLC	WWTP- CALIBRATE CTR	610-5-815-6374	\$ 430.73
32	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 16.38
33	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 18.22
34	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 14.54
35	PATEK HOSPITALITY	H/M STUY EXP	301-5-750-6675	\$ 546.37
36	PEOPLE SERVICES	SERVICE	600-5-810-6500	\$ 13,140.50
37	PEOPLE SERVICES	SREVICE	610-5-815-6500	\$ 13,140.50
38	PRYAMID	MOWER	001-5-430-6504	\$ 67.29
39	RIVER PRODUCTS	SNOW SAND	110-5-210-6335	\$ 447.03
40	STANDARD PEST	CITY HALL	001-5-650-6310	\$ 25.00
41	STANDARD PEST	FD	002-5-150-6310	\$ 25.00
42	STANDARD PEST	SHOP	001-5-210-6507	\$ 25.00
43	STC	CITY HALL	001-5-650-6373	\$ 167.08
44	STC	FS	002-5-150-6332	\$ 202.08
45	STC	SHOP	001-5-210-6373	\$ 40.83
46	STC	WWTP	610-5-815-6373	\$ 40.83
47	STC	WTP	600-5-810-6373	\$ 40.83
48	THE NEWS	PUBLICATIONS	001-5-650-6402	\$ 571.90
49	VEENSTRA & KIMM	SCADA	301-5-750-6765	\$ 1,162.36
50	VEENSTRA & KIMM	SCADA	301-5-750-6798	\$ 1,162.36
51	VEENSTRA & KIMM	WWTP- UV CONSULT	301-5-750-6798	\$ 935.00
52	TOTAL BILLS*****			\$ 64,843.84
53				
54	DELTA DENTAL	BILLING-OCT	001-5-430-6150	\$ 198.54
55	WELLMARK	BC/BS - OCT	001-5-620-6150	\$ 2,063.41
56	US CELLULAR	FD	002-5-150-6332	\$ 72.45

57	VERIZON	GATEWAYS	600-5-810-6373	\$ 63.54	
58	LINCOLN NAT'L LIFE	OCT INSURANCE	001-5-620-6150	\$ 309.56	
59	MENARDS	PARKS	001-5-430-6325	\$ 21.24	
60	*****	TOTAL PAID BILLS			\$ 2,728.74
61	*****	TOTAL EXPENDITURES		\$ 67,572.58	
62					
63	EXPENDITURES by FUND				
64	GENERAL FUND		\$ 19,738.00		
65	FIRE DEPARTMENT		\$ 1,785.01		
66	ROAD USE FUND		\$ 2,354.32		
67	CASINO FUND		\$ 3,900.00		
68	CAPITAL PROJECTS		\$ 10,896.09		
69	COMM. CENTER		\$ 1,177.50		
70	WATER FUND		\$ 13,421.41		
71	SEWER FUND		\$ 14,300.25		
72	STORM WATER		\$ -		
73	TOTAL EXPENDITURES		\$ 67,572.58		

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Monday, September 16, 2024 12:57 PM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-207063 Ready for Review

Hello,

Application Number App-207063 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: DOLGENCORP, LLC

DBA: Dollar General #21630

License Number: LG0000862

Application Number: App-207063

Tentative Effective Date: 9/19/2024

License Type: Class B Retail Alcohol License (LG)

Application Type: Renewal

Amendment Type:

Thank you.

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

ENGINEER'S REPORT

PROJECT: City of Riverside
DATE: October 2, 2024
TO: City Council
TOPIC: Project Updates

Capt Kirk ADA Ramp

- Following the completion of as-built survey data in the field, it was noted that the recently proposed revisions to the Capt. Kirk Birthplace monument is not feasible based on the semi-circle "boxout" left by the contractor.
- Axiom is proposing the attached remedy based on this information and is looking for comments or approval prior to finalizing plans and sending out to contractors.
- We have developed a 3D rendering (visualization) of these improvements to share and will do so once final direction is determined.

Third Street

- Attached is a more detailed design as it relates to what will be needed to add stairs mid-block on the north side of Third Street between 31 and 71 W Third Street.
- Axiom has put together an Opinion of Costs for two options pertaining to PCC stairs and Metal stairs.
- Axiom is asking for direction as to which method is preferred, and once received, construction drawings can be finalized and bids from contractors received.
- Based on the direction received, Axiom will provide a rendered 3D view of this design as well for Council visualization and feedback.

Cherry Lane

- I have attached the current proposed final layout for the Cherry Lane extension project. A full set of draft construction drawings has been completed and ready to share with the City and School District.
- Axiom is putting together a street cross section rendering from two different locations/views so that Council can get a visualization of intended final product.
- We have created a template Project Design Criteria form to use for this project and those moving forward, with the intent to summarize and communicate goals and major design aspects of the project.

Community Center

- Work session was held on Monday at Mount Vernon's Lester Buresh.
- Council was in full attendance, and we all received a great tour by Matt and Chris (City of Mount Vernon) with questions and answers throughout. Thank you for taking the time out of your night to attend.
- Axiom's notes from the Work Session tour to be provided to the City.
- We welcome any feedback in terms of programming or amenities in terms of what council members did and did not like or would want to see as part of Riverside's design.

Hall Park

- Topo survey has been scheduled and preliminary due diligence in process for Pickleball Courts, Stage Improvements, and Signage.
- Is Axiom to wait for results from potential funding from Washington County Riverboat Foundation application, or would you like us to proceed regardless?

RESOLUTION #2024-XX

RESOLUTION TO HIRE AUDIT SERVICES FOR FISCAL
YEAR 2023-2024

WHEREAS, the City of Riverside finds it necessary to comply with state code and have a financial audit or examination performed annually. The Riverside City Council has requested the examination to be completed for Year ending June 30, 2024.

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

That Gronewold, Bell, Kyhnn & Co, PC shall conduct an examination audit for the City of Riverside, Iowa, for the year ending June 30, 2024 and that such designation shall be completed by February 28th, 2025. The estimated cost of the examination is \$17,500.

MOVED BY Councilperson _____, seconded by Councilperson _____, to approve this foregoing resolution.

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

Ayes:

Nays:

Abstain/Absent:

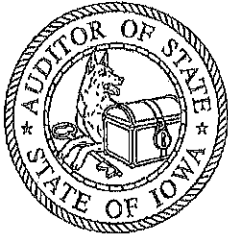
PASSED AND APPROVED by the City Council of Riverside, Iowa and approved this 7th day of October, 2024.

Signed: _____
Allen Schneider, Mayor

Date: _____

Attest: _____
Becky LaRoche, City Clerk

Date: _____



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0004
Telephone (515) 281-5834

Rob Sand
Auditor of State

September 24, 2024

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

Dear Mr. Smith,

Thank you for sending your request for proposal to the Auditor of State. Since our practice consists entirely of governmental audits, we believe we possess the required qualifications to provide the City of Riverside with high quality audit services, and we would like to be able to perform your audit.

At this time, we are not responding to your RFP due to our lack of resources available to complete the audit by the requested deadline of December 15, 2024. However, should you be unable to find a private firm to perform your annual required audit, the Auditor of State can be engaged to perform the necessary work. The cost of the audit may vary depending on several factors, and we will discuss potential costs in the event you are unable to secure another auditor. Please keep us apprised of the status of your RFP. We can assist you if necessary, but we are not in a position to compete for the work.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA
Deputy Auditor of State

BRB/dld

PROPOSAL OF AUDIT SERVICES
TO
CITY OF RIVERSIDE



OUR MISSION

Our firm's mission is to help our clients attain their financial goals through quality of service, to form lasting relationships and to achieve professional satisfaction by performing to the best of our ability.

We make a commitment to the individuals in the Firm to assist them in becoming mature and well-rounded people. As a result, the Firm attracts and retains exceptional people with a balanced view of life and business.

Gronewold, Bell, Kyhnn & Co. P.C. will strive for excellence in everything we do and will not be satisfied with anything of a second class nature. We will continue to develop unique, innovative and progressive ways to fulfill this mission.

GRONEWOLD, BELL, KYHNN & CO. P.C.
Certified Public Accountants

Gronewold, Bell, Kyhnn & Co. P.C.
CERTIFIED PUBLIC ACCOUNTANTS • BUSINESS AND FINANCIAL CONSULTANTS

1910 EAST 7th STREET BOX 369
ATLANTIC, IOWA 50022-0369
(712) 243-1800
FAX (712) 243-1265
CPA@GBKCO.COM

KENNETH R. TEGELS
CHRISTOPHER J. NELSON
DAVID A. GINTHER
DUSTIN T. VEENSTRA
FAITH E. HINRICHS

September 27, 2024

City of Riverside
60 Greene St.
P.O. Box 188
Riverside, Iowa 52327

We are pleased to have the opportunity to present this proposal for audit services for the City of Riverside for the year ending June 30, 2024.

Our firm performs more than 70 audits annually of various not for profit and governmental entities. A few of our clients that are similar to you include Cities of Tama, Grinnell, Newton, Atlantic, Afton, Toledo, Williamsburg, Washington, and Kalona, Crawford County, Cass County and Shelby County. We understand that your audit is to be performed in accordance with U.S. generally accepted auditing standards, Chapter 11 of the Code of Iowa and Government Auditing Standards issued by the Comptroller General of the United States, and The Single Audit Act Amendments of 1996 and Uniform Guidance, if required. The bound report will include the basic audited financial statements, supplementary schedules, management letter and compliance reports, as required.

Our firm has been serving clients in Iowa for over 50 years. We currently employ 10 people of which 7 are professional accountants. Our firm maintains a high level of quality through our internal and peer review participation and educational programs. If you have any questions about the enclosed proposal please feel free to contact me.

Sincerely,

GRONEWOLD, BELL, KYHNN & CO. P.C.


Dustin T. Veenstra, CPA

DTV:js

Enclosure

Proposal for Audit Services

CITY OF RIVERSIDE

Year Ending June 30, 2024

CONTENTS

	<u>Page</u>
Transmittal Letter	1
Firm Profile	3
Qualifications	4
Scope of Services and Proposed Engagement Schedule	5
References	6
Proposed Fees	7
Resumes	8

Proposal for Audit Services

CITY OF RIVERSIDE

Year Ending June 30, 2024

Firm Profile

1. Gronewold, Bell, Kyhnn & Co. P.C. is a local firm located in Atlantic, Iowa. We currently employ 10 people.
2. Our firm is in compliance with all registration and permit requirements to practice public accounting in Iowa.
3. The audit of the City of Riverside would be conducted by personnel from the Atlantic office. Our professional accounting staff by level is as follows:

<u>Level</u>	<u>Staff</u>
Principal	5
Seniors	1
Other professional staff	<u>1</u>
	<u>7</u>

Proposal for Audit Services

CITY OF RIVERSIDE

Year Ending June 30, 2024

Qualifications

1. More than 85% of our audit work is performed for public, government and not for profit organizations such as: a regional planning council and transit agency, sheltered workshops, cities, counties, community mental health centers, alcohol and drug assistance agency, municipal utilities and community development block grants.
2. Following is a list of key people from whom we would select to in-charge the audit team.

Chris Nelson	Principal
Dustin Veenstra	Principal
Faith Hinrichs	Principal

Each of the persons listed have had the required hours of continuing education, and all individuals are independent as defined by applicable auditing standards. Each is experienced in governmental and not for profit auditing.

3. Should any changes in staffing of key personnel on the job be required, you will be notified in advance.
4. All the individuals mentioned above are readily available for consultation.
5. The firm's system of quality control includes the following:
 - a. Standard planning and audit programs to be initialed by each person doing the work on each audit.
 - b. Review of all audit work by at least the next higher level of person in the firm.
 - c. Report review by management personnel familiar with the engagement.
 - d. A "cold review" by a firm principal of all audit reports for technical compliance.
 - e. A peer review of the firm every three years as a member of the American Institute of Public Accountants Private Companies Practice Section.

Proposal for Audit Services

CITY OF RIVERSIDE

Year Ending June 30, 2024

Scope of Services and Proposed Engagement Schedule

1. We will perform the audit in accordance with U.S. generally accepted auditing standards, Chapter 11 of the Code of Iowa, Government Auditing Standards issued by the Comptroller General of the United States, and The Single Audit Act Amendments of 1996 and Uniform Guidance, if required. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Our audit will culminate in the issuance of bound reports, which will include audited financial statements, supplementary schedules, management letter and compliance reports, as required.

2. Our anticipated work schedule would be as follows:

Planning	November
Field work	December
Office review	December
Report preparation and review	January
Delivery date of final report	February 28, 2025

GRONEWOLD, BELL, KYHNN & CO. P.C.
Client References

We have listed a few of our clients and contact persons below. For each of the clients listed below, we currently perform audit and consulting services.

City of Toledo, Toledo, Iowa (Kim McAdoo, City Clerk) 641-484-2160

City of Grinnell, Grinnell, Iowa (Ann Wingerter, City Clerk) 641-236-2600

City of Newton, Newton, Iowa (Lisa Frasier, Financial Assistant) 641-792-2787

City of Tama, Tama, Iowa (Jill Apfel, City Clerk) 641-484-3822

City of Afton, Afton, Iowa (Kayla Lacina, City Clerk) 641-347-5224

City of Kalona, Kalona, Iowa (Sarah Chmelar, City Clerk) 319-656-2310

Proposal for Audit Services

CITY OF RIVERSIDE

Year Ending June 30, 2024

Proposed audit fee:

1. Estimated total hours	<u>120</u>
2. Proposed fee for the audit of the City's financial statements	\$ 12,800
3. Compliance testing in accordance with the Single Audit Act and Uniform Guidance, if required	3,200
4. Estimated travel and out-of-pocket expenses	<u>1,500</u>
5. Total proposed cost	<u>\$ 17,500</u>

Should unusual circumstances be discovered during our audit which would require additional work or investigation, this would be brought to your attention. We would then discuss the matter and make separate arrangements if you wish to have us perform additional work.

If requested, cost for presentation to the City Council would be in addition to the above proposed fees.

6. Progress billings are submitted monthly on approximately the 10th of the month following the month of service and are payable upon presentation.
7. Additional consulting services are billed at our standard billing rates. Our current hourly billing rates are as follows:

Partners	\$135 - \$210
Manager/Supervisor	100-130
Senior	70-100
Other staff	50-70

CHRISTOPHER J. NELSON, CPA
Principal

EDUCATION

B.B.A. in Accounting from Iowa State University, May, 1987

PUBLIC ACCOUNTING EXPERIENCE

Gronewold, Bell, Kyhmn & Co. P.C.
Denman & Company

June, 1991 to present
June, 1987 to June, 1991

PROFESSIONAL CONCENTRATION

Auditing, accounting and tax; emphasis in healthcare
and third-party reimbursement, governmental, and
not-for-profit entities

PROFESSIONAL ACTIVITIES

Iowa Society of Certified Public Accountants
American Institute of Certified Public Accountants
Southwest Iowa Society of Certified Public Accountants
Healthcare Financial Management Association

1991 to present
1991 to present
1991 to present
1993 to present

COMMUNITY ACTIVITIES AND MEMBERSHIPS

Atlantic Golf & Country Club (Past treasurer)
St. Paul's Lutheran Church (Past treasurer)

HOBBIES AND INTERESTS

Golf
Boating
Hunting

FAMILY INFORMATION

Married, two children

(12-14)

DUSTIN T. VEENSTRA, CPA
Principal

EDUCATION

B.A. in Accounting from the University of Northern Iowa, May, 2013
Master of Accountancy from the University of Northern Iowa, May, 2014

PUBLIC ACCOUNTING EXPERIENCE

Gronewold, Bell, Kyhmn & Co. P.C. July, 2014 to present

PROFESSIONAL CONCENTRATION

Auditing, with emphasis in governmental and
not-for-profit entities; accounting and tax

PROFESSIONAL ACTIVITIES

Iowa Society of Certified Public Accountants July, 2014 to present
American Institute of Certified Public Accountants July, 2017 to present

COMMUNITY ACTIVITIES AND MEMBERSHIPS

Nishna Valley Family YMCA

HOBBIES AND INTERESTS

Reading
Farming

FAMILY INFORMATION

Married, one child

FAITH E. HINRICHS
Principal

EDUCATION

B. A. in Accounting from the University of
Northern Iowa, December, 2011

PUBLIC ACCOUNTING EXPERIENCE

Gronewold, Bell, Kyhnn & Co. P.C.

July, 2012 to present

PROFESSIONAL CONCENTRATION

Auditing, with emphasis in governmental and
not-for-profit entities; accounting and tax

PROFESSIONAL ACTIVITIES

Iowa Society of Certified Public Accountants

July, 2012 to present

COMMUNITY ACTIVITIES AND MEMBERSHIPS

Young Professionals of Atlantic
Nishna Valley Family YMCA

HOBBIES AND INTERESTS

Volleyball
Reading
Cooking

FAMILY INFORMATION

Single

(11-23)

RESOLUTION #2024-XX

RESOLUTION APPROVING INSTALLATION OF
SECURITY FENCE AT LIFT STATION #4

Whereas, the City of Riverside City Council at the recommendation of PeopleService, Inc, to approve installing security fence around perimeter of Lift Station #4,

Whereas, PeopleService Inc. obtained two quotes for installation,

Therefore, be it resolved the City of Riverside City Council does hereby accept the fence installation estimate from _____ of Cedar Rapids, Iowa in the amount of \$ _____.

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

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

Ayes:

Nays:

Absents:

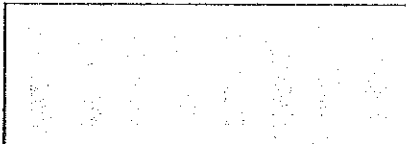
Passed and approved by the City Council of Riverside, Iowa and approved this 7th day of October, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk



QUOTE

Monday, September 23, 2024

D & N Fence Co., Inc.

"Craftsmanship at its finest"

4000 Blairs Ferry Rd. NE
Cedar Rapids, IA 52411
Phone: (319)-393-0468
Fax: (319)-393-0667
Email: office@dnfence.com

TO: City of Riverside
Attn: Jed Wolf
PH: 319-648-2094
CELL: 319-591-0152
Email: jjwolf@peopleservice.com

To supply and install 80' of 7' high galvanized chain link fence with 3 strands of barbwire and 1- 12'x7' double swing gate \$7,167.00

NOTE!!! Customer gets own permit (if needed) clears and stakes fence line and locates all private underground utilities.

Our prices are guaranteed for 30 days.

Accounts Payable Address _____

Accounts Payable Email _____

Accounts Payable Phone _____

Sign _____ Date _____

Quotation prepared by: Tarrel Price

THANK YOU FOR YOUR BUSINESS!

AMERICAN FENCE COMPANY

Omaha
Lincoln
Des Moines
Sioux Falls
Grand Island
Rochester
Sioux City
Cedar Rapids
 AmeriFence Corporation – Kansas City AmeriFence Corporation of Wisconsin

9220 Wright Bros Ct SW Cedar Rapids, IA Phone: (319) 512.7946

PROPOSAL

Date: 10/2/2024	
Contact: Estimating Department	
Project: Lift Station Fence	
Project Location: Riverside, IA	
Scope: Fence	<i>Note: This scope of work is specific and limited to the following:</i>
Addendum Received: None	
Specifications Section: None	Plan Sheets: None

Project Scope Information:
1. 84 LF of 7' H galvanized chain link fence. Chain link fabric to be 2" 9 ga KK. Corner/Gate posts to be 3", line posts to be 2-1/2" embedded in 42" depth concrete footings. 3 strands of barbwire, top rail, bottom tension wire and 1 ea 12 double swing gate.
<i>If not listed herein, it is not included. Advise, prior to acceptance of required additional items.</i>

Project Specific Notes:
1. No delegated design. No engineering or stamped engineered drawings. Add \$2,200.00
2. Dirt removal not included
3. No core drilling or concrete cutting included
4. No potholing or hydro excavation included. If required, it will be an additional charge.
5. No Grounding.
Submittals: 2 weeks
Start Date: Once approved, allow 5 weeks for receipt of materials.
Working Days Included: 20 days upon approved submittals and receipt of materials.
Crew Size: 2-3 depending upon available work.
Project specific supervision: Not included.
<i>Notes are specific to the scope and directly impact project pricing. If not agreeable, advise prior to acceptance.</i>

Project Pricing: \$8,355.00 tax included
<i>Unless otherwise stated, pricing does not include sales tax, subject to change after 10 days of date of proposal. This proposal is not binding unless signature is affixed to page two. Do not sign and return this sheet without signed second page.</i>

Contact Information: Brian McDonald b.mcdonald@americafence.com (319) 743.5211 cell
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Standard Notes & Exclusions: Unless otherwise noted:
1. One mobilization is included for the installation of the fence.
2. Block-out(s) in concrete / masonry for fence by others. No core drilling included. Sleeves required but not provided by AFC.
3. No surveying and/or staking included. Fence line to be staked by others.
4. Private utilities to be located by others in accordance with State's One Call System standards. In the event these utilities are damaged as a result of improper locating, AFC will not be responsible for damages and associated costs.
5. Fence line to be staked clear of utilities. No excavation included for digging within 18" of utilities but at additional expense. Hand excavation due to interference with utilities at \$35.00 per post hole.
6. No permits, bonds, dues, completed operations, or primary-none contributory included.

7. No project specific employee background, drug screen or DMV history included. Add \$65.00 per employee if required.
8. No removals, grading, grubbing, and/or demolition are included.
9. No electrical wire, wiring, grounding, conduit, connections, and/or initial electrical/controls set-up. Only after electrician has confirmed connections and operations, AFC will review installation.
10. AFC will not be subject to liquidated damages or back charges as a result of delays.
11. Material fabricated per plans. No field verification, engineering, delegated design included.
12. Accounts not paid within thirty days will be charged eighteen percent (18%) per annum. No retention to be withheld.
13. No prevailing, union or Davis – Bacon wages included.
14. No participation in billing processing programs, Textura. Participation fee to be added to contract if required.

Terms and Conditions

By signing this proposal, the customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, the customer is authorizing American Fence Company / AmeriFence Corporation to complete the work. Unless stated, the fence does not include a warranty. Customer is financially responsible for cancellation fees and costs of special order materials if the customer elects to cancel the contract. TERMS: 60% Down. Balance due on date of completion. No retention to be withheld. If withheld without approval, the contract amount will be 5% more than what is shown on the proposal. Service and handling charge of 1.5% per month-18% per annum applies to delinquent accounts not paid within 5 days of completion. Customer assumes full responsibility for location of property pins, staking of fence, and inaccurately placed pins and stakes. Customer understands that American Fence Co. may stake the fence based on the proposal and/or in consideration of existing utilities that do not reflect the actual location of customer's property. Customer agrees to defend, hold harmless and indemnify American Fence Co. against claims, liabilities and expenses for trespass and damage arising out of location of said fence. Customer assumes full responsibility for damage to marked and unmarked underground utility, telephone, T.V., cable or sprinkler systems. Customer requests, agrees or allows American Fence Co. to locate the fence within 18 inches of any buried utilities; customer agrees to defend, hold harmless and indemnify American Fence Co. against all claims, liabilities and expenses as a result of damage to these utilities and property. If the contract price is not paid when due, customer agrees to allow American Fence Co. to trespass on to their property and remove fence at the company's discretion. Furthermore, customer agrees to indemnify and hold harmless American Fence Co. for any damage done to the property as a result of removal of the fence. All modifications shall be in writing and shall be affixed to the original bid. This agreement and subsequent modifications shall be contingent upon strikes, accidents, shortages or delays beyond the control of American Fence Co. Time stated for installation is purely estimated. Customer agrees and accepts that AFC will not extend discounts or credits for any delays or be held responsible for interest charges on any payments made by customer. Changes to the fence due to varying ground conditions are not the responsibility of American Fence Co. Customer to carry fire, tornado and other necessary insurance. This proposal cannot be withdrawn by customer after acceptance of proposal. American Fence Co. has the right to reject any bid. Legal and related fees accrued in an effort to collect on this account for whatever reason will be the responsibility of the customer. By signing this proposal, customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, customer is authorizing American Fence Co. to complete the work. The customer is financially responsible for cancellation fees and costs of special order materials in the event the customer elects to cancel the contract. TERMS: 60% Down. Balance due on substantial completion. Service and handling charge of 5% per month-60% per annum will apply to delinquent accounts past 10 days. Customer acknowledges that this is page two of two and has received page one.

By signing below, I acknowledge and agree with all stated herein inclusive of both pages one and two of this proposal.

Customer signature: _____ Date: _____

Customer printed name: _____ Date: _____

FYI

Becky LaRoche

From: kassidy.noble@dnr.iowa.gov on behalf of LCRR, DNR <lcr@dnr.iowa.gov>
Sent: Thursday, September 26, 2024 4:20 PM
To: Becky LaRoche
Subject: Re: FW: riverside

Good afternoon Becky LaRoche,

Official State of Iowa Website Here is how you know

IOWA | Iowa Department of Natural Resources Home Contact Search Summary Reports Admin TAP Log

Choose File No file chosen
Enter description
Upload

History Of Uploaded Documents

File Name Search Clear

Total Results: 3

Document	File Name	Document Description	Created Date	Record Type	Record Category	User ID	Name of uploadin
Download	9260090_LSLI_09102024_1.csv	Data Checker-validated CSV version of submitted inventory.	09/10/2024	Lead Service Line Inventory	Reports	kassidy.noble@dnr.iowa.gov	Kassidy N
Download	9260090_LSLI_09092024_2.xlsx	LSLI	09/09/2024	Lead Service Line Inventory	Reports	cityclerk@riversideiowa.gov	Becky LaR
Download	9260090_LSLI_09092024_1.xlsx	LSI	09/09/2024	Lead Service Line Inventory	Reports	cityclerk@riversideiowa.gov	Becky LaR

« 1 » Results per Page: 6

Confirming that we received the inventory for IA9260090, and that I found the data within to be valid.

I know that the printing and mailing took some time from when I generated a list of public water supplies that hadn't turned theirs in yet (2024-09-04) to when the physical reminder letter was actually mailed out. I am guessing the letter could be why you wanted to check and get written confirmation.

I checked again to see that the service lines were all classified as Non-Lead, so public notification is not needed for this PWS per the upcoming [Lead and Copper Rule Improvements](#). This means that nothing more is needed from this public water supply (PWS) at this time for the 2024-10-16 service line inventory due date.

Thank you for your time,

Kassidy Noble
Statistical Research Analyst
Water Supply Operations
Department of Natural Resources
6200 Park Ave, Suite 200