

City Administrator Memo



City Council Memo

Meeting Date: November 22, 2011

From the Desk of Ryan C. Heiar

Upcoming Meetings & Events

Tuesday, Nov 22 4:00 P.M.
Legislative Open House – Coralville

Tuesday, Nov 22 6:30 P.M.
City Council (Budget Goal Setting)

Thursday, Nov 23
Thanksgiving Holiday, City Offices Closed

Friday, Nov 24
Thanksgiving Holiday, City Offices Closed

Tuesday, Dec 6 6:30 P.M.
Planning & Zoning Commission

Thursday, Dec 8 7:00 P.M.
Parks & Recreation Commission

Tuesday, Dec 13 7:00 P.M.
City Council

Need more Information?

Contact:

Ryan C. Heiar
City Administrator

Phone:

626-5700 (w)
626-3288 (f)
541-8404 (c)

Email:

rheiar@ci.north-liberty.ia.us

Budget Goal Setting

Please review the enclosed power point, which will be the outline of the goal setting discussion.

Consent Agenda

The following items are on the consent agenda and included in your packet:

- City Council Minutes (11/08/11 & 11/10/11)
- Claims
- October Revenues
- Liquor License, Iguanas
- Pay Application #3, Dubuque Street Trail Project, PCI, \$75,847.22
- Pay Application #6, Penn Street Project, Metro Pavers, \$5,486.25
- Pay Application #24, Highway 965 Project, Metro Pavers, \$2,114.25

Midwest Home Builders Rezoning, Third Reading

Dan Sweeney with Midwest Home Builders is requesting a zoning change for property just north of Penn Street and adjacent to (east of) the Copeland Meadows subdivision. The request is to change a portion of the single family zoned lot to multifamily. Included in your packet is zoning ordinance and exhibit. Staff and Commission are recommending approval.

Autumn Ridge Rezoning, First Reading

Autumn Ridge Partners, LC is requesting a rezoning for an area currently zoned RS-6 to RD-10. A Good Neighbor meeting was held on September 29 and no one from the public attended. The developer is proposing zero-lot development on part of the Autumn Ridge subdivision that was originally planned for single-family development. The zoning requested is consistent with existing zoning directly west of the site and farther south and east along the south side of South Stewart Street. Staff recommended to Commission that RD-10 be denied but RD-8 be considered, and the petitioner offered a compromise at the meeting of wider lots than the RD-10 minimum. In support of the wider lot compromise, the developer has submitted a revised plat for the area that matches the compromise recommended by the Commission. The preliminary plat was approved with 13 single-family lots in the area subject to this request, and the proposal by the developer is to instead plat 10 duplex lots (20 housing units) on lots ranging from 85' to 100' wide. An email from the developer, explaining their proposal, is included in your packet.

Ranshaw House Grant

The City has been awarded \$52,500 in grants funds for phase 2 of the Ranshaw House Project. Phase 2 consists of exterior repairs, including windows, painting, porch rehab, etc. The award is from the Iowa Great Places program and one of the stipulations to receive the money is to execute the enclosed

agreement. Staff is recommending approval of the agreement. This project will begin next spring.

2011 Annual Report

Each year every City in Iowa is required to complete an annual report and submit it to the State. The annual report is a summary of revenues and expenditures from the previous fiscal year. Included in your packet is a copy of the fiscal year 2011 annual report.

Annual Appropriations

Over the past few years, the City has entered into economic development agreements, using annual appropriations as incentives for businesses. With an annual appropriation, we use TIF funds generated by the business to rebate the taxes paid. The difference between an annual appropriation and a rebate agreement is that the annual appropriation must be approved each year by the Council. Below is the summary of annual appropriations for Council consideration:

Company	Amount	Length of Agreement	Year of Agreement	Agreement Terms
JM Swank	\$80,000	10 years	5	60% of taxes reimbursed annually for 10 years.
North Liberty Hospitality	\$60,000	5 years	4	Five annual installments of \$60k
Heartland Express	\$164,000	10 years	4	50% of taxes reimbursed annually for 10 years.
Inland Western Iowa City (Maytag)	\$275,000	6 years	3	Year 1-\$250k; Years 2, 3, 4-\$275k; Years 5, 6-\$300k
Total	\$579,000			

Assessment Resolution

Staff is requesting authority to file a lien on two properties, totaling \$300, for lawn mowing fees already performed under City code provisions. Once approved, staff will move forward with the lien process.

Front Street Speed Limits

Recently, staff discovered that the speed limit resolution for North Front Street (north of Penn Street) did not reflect what was intended at the time the resolution was approved. The speeds have been evaluated on North Front Street and the signage is placed appropriately based on the evaluations. The proposed resolution is merely a cleanup measure so that the Speed Limit Resolution is consistent with the posted speeds.

Corridor Commercial, Part 6

The improvements for part 6 of the Corridor Commercial subdivision, generally located north of Forevergreen Road and east of Highway 965, have been installed and inspected by City staff. Staff is recommending acceptance and approval of the public improvements.

Mar Lee Park Land Dedication

N LIBERTY LLC would like to dedicate a 2 acre piece of property to the City, located at the northwest corner of the intersection of Kansas Avenue and St. Andrews Drive, adjacent to the North Bend Elementary School. A map is included in your packet which shows the location of the property. There are three conditions to the dedication of this property:

1. That is be used for a park or recreational area of some sort.
2. That is be named Mar Lee Park.
3. That the City pay the property taxes, which are \$20.

Staff is comfortable with these conditions and is recommending acceptance of this gift. With the UICCU site plan showing walking trails throughout their site, staff feels that this small piece of land could serve the entire 60 acre business park as a nice recreational opportunity for the employees and residents of the area.

Documents Included For Your Review

- Library Director's Report
- Police Chief's Report
- Building Department Report

If you have **any** questions, concerns or comments about the agenda, memo or packet, please contact me prior to the meeting.