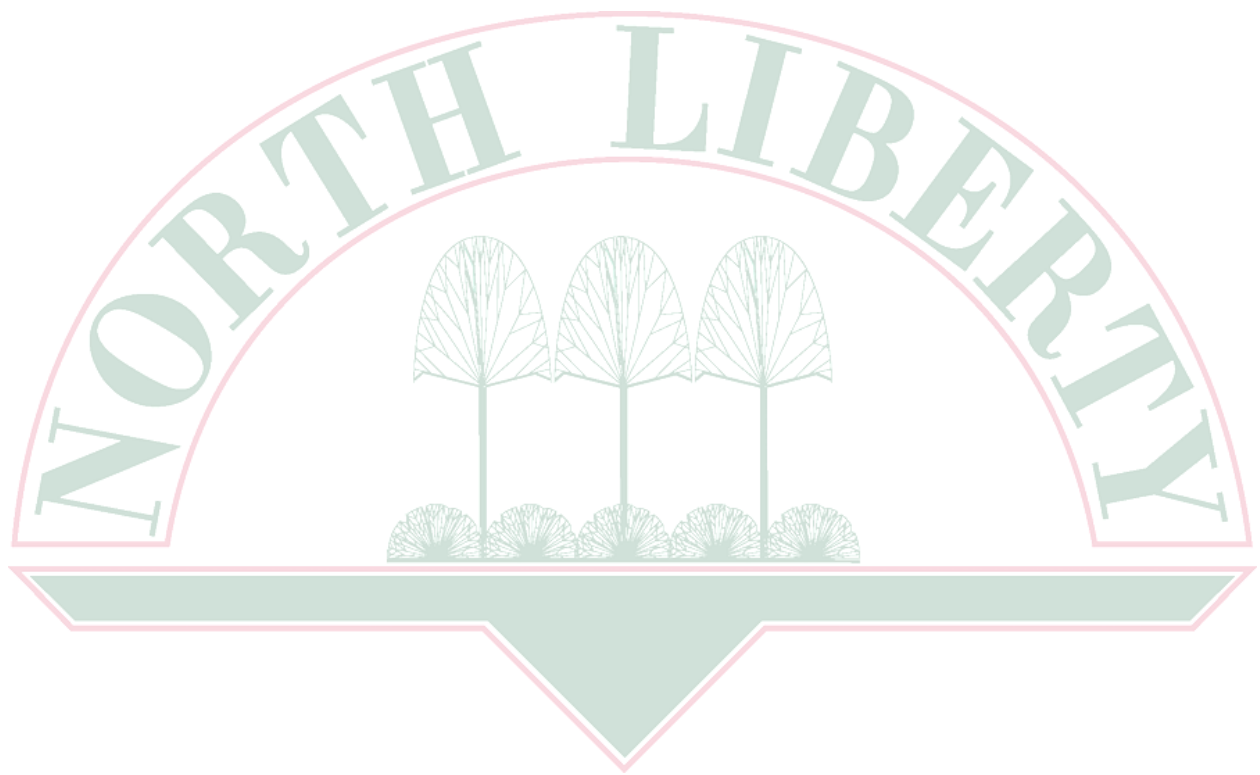




February 14, 2017

North Liberty
City Council
Regular Session

City Administrator Memo





City Council Memo

for January 24, 2017

from the desk of Ryan C. Heiar

Meetings & Events

Tuesday, Feb 14 at 6:30p.m.

City Council

Monday, Feb 20

President's Day – City Offices

Closed

Wednesday, Feb 22 at 6:30p.m.

Special Planning Commission

Meeting (tentative)

Tuesday, Feb 28 at 6:30p.m.

City Council

Consent Agenda

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

- City Council Minutes (01/24/17 & 01/31/17)
- Claims
- December Revenues
- Liquor License Renewals
 - Pancheros
 - Café Muse
 - Bluebird Café
- Phase I Water System Improvements, Division I Water Treatment Plant, Pay Application #4, Portzen Construction, \$131,556.86
- Wastewater Treatment Plant Project, Pay Application #4, Tricon Construction Group, \$327,215.36
- East Growth Area Water & Sewer Extensions, Change Order Number 7, Langman Construction Co., \$18,952.58
- Phase I Water System Improvements Division III – Well Construction and Rehabilitation, Change Order Number 1, Gingerich Well & Pump Service, LLC, \$19,050.00
- Phase I Water System Improvements Division III – Well Construction and Rehabilitation, Pay Application Number 2, Gingerich Well & Pump Service, LLC, \$642,593.30

Phase I Water System Improvements, Division 2 – Water Main

Earlier this week, six bids were received for the water main project. An unusual situation occurred with this bid opening in that the low bidder withdrew their bid. Included in your packet is a letter from the Project Engineer, Steve Troyer, explaining the situation and recommending award of the project to the second lowest bidder, Ricklefs Excavating of

Ryan C. Heiar, City Administrator

rheiar@northlibertyiowa.org • office (319) 626-5700 • fax (319) 626-3288 • cell (319) 541-8404

Anamosa in the amount of \$1,089,000. As you will read in Mr. Troyer's letter, this bid is substantially lower than the engineer's estimate, but after discussions with the contractor and references, the recommendation stands.

Penn Street Improvements Project 2017

The agenda includes a public hearing and resolution regarding the plans and specification for the 2017 Penn Street

Improvements Project (widening and reconstruction between Jones Boulevard and Alexander Way). A project overview map is

included in your packet and a complete set of plans are available for review at City Hall. Staff recommends approval of the plans specifications. Bids for this project are due on February 21 and it is anticipated that an award recommendation will be on the February 28 agenda.

Water Main Project - Bid Summary

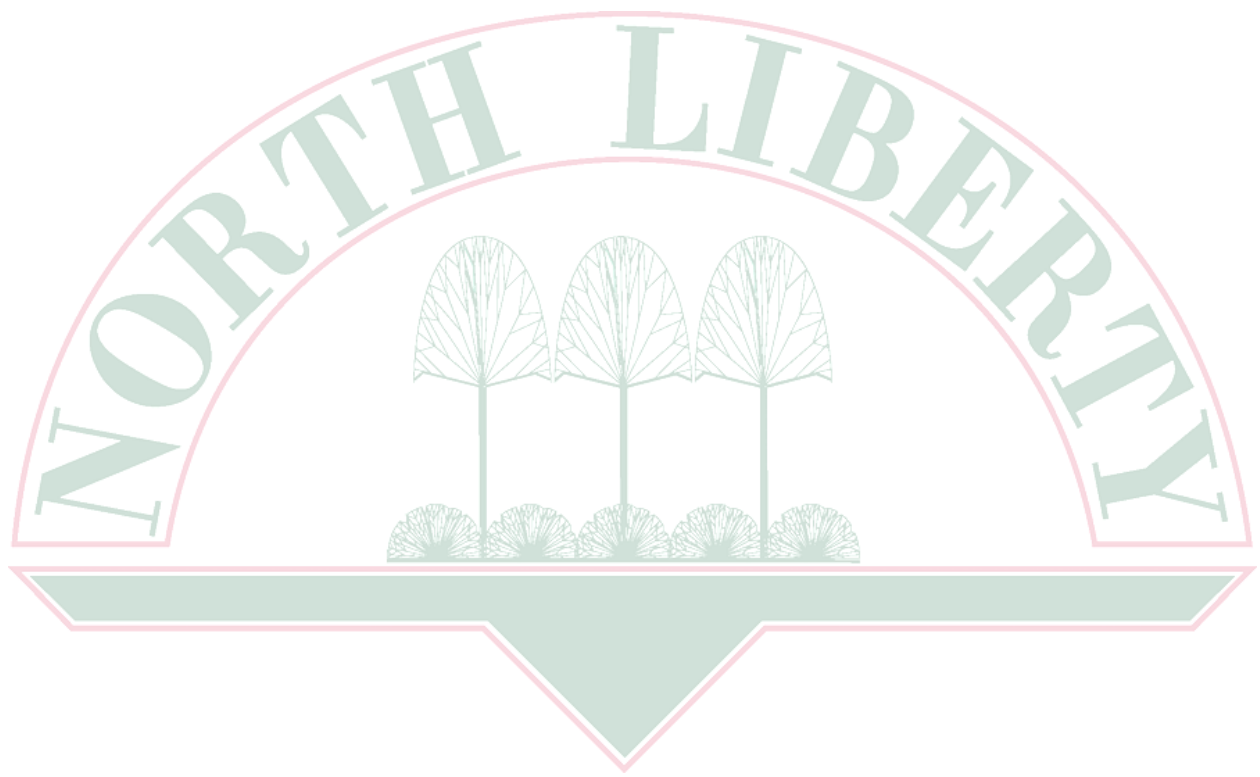
Engineer's Estimate*	\$2,200,000
KMA Trucking & Excavating	\$639,200
Ricklefs Excavating Ltd.	\$1,089,000
Langman Construction, Inc.	\$1,177,247
Portzen Construction, Inc.	\$1,283,000
Dave Schmitt Construction	\$1,477,384
Maxwell Construction, Inc.	\$1,739,830

*Error in calculation; see FOX Engineering memo for details.

SRF – Water Projects

The agenda includes a resolution authorizing and approving the issuance of up to \$23 million in SRF funding for the water plant project. This loan will close shortly after approval of the resolution; however, the final amount will be adjusted to actual project expenses, not to exceed \$23 million. As of now, it appears the total project cost will be around \$21 million. Included in your packet is a revised Water Utility Model showing an updated amortization schedule at \$23 million. The revised schedule shows an adequate fund balance through the first few years of the new bond payment and then growth in later years. Assuming the final project cost is under \$23 million, when a final amortization schedule is published, the annual payments should be reduced.

Agenda





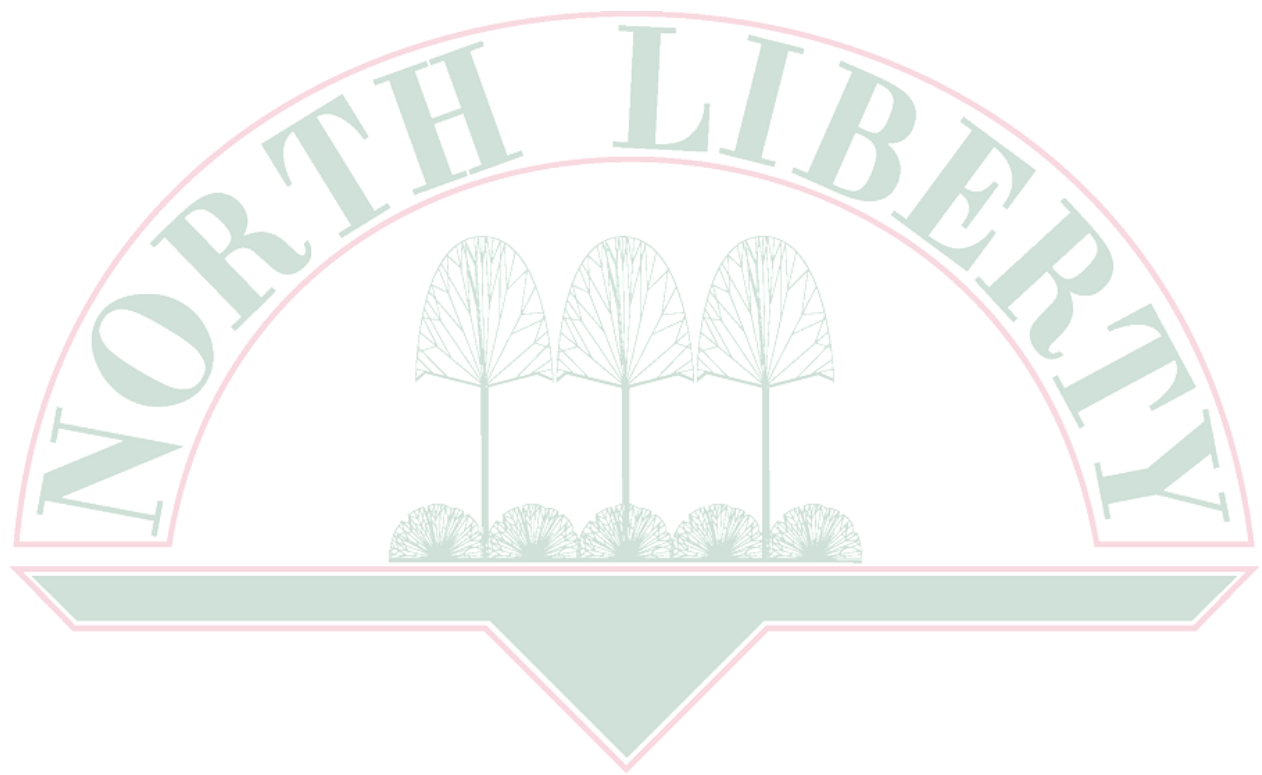
AGENDA

North Liberty City Council
February 14, 2017
Regular Session
6:30 p.m.
City Council Chambers

1. Call to order
2. Roll call
3. Approval of the Agenda
4. Consent Agenda
 - A. City Council Minutes, Regular Session, January 24, 2017
 - B. City Council Minutes, Special Session, January 31, 2017
 - C. Claims
 - D. Liquor License Renewal, Pancheros Mexican Grill, Class B Beer with Sunday Sales endorsement
 - E. Liquor License Application, Café Muse, Class C Liquor License with Sunday Sales endorsement
 - F. Liquor License update, Bluebird Café, ownership change
 - G. Phase I Water System Improvements, Division I – Water Treatment Plant, Pay Application Number 4, Portzen Construction, Inc., \$131,556.86
 - H. Phase II WWTP Improvements, Pay Application Number 17R, Tricon Construction Group, \$327,215.36
 - I. East Growth Area Water & Sewer Extensions, Change Order Number 7, Langman Construction Co., \$18,952.58
 - J. Phase I Water System Improvements Division III – Well Construction and Rehabilitation, Change Order Number 1, Gingerich Well & Pump Service, LLC, \$19,050.00
 - K. Phase I Water System Improvements Division III – Well Construction and Rehabilitation, Pay Application Number 2, Gingerich Well & Pump Service, LLC, \$642,593.30
5. Public Comment
6. City Planner Report
7. City Engineer Report

8. City Attorney Report
9. Assistant City Administrator Report
10. City Administrator Report
11. Mayor Pro Tem Report
12. Phase I Water System Improvements, Division II – Water Mains
 - A. Resolution Number 2017-10, A Resolution accepting the bid and authorizing execution of the contract for the Phase I Water System Improvements Division II – Water Mains Project, North Liberty, Iowa
13. Penn Street Improvements Project 2017
 - A. Public Hearing regarding proposed plans, specifications, form of contract and estimate of cost for the Penn Street Improvements Project 2017
 - B. Resolution Number 2017-11, A Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Penn Street Improvements Project 2017
14. SRF – Water Projects
 - A. Resolution Number 2017-12, A Resolution authorizing and approving a Water Revenue Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$23,000,000 Taxable Water Revenue Bonds
15. Old Business
16. New Business
17. Property Acquisition
 - A. Possible closed session pursuant to Iowa Code Section 21.5(j) to discuss the purchase of particular real estate where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.
18. Adjournment

Consent Agenda





Minutes

North Liberty City Council
January 24, 2017
Regular Session

Call to order

Mayor Pro Tem Terry Donahue called the January 24, 2017 Regular Session of the North Liberty City Council to order. Councilors present: Terry Donahue, Chris Hoffman, Jim Sayre and Brian Wayson; absent – Annie Pollock.

Others present include Ryan Heiar, Tracey Mulcahey, Kevin Trom, Dean Wheatley, Megan Benischek and other interested parties.

Approval of the Agenda

Hoffman moved, Wayson seconded to approve the agenda. The vote was all ayes. Agenda approved.

Consent Agenda

Wayson moved, Sayre seconded to approve the Consent Agenda including City Council Minutes from the Regular Session on January 10, 2017; City Council Minutes from the Special Session on January 17, 2017; the attached list of Claims; December Revenues; the Liquor License Renewal for El Cactus, Class C Liquor License with Sunday sales endorsement (with updated ownership); the Liquor License Renewal for Johncy's, Class E Liquor License with Sunday Sales endorsement; the Liquor License Renewal for The Station LLC, Class E Liquor License with Sunday Sales and Growler fill endorsements; Pay Application Number 3 for the Phase I Water System Improvement, Division I Water Treatment Plant, Portzen Construction, \$180,671.91; and Change Order #10 for the NL WWTP Phase 2 Project, Tricon Construction, \$27,587.25. After discussion, the vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Planner Report

City Planner Wheatley reported on the transit service both the SEATS and Coralville services. Council discussed the report with staff.

Councilor Pollock arrived at 6:33.

City Engineer Report

City Engineer Trom reported on the water projects. The wastewater treatment plant project is about 85% complete. The North Liberty Road Phase 2 project bids were opened last week. The Penn Street Improvements public hearing will be on February 14 and awarded on February 28. The brine/storage building 100% complete plans have been distributed to staff. The project will be bid and awarded in March. The SRF Sponsored Water Quality Project has been shut down for winter, but may begin again in February if weather holds.

Assistant City Administrator Report

Assistant City Administrator Mulcahey reported that the City's barn was featured in a local Farm Bureau Agent's calendar. She is attending a meeting tomorrow to learn what possible regulation changes on water might be coming. Mulcahey attended the first planning meeting of the year for Defenders of Land and Water's 11th year.

City Administrator Report

City Administrator Heiar reported that North Liberty has not received an agreement from IDOT for the Forevergreen Road Project, yet. Staff is working on a water conservation plan for IDNR. Heiar will be receiving some information about the leasing of space for the Police Department next week. A closed session will be on the February 14 agenda for discussion. Upcoming meeting dates: January 30 – Joint Meeting at Penn Elementary, CIT training and funding will be discussed; January 31 – budget meeting starting at 6:30 p.m.

Mayor Pro Tem Report

Mayor Pro Tem Donahue reported that at the MPOJC meeting tomorrow night passenger rail service will be discussed. Mayor Pro Tem Donahue read the statement of support for the Guard and Reserve.

Phase I Water System Improvements, Division II – Water Mains

At 6:42 p.m., Mayor Pro Tem Donahue opened the public Hearing regarding proposed plans, specifications, form of contract and estimate of cost. No oral or written comments were presented. The public hearing was closed.

Hoffman moved, Pollock seconded to approve Resolution Number 2017-05, A Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Phase I Water System Improvements Division II – Water Mains. After discussion, the vote was: ayes – Hoffman, Sayre, Pollock, Wayson, Donahue; nays – none. Motion carried.

North Liberty Road Project

Wayson moved, Sayre seconded to approve Resolution Number 2017-06, A Resolution accepting the bid and authorizing execution of the contract for the North Liberty Road Improvements Project, North Liberty, Iowa. After discussion, the vote was: ayes – Hoffman, Wayson, Sayre, Pollock, Donahue; nays – none. Motion carried.

Logan Contractor Supply Site Plan

Wheatley reported that staff and the Planning Commission recommended approval of the site plan application with no conditions. The Council discussed the application with staff and the applicant.

Ben Mitchell, MMS Consultants, was present on behalf of the applicant and offered to answer questions. Council further discussed the application.

Pollock moved, Wayson seconded to approve Resolution Number 2017-07, A Resolution approving the Development Site Plan for Lot 2, Resubdivision of Lot 13, I-380 Industrial Park, North Liberty, Iowa. After discussion, the vote was: ayes – Wayson, Donahue, Pollock, Sayre; nays – none; abstain - Hoffman. Motion carried.

Parking Resolution

Heiar presented information regarding limiting parking on Ashley Court. Sayre moved, Hoffman seconded to approve Resolution Number 2017-08, A Resolution approving parking control devices in the City of North Liberty, Iowa. The vote was: ayes – Donahue, Sayre, Hoffman, Pollock, Wayson; nays – none. Motion carried.

North Liberty Cafeteria Plan

Heiar presented the amendment to the Cafeteria Plan allowing for the maximum to be contributed be the maximum set by the IRS. Council discussed the proposed amendment. Hoffman moved, Pollock seconded to approve Resolution Number 2017-09, A Resolution approving the amended Cafeteria Plan for employees in the City of North Liberty, Iowa. The vote was: ayes- Pollock, Donahue, Sayre, Hoffman, Wayson; nays – none. Motion carried.

Mayoral Vacancy

Heiar presented information from the City Attorney. Council discussed the Mayoral vacancy. Wayson moved to Council appointment to fill the Mayoral vacancy at the February 28 Regular Council meeting with publishing as soon as possible, Hoffman seconded. After discussion, the vote was: aye – Wayson, Hoffman, Donahue; nays – Sayre, Pollock. Motion to appoint carried.

FY 18 Budget Discussion

Council is encouraged to submit questions and requested follow up information ahead of the meeting. Social service applications and capital improvements program will be discussed.

Old Business

No old business was presented.

New Business

Councilor Hoffman presented a Corridor Business Journal economic forecast luncheon update. Councilor Pollock requested that the link for the Johnson County Planning listening posts be posted. Council discussed the passenger rail service. Councilor Wayson reported that the Emergency Management budget will be complete tomorrow night.

Adjournment

At 7:40 p.m., Mayor Pro Tem Donahue adjourned the meeting.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor Pro Tem

Attest:

Tracey Mulcahey, City Clerk



Minutes

North Liberty City Council
January 31, 2017
Special Work Session
6:30 p.m.
City Council Chambers

Call to order

Mayor Pro Tem Terry Donahue called the January 31, 2017 Special Session of the North Liberty City Council to order. Councilors present: Terry Donahue, Chris Hoffman, Annie Pollock, and Brian Wayson; absent – Jim Sayre.

Others present: Ryan Heiar, Tracey Mulcahey, Kevin Trom, Guy Goldsmith, Michael Pentecost, Megan Benischek and other interested parties.

Approval of the Agenda

Pollock moved, Hoffman seconded to approve the agenda. The vote was all ayes. Agenda approved.

Budget Presentation – FY 2018

Remaining Operational Budget Items

Council discussed Social Services applications and the process for allocating funds. Consensus was that \$105,000 in social service funds will be available with \$55,000 for the Family Resource Center, \$8,000 for the Housing Trust Fund, \$16,000 for the North Liberty Community Pantry, and \$2,500 for Big Brothers Big Sisters. The remainder of the applicants are encouraged to apply for discretionary funding that will be determined at the March 14 Council meeting. The total amount of discretionary funds available is \$23,500. The Family Resource Center might be eligible for additional funds in this application period.

Economic Development

Heiar presented information on the proposed economic development budget. Council discussed the proposed budget with Heiar. The consensus was to earmark the \$115,000 for economic development until after the ICAD presentation when a specific amount will be assigned.

Wages

Heiar presented information regarding the proposed wages for FY 18. Wage increases for non-union will mirror union increases. A 3% cost of living adjustment with merit step for those who qualify are budgeted for FY 2018.

Capital Improvements

Heiar presented information regarding the debt service tax rate and TIF usage and impact on the General Fund. Council asked questions and discussed other budget items including civic campus, general fund funds availability. Council discussed changing the tax levy.

Adjournment

At 7:57p.m., Mayor Pro Tem Donahue adjourned the meeting.

CITY OF NORTH LIBERTY

By: _____
Terry Donahue, Mayor Pro Tem

Attest:

Tracey Mulcahey, City Clerk

Applicant License Application (BB0033075)

Name of Applicant: <u>FMNL, LLC</u>		
Name of Business (DBA): <u>Panchero's Mexican Grill</u>		
Address of Premises: <u>650 Community Drive</u>		
City <u>North Liberty</u>	County: <u>Johnson</u>	Zip: <u>52317</u>
Business <u>(319) 545-6565</u>		
Mailing <u>2475 Coral Court</u>		
City <u>Coralville</u>	State <u>IA</u>	Zip: <u>52241</u>

Contact Person

Name <u>Jennifer Knock</u>	
Phone: <u>(319) 545-6565</u>	Email <u>jenniferk@pancheros.com</u>

Classification Class B Beer (BB) (Includes Wine Coolers)

Term:12 months

Effective Date: 03/01/2017

Expiration Date: 02/28/2018

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>414319</u>	Federal Employer ID <u>27-0727434</u>

Ownership

Laura Anderson

First Name: <u>Laura</u>	Last Name: <u>Anderson</u>	
City: <u>Coralville</u>	State: <u>Iowa</u>	Zip: <u>52241</u>
Position: <u>Shareholder</u>		
% of Ownership: <u>35.00%</u>	U.S. Citizen: <u>Yes</u>	

Wendell Moore, Trust

First Name: <u>Wendell</u>	Last Name: <u>Moore, Trust</u>	
City: <u>Debary</u>	State: <u>Florida</u>	Zip: <u>32713</u>
Position: <u>Shareholder</u>		
% of Ownership: <u>10.00%</u>	U.S. Citizen: <u>Yes</u>	

Kristin Hardy

First Name: <u>Kristin</u>	Last Name: <u>Hardy</u>	
City: <u>Coralville</u>	State: <u>Iowa</u>	Zip: <u>52241</u>
Position: <u>Shareholder</u>		

% of Ownership: 10.00%

U.S. Citizen: Yes

Rodney Anderson

First Name: Rodney

Last Name: Anderson

City: Coralville

State: Iowa

Zip: 52241

Position: Manager of LLC

% of Ownership: 0.00%

U.S. Citizen: Yes

FreeMex, LLC Gary Freeman

First Name: FreeMex, LLC

Last Name: Gary Freeman

City: Coralville

State: Iowa

Zip: 52241

Position: investor

% of Ownership: 10.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: Ohio Casualty

Policy Effective Date: 03/01/2017

Policy Expiration 02/28/2018

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

License Type B (Beer) Liquor Sunday Sales Yes New Renewal Amended

Rec ✓



North Liberty Police Department

5 E Cherry St•PO Box 77•North Liberty, Iowa•52317•(319) 626-5724/Fax: 5743

January 6, 2017

Liquor License Check

Business: Panchero's

650 Community Drive

North Liberty, IA 52317

Owners: Wendell Moore (DOB: 1940)
Laura Anderson (DOB: 1968)
Rodney Anderson (DOB: 1968)
Kirstin Hardy (DOB: 1969)
Gary Freeman

There is not any record with the owners and no concerning calls at the business.

I recommend the license be granted.

This record check was conducted on 1/6/2017 by Sergeant Chris Shine.



City of North Liberty
Inspection Report for Alcoholic Beverage Licensing
Chapter 15.04 of the Municipal Code

License Type B (Bee) / Liquor Sunday Sales Yes New (Renewal) Amended

Legal Name of Applicant: FMNL, LLC

Name of Business (DBA): Pancho's Mexican Grill

Address of Business: 650 Community Dr. Suite B - N Liberty Ia 52317

Contact Phone: (319) 545-6565
Jennifer K @ pancho's.com

Section 5.04.100 of the Municipal Code requires approval from the following City and County Departments

City of North Liberty Inspection Department:

The above mentioned property is located within a zoning district permitting the sale or consumption of alcoholic beverage.

[Signature]
Code Official

12/28/16
Date

An inspection was performed at the above referenced property to verify fire extinguisher maintenance program and exit requirements.

Designated Fire Inspector

Date

Johnson County Health Department:

The above mentioned food facility at the listed address is: (check one)

☐ Is currently license in accordance with Iowa Food Code.

☐ In the process of becoming licensed in accordance with the Iowa Food Code.

[Signature]
Johnson County Health Official

12/29/16
Date

City of North Liberty

Iworq Permit 6016

License Expires 2/28/17

State License # BB0033075

Renewal letter emailed 12/28/16

Official e-mail 12/28/2016

Council Agenda date 1/24/2017

Rec ✓



North Liberty Fire Dept (IA)
25 W Cherry St PO Box 77
North Liberty, IA 52317

Fire Dept Violation Notice

February 6, 2017

Panchero's
650 Community DR, Suite #B
North Liberty, IA 52317

ORDER TO COMPLY: Since these conditions are contrary to law, you must correct them upon receipt of this notice. An inspection to determine compliance with this Notice will be conducted on or after 30 days from Feb 6, 2017.

If you fail to comply with this notice before the re-inspection date listed, you may be liable for the penalties & fees provided for by law for such violations.

Fire Inspection Fees:

- Initial Fire Inspection: No Charge
- 1st Re-Inspection: No Charge
- 2nd Re-Inspection: \$75.00
- Additional Re-Inspections: Municipal Infraction, Daily until Corrected.

Violations

1011.5.3 Power source

Note Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss

- south exit sign does not illuminate when tested. Check internal battery.



Violations

1004.3 Posting of occupant load

Note Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent.

Approved occupant load signs can be obtained from the North Liberty Building Department.

- city issued occupant load sign has been replaced with non-authorized occupant load sign since last inspection. Post official occupant load sign near main entrance.



605.3 Working space and clearance

Note A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Where the electrical service equipment is wider than 30 inches the working space shall not be less than the width of the equipment. No storage of any materials shall be located within the designated working space.

- kitchen. Remove garbage can from this location, cannot be stored there.



Visit us at www.nlfire.org

Complete code references can be found at: <http://www.nlfire.org/permits.html>



HARDIN BRYAN HARDIN
Inspector



Nick Houg

Applicant License Application ()

Name of Applicant: <u>Cafe Project LLC</u>		
Name of Business (DBA): <u>Cafe Muse</u>		
Address of Premises: <u>565 Cameron Way</u>		
City <u>North Liberty</u>	County: <u>Iowa</u>	Zip: <u>52317</u>
Business <u>(706) 726-6144</u>		
Mailing <u>1015 Pheasant Ln</u>		
City <u>North Liberty</u>	State <u>IA</u>	Zip: <u>52317</u>

Contact Person

Name <u>Chengjie Huang</u>	
Phone: <u>(706) 726-6144</u>	Email <u>chengjie.huang@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 12/26/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>517089</u>	Federal Employer ID <u>81-15186-9</u>

Ownership

Chengjie Huang

First Name: <u>Chengjie</u>	Last Name: <u>Huang</u>	
City: <u>North Liberty</u>	State: <u>Iowa</u>	Zip: <u>52317</u>
Position: <u>Owner manager</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Nastaran Moradi Shahmansouri

First Name: <u>Nastaran</u>	Last Name: <u>Moradi Shahmansouri</u>	
City: <u>North Liberty</u>	State: <u>Iowa</u>	Zip: <u>52317</u>
Position: <u>Owner manager</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>No</u>	

Insurance Company Information

Insurance Company: <u>Society Insurance</u>
--

Policy Effective Date: 12/26/2016

Policy Expiration 12/26/2017

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:



North Liberty Police Department

5 E Cherry St•PO Box 77•North Liberty, Iowa•52317•(319) 626-5724/Fax: 5743

June 25, 2016

Liquor License Check

Business: Café Muse
565 Cameron Way #108
North Liberty, IA 52317

Owners: Chengjie Huang (DOB: 1985)
Nastaran Moradi Shahmansouri (DOB: 1985)

The North Liberty Police department does not have any documented contacts for the above owners or business within the past year. A search of the owners did result in locating that they were involved in a small claims lawsuit within the past year but the case was ultimately dismissed.

I recommend the license be granted.

Sergeant Chris Shine



City of North Liberty
Inspection Report for Alcoholic Beverage Licensing
Chapter 15.04 of the Municipal Code

8-1-2016
anticipated opening

License Type Beer/Liquor Sunday Sales New/Renewal/Amended

Legal Name of Applicant: Cafe Project LLC

Name of Business (DBA): Cafe Muse

Address of Business: 565 Cameron Way #108 N. Liberty Ia 52317

Contact Phone: Chengjie Huang - (706) 726-6144
chenjie.huang@gmail.com

Section 5.04.100 of the Municipal Code requires approval from the following City and County Departments

City of North Liberty Inspection Department:

The above mentioned property is located within a zoning district permitting the sale or consumption of alcoholic beverage.

Code Official

Date

An inspection was performed at the above referenced property to verify fire extinguisher maintenance program and exit requirements.

[Signature]
Designated Fire Inspector

01/19/17

Date

Johnson County Health Department: emailed 6/14/16

The above mentioned food facility at the listed address is: (check one)

☐ Is currently license in accordance with Iowa Food Code.

☐ In the process of becoming licensed in accordance with the Iowa Food Code.

Johnson County Health Official

Date

City of North Liberty

Iworq Permit 6044
Renewal letter N/A

License Expires N/A-New State License # New
Official e-mail 6/13/2016 Council Agenda date 7/26/16

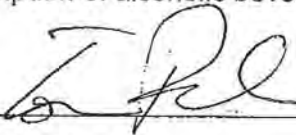
**City of North Liberty
Alcoholic Beverage Permit
Chapter 120 of the Municipal Code**

The Municipal Code requires approval from the following City and County Departments.

Legal Name of Applicant: Cafe Project LLC
Name of Business (DBA): Cafe Muse
Address of Business: 565 Cameron Way #108 N. Liberty Ia.
Business Phone No. Chengjie Huang (706) 726-6144 52317
chengjie.huang@gmail.com

City of North Liberty:

The above referenced property is located within a zoning district that permits the sale or consumption of alcoholic beverage.



City Official

1-27-17

Date

North Liberty Fire Department:

The above referenced property currently complies with International Fire Code.

Fire Inspector

Date

Johnson County Health Department:

The above referenced property currently complies with Johnson County Public Health requirements.



Johnson County Public Health Official

1/27/17

Date

Iworq Permit 6044
Renewal letter —

License Expires _____
Official e-mail 6/13/2016

State License # New
Council Agenda date 2/14/2017



North Liberty Fire Dept (IA)
25 W Cherry St PO Box 77
North Liberty, IA 52317

Fire Dept Violation Notice

January 19, 2017

Cafe Muse
565 Cameron WAY, 108
North Liberty, IA 52317

ORDER TO COMPLY: Since these conditions are contrary to law, you must correct them upon receipt of this notice. An inspection to determine compliance with this Notice will be conducted on or after 30 days from Jan 19, 2017.

If you fail to comply with this notice before the re-inspection date listed, you may be liable for the penalties & fees provided for by law for such violations.

Fire Inspection Fees:

- Initial Fire Inspection: No Charge
- 1st Re-Inspection: No Charge
- 2nd Re-Inspection: \$75.00
- Additional Re-Inspections: Municipal Infraction, Daily until Corrected.

Violations

5.2.1.1.2 Painted, Corroded, Leaking Sprinkler Heads

Note Drive-thru, replace painted head.

1004.3 Posting of occupant load

Note -Post city issued occupant load sign.

-submit seating layout to city for approval

Visit us at www.nlfire.org

Complete code references can be found at: <http://www.nlfire.org/permits.html>

A handwritten signature in black ink, appearing to read "Hardin Bryan Hardin".

HARDIN BRYAN HARDIN
Inspector

A handwritten signature in black ink, appearing to read "Jake Evans".

Jake Evans

Applicant License Application (LC0039189)

Name of Applicant: <u>Rara Avis</u>		
Name of Business (DBA): <u>Bluebird Cafe</u>		
Address of Premises: <u>650 W. Cherry St. #9</u>		
City <u>North Liberty</u>	County: <u>Johnson</u>	Zip: <u>52317</u>
Business <u>(319) 626-2603</u>		
Mailing <u>650 W. Cherry St. #9</u>		
City <u>North Liberty</u>	State <u>IA</u>	Zip: <u>52317</u>

Contact Person

Name <u>Lacey Meyne</u>	
Phone: <u>(319) 512-9323</u>	Email <u>lbw2004@me.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 04/12/2018

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>425120</u>	Federal Employer ID <u>45-3756308</u>

Ownership

Jonathan Wilson

First Name: <u>Jonathan</u>	Last Name: <u>Wilson</u>	
City: <u>Iowa City</u>	State: <u>Iowa</u>	Zip: <u>52240</u>
Position: <u>Secretary</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Lacey Meyne

First Name: <u>Lacey</u>	Last Name: <u>Meyne</u>	
City: <u>North Liberty</u>	State: <u>Iowa</u>	Zip: <u>52317</u>
Position: <u>Treasurer</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Grinnell Mutual Group</u>	
Policy Effective Date:	Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Contractor's Application for Payment No.

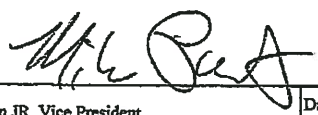
4

Application Period: 12/31/2016		Application Date: 1/31/2017	
To: City of North Liberty 3 Quail Creek Circle (Owner): North Liberty, Iowa 52317	From: Portzen Construction, Inc. 205 Stone Valley Drive (Contractor): Dubuque, Iowa 52003	Via (Engineer): FOX Engineering 414 South 17th Street, Suite 107 Ames, Iowa 50010	
Project: Phase 1 Water System Improvements Division 1 - Water Treatment Plant		Contract:	
Owner's Contract No.: None	Contractor's Project No.: #16-29	Engineer's Project No.: 3373-15A	

**Application For Payment
Change Order Summary**

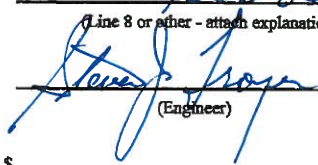
Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$ 13,449,000.00
Number	Additions	Deductions	2. Net change by Change Orders.....	\$ 24,780.00
COR 1	\$26,585.00	\$1,805.00	3. Current Contract Price (Line 1 ± 2).....	\$ 13,473,780.00
			4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ 987,625.02
			5. RETAINAGE:	
			a. 5% X 704,695.23 Work Completed.....	\$ 35,234.76
			b. 5% X 282,929.79 Stored Material.....	\$ 14146.49
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 49,381.25
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 938,243.77
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 806,686.91
			8. AMOUNT DUE THIS APPLICATION.....	\$ 131,556.86
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ 12,535,536.23
TOTALS	\$26,585.00	\$1,805.00		
NET CHANGE BY CHANGE ORDERS	\$24,780.00			

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: 

By: Mike Portzen JR, Vice President Date: 12/30/2016

Payment of: \$ 131,556.86
(Line 8 or other - attach explanation of the other amount)

is recommended by:  2-3-17
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

PAYMENT APPLICATION

Page 1

TO: City of North Liberty 3 Quail Creek Circle North Liberty, Iowa 52317 Attn: Accounts Payable FROM: PORTZEN CONSTRUCTION, INC. 205 STONE VALLEY DRIVE DUBUQUE, IA 52003 FOR: North Liberty Water Treatment Plant - Division 1	PROJECT #: #16-29 NAME AND LOCATION: North Liberty Water Treatment Plant - Division 1 437 S. Front Street North Liberty, Iowa 52317 ARCHITECT: Fox Engineering 414 S. 17th Street, Suite 107 Ames, Iowa 50010	APPLICATION # 4 PERIOD THRU: 01/31/2017 PROJECT #s: #16-29 DATE OF CONTRACT: 09/19/2016	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/>
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CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
 Continuation Page is attached.

1. CONTRACT AMOUNT	\$13,449,000.00
2. SUM OF ALL CHANGE ORDERS	\$24,780.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$13,473,780.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$987,625.02
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$35,234.76
b. 5.00% of Material Stored (Column F on Continuation Page)	\$14,146.49
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$49,381.25
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$938,243.77
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$806,686.91
8. PAYMENT DUE	\$131,556.86
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$12,535,536.23

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$26,585.00	(\$1,805.00)
Total approved this month	\$0.00	\$0.00
TOTALS	\$26,585.00	(\$1,805.00)
NET CHANGES	\$24,780.00	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: PORTZEN CONSTRUCTION, INC.

By: Mike Portzen Jr. Date: 02/01/2017
 Mike Portzen Jr, Vice President

State of: Iowa

County of: Dubuque

Subscribed and sworn to before

me this 1st day of February 2017

Notary Public:

My Commission Expires:

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT.....

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT:

By: _____ Date: _____

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

Contractor's Application for Payment No.

17R

Application Period: 1/01/17 - 1/31/17		Application Date: 1/26/2017	
To (Owner): City of North Liberty, 3 Quail Creek Circle, North Liberty, IA 52317	From (Contractor): Tricon Construction Group, Dubuque, IA 52001		Via (Engineer): Fox Engineering Inc 414 S St, Ste 107, Ames IA
Project: Phase II WWTP Improvements City of North Liberty	Contract: Phase II WWTP Improvements		
Owner's Contract No.:	Contractor's Project No.: 15-012-IA	Engineer's Project No.: 2489-11A	

Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$3,862.41	
2	\$23,001.91	
3	\$6,448.07	
4	\$9,908.71	
5	\$62,335.01	
6	\$3,942.11	
7	\$9,069.92	
8		\$928.64
9	\$38,110.05	
TOTALS	\$156,678.19	\$928.64
NET CHANGE BY CHANGE ORDERS	\$155,749.55	

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: Mary K. Stone

Date: 2-03-17

1. ORIGINAL CONTRACT PRICE.....	\$	\$15,621,000.00
2. Net change by Change Orders.....	\$	\$155,749.55
3. Current Contract Price (Line 1 + 2).....	\$	\$15,776,749.55
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$13,792,998.02
5. RETAINAGE:		
a. 5% X \$11,715,924.86 Work Completed.....	\$	\$585,796.24
b. 5% X \$2,077,073.16 Stored Material.....	\$	\$103,853.66
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$689,649.90
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$13,103,348.12
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$12,776,132.76
8. AMOUNT DUE THIS APPLICATION.....	\$	\$327,215.36
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$2,673,401.43

Payment of: \$ 327,215.36
(Line 8 or other - attach explanation of the other amount)

is recommended by: Jennifer Reedy 2-6-2017
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

Date of Issuance:	February 9, 2017	Contract Effective Date:	March 2, 2015
Project:	East Growth Area Water & Sewer Extensions	FOX Ref No.:	2489-13A.660
Owner:	City of North Liberty		
Contractor:	Langman Construction Co.		
Engineer:	FOX Engineering		

The Contract is modified as follows upon execution of this Change Order:

- Item 1 Cleaning of the wet well and both sewer lines that were filled with mud. **Add \$8,071.37 for these changes.**
- Item 2 Implement odor control program changes as detailed in the attached proposal. **Add \$3,450.00 for these changes.**
- Item 3 Addition of a water leak detection and shutoff system as detailed in the attached Change Proposal Request (CPR) and Langman proposal. Provide and install additional water detection alarm system in the mechanical room (Room 102). Provide and install motor-driven ball valve in the water service as near to the entrance to the building as practical. Valve shall be designed for use in potable water piping and meet NSF Standard 61. Provide and install all fittings necessary for installation of valve. Provide and install all electrical components required for operation of the leak detector and shutoff valve. Implement PLC control panel wiring and program changes necessary to close the valve and activate an alarm upon detection of a water leak. **Add \$7,431.21 for these changes.**
- Item 4 Adjust Substantial Completion date to February 10, 2017 to allow for completion of startup and training after the installation of the permanent electrical power service. Adjust Final Completion date to April 30, 2017 to allow for landscaping and outdoor painting to be completed in reasonable weather. **No cost change for these changes.**

Attachments: Item 1 - Langman proposal (3 pages including attachments, dated December 7, 2016)
 Item 2 - Langman proposal (3 pages including attachments, dated January 10, 2017)
 Item 3 - Change Proposal Request 001 (2 pages, dated February 7, 2017)
 Langman proposal (6 pages including attachments, dated February 9, 2017)

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price:	Original Contract Times:
\$ 4,864,867.50	Substantial Completion: <u>April 1, 2016</u>
	Ready for Final Payment: <u>June 1, 2016</u>
Increase from previously approved Change Orders No. 1 to No. <u>6</u> :	Increase from previously approved Change Orders No. 1 to No. <u>6</u> :
\$32,941.04	Substantial Completion: <u>252 days</u>
	Ready for Final Payment: <u>191 days</u>
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 4,897,808.54	Substantial Completion: <u>December 9, 2016</u>
	Ready for Final Payment: <u>December 9, 2016</u>
Increase of this Change Order:	Increase of this Change Order:
\$18,952.58	Substantial Completion: <u>63 days</u>
	Ready for Final Payment: <u>142 days</u>
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$4,916,761.12	Substantial Completion: <u>February 10, 2017</u>
	Ready for Final Payment: <u>April 30, 2017</u>

Date of Issuance: February 9, 2017
 Owner: City of North Liberty
 Contractor: Gingerich Well & Pump Service, LLC
 Engineer: FOX Engineering
 Project: Phase I Water System Improvements
 Div. III – Well Construction and Rehabilitation

Effective Date: February 14, 2017
 Owner's Contract No.:
 Contractor's Project No.:
 Engineer's Project No.: 3373-15A
 Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description:

Item 1 Perform Air Shock Rehabilitation on Wells 3 and 4 in accordance with attached proposal prior to acidizing wells. **Add \$19,050.00 for this change.**

Attachments: *Contractor Proposal (3 pages)*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>2,880,094.00</u>	Original Contract Times: Substantial Completion: <u>January 31, 2018</u> Ready for Final Payment: <u>March 30, 2018</u>
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ <u>2,880,094.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>January 31, 2018</u> Ready for Final Payment: <u>March 30, 2018</u>
Increase of this Change Order: \$ <u>19,050.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0 days</u> Ready for Final Payment: <u>0 days</u>
Contract Price incorporating this Change Order: \$ <u>2,899,144.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>January 31, 2018</u> Ready for Final Payment: <u>March 30, 2018</u>

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u>Jayh Stapp</u>	By: _____	By: <u>[Signature]</u>	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Project Engineer</u>	Title: _____	Title: <u>Jill Williams - Business Manager</u>	Title: _____	Title: _____	Title: _____
Date: <u>2/9/2017</u>	Date: _____	Date: <u>2/9/17</u>	Date: _____	Date: _____	Date: _____

Contractor's Application for Payment No. 2

Application Period: 1/16/2017		Application Date: 1/16/2017	
To City of North Liberty Quail Creek Circle (Owner): North Liberty, IA 52317	From (Contractor): Gingerich Well & Pump Service	Via (Engineer): Fox Engineering Associates	
Project: Phase I-Water System Improvements Division III-Well Construction and Rehabilitation	Contract: City of North Liberty Phase I-Water System Improvements Division III-Well Construction and Rehabilitation		
Owner's Contract No.: FS-52-14-DWSRF-020	Contractor's Project No.:	Engineer's Project No.: 3373-15A	

**Application For Payment
Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
			1. ORIGINAL CONTRACT PRICE.....	\$ \$2,880,094.00
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ \$2,880,094.00
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ \$983,099.00
			5. RETAINAGE:	
			a. 5% X \$983,099.00 Work Completed.....	\$ \$49,154.95
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ \$49,154.95
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ \$933,944.05
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ \$291,350.75
			8. AMOUNT DUE THIS APPLICATION.....	\$ \$642,593.30
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ \$1,946,149.95
TOTALS				
NET CHANGE BY CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: Jill Williams-Gingerich Well & Pump Service Date: 1/16/2017

Payment of: \$ 642,593.30
 (Line 8 or other - attach explanation of the other amount)

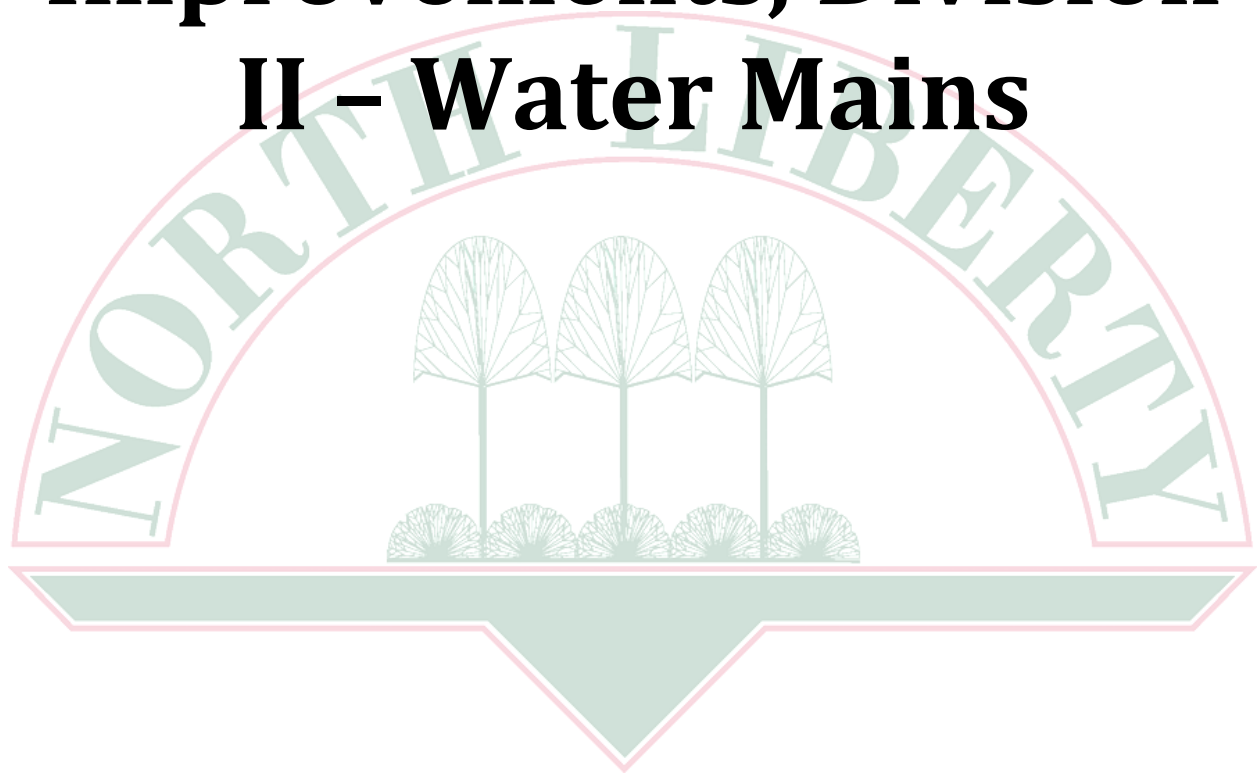
is recommended by: Jay Hopper 2/9/2017
 (Engineer) (Date)

Payment of: \$
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Phase I Water System Improvements, Division II – Water Mains





February 9, 2017

Mr. Ryan Heiar
City Administrator
City of North Liberty
3 Quail Creek Circle
P.O. Box 77
North Liberty, IA 52317

RE: Phase I Water System Improvements – Division II – Water Mains
3373-15A.440

Mr. Heiar:

Bids for the Phase I Water System Improvements – Division II – Water Mains project were received and opened on February 7, 2017 at 10:00 a.m. Six (6) bids were received. The bids ranged from \$639,200.00 to \$1,739,830.00. The Engineer's published opinion of probable construction cost for this project was \$2,200,000. A bid tabulation summary is enclosed for your reference.

After reviewing the cost opinion, we determined that there was an error in our calculations. A factor for contractor overhead and profit was inadvertently included twice, which added approximately \$200,000 to the estimate. In addition, the estimate included project contingency cost of 10%. Removing these factors, the published opinion of cost should have been about \$1,800,000.

In addition, the \$1,800,000 was based on the water main being installed with open cut construction methods. The bid documents also allowed for installation using directional drilling methods. The Engineer's opinion of cost using directional drilling methods was \$1,400,000. Discussions with several bidding contractors found that most bids were based on using directional drilling. Based on the corrections to the cost opinion, the majority of the bids received were within the anticipated range.

The apparent low bid was submitted by KMA Trucking and Excavating LLC, in the amount of \$639,200. We contacted KMA and asked them to review their bid and make sure they had included all the appropriate costs. After reviewing their bid, KMA reported they had found a significant error in their bid related to installation of the HDPE water main. Attached is a letter from KMA requesting to withdraw their bid. The bidding documents allow Bidders to withdraw their bid if they notify the city in writing within 24 hours that there was a "material and substantial" error in their bid. Based on our discussions with KMA and the information received, we believe there was a material and substantial error in their bid. We recommend that KMA be allowed to withdraw their bid, and the bid bond returned.

The second low bid was submitted by Ricklefs Excavating, Ltd., in the amount of \$1,089,000. Of the six bids received, three were within about 15% of each other, including the bid submitted by Ricklefs Excavating. Based on the number of bids received, comparison of the bids, and the revised Engineer's opinion of probable cost, we believe that the second low bid represents a valid cost for the project under the present conditions. The construction documents established that the contract will be awarded to the lowest

responsive, responsible Bidder whose bid is in the best interest of the Project. The lowest responsive, responsible bid was submitted by Ricklefs Excavating, Ltd.

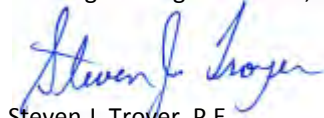
FOX contacted Ricklefs Excavating to discuss their bid, schedule, and similar projects that they have completed. Ricklefs Excavating believes their bid is reasonable and has found no errors. They also believe the substantial completion date (March 30, 2018) and final completion date (May 31, 2018) will give enough time for the work to be completed.

To evaluate their Bid we reviewed their current projects and performance on previous projects. The company has a history of satisfactory performance on similar projects in Iowa. Ricklefs Excavating's recent work includes projects in Cedar Rapids, Newhall, and Mount Vernon. FOX Engineering has not worked with Ricklefs Excavating, so we have no directly applicable experience with them. However, based on our investigation, we believe Ricklefs Excavating, Ltd. has a practical knowledge of the work, adequate equipment, and supervisory personnel to complete the work. Performance of the construction work will be backed with a 100% performance and payment bond. We also believe that their proposal reasonably reflects the current bidding climate and construction cost.

Therefore, we recommend that the contract for the project be awarded to Ricklefs Excavating, Ltd. We have enclosed the Notice of Award for your use. If approved, please sign and return to FOX Engineering. FOX will then prepare the contract documents and send to Ricklefs Excavating.

Please contact us if you have any questions or comments regarding this recommendation or the project in general. Thank you.

Sincerely,
FOX Engineering Associates, Inc.



Steven J. Troyer, P.E.
Project Manager

cc: Ricklefs Excavating, Ltd.
Kevin Trom, Shive-Hattery

Enclosures: Bid Tab
Notice of Award

BID TABULATION

**Phase I Water System Improvements
Division II - Water Mains
North Liberty, Iowa**

BID DATE: **February 7, 2017 at 10:00 AM**

FOX PN: **3373-15A.440**

BIDDER	ENGINEER'S OPINION OF COST	KMA Trucking & Excavating 22050 277th Ave LeClaire, IA 52753	Ricklefs Excavating, Ltd. 12536 Buffalo Rd Anamosa, IA 52205	Langman Construction, Inc. 220 34th Ave Rock Island, IL 61201	Portzen Construction, Inc. 205 Stone Valley Dr Dubuque, IA 52003
CHECK OR BID BOND		Bond	Bond	Bond	Bond
ADDENDUM 1		X	X	X	X
ADDENDUM 2		X	X	X	X
BIDDER STATUS FORM		X	X	X	X
SRF ATTACHMENTS (1-5)		X	X	X	X
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
LUMP SUM	\$2,200,000.00	* \$639,200.00	\$1,089,000.00	\$1,177,247.00	\$1,283,000.00

**KMA Withdrew their Bid
February 8, 2017**

BIDDER	Dave Schmitt Construction 250 50th Ave SW Cedar Rapids, IA 52404	Maxwell Construction, Inc. 3011 Sierra Court SW Iowa City, IA 52240
CHECK OR BID BOND	Bond	Bond
ADDENDUM 1	X	X
ADDENDUM 2	X	X
BIDDER STATUS FORM	X	X
SRF ATTACHMENTS (1-5)	X	X
DESCRIPTION	TOTAL PRICE	TOTAL PRICE
LUMP SUM	\$1,477,384.00	\$1,739,830.00

PREPARED BY:
FOX ENGINEERING ASSOCIATES, INC.
AMES, IOWA

KMA Trucking and Excavating LLC
22050 277th Ave
LeClaire, IA 52753

To whomever it may concern,

KMA Trucking and Excavating LLC requests that the City of North Liberty considers our request for withdrawal of our bid on the Division II of the raw water system.

Our basis for this request is that in review of our bid we have discovered a large error in the calculation of the materials, equipment, and labor to fuse HDPE pipe to be used in the directional drill segment of the job.

Thank you for your consideration.

Clint Albrecht

A handwritten signature in black ink, appearing to read 'Clint Albrecht', written over the printed name.

KMA Trucking and Excavating LLC
563-9440-1982

NOTICE OF AWARD

Date of Issuance:

Owner: City of North Liberty Owner's Contract No.:
Engineer: FOX Engineering Engineer's Project No.: 3373-15A
Project: Phase I Water System Improvements Contract Name:
Division II – Water Mains
Bidder: Ricklefs Excavating, Ltd.
Bidder's Address: 12536 Buffalo Rd., Anamosa, IA 52205

TO BIDDER:

You are notified that Owner has accepted your Bid dated February 9, 2017 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Phase I Water System Improvements, Division II - Water Mains, including Installation of 12-inch raw water main from the new well site to the new water treatment plant site and from the existing water treatment plant site to the new water treatment plant site. The work shall also include the installation of 12-inch finished water main from the new water treatment plant to a connection point in the existing distribution system. The work shall also include improvements to the Owner's fiber optic network.

The Contract Price of the awarded Contract is: \$ 1,089,000.00

Three(3) sets of unexecuted counterparts of the Agreement accompany this Notice of Award. Up to ten (10) paper copies of the Contract Documents can be delivered separately. The Contract Documents will also be made available to Bidder electronically.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner three (3) counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6 and the Supplementary Conditions. Provide copies of certificates of insurance for each additional insured.
3. Other conditions precedent: Construction may not begin until issuance of the Notice to Proceed. Before starting construction, submit a preliminary progress schedule, a preliminary schedule of submittals, and a preliminary schedule of values. A preconstruction conference will be required prior to starting work.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner:

Authorized Signature

By: _____

Title: _____

Copy: Engineer

Resolution No. 2017-10

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING
EXECUTION OF THE CONTRACT FOR THE PHASE I WATER
SYSTEM IMPROVEMENTS DIVISION II - WATER MAINS PROJECT,
NORTH LIBERTY, IOWA**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY,
IOWA:**

WHEREAS, the City Council sought bids for the Phase I Water System Improvements
Division II – Water Mains Project;

WHEREAS, six bidders submitted responsive bids for the project; and

WHEREAS, the lowest bid was KMA Trucking & Excavating with a Lump Sum Bid
Price of \$639,200.00;

WHEREAS, KMA Trucking & Excavating submitted a request to withdraw their bid
on February 8, 2017; and

WHEREAS, the lowest responsible bid was Ricklef's Excavating with a Lump Sum
Bid Price of \$1,089,000.00;

NOW, THEREFORE, BE IT RESOLVED that the Phase I Water System Improvements
Division II – Water Mains Project is authorized and the bid from Ricklef's Excavating is
hereby accepted and approved for the project at a bid amount of \$1,089,000.00 is hereby
approved as set forth therein.

BE IT FURTHER RESOLVED that the Contract between the Owner and the
Contractor is approved and that the Mayor is authorized to execute said agreement.

APPROVED AND ADOPTED this 14th day of February, 2017.

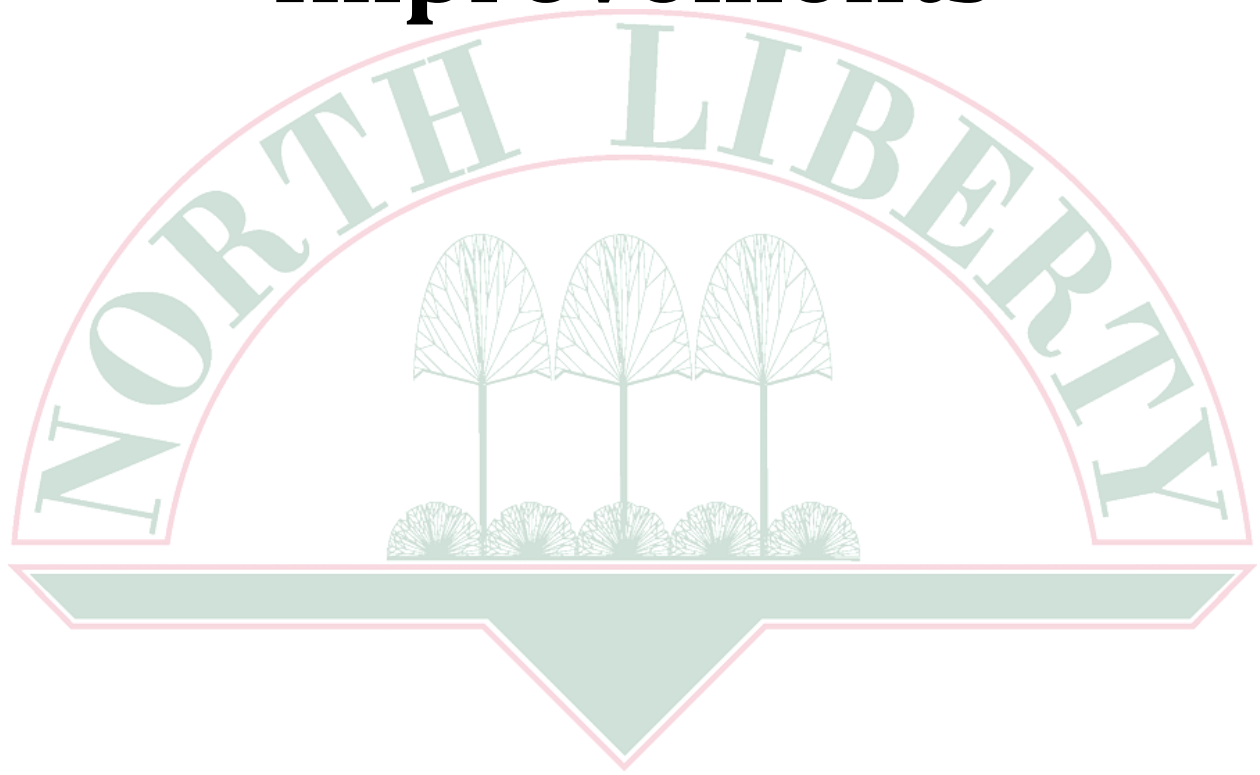
CITY OF NORTH LIBERTY:

ATTEST:

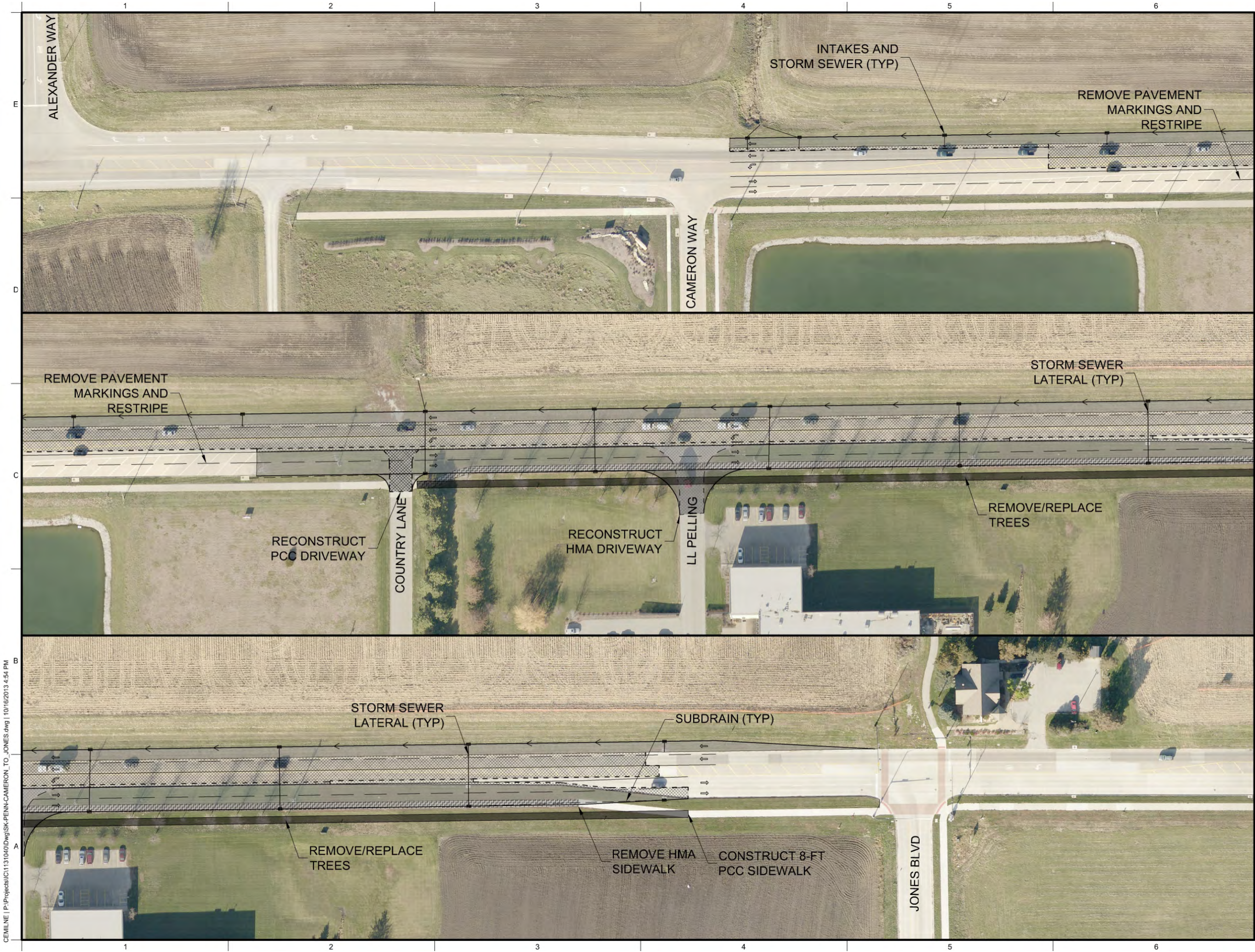
TERRY L. DONAHUE, MAYOR PRO TEM

TRACEY MULCAHEY, CITY CLERK

Penn Street Improvements



CEMLINE | P:\Projects\1131040\DWG\SK-PENN-CAMERON_TO_JONES.dwg | 10/16/2013 4:54 PM

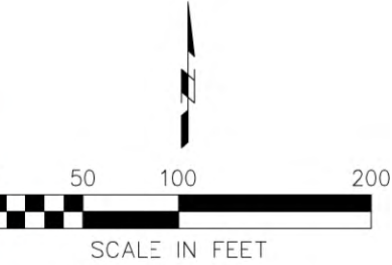


SHIVEHATTERY
ARCHITECTURE+ENGINEERING

2834 Northgate Drive | Iowa City, Iowa 52245
319.354.3040 | fax: 319.354.6921 | shive-hattery.com
Iowa | Illinois | Indiana | Missouri
Illinois Firm Number: 184-000214

**PENN STREET
CAMERON WAY TO
JONES BOULEVARD**
NORTH LIBERTY

LEGEND	
	REMOVE/RECONSTRUCT
	PAVEMENT WIDENING
	REMOVE SIDEWALK
	CONSTRUCT SIDEWALK



KEY PLAN

DRAWN	CEM
APPROVED	KPT
ISSUED FOR	CONCEPT
DATE	10/16/2013
FIELD BOOK	

PROJECT NO.: 113104
NORTH LIBERTY

**CONCEPT DRAWING
RECONSTRUCT AND
WIDENING**

Resolution No. 2017-11

RESOLUTION FINALLY APPROVING AND CONFIRMING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE PENN STREET IMPROVEMENTS 2017 PROJECT

WHEREAS, the City Council of the City of North Liberty, Iowa, has heretofore given preliminary approval to the plans, specifications, form of contract and estimate of cost (the "Contract Documents") for the proposed Penn Street Improvements 2017 Project (the "Project"), as described in the notice of hearing on the Contract Documents for the Project and the taking of bids therefor; and

WHEREAS, a hearing has been held on the Contract Documents on February 14, 2017;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Liberty, Iowa, as follows:

Section 1. The City Council hereby delegates to the IDOT the duty of receiving bids for the Project on February 21, 2017 at the IDOT Building in Ames. At such time and place IDOT open such bids received and announce the results thereof. The City Council will consider bids received at the City Council meeting to be held on February 28, 2017 at 6:30 p.m. at City Council Chambers in the City.

Section 2. The City Clerk is hereby authorized and directed to give notice of the hearing and taking of bids by publication as required by law, which publication shall be made not less than 4 and not more than 45 days prior to the date for receipt of bids and not less than 4 and not more than 20 days prior to the date of the said hearing. The said notice shall be in the form substantially as attached to this resolution.

Section 3. "Pursuant to Section 1.150-2 of the Income Tax Regulations (the "Regulations") of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the "Bonds"), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. The Contract Documents referred to in the preamble hereof are hereby finally approved, and the prior action of the City Council giving preliminary approval is hereby finally confirmed, and the Project, as provided for in the Contract Documents, is necessary and desirable.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

APPROVED AND ADOPTED this 14th day of February, 2017.

CITY OF NORTH LIBERTY:

ATTEST:

TERRY L. DONAHUE, MAYOR PRO TEM

TRACEY MULCAHEY, CITY CLERK

SRF Funding – Water Projects



(Issuance - Revenue)

421033-57

North Liberty, Iowa

February 14, 2017

A meeting of the City Council of North Liberty, Iowa, was held on February 14, 2017, at ____ o'clock __.m. at the _____, North Liberty, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the following Council Members present and absent:

Present: _____

Absent: _____.

The Council took up for consideration a resolution authorizing and approving a Water Revenue Loan and Disbursement Agreement and providing for the issuance of Taxable Water Revenue Bonds.

After due consideration and discussion, Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

Resolution No. 2017-12

RESOLUTION AUTHORIZING AND APPROVING A WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$23,000,000 TAXABLE WATER REVENUE BONDS

WHEREAS, the City of North Liberty (the "City"), in Johnson County, State of Iowa, did heretofore establish a Municipal Waterworks Utility System (the "Utility") in and for the City which has continuously supplied water service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council"), and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution (the "Series 2008 Bond Resolution") of the Council, the City has heretofore issued its Water Revenue Bonds, Series 2008D, dated September 15, 2008 (the "Series 2008 Bonds"), in the aggregate principal amount of \$2,350,000, a portion of which remain outstanding; and

WHEREAS, pursuant to a prior resolution (the "Series 2012 Bond Resolution") of the Council, the City has heretofore issued its Water Revenue Refunding Bonds, Series 2012C, dated November 12, 2012 (the "Series 2012 Bonds") in the aggregate principal amount of \$1,575,000, a portion of which remain outstanding; and

WHEREAS, pursuant to a prior resolution (the "Series 2014 Bond Resolution" and, together with the Series 2008 Bond Resolution and the Series 2012 Bond Resolution, the "Outstanding Bond Resolutions") of the Council, the City has heretofore issued its Water Revenue Refunding Bonds, Series 2014B, dated April 23, 2014 (the "Series 2014 Bonds" and, together with the Series 2008 Bonds and the Series 2012 Bonds, the "Outstanding Bonds"), in the aggregate principal amount of \$1,210,000, a portion of which remain outstanding; and

WHEREAS, pursuant to, and subject to the conditions of, the Outstanding Bond Resolutions authorizing the issuance of the Outstanding Bonds, the City reserved the right to issue additional obligations payable from the net revenues of the Utility and ranking on a parity with the Outstanding Bonds; and

WHEREAS, the City has heretofore proposed to contract indebtedness and enter into a certain Water Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$23,000,000 to provide funds to pay a portion of the cost of planning, designing and constructing improvements and extensions to the Utility (the "Project"), and has published notice of the proposed action and has held a hearing thereon on August 9, 2016;

NOW, THEREFORE, Be It Resolved by the City Council of the City of North Liberty, Iowa, as follows:

Section 1. It is hereby determined that the City shall enter into a Water Revenue Loan and Disbursement Agreement (the "Agreement") with the Iowa Finance Authority, an agency and public instrumentality of the State of Iowa, as lender (the "Lender"). The Agreement shall be in substantially the form as has been placed on file with the City and shall provide for a loan to the City in the amount of \$23,000,000, for the purpose as set forth in the preamble hereof.

The Mayor and City Clerk are authorized and directed to sign the Agreement on behalf of the City, and the Agreement is hereby approved.

Section 2. Taxable Water Revenue Bonds, Series 2016 (the "Bonds") are hereby authorized to be issued in evidence of the obligation of the City under the Agreement, in the aggregate principal amount of \$23,000,000, to be dated the date of delivery to or upon the direction of the Lender, and bearing interest from the date of each advancement made at the rate of 1.75% per annum pursuant to the Agreement, until payment thereof, as set forth in Exhibit A attached to the Agreement.

The Bonds may be in the denomination of \$1,000 each or any integral multiple thereof and, at the request of the Lender, shall be initially issued as a single Bond in the denomination of \$23,000,000 and numbered R-1.

The City Clerk is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of the principal of and interest on the Bonds and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of the Bond or Bonds to the Paying Agent.

In addition to the payment of principal of and interest on the Bonds, the City also agrees to pay the Initiation Fee and the Servicing Fee (defined in the Agreement) in accordance with the terms of the Agreement.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered bonds without interest coupons. The issuance of the Bonds and the amount of the Loan advanced thereunder shall be recorded in the office of the City Treasurer, and the certificate on the back of each Bond shall be executed with the official manual or facsimile signature of the City Treasurer. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of such Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar. Each Bond shall be transferable without cost to the registered owner thereof only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Lender, or (ii) in the event that all or

substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by facsimile, e-mail, certified or registered mail to the Lender (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

All of the Bonds and the interest thereon, and the Outstanding Bonds, together with any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth herein (which additional obligations are hereinafter sometimes referred to as "Parity Obligations"), shall be payable solely from the Net Revenues of the Utility and the Sinking Fund hereinafter referred to, both of which are hereby pledged to the payment of the Bonds. The Bonds shall be a valid claim of the owners thereof only against said Net Revenues and Sinking Fund. None of the Bonds shall be a general obligation of the City, nor payable in any manner by taxation, and under no circumstances shall the City or the Utility be in any manner liable by reason of the failure of the Net Revenues of the Utility to be sufficient for the payment in whole or in part of the Bonds and the interest thereon.

Section 3. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon they shall be delivered to the Registrar for registration and delivery to the Lender, upon receipt of the loan proceeds, and all action heretofore taken in connection with the Agreement is hereby ratified and confirmed in all respects.

Section 4. The Bonds shall be in substantially the following form:

(Form of Bond)
UNITED STATES OF AMERICA
STATE OF IOWA

JOHNSON COUNTY

CITY OF NORTH LIBERTY

TAXABLE WATER REVENUE BOND, SERIES 2017

No. R-1

\$23,000,000

RATE

MATURITY

BOND DATE

1.75%

June 1, 20__

March 3, 2017

The City of North Liberty (the "City"), in Johnson County, State of Iowa, for value received, promises to pay from the source and as hereinafter provided, to the

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of

TWENTY THREE MILLION DOLLARS.

Interest at the rate specified above shall be payable semiannually on June 1 and December 1 of each year, commencing _____ 1, 20__, and principal shall be due and payable in installments in the amounts shown on the Principal Payment Schedule hereon on June 1, 20__, and annually thereafter on June 1 in each year until the principal and interest are fully paid, except that the final installments of the entire balance of principal and interest, if not sooner paid, shall become due and payable on June 1, 20__. Interest shall be computed on the basis of a 360-day year comprised of twelve 30-day months.

The City Clerk shall act as Registrar and Paying Agent and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of the principal of and interest on this Bond and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City at the addresses shown on such registration books. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of this Bond to the Paying Agent.

This Bond is one of a series of bonds (the "Bonds") issued by the City to evidence its obligation under a certain Loan and Disbursement Agreement, dated the date hereof (the "Agreement") entered into by the City for the purpose of providing funds to pay a portion of the cost of planning, designing and constructing improvements and extensions to the Municipal Waterworks System (the "Utility") of the City (the "Project").

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2015, and all other laws amendatory thereof and

supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (the "Resolution"), and reference is hereby made to the Resolution and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days notice of redemption by facsimile, e-mail, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with the City's outstanding Water Revenue Bonds, Series 2008D, dated September 15, 2008; Water Revenue Refunding Bonds, Series 2012C, dated November 12, 2012; Water Revenue Refunding Bonds, Series 2014B, dated April 23, 2014; and any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolution, are payable solely and only out of the future Net Revenues of the Utility of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. The Bonds are not payable from or secured by the Principal and Interest Reserve Fund (the "Reserve Fund") established in the resolutions authorizing the issuance of the Outstanding Bonds, which Reserve Fund secures the payment of the Outstanding Bonds. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of North Liberty, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF NORTH LIBERTY, IOWA

By (Do Not Sign)
Mayor

Attest:

(Do Not Sign)
City Clerk

(On the back of each Bond the following certificate shall be executed with the duly authorized signature of the City Treasurer)

STATE OF IOWA
COUNTY OF JOHNSON SS: CITY TREASURER'S CERTIFICATE
CITY OF NORTH LIBERTY

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

(Do Not Sign)
City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	-	as tenants in common	UTMA	_____
TEN ENT	-	as tenants by the entireties		(Custodian)
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common	As Custodian for	_____
				(Minor)
			under Uniform Transfers to Minors Act	_____
				(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

PRINCIPAL PAYMENT SCHEDULE

Due June 1	Amount	Due June 1	Amount
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____
20__	\$_____	20__	\$_____

Section 5. The loan proceeds shall be held by the Lender and disbursed for costs of the Project, as referred to in the preamble hereof.

Section 6. So long as any of the Bonds, the Outstanding Bonds or any Parity Obligations are outstanding, the City shall continue to maintain the Utility in good condition, and the Utility shall continue to be operated in an efficient manner and at a reasonable cost as a revenue producing undertaking. The City shall establish, impose, adjust and provide for the collection of rates to be charged to customers of the Utility, including the City, to produce gross revenues (hereinafter sometimes referred to as the "Gross Revenues") at least sufficient to pay the expenses of operation and maintenance of the Utility, which shall include salaries, wages, cost of maintenance and operation, materials, supplies, insurance and all other items normally included under recognized accounting practices (but does not include allowances for depreciation in the valuation of physical property) (which such expenses are hereinafter sometimes referred to as the "Operating Expenses") and to leave a balance of net revenues (herein referred to as the "Net Revenues") equal to at least 120% of the average annual installments of principal of and interest on all of the Bonds, the Outstanding Bonds and any other Parity Obligations outstanding from time to time, as the same become due, and sufficient to maintain the several separate funds referred to in this resolution and the Outstanding Bond Resolutions. From and after the payment in-full of the principal of the Outstanding Bonds, the City shall establish, impose, adjust and provide for the collection of rates to be charged to customers of the Utility, including the City, to produce Gross Revenues at least sufficient to pay the Operating Expenses of the Utility, and to leave a balance of Net Revenues equal to at least 110% of the principal of and interest on all of the Bonds and any other Parity Obligations due in such fiscal year, as the same become due.

Section 7. The provisions of Section 13 of the Series 2014 Bond Resolution, the provisions of Section 12 of the Series 2012 Bond Resolution and the provisions of Section 14 of the Series 2008 Resolution (collectively, the "Parity Provisions") with respect to the issuance of additional bonds or obligations payable from the Net Revenues of the Utility ranking on a parity with the Outstanding Bonds are hereby recognized, and prior to the issuance of the Bonds there shall be procured and placed on file with the City Clerk a statement of an independent auditor, independent financial consultant or a consulting engineer, not in the regular employ of the City, reciting the opinion as required by the Parity Provisions of the Outstanding Bond Resolutions.

Section 8. The provisions, covenants, undertakings and stipulations for the operation of the Utility and for the collection, application and use of the Gross Revenues and income from such operation, as set forth in the Outstanding Bond Resolutions shall inure and appertain to the Bonds to the same extent and with like force and effect as if herein set out in full, except only insofar as the same may be inconsistent with this resolution.

Nothing in this resolution shall be construed to impair the rights vested in the Outstanding Bonds. The amounts herein required to be paid into the various funds hereafter named shall be inclusive of said payments required in respect to the Outstanding Bonds. The provisions of the Outstanding Bond Resolutions and the provisions of this resolution are to be construed whenever possible so that the same will not be in conflict. In the event such construction is not possible, the provisions of the resolution first adopted shall prevail until such time as the obligations authorized by such resolution have been paid or otherwise satisfied as therein provided, at which time the provisions of this resolution shall again prevail.

Section 9. The provisions in and by the Outstanding Bond Resolutions whereby there has been created and is to be maintained a Water Revenue Fund are all hereby ratified and

confirmed and after the issuance of the Bonds, the Gross Revenues of the Utility shall continue to be set aside into the City's Water Revenue Fund. The Water Revenue Fund shall be used in maintaining and operating the Utility, and after payment of the Operating Expenses shall, to the extent hereinafter provided, be used to pay the principal of and interest on the Bonds, the Outstanding Bonds and any Parity Obligations, and to create and maintain the several separate funds hereinafter established.

Section 10. The provisions in and by the Outstanding Bond Resolutions whereby there has been created and is to be maintained a Water Revenue Sinking Fund (herein referred to as the "Sinking Fund"), and for the payment into said fund from the Net Revenues of the Utility such portion thereof as will be sufficient to pay the interest on and principal of the Outstanding Bonds, are all hereby ratified and confirmed, and all such provisions shall inure and constitute the security for the payment of the interest on and principal of the Bonds hereby authorized as may be outstanding from time to time; provided, however that on the first day of each month of each year, the minimum amount to be set aside, in addition to the amounts required to be set aside in the Outstanding Bond Resolutions and paid into the Sinking Fund shall be not less than as follows:

Beginning on _____ 1, 20__, and continuing to and including _____ 1, 20__, an amount equal to 1/___ of the installment of interest coming due on the Bonds on _____ 1, 20__, and, thereafter, commencing _____ 1, 20__, and continuing to and including final maturity, an amount equal to 1/6th of the installment of interest coming due on the Bonds on the next succeeding interest payment date. In addition, beginning on _____ 1, 20__, and continuing to and including May 1, 20__, an amount equal to 1/___ of the installment of principal coming due on June 1, 20__, and, thereafter, commencing June 1, 20__, and continuing to final maturity, an amount equal to 1/12th of the installment of principal coming due on such Bonds on the next succeeding principal payment date until the full amount of such installment is on deposit in the Sinking Fund.

Money in the Sinking Fund shall be used solely for the purpose of paying principal of and interest on the Bonds, the Outstanding Bonds and any Parity Obligations as the same shall become due and payable. Whenever Parity Obligations are issued under the conditions and restrictions hereinafter set forth, provisions shall be made for additional payments to be made into the Sinking Fund for the purpose of paying the interest on and principal of such Parity Obligations.

If at any time there be a failure to pay into the Sinking Fund the full amount above stipulated, then an amount equivalent to the deficiency shall be paid into the Sinking Fund from the Net Revenues of the Utility as soon as available, and the same shall be in addition to the amount otherwise required to be so set apart and paid into the Sinking Fund.

No further payments need be made into the Sinking Fund when and so long as the amount therein is sufficient to retire all of the Bonds, the Outstanding Bonds and any Parity Obligations then outstanding which are payable from the Sinking Fund and to pay all interest to become due thereon prior to such retirement, or if provision for such payment has been made.

All of such payments required to be made into the Sinking Fund shall be made in equal monthly installments on the first day of each month, except that when the first day of any month shall be a Sunday or legal holiday, then such payments shall be made on the next succeeding secular day.

Section 11. The provisions of the Outstanding Bond Resolutions providing for the creation of and funding of a Reserve Fund are hereby acknowledged, provided, however, that the City shall not be required to make any additional payments into the Reserve Fund to secure the payment of principal and interest on the Bonds and the reference to Parity Obligations in such provisions creating such Reserve Fund shall not include the Bonds. Further, no money on deposit in the Reserve Fund shall be used to pay principal of or interest on the Bonds or make up any deficiency in the Sinking Fund relating to the Bonds, and the holders of the Bonds shall have no claim on the Reserve Fund or the amounts on deposit therein.

Section 12. Any balance of the Net Revenues in excess of the payments hereinbefore specified to be made into the Sinking Fund or the Reserve Fund shall be available to the City as the Council, or such other duly constituted body as may be charged with the operation of the Utility, may from time to time legally direct.

Section 13. All money held in any fund or account created or to be maintained under the terms of this resolution shall be deposited in lawful depositories of the City or invested in accordance with Chapters 12B and 12C of the Code of Iowa and continuously held and secured as provided by the laws of the State of Iowa relating to the depositing, securing, holding and investing of public funds. All interest received by the City as a result of investments under this section shall be considered to constitute Gross Revenues of the Utility and shall be deposited in or transferred to the Water Revenue Fund and used solely and only for the purposes specified herein for such funds.

Section 14. The City hereby covenants and agrees with the owner or owners of the Bonds, the Outstanding Bonds and Parity Obligations, or any of them, that from time to time may be outstanding, that it will faithfully and punctually perform all duties with reference to the Utility required and provided by the Constitution and laws of the State of Iowa, that it will segregate the Gross Revenues of the Utility and make application thereof in accordance with the provisions of this resolution and that it will not sell, lease or in any manner dispose of the Utility or any part thereof, including any and all extensions and additions that may be made thereto, until all of the Bonds, the Outstanding Bonds and Parity Obligations shall have been paid in full, both principal and interest, or unless and until provisions shall have been made for the payment of the Bonds, the Outstanding Bonds and Parity Obligations and interest thereon in full; provided, however, that the City may dispose of any property which in the judgment of the Council, or such duly constituted body as may then be charged with the operation of the Utility, is no longer useful or profitable in the operation of the Utility nor essential to the continued operation thereof and when the sale thereof will not operate to reduce the revenues to be derived from the operation of the Utility.

Section 15. The City agrees that so long as the Bonds, the Outstanding Bonds or any Parity Obligations remain outstanding, it will maintain insurance for the benefit of the owners of the Bonds, the Outstanding Bonds and any Parity Obligations on the insurable portions of the Utility of a kind and in an amount which usually would be carried by private companies or municipalities engaged in a similar type of business. The proceeds of any insurance, except public liability insurance, shall be used to repair or replace the part or parts of the Utility damaged or destroyed. The City will keep proper books of record and account, separate from all other records and accounts, showing the complete and correct entries of all transactions relating to the Utility, and the owners of the Bonds, the Outstanding Bonds or any Parity Obligations shall have the right at all reasonable times to inspect the Utility and all records, accounts and data of the City relating thereto.

Section 16. Upon a breach or default of a term of the Bonds, the Outstanding Bonds or any Parity Obligations and this resolution, a proceeding may be brought in law or in equity by suit,

action or mandamus to enforce and compel performance of the duties required under the terms of this resolution and Division V of Chapter 384 of the Code of Iowa or an action may be brought to obtain the appointment of a receiver to take possession of and operate the Utility and to perform the duties required by this resolution and Division V of Chapter 384 of the Code of Iowa.

Section 17. Neither the Bonds, the Outstanding Bonds nor any Parity Obligations shall be entitled to priority or preference one over the other in the application of the Net Revenues of the Utility regardless of the time or times of the issuance of such Bonds, Outstanding Bonds or Parity Obligations, it being the intention of the City that there shall be no priority among the Bonds, the Outstanding Bonds or Parity Obligations, regardless of the fact that they may have been actually issued and delivered at different times. Nothing in the preceding sentence shall be construed as giving the holder of the Bonds any rights to the Reserve Fund or such funds as may from time to time be on deposit therein, as set forth in Section 11 of this Resolution. The City hereby reserves the right and privilege of issuing additional obligations from time to time payable from the Net Revenues of the Utility and ranking on a parity with the Bonds. Notwithstanding the provisions of Section 18 herein, from and after the payment in-full of the Outstanding Bonds, the provisions of Section 13 of the Series 2014 Bond Resolution, the provisions of Section 12 of the Series 2012 Bond Resolution and the provisions of Section 14 of the Series 2008 Bond Resolution with respect to the issuance of additional water revenue obligations payable from the Net Revenues of the Utility and ranking on a parity with the Outstanding Bonds shall no longer apply, and the City may issue Parity Obligations without meeting the test set forth therein.

Section 18. The provisions of the Outstanding Bond Resolutions shall inure to the benefit from time to time of the holders of the Outstanding Notes, the Bonds and any Parity Obligations and are incorporated herein by this reference along with the provisions of this resolution shall constitute a contract between the City and the owners of the Bonds and Parity Obligations as may from time to time be outstanding, and after the issuance of the Bonds, no change, variation or alteration of any kind of the provisions of this resolution shall be made which will adversely affect the owners of the Bonds or Parity Obligations until all of the Bonds and Parity Obligations and the interest thereon shall have been paid in full, except as hereinafter provided.

The owners of a majority in principal amount of the Bonds and Parity Obligations at any time outstanding (not including in any case any obligations which may then be held or owned by or for the account of the City, but including such obligations as may be issued for the purpose of refunding any of the Bonds or Parity Obligations if such obligations shall not then be owned by the City) shall have the right from time to time to consent to and approve the adoption by the City of a resolution or resolutions modifying or amending any of the terms or provisions contained in this resolution; provided, however, that this resolution may not be so modified or amended in such manner as to:

- (a) Make any change in the maturity or redemption terms of the Bonds or Parity Obligations.
- (b) Make any change in the rate of interest borne by any of the Bonds or Parity Obligations.
- (c) Reduce the amount of the principal payable on any Bonds or Parity Obligations.

(d) Modify the terms of payment of principal of or interest on the Bonds or Parity Obligations, or any of them, or impose any conditions with respect to such payment.

(e) Affect the rights of the owners of less than all of the Bonds or Parity Obligations then outstanding.

(f) Reduce the percentage of the principal amount of the Bonds or Parity Obligations, the consent of the owners of which shall be required to effect a further modification.

Whenever the City shall propose to amend or modify this resolution under the provisions of this section, it shall cause notice of the proposed amendment to be (1) filed with the Lender and (2) mailed by certified mail to each registered owner of any Bond or Parity Obligation as shown by the records of the Registrar. Such notice shall set forth the nature of the proposed amendment and shall state that a copy of the proposed amendatory resolution is on file in the office of the City Clerk.

Whenever at any time within one year from the date of the mailing of said notice, there shall be filed with the City Clerk an instrument or instruments executed by the owners of at least a majority in aggregate principal amount of the Bonds and Parity Obligations outstanding at the time of the adoption of such amendatory resolution specifically consenting to the adoption thereof as herein provided, no owner of any Bonds or Parity Obligations shall have any right or interest to object to the adoption of such amendatory resolution or to object to any of the terms or provisions therein contained or to the operation thereof or to enjoin or restrain the City from taking any action pursuant to the provisions thereof.

Any consent given by the owners of a Bond or Parity Obligation pursuant to the provisions of this section shall be irrevocable for a period of six (6) months from the date of such consent and shall be conclusive and binding upon all future owners of the same Bond or Parity Obligation during such period. Such consent may be revoked at any time after six (6) months from the date of such consent by the owner who gave such consent or by a successor in title, but such revocation shall not be effective if the owners of a majority in aggregate principal amount of the Bonds and Parity Obligations outstanding as in this section defined shall have, prior to the attempted revocation, consented to and approved the amendatory resolution referred to in such revocation.

The fact and date of the execution of any instrument under the provisions of this section may be proved by the certificate of any officer in any jurisdiction, who by the laws thereof is authorized to take acknowledgments of deeds within such jurisdiction, that the persons signing such instrument acknowledged before such officer the execution thereof, or may be proved by an affidavit of a witness to such execution sworn to before such officer.

Section 19. If any section, paragraph, clause or provision of this resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 20. All resolutions and orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 21. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

APPROVED AND ADOPTED this 14th day of February, 2017.

CITY OF NORTH LIBERTY:

ATTEST:

TERRY L. DONAHUE, MAYOR PRO TEM

TRACEY MULCAHEY, CITY CLERK

• • • •

On motion and vote, the meeting adjourned.

CITY OF NORTH LIBERTY:

ATTEST:

TERRY L. DONAHUE, MAYOR PRO TEM

TRACEY MULCAHEY, CITY CLERK

STATE OF IOWA
COUNTY OF JOHNSON SS:
CITY OF NORTH LIBERTY

I, the undersigned, do hereby certify that I have in my possession or have access to the complete corporate records of the aforesaid City and of its Council and officers and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the authorization and approval of a certain Water Revenue Loan and Disbursement Agreement (the "Agreement") and the issuance of \$23,000,000 Taxable Water Revenue Bonds (the "Bonds") of said City evidencing the City's obligation under such Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no objections were filed in my office and no objections of any kind were made to the matter of entering into such Agreement or issuing such Bonds at the time and place set for hearing thereon, and that no petition of protest or objections of any kind have been filed or made, nor has any appeal been taken to the District Court from the decision of the City Council to enter into the Agreement or to issue the Bonds.

WITNESS MY HAND this ____ day of _____, 2017.

TRACEY MULCAHEY, CITY CLERK

STATE OF IOWA
COUNTY OF JOHNSON SS:
CITY OF NORTH LIBERTY

I, the undersigned Clerk of the aforementioned City, do hereby certify that I have complete access and control of all of the corporate records of the City and that, based upon examination of such records, I have determined that the City did heretofore establish a Municipal Waterworks System (the "Utility") prior to January 1, 1961, and that the management and control of the Utility are vested in the City Council, and that no board of trustees exists which has any part of the control and management of such Utility.

I further certify that there is not pending or threatened any question or litigation whatsoever touching the establishment, improvement or operation of such Utility and that there are no bonds or other obligations of any kind now outstanding which are payable from or constitute a lien upon the revenues derived from the operation of such Utility, except for the City's Water Revenue Bonds, Series 2008D, dated September 15, 2008; Water Revenue Refunding Bonds, Series 2012C, dated November 12, 2012; Water Revenue Refunding Bonds, Series 2014B, dated April 23, 2014; and the current issue of \$23,000,000 Taxable Water Revenue Bonds of the City.

WITNESS MY HAND this ____ day of _____, 2017.

TRACEY MULCAHEY, CITY CLERK

Water Utility Budget & Forecast

	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
	Audited	Actual	Budget	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
Budget Inflation Rate		6.86%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Number of Accounts	8,072	8,276	8,442	8,610	8,783	8,958	9,137	9,320	9,507	9,697	9,891	10,088	10,290	10,496
Gallons Sold	338,034,000	361,223,000	368,447,460	375,816,409	383,332,737	390,999,392	398,819,380	406,795,768	414,931,683	423,230,317	431,694,923	440,328,821	449,135,398	458,118,106
Proposed Rate Increase	5%	5%	5%	5%	5%	5%	5%	5%	5%	3%	3%	0%	0%	0%
Base Rate	\$13.45	\$14.12	\$14.83	\$15.57	\$16.35	\$17.17	\$18.02	\$18.93	\$19.87	\$20.47	\$21.08	\$21.08	\$21.08	\$21.08
Rate/1000 Gallons	\$5.43	\$5.70	\$5.99	\$6.29	\$6.60	\$6.93	\$7.28	\$7.64	\$8.02	\$8.26	\$8.51	\$8.51	\$8.51	\$8.51
Revenues														
Water Sales	\$2,649,296	\$2,879,210	\$3,078,891	\$3,297,492	\$3,531,614	\$3,782,359	\$4,050,906	\$4,338,520	\$4,646,555	\$4,881,671	\$5,128,683	\$5,231,257	\$5,335,882	\$5,442,600
Sales Tax	\$170,919	\$185,279	\$184,905	\$197,850	\$194,239	\$208,030	\$222,800	\$238,619	\$255,561	\$268,492	\$282,078	\$287,719	\$293,474	\$299,343
Connection Fees/Permits	\$107,212	\$91,937	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
Use of Money	\$849	\$399	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400
Miscellaneous	\$24,082	\$185,815	\$130,500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accounts Receivable/Payable	(\$9,723)	(\$40,310)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Water Utility Revenues	\$2,942,635	\$3,302,330	\$3,474,696	\$3,576,242	\$3,806,753	\$4,071,288	\$4,354,606	\$4,658,039	\$4,983,016	\$5,231,063	\$5,491,661	\$5,599,876	\$5,710,256	\$5,822,843
Expenditures														
Budget Inflation Rate		4.72%	11.18%	20.14%	10.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$486,505	\$517,325	\$534,638	\$616,543	\$678,197	\$712,107	\$747,713	\$785,098	\$824,353	\$865,571	\$908,849	\$954,292	\$1,002,006	\$1,052,107
Services & Commodities	\$1,029,999	\$1,288,350	\$1,171,887	\$1,205,795	\$1,326,375	\$1,392,693	\$1,462,328	\$1,535,444	\$1,612,216	\$1,692,827	\$1,777,469	\$1,866,342	\$1,959,659	\$2,057,642
Capital	\$0	\$1,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfers														
Equipment Revolving	\$56,000	\$85,500	\$115,000	\$175,000	\$185,000	\$70,000	\$65,000	\$150,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Capital Reserve	\$80,000	\$0	\$120,000	\$300,000	\$25,000	\$150,000	\$25,000	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Revenue Debt	\$679,227	\$512,465	\$533,470	\$537,870	\$541,275	\$543,755	\$539,760	\$349,860	\$342,863	\$120,278	\$117,308	\$119,008	\$0	\$0
GO Debt	\$148,525	\$162,703	\$391,215	\$391,230	\$390,922	\$395,347	\$320,600	\$319,800	\$243,900	\$249,400	\$249,700	\$249,900	\$0	\$0
Billing & Accounting	\$284,513	\$327,698	\$321,329	\$356,855	\$371,129	\$385,974	\$401,413	\$417,470	\$434,169	\$451,535	\$469,597	\$488,381	\$507,916	\$528,233
Upcoming Projects														
(1) Phase 1a - Construct New Water Plant			\$31,389	\$284,047	\$439,075	\$541,400	\$1,239,400	\$1,223,400	\$1,207,400	\$1,191,400	\$1,653,760	\$1,653,840	\$1,653,760	\$1,654,160
(2) Phase 1b - Construct Water Tower														
(3) Phase 1c - Well & Main Improvements														
Total Water Utility Expenditures	\$2,764,769	\$2,895,202	\$3,218,928	\$3,867,340	\$3,956,973	\$4,191,277	\$4,801,214	\$4,806,072	\$4,789,901	\$4,696,011	\$5,301,682	\$5,456,762	\$5,248,341	\$5,417,141
Net Change in Fund Balance	\$177,866	\$407,128	\$255,768	(\$291,098)	(\$150,220)	(\$119,989)	(\$446,608)	(\$148,033)	\$193,115	\$535,052	\$189,979	\$143,114	\$461,914	\$405,702
Beginning Fund Balance	\$1,005,287	\$1,183,153	\$1,590,281	\$1,846,049	\$1,554,951	\$1,404,731	\$1,284,743	\$838,135	\$690,101	\$883,216	\$1,418,268	\$1,608,247	\$1,751,361	\$2,213,276
Ending Fund Balance	\$1,183,153	\$1,590,281	\$1,846,049	\$1,554,951	\$1,404,731	\$1,284,743	\$838,135	\$690,101	\$883,216	\$1,418,268	\$1,608,247	\$1,751,361	\$2,213,276	\$2,618,977
% Reserved	42.79%	54.93%	57.35%	40.21%	35.50%	30.65%	17.46%	14.36%	18.44%	30.20%	30.33%	32.10%	42.17%	48.35%
Total Personnel Costs	\$486,505	\$517,325	\$534,638	\$616,543	\$678,197	\$712,107	\$747,713	\$785,098	\$824,353	\$865,571	\$908,849	\$954,292	\$1,002,006	\$1,052,107
% of Water Utility Expenditures	17.60%	17.87%	16.61%	15.94%	17.14%	16.99%	15.57%	16.34%	17.21%	18.43%	17.14%	17.49%	19.09%	19.42%
Debt Service Coverage														
Net Revenue/All Revenue Debt	2.10	2.92	3.13	2.13	1.84	1.81	1.21	1.49	1.64	2.04	1.58	1.57	1.66	1.64
Required Coverage	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
Desired Coverage	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Difference (Actual vs. Required)	0.90	1.72	1.93	0.93	0.64	0.61	0.01	0.29	0.44	0.84	0.38	0.37	0.46	0.44

Ryan Heiar:
Proposing a 5% increase at this time; however, as in years past will reevaluate closer to end of fiscal year.

Ryan Heiar:
Add end loader (\$140k); replace pickup truck (\$35k).

Ryan Heiar:
Brine/storage building construction (\$200k coming from capital fund).

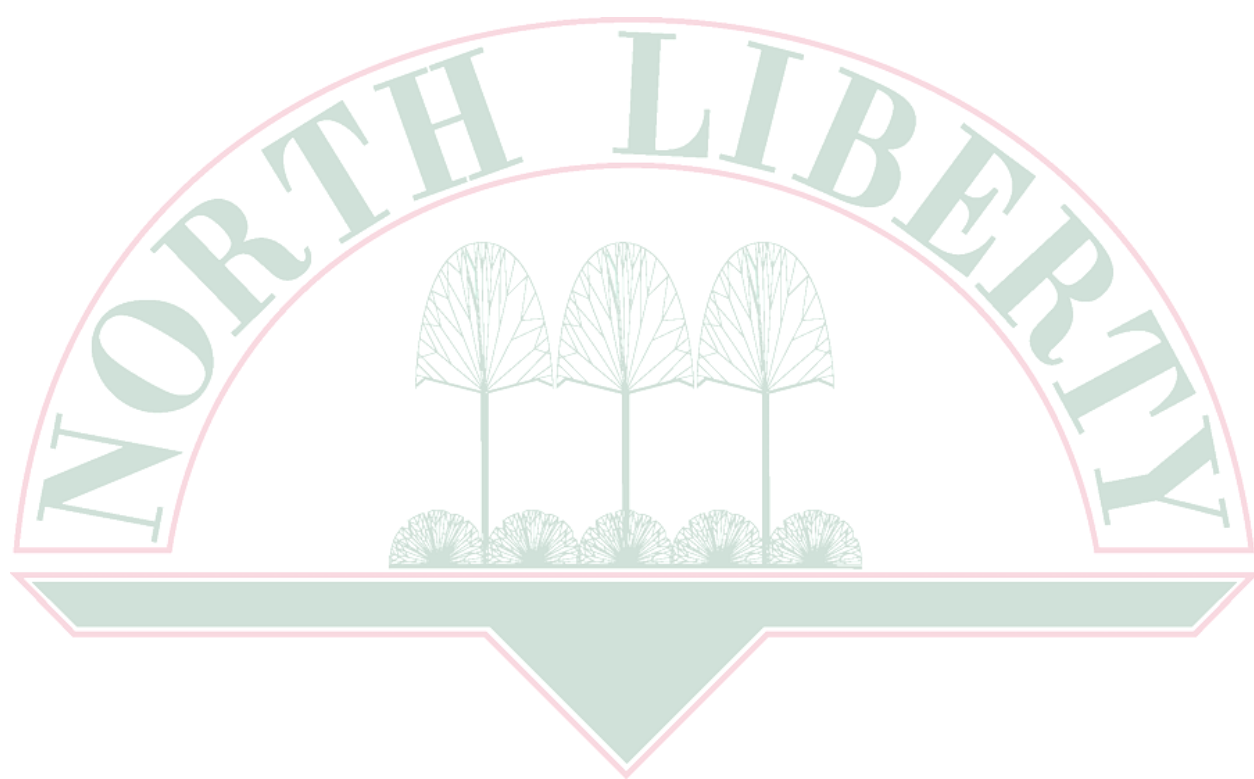
-Summary of Upcoming Projects-

(1) Phase 1a-Construct New Water Plant: Construct new RO water plant at Maintenance Facility Campus on Front Street as per Facility Plan; project also includes construction of Jordan and Sulliran wells, and raw water main; total cost estimated at \$23 million.

(2) Phase 1b-Construct Water Tower: Construct water tower as per Facility Plan; total cost estimated at \$2.8 million.

(3) Phase 1c-Well and Main Improvements: Construct a new Jordan well and install a new raw water main as per Facility Plan; total cost estimated at \$3.2 million.

Additional Information



To: Mayor and City Council
From: Tom Palmer, Building Official
CC: City Administrator
Date: 2/8/2017
Re: Monthly Report

January Permit Report:

877 permits were issued in January with estimated construction value of \$56,500.00. Eight-hundred twenty-three permits were for rental permit renewals. Staff completed 272 inspections.

Certificate of Occupancy:

Four occupancy certificates were issued for single-family dwelling units, four for residential renovation projects and two for commercial remodel projects. Two new businesses obtained zoning certificates, Champagne Academy of Irish Dance and Tri-County Carpentry.

Rental/Code Enforcement:

Staff processed eight-hundred twenty-three rental permit renewal applications in January. Thirty-nine rental inspections were completed along with forty-seven code enforcement complaints were handled in January.

New Citizen Request App:

The Building Inspection Department is now accepting permit applications through the new iWorQ request app. The app is available on Apple and Android phones and allows the department to receive and create request for permits. Users can also access the service by going to www.talktomycity.com and enter our agency code Nor01.



Department of Building Safety
319-626-5713
www.northlibertyiowa.org

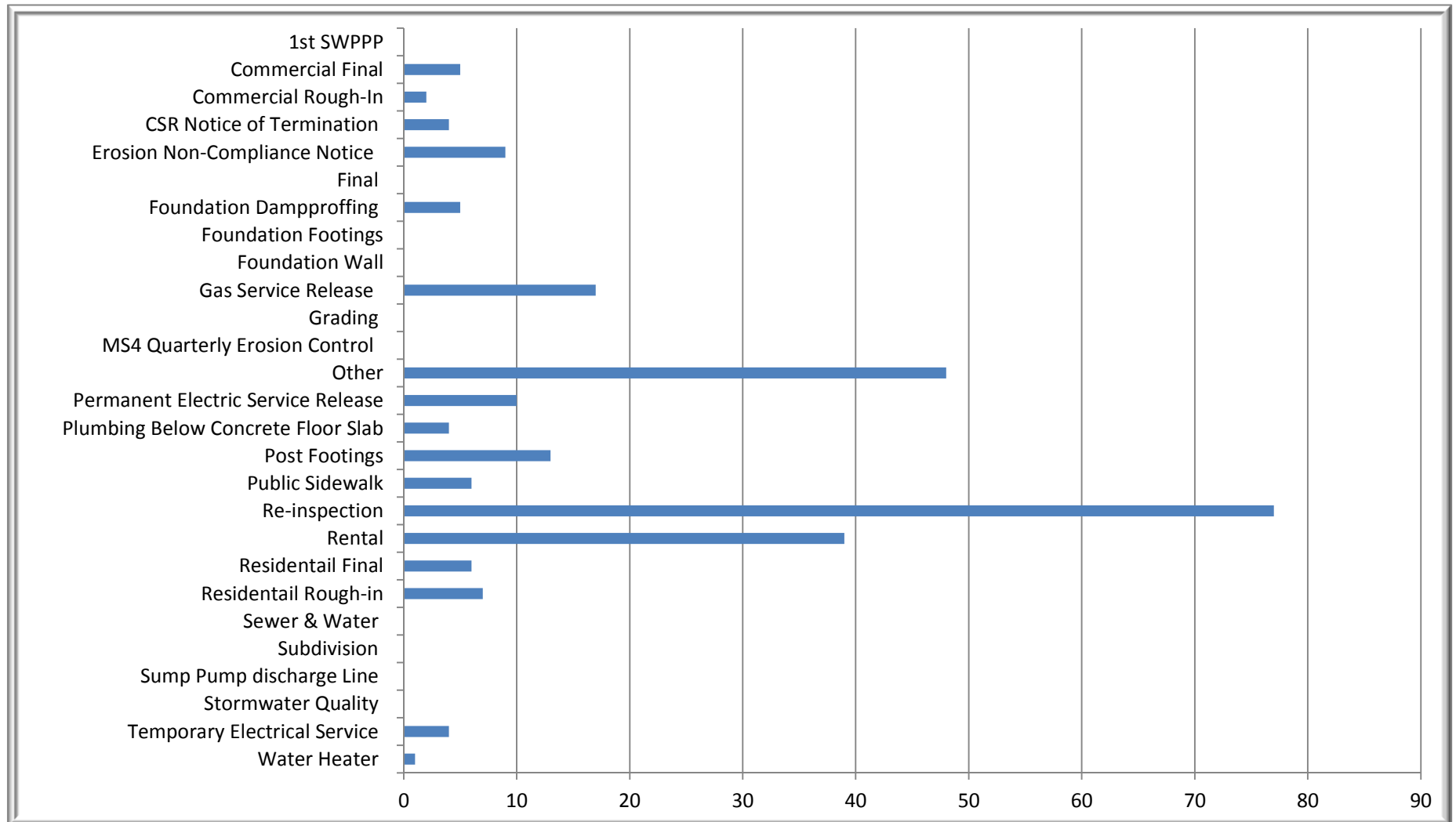
January 2017 Monthly Permit Report

Code	Permit Purpose	Permits	Construction Value	Permit Fees	Bldgs.	Units	Notes
1	New Single Family Dwelling	0	\$0.00	\$0.00	0	0	
2	New Single Family Dwelling Attached	0	\$0.00	\$0.00	0	0	
3	New Townhouse	0	\$0.00	\$0.00	0	0	
4	New Multi-Family Housing	0	\$0.00	\$0.00	0	0	
5	New Commercial	0	\$0.00	\$0.00	0	0	
6	New Industrial	0	\$0.00	\$0.00	0	0	
7	School	0	\$0.00	\$0.00			
8	Residential Alteration	4	\$41,000.00	\$739.00			
9	Residential Addition	0	\$0.00	\$0.00			
10	Commercial Alteration	1	\$5,000.00	\$111.25			
11	Commercial Addition	0	\$0.00	\$0.00			
12	Industrial Alteration	0	\$0.00	\$0.00			
13	Industrial Addition	0	\$0.00	\$0.00			
14	Other	872	\$10,500.00	\$195,514.50			
15	Public	0	\$0.00	\$0.00			
	Totals	877	\$56,500.00	\$196,364.75	0	0	

SFD Attached are zero lot line units

Townhouse are 3 or more units with shared side walls and have a rear yard area

Inspections for the Month of January



Total Inspections 272

Select Saved Search ▼

Advanced Search Results

Select View ▼

<input checked="" type="checkbox"/>	Case #	Date	Complaint	Status	Reporting Code	
<input checked="" type="checkbox"/>	1932	1/31/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1931	1/30/2017	installing water heater without obtaining the required permit	Open	Building Code	Edit/View
<input checked="" type="checkbox"/>	1930	1/30/2017	renting without permit	Open	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1929	1/27/2017	trailer parked on grass	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1928	1/26/2017	work being performed on billboard sign without obtaining the required permits	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1927	1/24/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1926	1/24/2017	The tenant occupied Unit C-5 without obtaining the required zoning certificate	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1925	1/20/2017	Work being performed without required permit	Open	Building Code	Edit/View
<input checked="" type="checkbox"/>	1924	1/19/2017	dead, decayed, or dying trees on property	Open	Nuisance	Edit/View
<input checked="" type="checkbox"/>	1923	1/19/2017	parking on landscaped area of lot	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1922	1/19/2017	parking on landscaped area of lot	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1921	1/19/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1920	1/19/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1919	1/18/2017	The tenant occupied Unit C without obtaining the required zoning certificate	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1918	1/17/2017	unattended trailer and boat in street	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1917	1/17/2017	trailer parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1916	1/17/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1915	1/17/2017	vehicle/camper does not have current license	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1914	1/17/2017	retaining wall needs repaired	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1913	1/16/2017	The tenant occupied Unit D without obtaining the required zoning certificate	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1912	1/16/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1911	1/16/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1910	1/13/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1909	1/12/2017	Construction work without a valid permit	Closed	Building Code	Edit/View
<input checked="" type="checkbox"/>	1908	1/12/2017	Construction without permit.	Open	Building Code	Edit/View
<input checked="" type="checkbox"/>	1907	1/12/2017	trailer parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1906	1/12/2017	vehicle parked on grass	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1905	1/12/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1904	1/11/2017	snowmobile on grass	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1903	1/11/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View

Records 1 to 30 (of 47)

Select Saved Search ▼

Advanced Search Results

Select View ▼

<input checked="" type="checkbox"/>	Case #	Date	Complaint	Status	Reporting Code	
<input checked="" type="checkbox"/>	1902	1/11/2017	collection of solid waste	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1901	1/11/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1900	1/11/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1899	1/10/2017	collection of solid waste	Closed	Nuisance	Edit/View
<input checked="" type="checkbox"/>	1898	1/10/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1897	1/10/2017	dumpster enclosure	Open	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1896	1/10/2017	Not maintaining BMPs and failure to obtain permit for LP tank	Open	Building Code	Edit/View
<input checked="" type="checkbox"/>	1895	1/9/2017	couch out by street in ROW	Closed	Nuisance	Edit/View
<input checked="" type="checkbox"/>	1894	1/9/2017	vehicle parked on grass	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1893	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1892	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1891	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1890	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1889	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1888	1/9/2017	renting without permit	Closed	Housing Code	Edit/View
<input checked="" type="checkbox"/>	1887	1/9/2017	trees overhanging onto street	Closed	Zoning Code	Edit/View
<input checked="" type="checkbox"/>	1886	1/3/2017	building code violation	Open	Building Code	Edit/View

Records 31 to 47 (of 47)

1 2

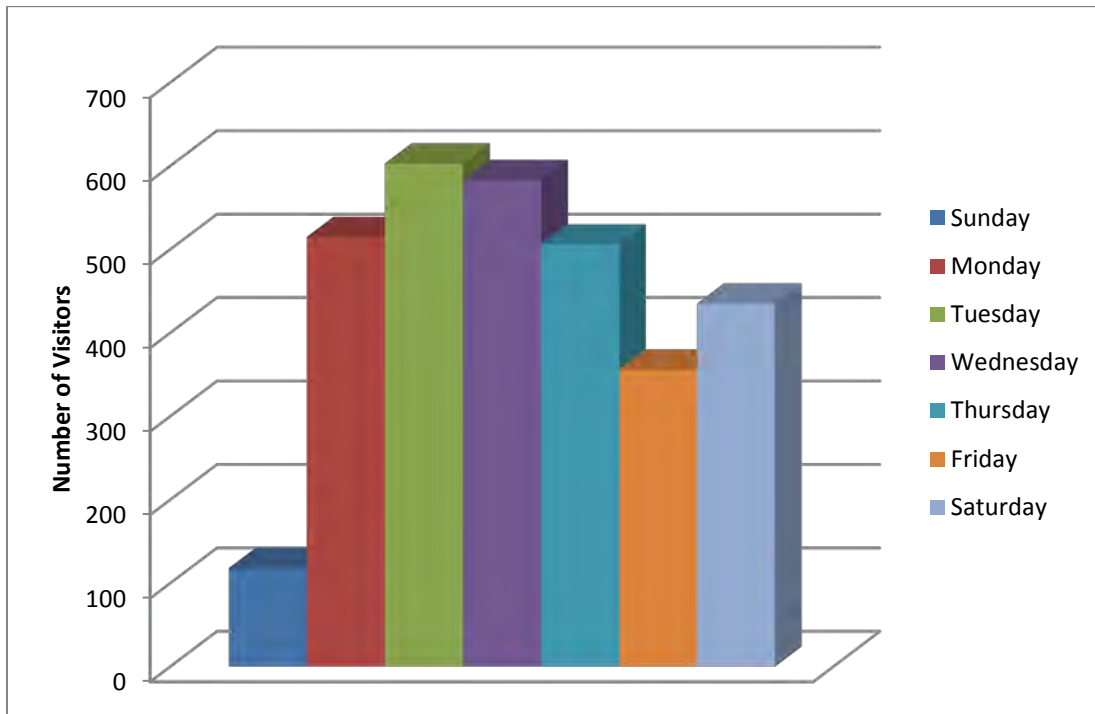


TO: City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE: Feb. 8, 2017
SUBJECT: January 2016 Library Monthly Report

At a Glance

Door Count	15677
Computer Usage	2901
Database Use	2312
Meeting Room Use	738

Average Daily Library Visits



Programming, Events and News

We're so pleased to announce that the new Locally Grown Lactation room is constructed and the artwork is beautiful. We're excited to unveil it on Feb. 14 at 10am. You all should have received an invitation to that event. Mercy, Rohrbach, and McComas Lacina have been wonderful sponsors for this project. We're very fortunate to live in an area where our businesses and residents recognize the importance of the library and other public services.

The 1000 Books before Kindergarten was successfully launched in January. We have over 20 kids, ages birth to pre-K signed up to participate. One thousands books may sound like a lot but reading just one book a night to a child for three years meets that goal. Studies show that families who read aloud to children starting at birth help strengthen language skills. The 1000

Books Program is a national program that promotes Kindergarten readiness. Reading to children also builds early literacy skills such as phonological awareness, letter knowledge, and vocabulary.

The library rolled out the Read to the Bump program at the NL Food Pantry. We're very excited to be able to offer board books through grants and donations to expecting moms who visit the pantry each month of their pregnancy so that they've built a library by the time their child is born. Read to the Bump is a component of the Library's Womb Literacy initiative that encourages expecting families (moms, dads and siblings) to read to their unborn child in order to establish consistent reading habits and encourage bonding. This program was covered on KCRG in January as well. See the two stories at:

<http://www.kcrg.com/search/?searchKeywords=read+to+the+bump>.

January Highlights:



4th-6th graders made candy sushi at our popular weekly after school Tweendom program.



A mom reads to her baby bump at the library.



A packed house at our Tot Program – making Valentine's and a fun mess!



North Liberty Police Monthly Report January 2017

Training:

- All officers attended annual Multi-Agency Training (MATs) for 2 days in a five week time span. Topics included CPR, bloodborne pathogens, Haz Mat, County Attorney's law update, mandatory reporting, fair and impartial policing, Sexual Assault Response Team (SART) and Domestic Abuse Response Team (DART) (21 X 16 hours = 336 hours)
- A new Sergeant attended a seminar for making the transition from employee to first line supervisor. (8 hours)
- Bomb Squad and dive team training was attended.
- Supervisors attended a 2 hour training for substance abuse reporting. This was a requirement for the City (10 hours).
- One officer attended the salvage vehicle inspector training. (8 hours)
- An administrative assistant attended TAC training from the State for technical agency support when it comes to CJIS records (4 hours).

Traffic Contacts	435
Parking Contacts	33
Vehicle Inspections	32
Vehicle Unlocks	23
Crash Investigations	23
Public Assists	324
Assist Other Agency	109
Crimes Against Persons Report	6
Crimes Against Property Report	25
Other Reports	33
Arrests	32
Warrants	7
Alcohol/Narcotics Charges	23
Crimes Against Persons Charges	2
Crimes Against Property Charges	5
Other Charges	15
Animal Calls	28
Total Calls for Service	2011
*Total Calls for Service for the year	2036

Public Relations:

- The department collected and donated food for the city wide Severson Challenge.
- Planned, promoted and accepted donations for our Freezin for a Reason event on Feb 5th. This is a fundraising event where people will be jumping into a North Liberty pond to raise money for our K9 program. Money was raised prior to the event in the amount of \$2400. SYNCere printings helped create the bags, logo and put the sponsors on the t-shirts. The sponsors were: UICCU, Great Western Bank, Spotix, and NL Fire. To participate, people registered online and pledged \$100 to take the plunge. We continue to appreciate the support for this program.
- Received a \$225 donation from Heritage Christian School for the K-9 program from their faculty and staff.

Equipment:

- New patrol vehicle 203 was outfitted and is ready to be put into service. This is a 2017 Ford SUV.

Enforcement:

- Officers responded and investigated a shooting that happened in Golfview mobile home court. The victim sustained a gunshot wound to his leg. The reporting party was charged with weapon offenses and filing a false report.

- Annual tobacco compliance checks were completed on all locations that sell tobacco products. All stores except one (LD Express) verified the age of the minor and did not sell to him. The clerk that did sell to the 17 year old received a citation. The city will receive money back from the State for departments who conduct these compliance checks locally.

Department Admin:

- Supervisors and some of the officers were moved around for the annual bid shift that takes place in January.
- Completed first reporting requirement for the BWC grant. We have selected the hardware and will move forward in collecting the matching funds to continue with the grant cycle.
- Officers were given the opportunity to voluntarily complete the pre-hiring physical fitness test. The test consists of a timed run, sit-ups, push-ups and a flexibility portion. This is an incentive program where participating officers can receive two hours of overtime if they finish in their age bracket. If they complete the testing in the age bracket below their actual age it is doubled to 4 hours. We do this in January and July. We had two officers accept this challenge and complete the testing.
- The department continues to work on Lexipol policy updates and migration. Several officers and supervisors are involved in this process.
- The department is also reviewing security protocols for our computers and access to the State databases. This is completed in a NCIC security audit every three years. We are working with our vendor and IT consultants, to see if we can do more. This will come with some discussion and planning for future security protocols.
- A new mapping system was put in place to for quicker response times, areas assigned for calls for service, and assigning an area of responsibility for each patrol officer. This is larger in response to adding the Liberty High School area and development. We are practicing the area assignments with officers and JECC before the school opens. This also helps with Community Policing initiatives in each area.
- Continue to work on the 2016 annual report that will be released in the few months to document our history and activity for 2016.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 2/7/2016

To: Mayor and City Council
Parks and Recreation Commission
City Administrator

From: Guy Goldsmith, Director of Parks, Building and Grounds

Date: February 1, 2017

Re: Monthly Report

We performed building maintenance as needed this month. We continue to monitor the boiler and heat at the Ranshaw house.

We continue to pick up park/trail trash receptacles and pet waste stations as needed this month.

We maintained equipment as needed this month. We performed preventative maintenance and repaired winter equipment as time permitted. We continue to prepare for the upcoming growing season by performing preventative maintenance and repairs to ball field maintenance, mowing, trimming and landscaping equipment.

We removed snow and ice from City parking lots, sidewalks, trails and Hwy 965 intersections as needed this past month.

We continue to review and discuss the Parks FY1718 budget and capital projects items to prepare for the next fiscal year.

Parks Department staff met with playground equipment representatives to obtain options for the proposed tot lot and shade structure at Penn Meadows Park.

We have been working with the Kirkwood's Parks and Natural Resource/horticulture program with possible employment and internships of students for the upcoming season with North Liberty Parks Department.

Parks Department staff attended a small engine technical class on January 26th in Cedar Rapids.

Parks Department staff attended a Hawkeye Cooperative Weed Management Area (HCWMA) class on January 23rd at the Johnson County Secondary Roads Department. We are members of the HCWMA and will be helping out with the upcoming field day June 16th located at the Amana Society Forestry Department.

We continue to assist the Communications Department with the upcoming Beat the Bitter event.

To: Mayor, City Council and City Administrator
From: Shelly Simpson, Recreation Director
Date: February 1, 2017

Monthly Report – January 2017

Recreation Update:

“Kids Campsite” usage for this month, totaling 983 participants.

January is normally a busy month with most of the Winter/Spring programs starting after the New Year. As colder weather, ice and snow came so did the increase of use of the facility, especially the track, weight & exercise area and gymnasiums.

NLC Youth Basketball, our cooperative program with Coralville is held on Saturday in practically every gymnasium possible. Many weekend tournaments may follow this program keeping staff busy.

Research on security cameras and door access upgrades to the facility was conducted this month.

Staff evaluations were scheduled and will be completed by Feb. 10.

Various meetings attended included Beat the Bitter, Senior Council, and FT staff meetings.

Pool Update:

We are receiving many compliments on the new pool flooring, with many patrons asking what's next? Water fitness classes started the first week of January with swim lessons starting the week of January 16. Ashley has 6 participants enrolled in her Recreation Swim Team which is a new offering.

Park Board members are anxious to review the Aquatic Master Plan and have a joint meeting with City Council to work on implementation.

Submitted by Shelly Simpson

To: Mayor and City Council

From: Michael Pentecost, Street Superintendent

Re: January 2017 Monthly Report

February 1, 2017

The following items took place in the month of January that involved the Streets Department.

- Locating of City Utilities (63 job tickets) ongoing
- Continued animal control services (responded to 5 animal issues)
- Removed and put into storage holiday decorations
- Snow and ice events
 - a. Sand/salt roads
 - b. Put rock chips on gravel roads again after ice storm
 - c. Temporary brine storage area is complete and set up for filling trucks
 - d. Exchanged salt for brine with IDOT Coralville shop
- Continued street department as well as other departmental equipment maintenance, service and repair
- Traffic signal collaboration meeting with IDOT, North Liberty, Coralville and Iowa City
- Training for departmental employees
 - a. AED, CPR and First-Aid Training
 - b. Substance Abuse training
 - c. IMSA Traffic Control Training and Traffic Signal Training and Certification
 - d. Tour of IPI (Anamosa location where we purchase all of our signs)
 - e. ESGR presentation (support for the National Guard that help us in emergencies)
- Street light repair
 - a. Liberty Way underground wire damaged. Currently in repair process
 - b. Community Way (LED bulb change over in some fixtures to be more energy efficient)
- Installed and repaired street signs
 - a. Ashley Ct (9 No Parking)
 - b. Repaired 5 signs damaged by vehicles
 - c. Began inventory of citywide signs; ranking for repair/replacement program
- Continued FY 2018 budget planning with administration, mayor and council members
- Tree clearing
 - a. Cut down and chipped nuisance trees in waterways and drainage areas
 - b. Cleaned up drainage areas of garbage and debris for improved flow during storm events
 - c. Over 20 dump truck loads hauled of chipped trees
 - d. Ground 14 tree stumps and cleaned up various sites in "Old Part" of town
- Location determined for new warning siren after meeting with siren distributor
- Began meetings for a FEMA-compliant debris management plan to outline protocols in the event of a disaster for handling large quantities of debris
- Street repair
 - a. Liberty Way concrete and storm box repair and replacement
 - b. Cold patched potholes in area streets

Communications Department Report

Submitted to the North Liberty City Council

Feb. 1, 2017 for the month of January 2017

Beat the Bitter

Staff spent a good deal of time on finalizing details for the second annual Beat the Bitter. Several events have reached capacity and we expect others to do so in the remaining days leading up to the festival. Jillian has managed great strides in just the second year, adding additional days and events, in addition to last year's core. We have a great crew of community committee volunteers committed to make this happen. One Feb. 2, the library hosts a beer and food pairing (sold out of 40 tickets). Feb. 3 offers several free family activities in Penn Meadows, including fireworks and horse-drawn carriage rides, and J&A Tap hosts snow volleyball (21 out of 60 filled). Feb. 4 offers a 5K-ish obstacle run (126 of 200), bags tournament (7 out of 16 filled), family kickball (3 of 4 teams), adult kickball (12 out of 12 teams), fat-tire bike demos, Boy Scout chili supper, a Snuggie crawl (sold out). Feb. 5 concludes with a plunge into icy West Lake to support the NLPD's K9 program (7 registered). A full schedule, information and registration is available on beatthebitter.com.

New Resident Information

Nick has been reworking the new resident information — basically a user's guide to North Liberty — with plans to have it translated into non-English languages, beginning with Spanish. Once the print version is complete, we'll update the website to provide it online as well. We'd like to provide other materials in non-English languages, but will need to use translation services to do so, so we're looking for items that are relatively static, such as part of the recreation brochures.

Womb Literacy

Megan is working with the library on plans to highlight the library's various Womb Literacy initiatives, including Read to the Bump and more. This might take the form of a series of short social pieces, something longer form or something else. The library's initiative is a great opportunity to highlight a homegrown, innovative and unique program.

Story Time

Megan is preparing to begin shooting and playing the North Liberty Community Library's regular Wednesday story times. In December, she met with staff and watched a story time to get a sense of the best way to shoot and began to build a new After Effects intro for the show.

Carousel and Digital Signage

We continue to work to implement this program. Some software updates on the new Carousel server should make the management end easier. The first player unit has arrived and Nick will dig in to getting it online in February. Meanwhile, we're moving forward to have locations wired

for connectivity and power. Initially, we expect to deploy the signage in the Community Center lobby above the desk as well as at City Hall.

Community Satisfaction Benchmarking Survey

Staff took commission discussion and staff comments along with previously conducted surveys to put together a draft of questions for the Communications Advisory (nee Telecommunication) Commission to discuss in February.

Other

We produced and submitted City Council meetings to the Iowa City government channel.

Staff completed evaluations, which will be finalized in January.

Staff represented the City of North Liberty at meetings of the following: the United Way of Johnson and Washington Counties campaign cabinet, Iowa City/Coralville Convention and Visitors' Bureau partner advisory committee, Iowa City Area Chamber of Commerce North Liberty steering committee, Think Bicycles Johnson County bike month committee.

We sent news releases about the city's well projects, audit report for FY16, mayoral appointment applications and more.

Social media

Month	Facebook new likes	Facebook reach (28 days)	Twitter new follows	Twitter impressions	Instagram net new follows
January 2017	41	27,035	59	17,400	13 (887)
December 2016	51	59,538	29	17,800	14 (874)
November 2016	48	50,690	36	12,700	17 (860)
October 2016	79	74,835	42	30,300	19 (843)
September 2016	64	62,860	52	25,000	21 (824)
August 2016	84	74,265	55	29,500	82 (803)
July 2016	110	83,551	70	16,500	124 (721)
June 2016	217	66,227	92	25,400	89 (597)
May 2016	112	54,190	55	37,800	46 (508)
April 2016	122	62,193	30	24,500	43 (462)
March 2016	139	41,479	43	26,200	41 (419)

Website Statistics (Current month and preceding 12)

Month	Sessions	Users	Pageviews	Pages/Session	Avg. Session
January 2017	15,482	10,918	35,254	2.28	1:33
December 2016	12,687	9,167	29,048	2.29	1:30
November 2016	13,679	9,930	28,603	2.09	1:25
October 2016	18,311	12,813	35,906	1.96	1:25
September 2016	14,139	10,256	30,028	2.12	1:30
August 2016	21,915	15,496	42,191	1.93	1:22
July 2016	21,164	15,123	40,525	1.91	1:22
June 2016	23,761	16,469	47,658	2.01	1:27

May 2016	19,917	14,231	39,812	2.00	1:22
April 2016	16,898	12,044	36,230	2.14	1:38
March 2016	19,400	14,590	37,648	1.94	1:18
February 2016	13,444	9,722	29,899	2.22	1:40
January 2016	15,994	11,582	34,566	2.16	1:33

Completed Shoots

Title	Requested By	Date Shot	Duration
Preschool Story Time	Library	Jan. 4	0:25
Parks and Recreation	City Administration	Jan. 5	0:20
Telecommunication Commission	City Administration	Jan. 9	0:33
Polar Jump promo	Communications/NLPD	Jan. 10	0:01
City Council	City Administration	Jan. 10	0:50
Preschool Story Time	Library	Jan. 11	0:25
Tree and Storm Water Advisory Board	City Administration	Jan. 11	0:30
Planning and Zoning	City Administration	Jan. 11	0:22
Library Board of Trustees	City Administration	Jan. 16	0:53
City Council	City Administration	Jan. 17	2:43
Preschool Story Time	Library	Jan. 18	0:25
City Council	City Administration	Jan. 24	1:13
Preschool Story Time	Library	Jan. 25	0:25
City Council	City Administration	Jan. 31	1:28
Total shoots: 10	Duration of new video: 10.5 hours		



Water Pollution Control Plant



Iowa

TO: City Council, Mayor and City Administrator

FROM: Dave Ramsey


DATE: February 1, 2017

SUBJECT: January 2017 Water Pollution Control Plant (WPCP) Report

1. All scheduled preventative maintenance at the plant and lift stations was completed. Staff stayed very busy with numerous operational jobs throughout the month.
2. This month's staff safety meeting was on lock out tag out. We also had a detailed discussion on confined space entry safety matters related to a national news article in Florida. Management staff attended substance abuse training.
3. We held our 19th construction meeting on the WPCP Phase 2 expansion project. We are working with the general contractor and Fox Engineering on a daily basis to keep the project moving forward while trying our best to minimize change orders and related costs. Overall the project is going very well.
4. The following is the list of numerous yearly IDNR, EPA, and internal yearly reports that were completed in January:
 - A. Tier 2 Chemical Report to the IDNR and NL fire department.
 - B. Updated lab procedures and inventory.
 - C. Updated safety inventory.
 - D. IDNR state lab certification quarterly sampling.
 - E. Updated IDNR bypass notification plan.
 - F. Updated employee CEU records.
 - G. Updated employee certificate binder.
 - H. Updated 350 standby generator records for IDNR Emissions Report.
 - I. Completed yearly IDNR and EPA biosolids reports.
 - J. Filed all 2016 yearly plant, lab, and safety data in a yearly binder.

City of North Liberty
3 Quail Creek Circle
PO Box 77
North Liberty, IA 52317

Phone: 319-626-5738
Fax: 319-626-5739
northlibertyiowa.org





Water Pollution Control Plant

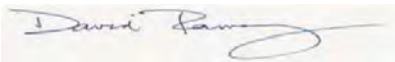


Iowa

5. Water Pollution Control Plant 2016 yearly wastewater flows:

- A. Total gallons treated: 590,196,000
- B. 2,542,920 gallons of BioSolids were generated. This represents 0.43% of the yearly incoming flow was converted to highly treated biosolids that was land applied to local farm fields.
- C. The remaining 587,653,080 gallons of water (99.57%) exceeded all permit regulations and was returned back into the environment.
- D. Average gallons per month: 49,183,000
- E. Average gallons per day: 1,612,000
- F. High month gallons: June - 56,288,000
- G. High daily flow: 3,850,000
- H. Low month gallons: November - 40,857,000
- I. Low daily flow: 1,161,000


This facility continues to provide an excellent clean effluent back into the environment. The Membrane Bio Reactor facility has not had a single IDNR or EPA violation since startup in August 2008. This is due to the efforts of the highly skilled and professional Water Pollution Control staff that keeps the certified lab running every day, skilled operations staff who have a complete understanding of a highly complexed operational system, and the trained maintenance staff that keeps 100's of pieces of equipment running per a detailed computerized preventative maintenance and inventory program.



Dave Ramsey
WPCP Superintendent

City of North Liberty
3 Quail Creek Circle
PO Box 77
North Liberty, IA 52317

Phone: 319-626-5738
Fax: 319-626-5739
northlibertyiowa.org



To: Mayor and City Council

From: Greg Metternich, Water Superintendent

Re: Monthly Report

February 8, 2017

We read 8,148 radio reads last month that's an increase of 14 accounts. We had to re-read approximately 52 accounts.

We delivered 155 shut off notices and shut off approximately 39 overdue accounts for non-payment last month.

In the month of January we treated a total of 33,897,000 gallons of water, our average daily flow was 1,093,000 gallons a day, and our maximum daily flow was 1,316,000 gallons. The total for the month was 4.02% lower than last January. We treated a total of 465,836,000 gallons for the entire year, which averages out to about 38,820,000 gallons per month. I compared 2015's pumpage to 2016 and we had an increase of about 30,744,000 gallons, which comes out to a 6.59% increase for the year.

Gingrich finished drilling the Silurian well and set the test pump, originally they were going to go ahead and run through the test pumping process which would have required them to run the test pump for 72 hours, but they decided to hold off until they are finished drilling the Jordan well. Gingrich brought in a larger well rig to finish the Jordan. They are using a 19 inch drill bit and are down to about 400 feet. The sub-contractor working on wells 3 and 4 have installed the new 7 inch casing, grouted, and drilled out the shoe at the bottom of the wells.

Northway Well and Pump had to re-chlorinate the ASR well. We're waiting on samples to comeback before we can start injecting the well. This has put us slightly behind schedule for the injection process.

We continue to stay busy collecting curb box location information, installing new meters and RF's, we've had several meter change outs this month.

Water Superintendent

Greg Metternich

**North Liberty Parks & Recreation Committee Meeting
Thursday, February 2, 2017
Proposal of Agenda**

REGULAR MEETING: 7:00PM

NEW BUSINESS:

1. Approve minutes from meeting (s) of: Minutes from January 5 meeting.
2. Public Comments/Concerns: Open to public for comments and concerns;
5 minutes per person time limit.
3. Penn Meadows Tot Playground: Review 3 suggestions on Tot Playground at Penn Meadows.
Make possible recommendation.
4. Building & Grounds Report: Parks Monthly Report
5. Youth Baseball / Softball: NLYBS and Babe Ruth are parent-run organizations.
Registration in progress.
6. Whirlpool Spa Request Letter: Letter received from Jane Cranston and Arthritis Foundation class requesting our
consideration of a whirlpool spa for facility.
7. Upcoming Events:

Beat the Bitter	Feb. 3 & 4
Boy Scout Chili Supper	Feb. 4
Next Swim Lesson Session:	Week of Feb. 20
8. Any new issues not on the agenda?

OLD BUSINESS:

1. Aquatic Feasibility Study: Aquatic Master Plan/report distributed.
Joint Meeting to be announced soon.
2. Recreation Monthly Report: Report included in packet summarizing the past month.
3. Any old business not on agenda?

CONCLUSION:

1. Next Meeting Thursday, March 2, 2017 at 7:00 PM
Location: City Council Chambers at 1 Quail Creek Circle
2. Adjourn

North Liberty Parks & Recreation Committee Meeting

Thursday, January 5, 2017

Board Members Present: Jef Farland, Jami Maxson, Scott Stahmer, RaQuishia Harrington. Matthew Eckhardt

Others Present: Guy Goldsmith, Shelly Simpson and Tim Hamer

Meeting called to order: 7:00 pm

NEW BUSINESS:

1. **Approve minutes:** Minutes from December 1 meeting approved.
2. **Building and Grounds Report:** Limited snow removal, performed equipment maintenance. Tree City USA recertification application submitted. Received \$1000 Trees Please from MidAmerican.
3. **Indoor Pool Deck:** Work is complete. Many positive comments, feel free to stop to see.
4. **Winter/Spring Programs:** Programs already begun, or will so next week.
5. **Aquatic Pool Master Plan:** Aim for joint meeting with City Council early 2017.
6. **New Issues:** Possibility of Recreation Center Master Plan brought up, look at is facility meeting needs, where to go next. May merge with Aquatic Master Plan. Possible survey re recreation needs, Shelly will attempt to pull numbers re use of different areas of facility at different times of day to help with planning.

OLD BUSINESS:

1. **Recreation Monthly Report:** Increased use of weight and exercise area with colder weather and New Year resolutions. Monthly attendance totals for 2016 reviewed, most areas have increased use from 2015.

CONCLUSION:

1. **Next Meeting** **Thursday February 2, 2016 at 7:00PM**
Location: City Council Chambers at 1 Quail Creek Circle
 2. Adjourned at 7:18 pm
- Minutes submitted by Jami Maxson

From: Jane Cranston jane-cranston@uiowa.edu
Subject: Arthritis Foundation Exercise Program
Date: December 29, 2016 at 2:04 PM
To:



Jane B Cranston
3792 Lois Lane NE
North Liberty, IA 52317

December 29, 2016

Shelly Simpson
Recreation Director
520 W Cherry Street
PO Box 77
North Liberty, IA 52317

Dear Shelly,

My name is Jane Cranston and I am a member of the Arthritis Foundation Exercise Program. We have around 20 people who come to our class faithfully, three times a week. There are many more who come occasionally. We spoke on Monday about the possibility of getting a whirlpool spa for the pool for the North Liberty Recreation Center.

During the time that the rec center was installing the new pool decks, our class had a chance to visit other rec centers. Both Mercer and the Coralville Recreation Center have whirlpool spas. We were delighted with this opportunity and the effect it had on our arthritis pain. Here is what the national Arthritis Foundation says about the effects of whirlpool spas on people with arthritis, fibromyalgia, or other joint or back pain:

Soaking in warm water is one of the oldest forms of alternative therapy, and there's good reason why this practice has stood the test of time. Research has shown warm water therapy works wonders for all kinds of musculoskeletal conditions, including fibromyalgia, arthritis and low back pain.

"The research shows our ancestors got it right. It makes you feel better. It makes the joints looser. It reduces pain and it seems to have a somewhat prolonged effect that goes beyond the period of immersion," says Bruce E. Becker, MD, director of the National Aquatics & Sports Medicine Institute at Washington State University in Spokane.

During my discussion with you, you said that we did not need to get signatures from members of the class. If at some time you would like signatures, please let me know and I can provide them. I checked with the group and they were enthusiastic about my sending this letter.

We represent a population that is would greatly benefit from this accommodation. It is an opportunity for the city to provide a service for the population of its older residents. It would help people with pain management and mobility issues due to arthritis and other joint and back issues, not to mention others who just enjoy the positive effects of a whirlpool spa.

We hope you will consider our request as you move forward with plans to make changes in the North Liberty facility.

Sincerely,


Jane Cranston

Arthritis Foundation Exercise Program (member)

To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator
From: Shelly Simpson, Recreation Director
Date: January 31, 2017
Re: Monthly Report – January 2017

Program Summaries – January

Swim Lessons:

<u>Parent Tot:</u>	This session had 27 participants.
<u>Tadpoles:</u>	This session had 13 participants.
<u>Level 1:</u>	This session had 14 participants.
<u>Level 2:</u>	This session had 15 participants.
<u>Level 3:</u>	This session had 15 participants.
<u>Level 4:</u>	This session had 18 participants.
<u>Level 5:</u>	This session had 11 participants.
<u>Level 6:</u>	This session had 10 participants.
<u>Private Lessons:</u> T	This session had 28 participants.
TH	This session had 30 participants.
	Total participation; 181 participants

Pool Programs:

<u>Water Fitness:</u>	Early Bird Aqua Aerobics: Class resumes in March.
	Easy Does It: 2 participants, plus drop-ins.
	Water Resistance AM 4 participants, plus drop-ins.
	Aqua Boot Camp: 5 participants, plus drop-ins.
	Arthritis Foundation Aqua: 21 participants, plus drop-ins.
	Noodle Triathlon Workout: Drop-ins only.
<u>Rec Swim Team:</u>	6 participants, took part in Ashley's first offering.

Preschool:

<u>Kids Campsite:</u>	January = 983 participants
<u>Lucky Duck:</u>	Held on Tues & Thurs mornings, this session \$ 62.00 collected
<u>Wiggle Worms:</u>	10 participants, plus drop-ins
<u>Wiggle Together:</u>	4 participants, plus drop-ins
<u>Stroller Strides:</u>	AM = 1 participant, plus drop-ins
	PM = 1 participant, plus drop-ins
<u>Kinder Club – Tues.</u>	5 participants, plus drop-ins
<u>Pop-up Makerspace:</u>	Jan. 3 = 6 participants, plus drop-ins.
<u>Pee Wee Basketball:</u>	AM classes had 20 participants; PM classes had 36 participants
<u>Painting 101:</u>	PM class = 9 participants

Youth Programs:

<u>Recsters BASP:</u>	AM = 16 participants; PM = 54 participants
<u>All-Days:</u>	Jan. 3 = 17; Jan. 4 = 12; participants and Jan. 16 canceled due to lack of enrollment.

Youth Sports:

<u>Tae Kwon Do M/TH:</u>	No participants this month
<u>Tae Kwon Do T/W:</u>	9 participants, plus walk-ins
<u>Wrestling:</u>	Grades K-2 = 23 participants; Grades K-4 = 19 participants; Grades 5-6 = no participants
<u>NLC Basketball:</u>	Boys Girls Total
Grades 1-2	109 61 170
Grades 3-4	48 49 97
Grades 5-6	54 28 82

<u>Competitive League Basketball:</u>	Boys	Girls
Grade 5	9 teams,	6 teams
Grade 6	9 teams,	2 teams
Grade 7	6 teams,	no teams
Grade 8	5 teams,	no teams

Soccer Clinic: (Jan. 20) 10 participants

Adult Sports/Programs:

<u>Basketball:</u>	Package \$110; Drop-in \$394; totals \$504.00
<u>Pickleball:</u>	Package \$215; Drop-in \$506; totals \$721.00
<u>Volleyball:</u>	Package \$ -0-; Drop-in \$100; totals \$100.00

<u>Adult Basketball:</u>	16 teams in B Division play.
<u>Co-ed Volleyball:</u>	16 teams in B Division play.

Adult Fitness:

<u>Cardio Pump:</u>	11 participants, plus drop-ins.
<u>Kickboxing PM:</u>	2 participants, plus drop-ins.
<u>Boot Camp:</u>	Drop-ins only.
<u>Abs, Buttocks, Core:</u>	2 participants, plus drop-ins.
<u>Lower Body Blast:</u>	Drop-ins only.
<u>Body Blast:</u>	2 participants, plus drop-ins.
<u>Body Sculpt:</u>	2 participant, plus drop-ins.
<u>Wellness Class:</u>	no participants
<u>Personal Training:</u>	This month totals: Rachel = \$70

Senior Citizens:

<u>Senior Dining:</u>	January 6 = 16 participants
	January 13 = 16 participants
	January 20 = 16 participants
	January 27 = 10 participants
	Total for month: 58 participants

Special Events: CR Rough Riders: Jan. 20; low attendance; Friday - bad night?

ActiveNet Totals: Gross Income (Jan. 1-30) = \$ 46,459.65

Residency Breakdown					
January 1-30, 2016					
<u>Package</u>	<u>Residents</u>		<u>Non-residents</u>	<u>Total</u>	
Track Package	238		99	337	vs. Dec = 233
<u>Daily Fees</u>					
January 1-30, 2016					
Daily Weight	1,258		120	1,378	vs. Dec = 1,239
Senior Daily Weight	242		91	333	vs. Dec = 289
Sub Total	1,500		211	1,711	vs. Dec = 1,528
<u>Pool</u>					
January 1-30, 2016	<u>Adult</u>		<u>Youth/Seniors</u>	<u>Total</u>	
Daily Fees	559		532	1,091	vs. Nov = 541



North Liberty Telecommunications Commission

Minutes Monday, Jan. 9, 2017

6:00 p.m. Regular Session

City Council Chambers, 1 Quail Creek Circle

1. Call to order.

The meeting was called to order at 6 p.m.

2. Roll call.

Commissioners Hoffman, Wells and Fields were present. Also present were Nick Bergus, Jillian Miller and Megan Benischek.

3. Public comment for items not on the agenda.

There was none

4. Community bench marking survey.

The commission discussed example surveys from other municipalities. The consensus was that the survey needed to be kept short. The commission discussed asked to do scales of 1 to 10 to indicate ratings. Staff will consult with administration and bring a more limited survey for the commission to consider at its February meeting.

5. Staff report.

Bergus and Miller discussed the Communications Department's activities in the past month.

6. Approval of minutes.

Wells moved, Fields seconded, to approve the minutes from Dec. 5, 2016. The motion passed with all in favor.

7. Old business.

Bergus noted that the final reading of the updated Telecommunications Commission Ordinance, renamed the Communications Advisory Commission Ordinance, was on the City Council's Jan. 10, 2017, agenda

8. New business.

There was none.

9. Next meeting date.

The next meeting was scheduled for Monday, Feb. 6, 2017, at 6 p.m.

10. Adjourn.

Fields moved, Wells seconded, to adjourn the meeting at 6:32 p.m. The motion passed with all in favor.



NORTH LIBERTY PLANNING COMMISSION

Minutes
February 7, 2017

Roll Call

At 6:30 p.m., Jennifer Bleil called the February 7, 2017 North Liberty Planning Commission to order. Commission members present: Jennifer Bleil, Josh Covert, Adam Gebhart, Jason Heisler, and Patrick Staber. Absent: Ronda Detlefsen, Kylie Pentecost.

Others present: Dean Wheatley, Tracey Mulcahey, Kevin Trom, Mike Warden, Gary Junge, Jason Junge, Adam Hahn, Ben Mitchell and other interested parties.

Agenda Approval

Covert moved, Staber seconded to approve the agenda. The vote was all ayes. Agenda approved.

Junge Automotive Site Plan

Staff Presentation

Wheatley presented the request of Junge Automotive to approve a site plan for a new car dealership located on North Madison Avenue west of Kansas Avenue. Staff recommends denial of the application.

Applicants Presentation

Mike Warden, Knapp Warden Architects, introduced the design team including Gary Junge, Jason Junge, Adam Hahn, and Ben Mitchell. Warden presented information on the application including the building materials. Warden requested the City consider a change to allowed materials for new structures. Adam Hahn spoke regarding the design of the building. Gary Junge spoke regarding the proposed site plan.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including adding glass shop doors, the architectural design, the lack of a back to the property and use of color and/or texture to break up the elevations.

Recommendation to the City Council

Covert moved to table this item to a follow up meeting on February 15 or another designated date to present the Commission with an updated design. Staber seconded. The vote was all ayes. The item was tabled.

Approval of Previous Minutes

Covert moved, Gebhart seconded to approve the minutes of last month's meeting. The vote was all ayes. Minutes approved.

Old Business

No old business was presented.

New Business

Wheatley reported that there are two cases for March. Both are site plan applications.

Adjournment

At 7:37 p.m., Covert moved, Gebhart seconded to adjourn. All ayes. Meeting adjourned.

MINUTES OF THE JOINT ENTITIES MEETING BETWEEN JOHNSON COUNTY BOARD OF SUPERVISORS – IOWA CITY , UNIVERSITY OF IOWA, IOWA CITY COMMUNITY SCHOOL DISTRICT BOARD, CLEAR CREEK AMANA COMMUNITY SCHOOL DISTRICT BOARD, AND THE FOLLOWING CITIES: CORALVILLE, HILLS, IOWA CITY, LONE TREE, NORTH LIBERTY, OXFORD, SHUEYVILLE, SOLON, SWISHER, TIFFIN, AND UNIVERRITY HEIGHTS

**MONDAY, JANUARY 30, 2017
IOWA CITY COMMUNITY SCHOOL DISTRICT
PENN ELEMENTARY SCHOOL – LIBRARY
230 N. DUBUQUE ST.
NORTH LIBERTY, IOWA 52317**

Call to Order

Chris Lynch called the meeting to order at 4:30 pm.

Welcome and Introductions

Lynch welcomed everyone to Penn Elementary noting the additions and renovations they have benefited from the Facilities Master Plan.

Elected Officials introduced themselves as follows: Iowa City City Council Members: Mayor Jim Throgmorton, Susan Mims; North Liberty City Council Members: Chris Hoffman, Brian Wayson, Terry Donahue; Coralville City Council Members: Mayor John Lundell, Jill Dodds, Mitch Gross, Laurie Goodrich; Iowa City Community School District: LaTasha DeLoach, Chris Lynch, Brian Kirschling; Johnson County Board of Supervisors: Rod Sullivan, Kurt Friese, Mike Carberry, Lisa Green-Douglass; Hills: Mayor Tim Kemp, Cathy Knebel; Swisher: Mayor Chris Taylor

Discussion/Update

Legislative

Local legislative priorities (City of Iowa City)

Simon Andrews reported on a resolution establishing the City of Iowa City's 2017 Legislative priorities, which was adopted on December 6, 2016. The legislative priorities include:

- Ensure the continued funding of commercial & industrial property tax replacement payments
- Protection of public sector employee collective bargaining rights
- Protect Home Rule authority for local governments
- Advocate for additional water and wastewater infrastructure funding
- Support the continued excellence of the State's primary, secondary, and higher education institutions and advocate for additional education funding
- Support the legislative efforts of the Iowa League of Cities and the Metro Coalition

Throgmorton stated that many Republican controlled State legislatures are trying to take Home Rule authority away from city governments and what is happening in Iowa is consistent with several other states.

2017 Legislative issues and updates affecting local governments (Board of Supervisors)

Carberry reported the County legislative priorities are almost identical to the City priorities. He stated backfill is very important and what they have been told is the Governor is taking backfill off the table for this year. This is the third year of ten years they promised to backfill so there are seven more years to fight for that backfill. He stated Home Rule is so important to Johnson County, especially when it comes to minimum wage. He stated collective bargaining is important and water quality is very important. He stated he sits on a water quality committee for the Iowa State Association of Counties and they were not happy last year when they were trying to tie the SAVE extension to water quality. The Urban County Collation and the Iowa State Association of Counties signed on to the three eights cent Iowa Coalition which puts at the next sales tax increase, three eights of a cent guaranteed to go to funding for natural resources and about two thirds of that is water quality. He stated that one of the most important things for the county is mental health and disabilities services funding. They are in a region and the levy is capped. The cap needs to go away as it is hurting the county so much that they are \$1,000,000 short of the money they are going to be able to put into the region. A brochure of Johnson County's 2017 legislative priorities and issue was distributed.

Legislative priorities (Iowa City Community School District)

Lynch reviewed the Iowa City Community School District's legislative priorities, which included:

- Supplemental State Aid: Provide adequate and timely funding as the State's first priority in order to allow responsible budgeting by school districts. There is no greater economic investment than a highly educated workforce.
- Pay or Postpone Unfunded Mandates: Pay or postpone any unfunded mandates such as Early Literacy Implementation and Smarter Balanced Assessments. These initiatives directly draw dollars away from the classroom.
- Extend SAVE Funding: Extend SAVE funding and ensure the whole penny goes to education. SAVE funding allows districts to responsibly plan for infrastructure needs and Iowans in all 99 counties approved the penny tax for that purpose. Let's keep it that way.

Facilities Master Plan/GO Bond (Iowa City Community School District)

Lynch stated that the intent of the Facilities Master Plan is to transform the learning environment. The ICCSD Board of Directors recently held three listening posts to receive further input from the public regarding the Facilities Master Plan. Feedback was initially gathered through Thought Exchange where approximately 1,700 people participated and HVAC was overwhelmingly the largest theme. Lynch presented an overview of the timeline of the FMP planning process, historical progress on air conditioning in buildings, progress of building projects, and projects that are G.O. Bond dependent He stated that SAVE is so important as if it were extended to 2049, in theory, ICCSD could do the back half of the plan with zero tax impact.

Throgmorton inquired if Lynch were aware of any discussion at the State level regarding SAVE. Lynch stated there has been discussion however, he is not aware of any bill yet. He stated the hope is that if you could resolve water quality you could quickly find a way to approve SAVE. Carberry stated that the House passed a bill last year on water quality and that seems to be what they are going to do again. He stated it does not use any existing fund; it rearranges funds from rural water and a few other things. If that goes through, and they get that water quality piece, the Governor's option on tying it to SAVE becomes a moot point and then the focus is just on SAVE.

Lynch reported that feedback received from the listening post and recently from the community is to stick to the plan for the full amount of the G.O. Bond. He reviewed when bonds would be issued and the incremental impact of the G.O. bond series. He presented a tax rate comparison to other districts in the state noting we are

the lowest and taxes have actually gone down. He reported that the ICCSD Board of Directors would need to make a decision tomorrow regarding the G.O. Bond.

Throgmorton inquired how detailed the referendum language need to be. Lynch stated you have to identify the projects and then only those projects can be done. You can choose not to do a project, but you cannot add any.

Carberry stated the County would be getting tax dollars back from TIF districts and inquired if the school district would get any additional funds back from TIF districts. Lynch stated they would get the valuation and that Craig Hansel, Chief Financial Officer, has all of that in his model.

Gross inquired if new developments are factored into the model. Lynch stated only those developments that were platted.

The interest rate on the bond is stepped in and incremental based on economic projection. Lynch stated the revenue purpose statement is written in a way that SAVE could be used to pay down debt.

Local immigration policies (City of Iowa City)

Throgmorton reported that becoming a sanctuary city was a topic at a January work session. The City decided not to become a sanctuary city but went ahead with a resolution reaffirming the public safety function of local law enforcement. He indicated that feedback from those outside of Iowa City was hostile and threatening regarding the discussion of looking at becoming a sanctuary city and that most of the feedback was provided prior to the decision vs. after. Lundell stated he felt the City did a nice job of describing what the resolution was and was not.

Iowa City Climate Mitigation Plan (City of Iowa City)

Throgmorton reported that the City has adopted a resolution authorizing creation of a Climate Action Steering Committee. The City Council established a greenhouse gas emissions target of 26-28% from 2005 levels by 2025 and 80% by 2050, and seeks to create its first Climate Action and Adaptation Plan to develop strategies to achieve these targets. They will solicit applications to fill the positions and the goals pertain to all activities responsible for greenhouse gas emissions. RFP proposals are being reviewed now and the committee application will be on line soon.

Implementation of crisis intervention training, programs and facilities (Board of Supervisors)

Jessica Peckover presented an overview of Access Center, centers or campuses to provide a more appropriate solution for individuals in behavioral health crisis or experiencing other psychosocial issues. She stated they would be meeting with councils and boards individually to provide an in depth overview but provided highlights for the sake of time. She reviewed members of the Steering Committee, partnership opportunities, and the request. The request was by March 1 identify a decision-making representative to join the Steering Committee.

Hiring of a Mobility Manager to assist residents with transit related needs (Board of Supervisors)

Carberry reported that last summer it was identified that there was some money from the Iowa Department of Transportation for mobility managers that had not been used and was going away. A mobility manager is a like a transit or transportation social worker who helps those in need negotiate transportation throughout the county. The County has met with Iowa City Transit and Johnson County SEATS and came up with a plan. There is an 85% match for two years on this grant. The money is split three ways with Johnson County taking the vast majority and Iowa City and Coralville graciously chipping in as well. It will be a part time job housed in the Social Services Department.

Applications for the position close tomorrow with interviews to follow shortly after and the desire to have someone in place by the end of February.

Other business

There was none.

Schedule next meeting

North Liberty will host the next meeting on April 17, 2017. Iowa City will host the meeting following that.

Discussion from the public

There was none.

Adjournment

The meeting adjourned at 5:25 pm.