

# City Administrator Memo



# City Council Memo

Meeting Date: February 14, 2012

*From the Desk of Ryan C. Heiar*

## Upcoming Meetings & Events

**Monday, Feb 13** 4:00 P.M.  
City Council Goal Setting

**Tuesday, Feb 14** 7:00 P.M.  
City Council

**Monday, Feb 20**  
*President's Day – City Offices Closed*

**Tuesday, Feb 28** 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

### Consent Agenda

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

- City Council Minutes (01/23/12, 01/31/12 and 02/09/12)
- Claims
- Pay Application #25, Highway 965-Phase 1, Metro Pavers, \$36,332.82
- Change Order #3, Golfview Drive Project, Iowa Bridge & Culvert  
(\$9,183.25)
- Pay Application #4, Dubuque Street Trail, Peterson Contractors Inc.,  
\$16,402.07
- Change Order #1, Dubuque Street Trail, Peterson Contractors Inc.,  
\$7,234
- Pay Application #7, Penn Street Project, Metro Pavers, \$83,725.34
- Change Order #6, Penn Street Project, Metro Pavers, \$1,786.70

### Updates

There are several issues that remain outstanding and deserve future discussion by Council. Those issues include ***hunting within city limits, the Economic Development Strategy, Council rules and Boards/Commissions ordinance updates***. Staff has devoted a tremendous amount of time on the budget, union negotiations and other essential tasks, not allowing adequate time for these other topics. Because we will be a couple Councilors short at our next meeting, we will plan to resume conversations on the above mentioned subjects in March.

***Road Use Tax Issuance*** – It was initially planned to sell the RUT revenue bonds on Tuesday, February 14; however, Public Financial Management (PFM) is recommending we postpone the sale until our FY 11 audit is complete. The reason the FY 11 audit is important for this sale is because it shows the increased revenues in the RUT fund. The FY 10 audit shows revenue collections based on the lower census count. The delay will not have a negative impact on the project and the sale date has been postponed until March.

***Washington DC Trip*** – This year's trip was very informative and worthwhile. I plan to provide a brief update at the Council meeting about the topics discussed with our legislators.

### Utility Franchises

Franchise agreements with utility providers, while not required, are common in Iowa as they layout the expectations of the City and utility company in terms of customer service and working within the City's right-of-way. Staff has spent a considerable amount of time in the last few months negotiating with Mid American Energy, Linn County REC and Alliant Energy on updated agreements. On the agenda for Tuesday are agreements with Mid American Energy and Linn County REC. Negotiations with Alliant Energy have been more difficult but remain ongoing.

Some of the larger issues within the franchise agreements include:

- Franchise fees paid by the customer and passed on to the City. There is a provision in the agreements allowing the City to collect a franchise fee in the future, of up to 5%, if approved by the City Council. The proposed language sets the franchise fee at 0%.
- Eminent domain. The utility must get permission from the City to proceed with eminent domain.
- Working within the City right-of-way. Relocating utilities for public projects is a very important item for the city and if not completed in a timely fashion, could cause delays in projects.
- Term. The terms of the agreements are 25-years with options to terminate at year 10, 15 and 20. While the utility companies prefer a 25-year agreement with no option to terminate, the proposed termination periods are becoming the standard for franchise agreements.

City Attorney Peterson will give a further overview of the agreements at the meeting on Tuesday.

### **Street Light Resolution**

Alliant Energy is requesting a street light resolution for the lone street light being installed on Cameron Way in the Liberty Medical Subdivision. The light will serve the new mixed use development (apartments and commercial buildings) just south of Penn Street.

### **Animal Shelter**

Officials from the County, Coralville and I recently visited the Cedar Valley Humane Society in Cedar Rapids. We toured their facility and discussed the possibility of partnering with the Humane Society to provide animal control services to the cities and county. The Director of the Humane Society believed his facility could handle the projected number of animals. He is going to send additional information and cost ideas to each entity. I hope to receive additional information from the Humane Society prior to our Tuesday meeting. Nonetheless, we should discuss this option and questions the group may have.

### **Library Expansion Financing**

On the agenda is a resolution setting a date for a public hearing regarding the proposed loan agreement for the Library Expansion Project in the not to exceed amount of \$2,150,000. The public hearing is proposed for February 28.

### **Documents Included For Your Review**

- Building Department Report
- Park Superintendent's Report
- Telecommunication Director's Report
- Recreation Director's Report
- Water Superintendent's Report
- Wastewater Superintendent's Report
- Street Superintendent's Report
- Parks & Recreation Commission Minutes
- Planning and Zoning Commission Minutes
- Police Chief's Report
- Fire Department Report
- Tree and Storm Water Commission Minutes

<b>Library Expansion Project Budget</b>	
<b>Expenditures</b>	
Site Preparation	\$141,300
Building Construction/Renovation	\$2,321,000
A/E Fees	\$286,350
Furniture and Equipment Allowance	\$378,000
Contingency	\$273,350
<b>Total</b>	<b>\$3,400,000</b>
<b>Revenues</b>	
Fundraising	\$777,516
CAT Grant	\$622,484
City	\$2,000,000
<b>Total</b>	<b>\$3,400,000</b>

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