

**CITY OF MISSOURI VALLY
CITY COUNCIL MEETING
RAND CENTER
Tuesday, September 18, 2018
6:00 P.M.**

Mayor Kelly presided over the meeting and called it to order at 6:00 P.M. with the following Council members present: Gunderson, Pfouts, and Stueve Absent: Struble and Tiffey. Also present were: Mary Jo Buckley, Rodney Plath, Leonard Ratliff, Emil Gearhart, Brad Kurth, Jesusa Christians, Bob Riesland, and Sally Salter.

The Pledge of Allegiance was recited.

Kelly asked Council for any comments or additions-Gunderson and Stueve requested and will be 15a and 15b.

Motion by Pfouts, seconded by Gunderson to approve the agenda for the September 18, 2018 meeting. Motion carried on a 3-0 vote.

Motion by Stueve, seconded by Pfouts to approve the following items on the consent agenda: a) minutes from September 4, 2018 City Council meeting and September 6, 2018 Special Council meeting b) claims list c) water and park board reports d) clerk's financial report e) approve Liquor License for Loess Moose Bar & Grill (Outdoor Service). Motion carried on a 3-0 vote.

Jeff Frey with Olmsted and Perry gave an update on City Projects. The contractor will be here this week to start working on completing 5th Street. All the nozzles have been installed at the water treatment plant. The media will be installed by next week. Frey would like the nozzles to be tested before installing the media. After the media is installed, VESCO will go thru new operating procedures with the staff.

Motion by Pfouts, seconded by Stueve to approve the Mayor's re-appointment of Kip Murphy, Sally Salter, Mary Jo Buckley to the Park Board. Motion carried on a 3-0 vote.

Rodney Plath and Brad Kurth gave Council an update on the Fair Board Projects. They are going to add a lean-to on the Hog Barn. They would like Council to look at the structural issues with the Horse Barn. The City will contact some contractors and get pricing. They would also like to discuss the lease on the Football Field. They had a verbal agreement with previous administration stating they did not have to pay utilities. Flaherty will put it on the next agenda and provide Council with the agreement.

Leonard Ratliff spoke on behalf of Doug Johnson. Johnson would like to purchase dirt form 2213 Highway 30 with the same conditions he previously had. Flaherty will type up the agreement for him to sign. Motion by Stueve, seconded by Gunderson to approve the removal and sale of dirt at 2213 Highway 30. Motion carried on a 3-0 vote.

The Park Board received funds from an anonymous donor for two water hydrants at the Dog Park. They would like Council to approve the installation. Motion by Stueve, seconded by Pfouts to approve the installation of two water hydrants at the Dog Park. Motion carried on a 3-0 vote.

Resolution 18-23 was introduced Amending the City of Missouri Valley Personnel Manual in Regard to Uniforms and Uniform Allowances. Discussion was held on uniforms. Flaherty made the changes discussed at the previous meeting. Bob Riesland stated he no longer wants to wear the jeans provided by the uniform company. Flaherty stated that the City is in a 5-year contract. Motion by Stueve, seconded by Pfouts. Motion carried on a 3-0 vote.

Resolution 18-24 was introduced Approving FY18 Street Finance Report. Motion by Pfouts, seconded by Stueve. Motion carried on a 3-0 vote.

Discussion was held on an insurance committee. Flaherty would like to have two Council Members and an employee from each department serve on the committee. Stueve and Pfouts volunteered. Flaherty will contact Council when a meeting is set.

Gunderson congratulated Chief Murray on his accomplishments. He attended a DOT meeting in Ames and the League Conference with Flaherty in Council Bluffs.

Stueve inquired about when the mosquitos will be sprayed again and when they are done for the year.

Flaherty stated the air testing will be completed on Thursday. Staff has contacted the utility companies and the services will be hooked up the week of October 1st. City Hall will be moved temporarily that week. Flaherty provided Council with a handout from a vendor regarding planning and goal setting. If Council would like more information, she will request it. Flaherty has received one quote back regarding the sound system. She will put the approval on the next agenda. Flaherty stated she will be attending three meetings in the remainder of this month for State Revolving Funds, Downtown Revitalization, and Dilapidated Structures.

Motion by Gunderson, seconded by Pfouts to adjourn at 7:12 p.m. Motion carried on a 3-0 vote.

Shawn Kelly, Mayor

Attest:

Jodie Flaherty, City Clerk

RESOLUTION 18-23

RESOLUTION AMENDING THE CITY OF MISSOURI VALLEY PERSONNEL MANUAL IN REGARD TO UNIFORMS AND UNIFORM ALLOWANCES

WHEREAS, the City has previously adopted the “City of Missouri Valley Personnel Manual”; and,

WHEREAS, the Council wishes to amend the manual with regard to the uniforms and uniform allowances for eligible employees.

NOW, THEREFORE, Be It Resolved by the City Council of the City of Missouri Valley:

Section XIII, Chapter 13.1, subsection #3 be amended as follows:

Uniforms and Uniform Allowances. Uniforms (shirts and pants) are furnished to employees from a uniform supply company for the Street and Parks Department employees. Employees will be provided with 11 uniforms each. Uniforms will be received on a weekly basis and will be cleaned by the uniform supply company. The City will pay all costs associated with supplying and cleaning the uniforms. Safety-toed shoes or work boots will be provided to Street and Parks Department employees once per year with the City contributing up to \$150.00. Prescription safety glasses will be provided to employees every two years with the City contributing up to \$300.00. Employees are required to provide documentation that all safety equipment purchased meet the minimum ANTSI standards. Uniforms are to be worn only while engaged in work for the City. Uniforms shall be returned upon termination of employment.

Exceptions to policy will be based on the City Clerks approval. Medial documentation maybe required.

Failure to follow the uniform policy may result in discipline per the disciplinary policy.

Passed and approved this 18th day of September, 2018.

Shawn Kelly, Mayor

Attest:

Jodie Flaherty, City Clerk

City Street Financial Report

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City Name
MISSOURI VALLEY

Cover Sheet

Now therefore let it be resolved that the city council MISSOURI VALLEY, Iowa
(City Name)

On September 18, 2018 did hereby approve and adopt the annual
(month/day/year)

City Street Financial Report from July 1, 2017 to June 30, 2018
(Year) (Year)

Contact Information

Name	E-mail Address	Street Address	City	ZIP Code
Jodie Flaherty	jflaherty@ci.missouri-valley.ia.us	223 E. Erie Street	Missouri Valley	51555-0000
Hours	Phone	Extension	Phone(Alternative)	
8 a.m. to 5 p.m.	712-642-3502		712-642-2919	

Preparer Information

Name	E-mail Address	Phone	Extension
Jodie Flaherty	jflaherty@ci.missouri-valley.ia.us	712-642-3502	

Mayor Information

Name	E-mail Address	Street Address	City	ZIP Code
Shawn Kelly	mayor@ci.missouri-valley.ia.us	223 E. Erie Street	Missouri Valley	51555-0000
Phone	Extension			
712-642-3502				

Resolution Number 18-24

 Signature Mayor
Shawn Kelly

 Signature City Clerk
Jodie Flaherty

City Street Financial Report

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Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
 Road use Other Street Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

Column 1 Column 2 Column 3 Column 4
 Road use Other Street Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
Column 1	Column 2	Column 3	Column 4	
Road use	Other Street	Street Debt	Totals	
Tax Fund	Monies			
1. July 1 Balance	\$334,202	\$782	\$3,271	\$338,255
2. Adjustments (Note on Explanation Sheet)	-\$90,052	\$0	\$0	-\$90,052
3. Adjusted Balance	\$244,150	\$782	\$3,271	\$248,203
B. REVENUES				
1. Road Use Tax	\$362,101			\$362,101
2. Property Taxes		\$114,447	\$212,081	\$326,528
3. Special Assessments		\$0	\$0	\$0
4. Miscellaneous		\$1,484	\$0	\$1,484
5. Proceeds from Bonds, Notes, and Loans		\$601,800	\$0	\$601,800
6. Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$362,101	\$717,731	\$212,081	\$1,291,913
C. Total Funds Available (Line A3 + Line B7)	\$606,251	\$718,513	\$215,352	\$1,540,116

EXPENSES				
Column 1	Column 2	Column 3	Column 4	
Road use	Other Street	Street Debt	Totals	
Tax Fund	Monies			
D. Maintenance				
1. RoadWay Maintenance	\$241,834	\$129,374	\$0	\$371,208
2. Snow and Ice Removal	\$0	\$15,334	\$0	\$15,334
E. Construction, Reconstruction and Improvements				
1. Engineering	\$0	\$99,925	\$0	\$99,925
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$0	\$412,399	\$0	\$412,399
4. Traffic Services	\$0	\$0	\$0	\$0
F. Administration	\$56,381	\$0	\$0	\$56,381
G. Equipment	\$187,037	\$0	\$0	\$187,037
H. Miscellaneous		\$15,212	\$1,200	\$16,412
J. street Debt				
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$186,500	\$186,500
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$24,381	\$24,381
TOTALS				
K. Total Expenses (Lines D thru J)	\$485,252	\$672,244	\$212,081	\$1,369,577
L. Ending Balance (Line C-K)	\$120,999	\$46,269	\$3,271	\$170,539
M. Total Funds Accounted For (K + L = C)	\$606,251	\$718,513	\$215,352	\$1,540,116

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Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
170---Reimbursements (misc.)	\$1,484.00	\$0.00
Line B4 Totals	\$1,484.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
240---Administrative Costs (Printing, Legal Fees, etc.)	\$15,212.00	\$1,200.00
Line H Totals	\$15,212.00	\$1,200.00

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Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Paving & Construction	307	04/25/2012	\$3,170,000	10	2027	\$2,040,000	\$215,000	\$46,963	\$21,500	\$4,696	\$1,825,000
<input type="checkbox"/>	General Obligation	Paving & Construction	308	09/25/2012	\$1,400,000	100	2023	\$1,190,000	\$165,000	\$19,685	\$165,000	\$19,685	\$1,025,000
<input checked="" type="checkbox"/>	General Obligation	Paving & Construction	309	10/05/2017	\$885,000	68	2026	\$885,000	\$0	\$0	\$0	\$0	\$885,000
New Bond Totals					\$885,000	\$601,800	Totals	\$4,115,000	\$380,000	\$66,648	\$186,500	\$24,381	\$3,735,000

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Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
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Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
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Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	1975	Caterpillar 120G motor grader	\$22,750	\$0		\$0		No	NOCH
	1989	416 Caterpillar backhoe motor tractor	\$24,000	\$0		\$0		No	NOCH
	1993	Freightliner dump truck	\$22,500	\$0		\$0		No	NOCH
	1990	Ingersoll-Rand Air Compressor MDL P100WF	\$7,500	\$0		\$0		No	NOCH
	1988	International water truck	\$8,000	\$0		\$0		No	NOCH
	2008	Johnston Allianz MX 450 sweeper	\$112,000	\$0		\$0		No	TRAD
	2016	Ford F250 4 x 4 pickup	\$33,600	\$0		\$0		No	NOCH
	2007	international dumptruck/snow plow	\$85,429	\$0		\$0		No	NOCH
	2004	International dumptruck/snow plow	\$64,322	\$0		\$0		No	NOCH
	2005	Caterpillar 924G loader	\$103,350	\$0		\$0		No	NOCH
	2013	Chevrolet 1-ton truck	\$31,195	\$0		\$0		No	NOCH
	2014	Case International 75C tractor	\$25,000	\$0		\$0		No	NOCH
	2017	Elgin Pelican NP Dual Gutter Brooms	\$187,037	\$0		\$0		No	NEW

IOWADOT
Form 517007 (5-2018)
Office of Local Systems
Ames, IA 50010

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Explanation Sheet

Comments
I adjusted the beginning balance by (\$90,052) to match our audit ending FY 17. The new beginning balance is \$244,150.00.

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Monthly Payment Sheet

Month	Road Use tax Payments
July	\$36,768.50
August	\$38,000.26
September	\$37,104.56
October	\$24,394.48
November	\$32,780.18
December	\$28,424.77
January	\$23,675.51
February	\$39,897.99
March	\$25,274.55
April	\$13,802.16
May	\$34,088.59
June	\$27,889.28
Totals	\$362,100.83

Changes in Cash Basis Net Position of Business Type Activities (Expressed in Thousands)		
	Year ended June 30,	
	2017	2016
Receipts:		
Program receipts:		
Charges for service		
Water	\$ 562	562
Sewer	367	366
General receipts:		
Grants and contributions not restricted to specific purposes	1	3
Unrestricted interest on investments	6	6
Miscellaneous	9	16
Total receipts	<u>945</u>	<u>953</u>
Disbursements:		
Water	548	582
Sewer	258	266
Total disbursements	<u>806</u>	<u>848</u>
Change in cash basis net position	139	105
Cash basis net position beginning of year	<u>1,733</u>	<u>1,628</u>
Cash basis net position end of year	<u>\$ 1,872</u>	<u>1,733</u>

The business type activities receipts for the fiscal year were approximately \$945,000, compared to \$953,000 last year. The cash balance increased approximately \$139,000 from the prior year. Total disbursements decreased approximately \$42,000 from the prior year.

INDIVIDUAL GOVERNMENTAL FUND ANALYSIS

As City of Missouri Valley completed the year, its governmental funds reported a combined fund balance of \$2,000,046, a decrease of \$193,296 from the prior year. The reasons for the changes in fund balances of the major funds from the prior year are as follows:

- The General Fund increased \$19,885 from the prior year to \$629,632.
- The Road Use Tax Fund decreased \$112,016 from the prior year to \$244,150 due to concrete paving of the alley project.
- The Employee Benefits Fund increased \$28,289 from the prior year to \$102,028 due to changes in the health insurance and workers compensation premiums after the levy rate had been set. The accrued funds will be utilized to decrease the levy in FY18.
- The Local Option Sales Tax Fund increased \$10,786 from the prior year to \$542,945.
- The Debt Service Fund decreased \$98,035 from the prior year to \$409,120 primarily due to payments beginning on fire truck debt and the continued payment on the 3rd street paving debt.