

RIVERFRONT IMPROVEMENT COMMISSION MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, JANUARY 24, 2023; 5:30 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Call to Order

II. Approve minutes from the October meeting

III. Finance

A. Approve the Disbursements - ACTION (2 minutes)

IV. Projects (3)

A. Lindsay Park Boat Club Dredging

V. Staff Reports

A. C&ED Director Report (15)

1. Lease updates

a. Freight House vacancy

b. Leasing administration - long-range plan

2. City staffing - plan update

3. Riverfront activation planning

a. Riverpalooza and Summer Concert Series update

b. Pop-up possibilities

B. Parks Liaison Report (5)

VI. Public with Business (5 minutes)

VII. Adjourn

VIII. Next Meeting Date: Tuesday, Feb. 28, 2023 at 5:30 p.m.

City of Davenport  
Riverfront Improvement Commission

Department:  
Contact Info:

**Date**

Subject:  
Approve the Disbursements - ACTION (2 minutes)

**ATTACHMENTS:**

Type	Description
▣ Cover Memo	Minutes from October meeting
▣ Cover Memo	Notes from November work session
▣ Cover Memo	Jan FY23 Monthly Detail Report
▣ Cover Memo	Jan FY23 YTD Report

**REVIEWERS:**

Department	Reviewer	Action	Date
Community Development Committee	Berger, Bruce	Approved	1/20/2023 - 2:49 PM

Riverfront Improvement Commission  
Minutes  
October 25, 2022

Present: Bill Ashton, Dee Bruemmer, Bill Churchill, Kelli Grubbs, Gwendolyn Lee, Roma Taylor, and Julie Tonn

Others Present: Chris Meyer, Parks Liaison; Ald. Kyle Gripp, Council Liaison; Richard Pribyl, Citizen; and Bruce Berger, C&ED

Chairwoman Grubbs called the meeting to order at 5:30 p.m. and welcomed all in attendance to the meeting.

Approval of Minutes

Grubbs asked for the approval of the minutes. Ashton moved to approve the minutes of the September 27, 2022 meeting. Churchill seconded the motion and carried unanimously.

Finance

The Commission the month's disbursements and financial report. Ashton moved to approve the disbursements. Churchill seconded the motion and it carried.

Other Business

With Ahrens absent, there was no staff report. Commissioners were provided information in the packet related to Commission Governance and the Strategic Plan adopted in 2018 as background info for an upcoming Strategic Plan work session.

Chairwoman Grubbs proposed holding a Strategic Planning work session next month, suggesting the Commission might consider one or more focus areas which Commissioners could choose based upon their interests and strengths.

Churchill provided a brief update on Veterans Memorial Park.

No public comments were made from the public and with no further business, the meeting was adjourned at 5:41 p.m.

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Kelli Grubbs, Chair

**Riverfront Improvement Commission**

Work Session – No Action Taken

Minutes

November 22, 2022

**Present:** Dee Bruemmer, Bill Churchill, Randall Goblirsch, Kelli Grubbs, Victoria Keninger, Gwendolyn Lee, Breanna Pairrett, Roma Taylor, and Julie Tonn

**Others Present:** Chris Meyer, Parks Liaison; and Bruce Berger, C&ED

Chairwoman Grubbs called the work session meeting to order at 5:32 p.m. in the Davenport Police Department Community Room.

As this was not a regular meeting, no action was taken. Commissioners discussed thoughts and ideas related to the Strategic Plan for the Riverfront Improvement Commission.

The Commission typically does not meet in December. Chairwoman Grubbs proposed perhaps holding the January meeting earlier to review status on the Strategic Planning and address any business since the October meeting.

This work session was adjourned at approximately 6:41 p.m.

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Kelli Grubbs, Chair

## LEVEE MTD REPORT (JANUARY)

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>4740 LEVEE IMPROVEMENT</b>							
<b>10130 PROJECT MANAGEMENT</b>							
<b>510101 FULL TIME SALARIES</b>							
54741013 510101 FTSALARY	91,304	91,304	59,363.80	.00	.00	31,940.20	65.0%
TOTAL FULL TIME SALARIES	91,304	91,304	59,363.80	.00	.00	31,940.20	65.0%
<b>510120 RETIREMENT-FICA</b>							
54741013 510120 FICA	6,985	6,985	4,622.05	.00	.00	2,362.95	66.2%
TOTAL RETIREMENT-FICA	6,985	6,985	4,622.05	.00	.00	2,362.95	66.2%
<b>510130 RETIREMENT-IPERS</b>							
54741013 510130 IPERS	8,619	8,619	2,749.32	.00	.00	5,869.68	31.9%
TOTAL RETIREMENT-IPERS	8,619	8,619	2,749.32	.00	.00	5,869.68	31.9%
<b>510140 EMPLOYEE INSURANCE</b>							
54741013 510140 EMPL INS	12,381	12,381	4,223.25	.00	.00	8,157.75	34.1%
TOTAL EMPLOYEE INSURANCE	12,381	12,381	4,223.25	.00	.00	8,157.75	34.1%

## LEVEE MTD REPORT (JANUARY)

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>510161 DEFERRED COMP</b>							
54741013 510161 DEF COMP	4,565	4,565	1,456.19	.00	.00	3,108.81	31.9%
TOTAL DEFERRED COMP	4,565	4,565	1,456.19	.00	.00	3,108.81	31.9%
<b>510162 RETIREMENT HEALTH SAVINGS</b>							
54741013 510162 RHSP	913	913	291.25	.00	.00	621.75	31.9%
TOTAL RETIREMENT HEALTH SAVINGS	913	913	291.25	.00	.00	621.75	31.9%
<b>520201 OFFICE SUPPLIES</b>							
54741013 520201 OFFICE	200	200	27.58	.00	.00	172.42	13.8%
TOTAL OFFICE SUPPLIES	200	200	27.58	.00	.00	172.42	13.8%
<b>520205 UTILITY SERVICES</b>							
54741013 520205 UTILITIES	90,000	87,500	57,969.02	569.52	.00	29,530.98	66.3%
2023/07/070744 01/19/2023 API	569.52 VND	001322 PO	IOWA AMERICAN WAT	JANUARY COLLECTIVE BILLING			222766
TOTAL UTILITY SERVICES	90,000	87,500	57,969.02	569.52	.00	29,530.98	66.3%
<b>520215 TECHNICAL SERVICES</b>							
54741013 520215 TECH SVS	100	100	.00	.00	.00	100.00	.0%

## LEVEE MTD REPORT (JANUARY)

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL TECHNICAL SERVICES	100	100	.00	.00	.00	100.00	.0%
<b>520225 MAINTENANCE-BLDGS &amp; GRNDS</b>							
54741013 520225 MAINT-B&G	50,000	52,500	41,149.31	80.00	13,010.80	-1,660.11	103.2%
2023/07/070222 01/06/2023 API	80.00 VND	000003 PO	P CARD VENDOR	PEST CONTROL-FREIGHT HOUSE			
TOTAL MAINTENANCE-BLDGS & GRNDS	50,000	52,500	41,149.31	80.00	13,010.80	-1,660.11	103.2%
<b>520297 PROJECT EXPENSE</b>							
54741013 520297 PROJ EXP	55,000	54,700	55,376.88	10,320.88	6,076.00	-6,752.88	112.3%
2023/07/070101 01/05/2023 API	2,500.00 VND	010582 PO 2306468	HELLO LAMP POST LTD	SOFTWARE-PUBLIC ENGAGEMENT PLA			222480
2023/07/070102 01/05/2023 API	7,820.88 VND	002492 PO 2306466	SWENSEN CONSTRCT	BOAT DOCK OPERATIONS FOR 2022			222539
TOTAL PROJECT EXPENSE	55,000	54,700	55,376.88	10,320.88	6,076.00	-6,752.88	112.3%
<b>520298 OTHER SUPPLIES &amp; SERVICES</b>							
54741013 520298 OTHER SUP	0	0	106.19	.00	.00	-106.19	100.0%
TOTAL OTHER SUPPLIES & SERVICES	0	0	106.19	.00	.00	-106.19	100.0%
<b>560606 TELEPHONE EXPENSE</b>							
54741013 560606 TELEPHONE	510	510	279.70	.00	.00	230.30	54.8%
TOTAL TELEPHONE EXPENSE	510	510	279.70	.00	.00	230.30	54.8%

## LEVEE MTD REPORT (JANUARY)

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>560620 LIABILITY INSURANCE</b>							
54741013 560620 INS-LIAB	1,957	1,957	1,957.00	.00	.00	.00	100.0%
TOTAL LIABILITY INSURANCE	1,957	1,957	1,957.00	.00	.00	.00	100.0%
<b>560624 PROPERTY INSURANCE</b>							
54741013 560624 INS-PROP	739	739	739.00	.00	.00	.00	100.0%
TOTAL PROPERTY INSURANCE	739	739	739.00	.00	.00	.00	100.0%
<b>560633 WORKERS COMPENSATION INSURANCE</b>							
54741013 560633 INS-WC	855	855	855.00	.00	.00	.00	100.0%
TOTAL WORKERS COMPENSATION INSURANCE	855	855	855.00	.00	.00	.00	100.0%
<b>88000 TRANSFERS OUT</b>							
<b>550501 TRANSFERS OUT</b>							
54749010 550501 XFER OUT	52,500	52,500	.00	.00	.00	52,500.00	.0%
54749675 550501 XFER675	0	30,000	30,000.00	.00	.00	.00	100.0%
TOTAL TRANSFERS OUT	52,500	82,500	30,000.00	.00	.00	52,500.00	36.4%
TOTAL EXPENSES	376,628	406,328	261,165.54	10,970.40	19,086.80	126,075.66	
GRAND TOTAL	376,628	406,328	261,165.54	10,970.40	19,086.80	126,075.66	69.0%



**LEVEE MTD REPORT (JANUARY)**

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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\*\* END OF REPORT - Generated by Joy Lemmon \*\*

## LEVEE MTD REPORT (JANUARY)

### REPORT OPTIONS

	Field #	Total	Page Break	
Sequence 1	1	N	N	Year/Period: 2023/ 7
Sequence 2	3	N	N	Print revenue as credit: Y
Sequence 3	11	Y	N	Print totals only: N
Sequence 4	0	N	N	Suppress zero bal accts: Y
				Print full GL account: N
				Double space: N
Report title:				Roll projects to object: N
LEVEE MTD REPORT (JANUARY)				
				Carry forward code: 1
Print Full or Short description: S				Print journal detail: Y
Print MTD Version: Y				From Yr/Per: 2023/ 7
Print Revenues-Version headings: N				To Yr/Per: 2023/ 7
Format type: 1				Include budget entries: N
Print revenue budgets as zero: N				Incl encumb/liq entries: N
Include Fund Balance: N				Sort by JE # or PO #: J
Include requisition amount: N				Detail format option: 1
Multiyear view: D				

Find Criteria	
Field Name	Field Value
Fund	4740
DEPARTMENT	
DIVISION	
SUB DIVISION	
GRANTS	
PROGRAM	
FUTURE	
FUTURE2	
Character Code	
Org	
Object	
Project	
Account type	Expense
Account status	
Rollup Code	

## LEVEE YTD REPORT (DECEMBER)

FOR 2023 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>4740 LEVEE IMPROVEMENT</b>							
<b>00000 UNDEFINED</b>							
450110 INTEREST POOLED INVESTMENTS	0	0	0	-2,337.43	.00	2,337.43	100.0%
450404 LEVEE COMMISSION RENT	-250,000	0	-250,000	-194,959.68	.00	-55,040.32	78.0%
480170 OTHER CONTRIBUTIONS	0	0	0	-1,111.11	.00	1,111.11	100.0%
480690 MISCELLANEOUS	-75,000	0	-75,000	-26,704.09	.00	-48,295.91	35.6%
489491 TRANSFER LOCAL OPTION SALES	-75,000	0	-75,000	.00	.00	-75,000.00	.0%
490865 FUND BALANCE APPROPRIATION	23,372	-30,000	-6,628	.00	.00	-6,628.00	.0%
TOTAL UNDEFINED	-376,628	-30,000	-406,628	-225,112.31	.00	-181,515.69	55.4%
<b>10130 PROJECT MANAGEMENT</b>							
510101 FULL TIME SALARIES	91,304	0	91,304	59,363.80	.00	31,940.20	65.0%
510120 RETIREMENT-FICA	6,985	0	6,985	4,622.05	.00	2,362.95	66.2%
510130 RETIREMENT-IPERS	8,619	0	8,619	2,749.32	.00	5,869.68	31.9%
510140 EMPLOYEE INSURANCE	12,381	0	12,381	4,223.25	.00	8,157.75	34.1%
510161 DEFERRED COMP	4,565	0	4,565	1,456.19	.00	3,108.81	31.9%
510162 RETIREMENT HEALTH SAVINGS	913	0	913	291.25	.00	621.75	31.9%
520201 OFFICE SUPPLIES	200	0	200	27.58	.00	172.42	13.8%
520205 UTILITY SERVICES	90,000	-2,500	87,500	57,399.50	.00	30,100.50	65.6%
520215 TECHNICAL SERVICES	100	0	100	.00	.00	100.00	.0%
520225 MAINTENANCE-BLDGS & GRNDS	50,000	2,500	52,500	41,069.31	11,278.00	152.69	99.7%
520297 PROJECT EXPENSE	55,000	-300	54,700	45,056.00	11,090.88	-1,446.88	102.6%
520298 OTHER SUPPLIES & SERVICES	0	0	0	106.19	.00	-106.19	100.0%
560606 TELEPHONE EXPENSE	510	0	510	279.70	.00	230.30	54.8%
560620 LIABILITY INSURANCE	1,957	0	1,957	1,957.00	.00	.00	100.0%
560624 PROPERTY INSURANCE	739	0	739	739.00	.00	.00	100.0%
560633 WORKERS COMPENSATION INSURAN	855	0	855	855.00	.00	.00	100.0%
TOTAL PROJECT MANAGEMENT	324,128	-300	323,828	220,195.14	22,368.88	81,263.98	74.9%
<b>88000 TRANSFERS OUT</b>							
550501 TRANSFERS OUT	52,500	30,000	82,500	30,000.00	.00	52,500.00	36.4%
TOTAL TRANSFERS OUT	52,500	30,000	82,500	30,000.00	.00	52,500.00	36.4%

LEVEE YTD REPORT (DECEMBER)

FOR 2023 06							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL LEVEE IMPROVEMENT	0	-300	-300	25,082.83	22,368.88	-47,751.71	*****%
TOTAL REVENUES	-376,628	-30,000	-406,628	-225,112.31	.00	-181,515.69	
TOTAL EXPENSES	376,628	29,700	406,328	250,195.14	22,368.88	133,763.98	
GRAND TOTAL	0	-300	-300	25,082.83	22,368.88	-47,751.71	*****%
** END OF REPORT - Generated by Joy Lemmon **							

## LEVEE YTD REPORT (DECEMBER)

## REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	3	Y	N
Sequence 3	11	Y	N
Sequence 4	0	N	N

Report title:  
LEVEE YTD REPORT (DECEMBER)

Includes accounts exceeding 0% of budget.

Print totals only: Y

Print Full or Short description: S

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2023/ 6

To Yr/Per: 2023/ 6

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2023/ 6

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria	
Field Name	Field Value
Fund	4740
DEPARTMENT	
DIVISION	
SUB DIVISION	
GRANTS	
PROGRAM	
FUTURE	
FUTURE2	
Character Code	
Org	
Object	
Project	
Account type	E R

LEVEE YTD REPORT (DECEMBER)

REPORT OPTIONS

Account status  
Rollup Code