

LEVEE IMPROVEMENT COMMISSION MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, JULY 25, 2017; 5:30 PM

POLICE DEPARTMENT COMMUNITY ROOM, 416 NORTH HARRISON STREET,
DAVENPORT, IOWA

I. Call to Order

II. Approval of Minutes

A. Approve minutes from the June 27, 2017 meeting - ACTION

III. Finance

A. Approve the Disbursements - ACTION

IV. Leases

A. Oneida Landing Marina - DISCUSSION / ACTION

V. Projects

A. Draft Levee Commission Governance By-Laws - ACTION

VI. Staff Report

A. Parks and Recreation Advisory Council Report

VII. Other Business

A. Public With Business

VIII. Adjournment

IX. Next Meeting Date:

A. Tuesday, August 22, 2017 at 5:30 p.m.

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Approve minutes from the June 27, 2017 meeting - ACTION

ATTACHMENTS:

Type	Description
▯ Cover Memo	Minutes6-27-17

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:09 PM



Levee Improvement Commission

Mission Statement:

The Davenport Levee Improvement Commission enhances the quality of life in our community by improving the riverfront through stewardship, innovative planning and management of resources.

Strategic Goal 1: Actively collaborate with stakeholders.

(COLLABORATION)

Strategic Goal 2: Implement a bi-annual planning process that prioritizes Levee Commission activities to meet community needs.

(PLANNING)

Strategic Goal 3: Develop and maintain funding to meet the established goals of the Levee Commission and assure the financial viability of the Levee Improvement Fund and to maintain an appropriate fund balance.

(FUNDING)

Strategic Goal 4: Utilize staff and Commission members to efficiently and effectively carry out the duties and responsibilities assigned to the Levee Commission.

(ADMINISTRATION)

Strategic Goal 5: Implement riverfront development projects.

(RIVERFRONT PROJECTS)

Levee Improvement Commission
Minutes
June 27, 2017

Present: Mayor Klipsch, Bill Ashton, Shelley Chambers, Frank Clark, Mike Veal, and Pat Walton

Others Present: Ald. Kyle Gripp, Council Liaison; Matt Fenton; Scott Hock, Parks; Zach Peterson, Public Works; Pat Driscoll, City Communications; Devan Patel, QC Times, WQAD reporter; Citizens; and Steve Ahrens, Levee Improvement Commission

Mayor Klipsch called the meeting to order at 5:30 p.m. Clark moved to approve the minutes of the May 23 regular meeting. Chambers seconded the motion and it carried.

Finance

Ahrens presented the month's disbursements, aged receivables report and the FY2017 Lease Report. Ahrens noted that Oneida Landing Marina is two months past due for rent. Ashton moved to approve the disbursements. Walton seconded the motion and it carried.

Leases

Staff presented the draft agreement for renewal of the semi-trailer parking lot with Kraft, which includes the provision for a month-to-month lease for likely 3 months as Kraft relocates to its new facility. Clark moved to approve the agreement at the existing rent rate for three months, then increasing to \$1,000/month. Ashton seconded the motion and it carried.

The Commission continued its discussion regarding a draft lease agreement for two spaces at Union Station for restaurants. The petitioner, Matt Fenton, was present to respond to the Commission regarding his interest in and ideas for Union Station. The concept is to create two separate restaurants using both the Package Express Building and the first floor of the Union Station building, which will be available September 1. The Commission also discussed Fenton's estimated investment of better than \$750,000, and his request for consideration for required fixed building improvements, such as a fire suppression system, larger water heater, and necessary accessibility upgrades to the restrooms triggered by the renovation. The Commission embraced a reduction in rent to \$11.00/sf and abating the first four months of rent. The Commission will consider final approval of the draft lease agreement at its next meeting.

Projects

Ahrens led the Commission through the corresponding revisions to the organization's by-laws as a result of changes to the governance ordinance, which is under review by the City Council. Per the

by-laws, two readings are necessary prior to final approval of any changes. The Commission will consider the final reading of the corresponding revisions to the by-laws at the next Commission meeting.

Mayor Klipsch delivered a presentation regarding Main Street Landing to the Commission, and a discussion was held. It is intended that the City will solicit and collect feedback stemming from the presentation as it is given throughout the community.

Staff Report

Ahrens provided updates on a variety of topics, including:

- Front Street Brewery is shelving the Freight House expansion concept for now; Will likely vacate the additional space beginning November 1.
- Main Street Landing RFP Design Standards – Finance Director Wright request for two representatives from the LIC – Mike Veal and Pat Walton were selected
- River Heritage Park – Upstream area re-graded and seeded
- Newt Marine – RHP dockage?
- River Action Hydro-power conference reminder

Other Business

There were no comments from the public, and with no further business, the meeting was adjourned at 7:00 p.m.

Pat Walton, Vice Chairman

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Approve the Disbursements - ACTION

ATTACHMENTS:

Type	Description
▯ Cover Memo	JulyDisbursements

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:11 PM

Revenue/Billing Table
FY - 2018 Levee Fund #740

Lessee	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Summary
1 Front Street Brewery - FH	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	2,952.00	35,424.00 Renew
2 Nostalgia Deli	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	9,999.96 Renew
3 Nostalgia Deli - 4%	2,046.92	1,875.53	1,466.22	1,242.86	867.34	663.00	738.12	988.33	967.70	1,306.85	1,610.77	2,005.02	15,778.66 Renew
4 MidAmerican Co.	6,000.00												6,000.00
5 Lake Davenport Sailing Club							5,000.00			3,900.00			3,900.00
6 LPBCLindsay Park Boat Club							2,500.00						5,000.00
7 CHS, Inc / Harvest States Coop	2,500.00			2,500.00						2,500.00			10,000.00
8 One River Place	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	2,700.00
9 Driftwood	1,889.72	1,967.47	1,220.97	788.69	564.11	523.73	352.76	531.48	554.90	765.98	303.20	1,418.88	10,881.89
10 River's Edge													
11 Union Station	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	2,583.33	30,999.96
12 MVBS-Union Station	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	1,920.00
13 Bix Society-Union Station	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	900.00	900.00	900.00	900.00	10,600.00
14 Oneida Landing Marina	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30,000.00
15 Front Street Brewery	265.00	265.00	265.00	265.00	265.00	265.00	265.00	265.00	265.00	265.00	265.00	265.00	3,180.00
16 Freight House Farmers Market	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	1,416.67	17,000.04 Renew
17 Rock River Family Office	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	2,268.59	27,223.08 Renew
18 Oscar Mayer - SemiParkingLot	675.00	675.00	675.00										2,025.00
19 Nordby - Generosity Coaching	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00 Renew
20 Package Express													0.00
Subtotal	27,310.56	18,716.92	17,561.11	18,730.47	15,630.37	15,385.65	22,789.80	15,718.73	15,746.52	22,696.75	16,137.89	20,147.82	226,572.59
Miscellaneous													
1 LPBC Addendum	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Total	27,310.56	18,716.92	17,561.11	18,730.47	15,630.37	15,385.65	23,789.80	15,718.73	15,746.52	22,696.75	16,137.89	20,147.82	227,572.59

Aging of Account Receivables Levee Commission

69920	WELVAERT, GERALD	935 E RIVER DR DAVENPORT, IA 52803	Invoice #: 65003	Bill Date: 12/01/2016	Due Date: 12/31/2016
Amount	Billed	\$2,500.00			\$1,000.00
Owed					\$1,000.00
LEVEE COMMISSION RENTAL					

72124	ONEIDA LANDING MARINA INC	935 E RIVER DR DAVENPORT, IA 52803	Invoice #: 60404	Bill Date: 04/03/2017	Due Date: 05/03/2017
Amount	Billed	\$1,000.00			\$1,000.00
Owed					\$1,000.00
LEVEE COMMISSION RENTAL					

72124	ONEIDA LANDING MARINA INC	935 E RIVER DR DAVENPORT, IA 52803	Invoice #: 60405	Bill Date: 05/03/2017	Due Date: 06/02/2017
Amount	Billed	\$2,500.00			\$2,500.00
Owed					\$2,500.00
LEVEE COMMISSION RENTAL					

72124	ONEIDA LANDING MARINA INC	935 E RIVER DR DAVENPORT, IA 52803	Invoice #: 1312583	Bill Date: 04/12/2017	Due Date: 05/12/2017
Amount	Billed	\$1,500.00			\$1,500.00
Owed					\$1,500.00
LEVEE COMMISSION RENTAL					

Total Outstanding 6,000.00

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City of Davenport
YTD REPORT



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JOURNAL DETAIL 2017 12 TO 2017 12

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4740 LEVEE IMPROVEMENT							
00000 UNDEFINED							
450404 LEVEE COMMISSION RENT	-230,000	0	-230,000	-22,162.26	.00	-207,837.74	9.6%
480690 MISCELLANEOUS	-42,000	0	-42,000	-937.00	.00	-41,063.00	2.2%
489491 TRANSFER LOCAL OPTION SALES	-41,000	0	-41,000	.00	.00	-41,000.00	.0%
490865 FUND BALANCE APPROPRIATION	5,685	0	5,685	.00	.00	5,685.00	.0%
TOTAL UNDEFINED	-307,315	0	-307,315	-23,099.26	.00	-284,215.74	7.5%
10130 PROJECT MANAGEMENT							
510101 FULL TIME SALARIES	71,400	0	71,400	2,801.12	.00	68,598.88	3.9%
510120 RETIREMENT-FICA	5,462	0	5,462	222.17	.00	5,239.83	4.1%
510130 RETIREMENT-IPERS	6,569	0	6,569	250.14	.00	6,318.86	3.8%
510140 EMPLOYEE INSURANCE	10,300	0	10,300	866.27	.00	9,433.73	8.4%
510161 DEFERRED COMP	3,570	0	3,570	140.06	.00	3,429.94	3.9%
510162 RETIREMENT HEALTH SAVINGS	714	0	714	28.01	.00	685.99	3.9%
520201 OFFICE SUPPLIES	200	0	200	.00	.00	200.00	.0%
520205 UTILITY SERVICES	75,000	0	75,000	8,069.56	.00	66,930.44	10.8%
520215 TECHNICAL SERVICES	100	0	100	.00	.00	100.00	.0%
520217 PROFESSIONAL SERVICES	5,000	0	5,000	.00	.00	5,000.00	.0%
520225 MAINTENANCE-BLDGS & GRNDS	42,000	0	42,000	.00	.00	40,790.63	2.9%
520297 PROJECT EXPENSE	20,000	0	20,000	750.00	1,209.37	17,895.00	10.5%
560606 TELEPHONE EXPENSE	450	0	450	.00	.00	450.00	.0%
560623 FACILITIES MAINTENANCE	14,050	0	14,050	.00	.00	14,050.00	.0%
TOTAL PROJECT MANAGEMENT	254,815	0	254,815	13,127.33	2,564.37	239,123.30	6.2%
88000 TRANSFERS OUT							
550501 TRANSFERS OUT	52,500	0	52,500	.00	.00	52,500.00	.0%
TOTAL TRANSFERS OUT	52,500	0	52,500	.00	.00	52,500.00	.0%
TOTAL LEVEE IMPROVEMENT	0	0	0	-9,971.93	2,564.37	7,407.56	100.0%
TOTAL REVENUES	-307,315	0	-307,315	-23,099.26	.00	-284,215.74	
TOTAL EXPENSES	307,315	0	307,315	13,127.33	2,564.37	291,623.30	
GRAND TOTAL	0	0	0	-9,971.93	2,564.37	7,407.56	100.0%

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City of Davenport
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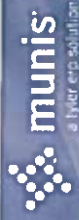
FOR 2018 01

JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4740 LEVEE IMPROVEMENT							
10130 PROJECT MANAGEMENT							
510101 FULL TIME SALARIES							
54741013 510101 FULL TIME SALARIES	71,400	0	71,400	2,801.12	.00	68,598.88	3.9%
2018/01/010126 07/07/2017 PRJ	2,746.16 REF 070717						
2018/01/010484 07/01/2017 GRV	-2,746.16 REF YE PY						
2018/01/010752 07/21/2017 PRJ	2,801.12 REF 072117						
					WARRANT=070717 REVERSE PY ACCR 122087 WARRANT=072117 RUN=1 BI-WEEKL RUN=1 BI-WEEKL		
TOTAL FULL TIME SALARIES	71,400	0	71,400	2,801.12	.00	68,598.88	3.9%
510102 PART TIME SALARIES							
54741013 510102 PART TIME SALARIES	0	0	0	.00	.00	.00	.0%
54741013 510102 USDA PART TIME SALA	0	0	0	.00	.00	.00	.0%
TOTAL PART TIME SALARIES	0	0	0	.00	.00	.00	.0%
510103 TEMPORARY SALARIES							
54741013 510103 TEMPORARY SALARIES	0	0	0	.00	.00	.00	.0%
TOTAL TEMPORARY SALARIES	0	0	0	.00	.00	.00	.0%
510105 OVERTIME PAY							
54741013 510105 OVERTIME PAY	0	0	0	.00	.00	.00	.0%

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City of Davenport
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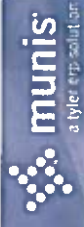
FOR 2018 01

JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL OVERTIME PAY	0	0	0	.00	.00	.00	.0%
510120 RETIREMENT-FICA							
54741013 510120 RETIREMENT-FICA	5,462	0	5,462	222.17	.00	5,239.83	4.1%
2018/01/010126 07/07/2017 PRJ	217.58 REF 070717						
2018/01/010484 07/01/2017 GRV	-217.58 REF YE PY						
2018/01/010752 07/21/2017 PRJ	222.17 REF 072117						
54741013 510120 USDA RETIREMENT-FICA	0	0	0	.00	.00	.00	.0%
TOTAL RETIREMENT-FICA	5,462	0	5,462	222.17	.00	5,239.83	4.1%
510130 RETIREMENT-IPERS							
54741013 510130 RETIREMENT-IPERS	6,569	0	6,569	250.14	.00	6,318.86	3.8%
2018/01/010126 07/07/2017 PRJ	245.23 REF 070717						
2018/01/010484 07/01/2017 GRV	-245.23 REF YE PY						
2018/01/010752 07/21/2017 PRJ	250.14 REF 072117						
54741013 510130 USDA RETIREMENT-IPERS	0	0	0	.00	.00	.00	.0%
TOTAL RETIREMENT-IPERS	6,569	0	6,569	250.14	.00	6,318.86	3.8%
510140 EMPLOYEE INSURANCE							
54741013 510140 EMPLOYEE INSURANCE	10,300	0	10,300	866.27	.00	9,433.73	8.4%
2018/01/010752 07/21/2017 PRJ	866.27 REF 072117						
TOTAL EMPLOYEE INSURANCE	10,300	0	10,300	866.27	.00	9,433.73	8.4%

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City of Davenport
MONTHLY DETAIL REPORT



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
510150 POLICE RETIREMENT							
54741013 510150 POLICE RETIREMENT	0	0	0	.00	.00	.00	.0%
TOTAL POLICE RETIREMENT	0	0	0	.00	.00	.00	.0%
510161 DEFERRED COMP							
54741013 510161 DEFERRED COMP	3,570	0	3,570	140.06	.00	3,429.94	3.9%
2018/01/010126 07/07/2017 PRJ	137.31 REF 070717						
2018/01/010484 07/01/2017 GRV	-137.31 REF YE PY						
2018/01/010752 07/21/2017 PRJ	140.06 REF 072117						
TOTAL DEFERRED COMP	3,570	0	3,570	140.06	.00	3,429.94	3.9%
510162 RETIREMENT HEALTH SAVINGS							
54741013 510162 RETIREMENT HEALTH	714	0	714	28.01	.00	685.99	3.9%
2018/01/010126 07/07/2017 PRJ	27.46 REF 070717						
2018/01/010484 07/01/2017 GRV	-27.46 REF YE PY						
2018/01/010752 07/21/2017 PRJ	28.01 REF 072117						
TOTAL RETIREMENT HEALTH SAVINGS	714	0	714	28.01	.00	685.99	3.9%
510175 CLOTHING EXPENSE							
54741013 510175 CLOTHING EXPENSE	0	0	0	.00	.00	.00	.0%
TOTAL CLOTHING EXPENSE	0	0	0	.00	.00	.00	.0%

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City of Davenport
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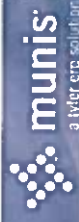
FOR 2018 01

JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
520201 OFFICE SUPPLIES							
54741013 520201 OFFICE SUPPLIES	200	0	200	.00	.00	200.00	.0%
TOTAL OFFICE SUPPLIES	200	0	200	.00	.00	200.00	.0%
520205 UTILITY SERVICES							
54741013 520205 UTILITY SERVICES	75,000	0	75,000	8,069.56	.00	66,930.44	10.8%
2018/01/010579 07/20/2017 API	7,132.16 VND 014254 VCH			MIDAMERICAN ENERGY			163670
2018/01/010580 07/20/2017 API	937.40 VND 001322 VCH			IOWA AMERICAN WAT	Utility Payment 12/2017 JULY WATER BILLS-1		163622
TOTAL UTILITY SERVICES	75,000	0	75,000	8,069.56	.00	66,930.44	10.8%
520210 TRAVEL EXPENSES							
54741013 520210 TRAVEL EXPENSES	0	0	0	.00	.00	.00	.0%
TOTAL TRAVEL EXPENSES	0	0	0	.00	.00	.00	.0%
520215 TECHNICAL SERVICES							
54741013 520215 TECHNICAL SERVICES	100	0	100	.00	.00	100.00	.0%
TOTAL TECHNICAL SERVICES	100	0	100	.00	.00	100.00	.0%
520217 PROFESSIONAL SERVICES							
54741013 520217 PROFESSIONAL SERVI	5,000	0	5,000	.00	.00	5,000.00	.0%

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City of Davenport
MONTHLY DETAIL REPORT



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JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
54741013 520217 USDA PROFESSIONAL S	0	0	0	.00	.00	.00	.0%
TOTAL PROFESSIONAL SERVICES	5,000	0	5,000	.00	.00	5,000.00	.0%
520225 MAINTENANCE-BLDGS & GRNDS							
54741013 520225 MAINTENANCE-BLDGS	42,000	0	42,000	.00	1,209.37	40,790.63	2.9%
TOTAL MAINTENANCE-BLDGS & GRNDS	42,000	0	42,000	.00	1,209.37	40,790.63	2.9%
520245 PAYMENT TO OTHER AGENCY							
54741013 520245 PAYMENT TO OTHER A	0	0	0	.00	.00	.00	.0%
TOTAL PAYMENT TO OTHER AGENCY	0	0	0	.00	.00	.00	.0%
520262 INTERDEPARTMENT SERVICE CHG							
54741013 520262 INTERDEPARTMENT SE	0	0	0	.00	.00	.00	.0%
TOTAL INTERDEPARTMENT SERVICE CHG	0	0	0	.00	.00	.00	.0%
520297 PROJECT EXPENSE							
54741013 520297 PROJECT EXPENSE	20,000	0	20,000	750.00	1,355.00	17,895.00	10.5%
2018/01/010145 07/06/2017 API	400.00 VND 008305 VCH		HAMILTON, ANTHONY		LEVEE SUMMER CONCERT		162945
2018/01/010427 07/13/2017 API	350.00 VND 008341 VCH		QUIJAS II, JOHN		LEVEE SUMMER CONCERT- THE MERC		163393

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City of Davenport
MONTHLY DETAIL REPORT



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JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL PROJECT EXPENSE	20,000	0	20,000	750.00	1,355.00	17,895.00	10.5%
520298 OTHER SUPPLIES & SERVICES							
54741013 520298 OTHER SUPPLIES & S	0	0	0	.00	.00	.00	.0%
TOTAL OTHER SUPPLIES & SERVICES	0	0	0	.00	.00	.00	.0%
530303 OPERATING EQUIPMENT							
54741013 530303 USDA OPERATING EQUI	0	0	0	.00	.00	.00	.0%
TOTAL OPERATING EQUIPMENT	0	0	0	.00	.00	.00	.0%
560606 TELEPHONE EXPENSE							
54741013 560606 TELEPHONE EXPENSE	450	0	450	.00	.00	450.00	.0%
TOTAL TELEPHONE EXPENSE	450	0	450	.00	.00	450.00	.0%
560622 DATA PROCESSING							
54741013 560622 DATA PROCESSING	0	0	0	.00	.00	.00	.0%
TOTAL DATA PROCESSING	0	0	0	.00	.00	.00	.0%
560623 FACILITIES MAINTENANCE							
54741013 560623 FACILITIES MAINTEN	14,050	0	14,050	.00	.00	14,050.00	.0%

07/20/2017 16:40
sahrens

City of Davenport
MONTHLY DETAIL REPORT



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FOR 2018 01

JOURNAL DETAIL 2018 1 TO 2018 1

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL FACILITIES MAINTENANCE	14,050	0	14,050	.00	.00	14,050.00	.0%
560633 WORKERS COMPENSATION INSURANCE							
54741013 560633 WORKERS COMPENSATI	0	0	0	.00	.00	.00	.0%
TOTAL WORKERS COMPENSATION INSURANCE	0	0	0	.00	.00	.00	.0%
TOTAL PROJECT MANAGEMENT	254,815	0	254,815	13,127.33	2,564.37	239,123.30	6.2%
TOTAL LEVEE IMPROVEMENT	254,815	0	254,815	13,127.33	2,564.37	239,123.30	6.2%
TOTAL EXPENSES	254,815	0	254,815	13,127.33	2,564.37	239,123.30	
GRAND TOTAL	254,815	0	254,815	13,127.33	2,564.37	239,123.30	6.2%

** END OF REPORT - Generated by STEVE D AHRENS **

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Oneida Landing Marina - DISCUSSION / ACTION

ATTACHMENTS:

Type	Description
▣ Cover Memo	Oneida Landing Marina Request

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:13 PM

Ahrens, Steve

From: Jerry Welvaert <jerwelvaert@msn.com>
Sent: Wednesday, July 19, 2017 6:15 PM
To: Ahrens, Steve
Subject: Re: Please send request email tomorrow. Thanks.

Levee Commission

Last winter I lost a business partner and have been unsuccessful in securing the necessary financing to fund the three phase development that I proposed to you last Summer. I ask that you let me out of the lease I have with the City of Davenport.

I have spent several thousand dollars in repairs and up grades to the property.
I, in no way expect any compensation from the City of Davenport for the site improvements.

I also realize that I owe back rent that I'm hoping we can come up with a monthly Repayment plan that will work for both of us.

Best Regards,
Gerald Welvaert

Sent from my iPad

On Jul 19, 2017, at 2:27 PM, Ahrens, Steve <sahrens@ci.davenport.ia.us> wrote:

Sent to other email, but now to you...

From: Ahrens, Steve
Sent: Wednesday, July 19, 2017 4:20 PM
To: 'Jan Welvaert'
Subject: Please send request email tomorrow. Thanks.

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Draft Levee Commission Governance By-Laws - ACTION

ATTACHMENTS:

Type	Description
▯ Cover Memo	LIC By-laws

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:15 PM

Riverfront Improvement Commission

By-laws

Approved July 25, 2017

Section 1.0 Officers

1.1 Offices

1.1.a Chairperson

- 1) The position of Chairperson is hereby established.**
- 2) The Chairperson shall preside at all meetings of the Commission.
- 3) The Chairperson shall have general charge of the business of the Commission.
- 4) The Chairperson shall perform such other duties as are usually exercised by the Chairperson of a Commission or as specifically authorized by the Commission.

1.1.b Vice-Chairperson

- 1) The position of Vice-Chairperson is hereby established.
- 2) The Vice-Chairperson shall act in the capacity of Chairperson in the absence of the Chairperson.

1.1.c Secretary

- 1) The position of Secretary is hereby established.
- 2) The Secretary shall ensure that a complete and accurate record of the Commission's acts and proceedings are kept.
- 3) The Secretary shall act in the capacity of Chairperson in the absence of the Chairperson and the Vice-Chairperson.

1.2 Election of Officers

1.2.a The election of officers shall occur at the July meeting each year.

1.2.b The Chairperson of the Commission shall be elected and shall hold office for one year or until his/her successor is elected or qualified.

- 1.2.c The Vice-Chairperson of the Commission shall be elected and shall hold office for **one year** or until his/her successor is elected or qualified.
- 1.2.d The Secretary shall be elected immediately after the election of the Vice-Chairperson and shall hold office for **one year** or until his/her successor is elected or qualified.
- 1.2.e **Any vacancy in the office of Chairperson, Vice-Chairperson or Secretary of the Commission may be filled at any Regular or Special Meeting after such vacancy.**
- 1.2.f No Commissioner shall hold more than one office at a time.

Section 2.0 Public Hearings

- 2.1 Notice of the time and place of the hearing will be given, not less than 4 days nor more than 20 days prior to such hearing by one publication in a newspaper of general circulation.

Section 3.0 Meetings

3.1 Regular Meetings

- 3.1.a **The monthly meeting of the Commission shall be held on the fourth Tuesday of each month at 5:30 p.m. in such place as designated by the Commission.**
- 3.1.b In the event that the Chairperson, the Vice-Chairperson and the Secretary of the Commission should be absent or unable for any reason to attend to the duties of their office, the members of the Commission may at any Regular Meeting or Special Meeting called for that purpose, appoint a Chairperson pro-tempore or a Secretary pro-tempore, as the case may be, who shall attend to all the duties of such officer until such officer shall return or be able to attend to his/her duties.

3.2 Special Meetings

- 3.2.a **Special Meetings of the Commission may be called by the Chairperson alone or by any two Commissioners by providing written notice to the Director of Community and Economic Development with sufficient notification for official notice to be posted at least 24 hours before the special meeting. The Director or designee shall provide oral and written notice, including the purpose of the meeting to each Commissioner.**

- 3.2.b The purpose of the meeting shall be stated in the posted agenda.
- 3.2.c If no other place is fixed in the Notice, the meeting shall be held at the regular meeting place of the Commission.

3.3 Notices of Meetings

- 3.3.a The Director of Community and Economic Development or designee shall be responsible for assuring that state law is complied with as it relates to the posting of meeting notices and minutes.

3.4 Quorum

3.4.a Six Commissioners shall constitute a quorum.

- 3.4.b The affirmative vote of a majority of those members present shall be required for the exercise of powers or functions conferred or imposed on the Commission, but less than a quorum of the members may meet and adjourn from time to time until a quorum is present.
- 3.4.c Without a quorum, no business will be transacted and no official action on any matter will take place.

3.5 Voting

- 3.5.a Voting will be by voice vote unless a roll call is requested by a member. A roll call vote shall be called by the Director of Community and Economic Development or designee, and will be recorded by yeas or nays.
- 3.5.b Every member of the Commission is required to cast a vote upon each motion. The Chairperson may vote upon a motion in the case that a tie occurs. The Vice-Chairperson may vote when acting as the Chairperson.
- 3.5.c However, a member may abstain, if the member believes there is a conflict of interest, as provided for in **Subsection 3.6.**
- 3.5.d Members shall be physically present at the meeting in order to exercise their vote. Proxy voting, mail voting or telephone voting are prohibited.

- 3.5.e The Mayor shall appoint one member from the City Council annually to act as a liaison to and attend meetings of the Commission. The liaison is considered a non-voting member.
- 3.5.f The Commission shall choose a member annually to act as a liaison to and attend the meetings of the Parks and Recreation Advisory Board. The liaison is considered a non-voting member.

3.6 Conflict of Interest

- 3.6.a A member of the Commission must abstain from participating in a matter before the Commission when the member has a conflict of interest or an appearance of impropriety. Conflict of interest shall mean a direct and personal interest in the outcome of the proceedings. An appearance of impropriety shall mean an apparent conflict of interest based on objective standards. A member of the Commission shall declare their conflict or appearance of impropriety as soon as the matter comes before the Commission for discussion or as soon thereafter as the member becomes aware of the appearance of impropriety or conflict. Thereafter, the member shall take no part in the discussion or vote on the matter.

Section 4.0 Meeting Attendance

- 4.1 Commission members are expected to attend all regular and special meetings of the Commission.
- 4.2 Prior to any scheduled Commission meeting, members shall notify the appropriate City Staff regarding excused or anticipated absences. Any Commission member who shall be absent from three consecutive Commission meetings without just cause or who shall be absent from a total combination of six Commission meetings in any calendar year without just cause shall be removed by the Chairperson from the Commission. Just cause shall include, but not be limited to, death, illness or being out of the city.

Section 5.0 Communications

- 5.1 No member of the Commission is qualified to speak for the Commission as a whole, unless specifically directed to do so by resolution of the Commission. All news releases are to be cleared through and made by the Chairperson of the Commission and/or the Staff in such form and copy as approved by the Commission. An individual member may express their opinion or perspective on a matter before the Commission. The right of a

member of the Commission as a citizen to his/her personal opinion, written or spoken, is not hereby denied.

- 5.2 Commissioners shall abide by the principles set forth in the City of Davenport Code of Conduct for Elected Officials and Members of Appointed Boards and Commissions. In cases where these rules are more specific they shall be binding.

Section 6.0 Staff

- 6.1 The Director of Community and Economic Development or designee shall serve as Staff to the Commission.
- 6.2 The Staff shall be responsible for preparation of the Agenda and for the provision of all staff support and reports to the Commission. The Staff shall make reasonable efforts to provide reports on agenda items with each meeting packet to the Commission. Staff shall assure the upcoming agenda is posted at least 24 hours prior to the scheduled meeting.
- 6.3 The Staff shall be responsible for the maintenance of all records, reports and correspondence.
- 6.4 Training New Commissioners
 - 6.4.a Newly appointed Commissioners shall be provided training to orient them to the responsibilities and operations of the Commission. This training may take the form of orientation by staff, small group discussions and other methods that are available.

Section 7.0 Rules of Order

- 7.1 Parliamentary Procedure
 - 7.1.a Robert's Rules of Order, Revised will govern the Commission meetings in all cases where these rules do not provide for the procedures to be followed.
- 7.2 Amendments
 - 7.2.a The foregoing bylaws, or any part thereof, may be amended at any regular meeting of the Commission by a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular meeting.

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Parks and Recreation Advisory Council Report

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:16 PM

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Public With Business

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:18 PM

City of Davenport
Levee Improvement Commission

Department: Levee Improvement Commission
Contact Info: Steve Ahrens 888-2235

Date
7/25/2017

Subject:
Tuesday, August 22, 2017 at 5:30 p.m.

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Ahrens, Steve	Approved	7/21/2017 - 4:19 PM