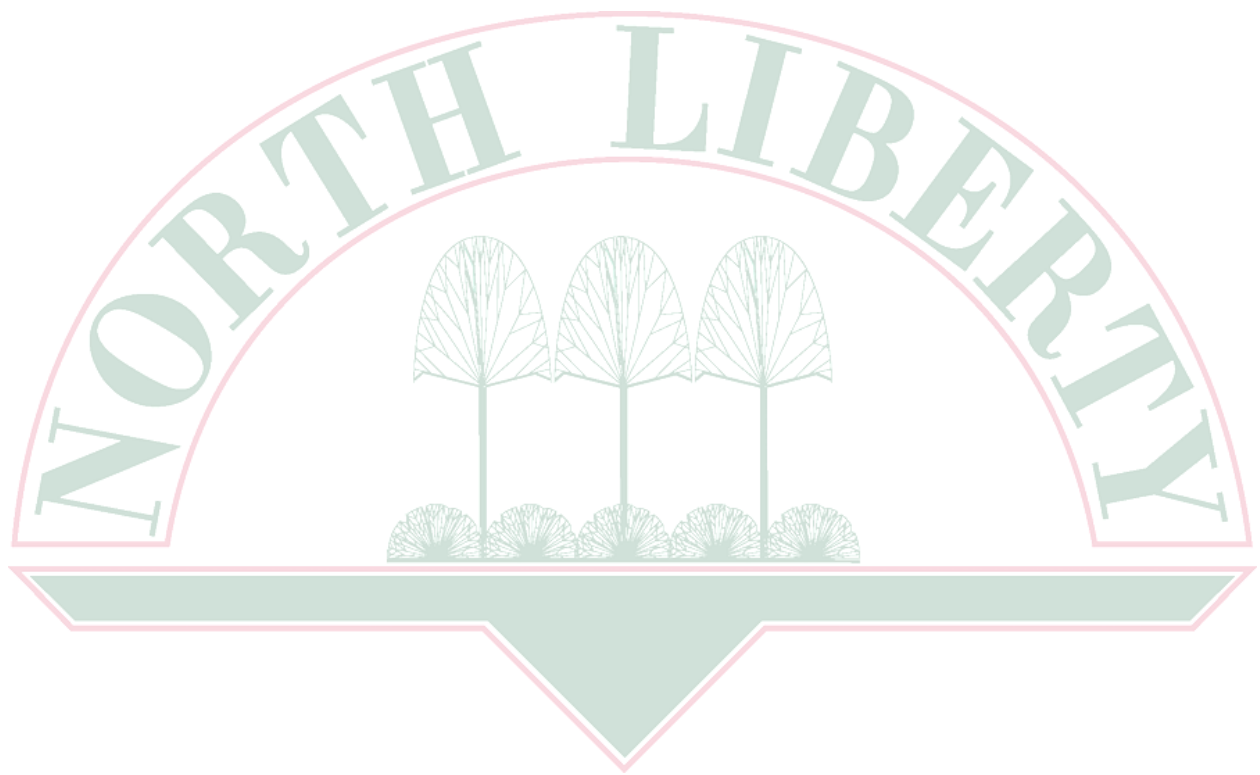




North Liberty City Council
Regular Session
February 12, 2019

City Administrator Memo





City Council Memo

for February 12, 2019

from the desk of Ryan C. Heiar

Meetings & Events

Tuesday, Feb 12 at 6:30p.m.
City Council

Monday, Feb 18.
President's Day – City Offices
Closed

Tuesday, Feb 19 at 5:00p.m.
Projects Open House

Tuesday, Feb 26 at 6:30p.m.
City Council

Consent Agenda

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

- City Council Minutes (01/22/19 & 01/29/19)
- Claims
- Liquor License Application
 - Pancharo's (Renewal)
- Pay Application #9, Kansas Avenue RISE Project, Streb Construction, \$6,334.48

Penn and Front Street Corridor Improvements: Bids

The Penn and Front Street Corridor Improvements project includes the construction of two full-sized roundabouts (one at Penn and Front Streets and the other at Front Street and North Bend Drive) and various sight distance improvements on Penn Street. Three bids were received for the project with the low bid submitted by All American Concrete in the amount of \$2.794 million, approximately \$200,000 below the engineer's estimate. Staff recommends approval of Resolution 2019-24, awarding the contract to All American Concrete.

Penn & Front Street Corridor Improvements Bid Summary		
All American Concrete	\$	2,794,040.30
Metro Pavers	\$	2,979,698.30
Streb Construction	\$	3,100,000.00
Engineer's Estimate	\$	3,013,536.00

North Front Street Right-Of-Way Vacation

Staff is recommending the vacation of approximately 1.2 acres of right-of-way on the west side of the North Front Street curve, adjacent to the new Christine Grant Elementary School. The existing right-of-way exceeds what the City requires or needs, thus it makes sense to transfer the property to the school district for their use. Included in the packet is an exhibit identifying the proposed property to be vacated as well as an ordinance to vacate the property.

Ryan C. Heiar, City Administrator

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

FY18 General Fund Balance

The FY 18 audit confirms a year-end general fund balance of \$5.8 million, 45% of the City's general fund revenues. The newly adopted Fund Balance policy states that the City Council should allocate any reserve funds in excess of 30% of the next year's revenues, in this case totaling approximately \$1.99 million. The figure to the right summarizes the general fund balance in terms of dollars and percentage and identifies the programs and projects that the City Council agreed to fund at the 01/29/19 meeting. Following approval of the resolution, staff will begin transferring reserve dollars to the appropriate funds.

The Preserve: Rezoning Request

This minor revision to the original approved zoning proposes to add one additional RD-8 duplex lot by utilizing part of an RM-8 lot that would have had only marginal value in development of that RM-8 parcel. Since both RD-8 and RM-8 districts require 5,000 square feet of lot area per unit, there would be no expected impact on the total development density for The Preserve development overall. It is recommended for approval by staff and by the Planning Commission.

Various Zoning Ordinance Amendments

A number of amendments for various and relatively minor issues have been proposed by staff and recommended for approval by the Planning Commission, summarized on the cover sheet titled "Zoning Ordinance Proposed Amendments – January 2019" in the packet. Most of these changes were recommended by the City Building

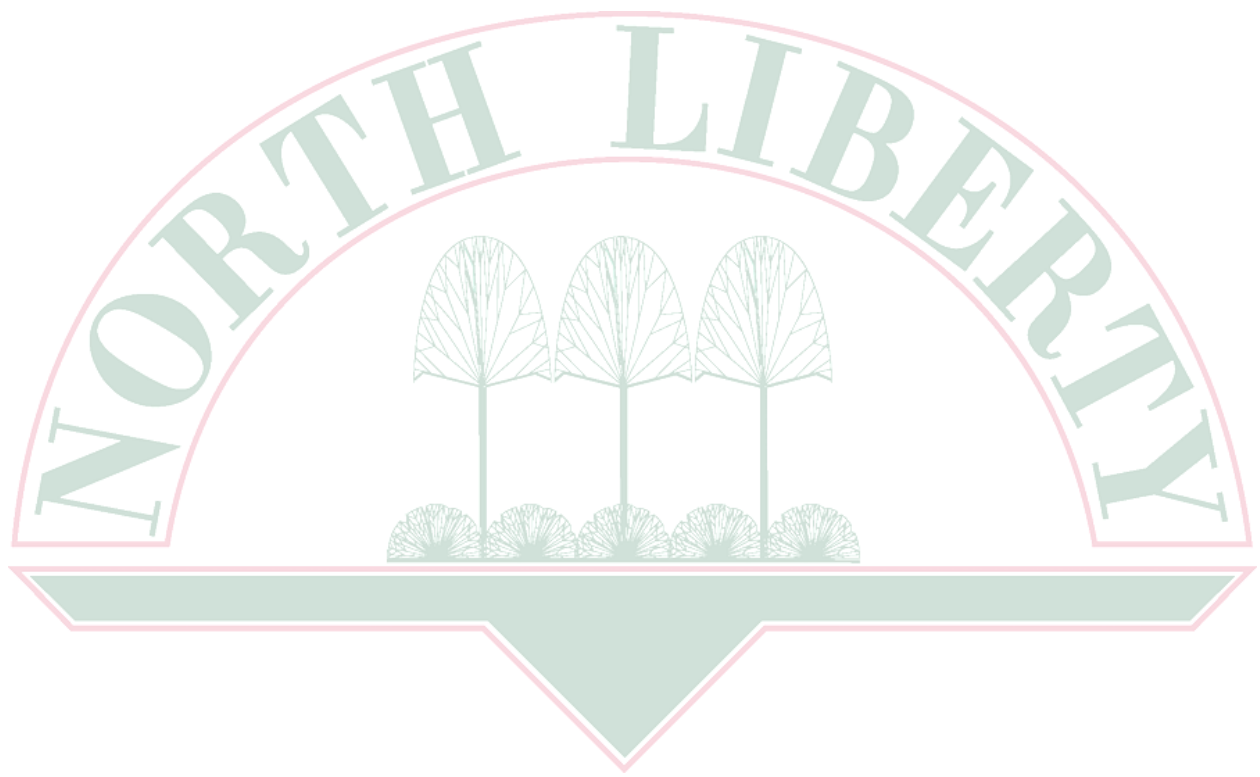
General Fund Reserve Balance Allocation of Funds According to Policy	
Year Ending June 30, 2018	
FY 18 <i>Unassigned</i> GF Reserve (\$)	\$ 5,846,853
FY 18 <i>Unassigned</i> GF Reserve (%)	45%
FY 19 GF Revenues	\$ 12,859,468
FY 18 Required <i>Unassigned</i> Fund Balance (30%)	\$ 3,857,840
Available Funding for Allocation	\$ 1,989,013
Projects to be Funded with Reserve Dollars	
FY 19 Deficit: Cover the cost of the FY19 budgeted GF deficit.	\$ 143,691
Accounting, Billing & Payroll Software: Upgrade City's accounting software that is currently nearly 12 years old.	\$ 50,000
IT Risk Assessment: Hire a cyber-security consultant to assess the City's risk and security compliance and provide an action plan to implement best practices.	\$ 25,000
Community Center Maintenance Fund: Set aside funding for future maintenance improvements for the Community Center including updating the women's locker room (men's locker room previously updated).	\$ 100,000
Dectron Unit: Set aside up to \$500k for the replacement of the dehumidification system for the indoor pool.	\$ 250,000
Penn Meadows Park: This project, which includes spectator seating, foul ball protection and trail enhancements in Penn Meadows Park, is funded in the current year with TIF money. Instead of using TIF, this project could be funded with reserve funds and not impacting future general fund revenues.	\$ 300,000
Branding, Visioning & Streetscape Exercise: Work with a marketing consultant and Shive Hattery to develop a community vision, brand and specific streetscape ideas for Penn Street, Kansas Avenue and FGR.	\$ 80,000
Ranshaw House Improvements: Finish improvements to the Ranshaw House, including new siding/painting, interior walls, floor and woodwork, ADA ramp, gutter system, lighting fixtures, and foundation work.	\$ 160,000
Crisis Intervention Facility: Contribute up to \$500k to the construction of the Crisis Intervention Facility.	\$ 250,000
Reduce/Eliminate the FY 20 Tax Rate: Set aside up to \$120k to reduce or eliminate the \$0.13 tax rate increase in FY 20.	\$ 120,000
Subsidize FY20 Social Services: Allocate additional funding for social service programs in FY 20.	\$ 5,000
Fire Apparatus: Allocate funding for the purchase of fire apparatus (anticipated expenses include \$1 million in FY 20 and \$1.4 million in FY 24, currently programmed to be paid with GO bonds).	\$ 505,322
Total	\$ 1,989,013

Department to either clarify or simplify the code for easier understanding, and Building Official Tom Palmer will be in attendance on Tuesday if there are questions.

Exempt Session

Attorney Bill Stone will update the City Council on union negotiations in an exempt session. Under Iowa Law, Chapter 20.17(3), City Councils are allowed to meet in an exempt session to strategize and deliberate union matters. Exempt sessions are specifically exempt from Iowa's Open Meeting laws as codified in Chapter 21 of the state code.

Agenda





Agenda

North Liberty City Council
February 12, 2019
Regular Session
6:30 p.m.
City Council Chambers
1 Quail Creek Circle

1. Call to order
2. Roll call
3. Approval of the Agenda
4. Consent Agenda
 - A. City Council Minutes, Regular Session, January 22, 2019
 - B. City Council Minutes, Special Session, January 29, 2019
 - C. Claims
 - D. Liquor License Renewal, Panchero's
 - E. Liquor License Application, Jalapeño Mexican Restaurant
 - F. Kansas Avenue RISE Project, Pay Application Number 9, Streb Construction, Co., Inc., \$6,334.48
5. Public Comment
6. City Planner Report
7. City Engineer Report
8. Assistant City Administrator Report
9. City Administrator Report
10. Mayor Report
11. Penn Street and Front Street Corridor Improvements Project

11. Penn Street and Front Street Corridor Improvements Project

- A. Resolution Number 2019-24, A Resolution accepting the bid and authorizing execution of the contract for the Penn and Front Corridor Improvements Project, North Liberty, Iowa

12. ROW Vacation – North Front Street

- A. Second consideration of Ordinance Number 2019-01, An Ordinance vacating a portion of Right-of-Way in North Liberty, Iowa

13. FY 18 Fund Balance Allocation

- A. Resolution Number 2019-24, A Resolution approving allocation of excess funds from the FY 2018 General Fund Balance according the Fund Balance Policy

14. The Preserve Rezoning

- A. Staff and Commission recommendations
- B. Applicant Presentation
- C. Public Hearing regarding proposed rezoning
- D. First consideration of Ordinance Number 2019-02, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property owned by Watts Group Development, Inc. located in North Liberty, Iowa to those set forth in the Municipal Code for the RD-8 Residential District

15. Zoning Ordinance Amendments

- A. Staff and Commission recommendations
- B. Public Hearing regarding proposed Zoning Ordinance amendments
- C. First consideration of Ordinance Number 2019-03, An Ordinance amending various sections of the North Liberty Code of Ordinances to provide necessary updates

16. Old Business

17. New Business

18. Adjournment

Exempt session pursuant to Iowa Code Section 20.17(3)

- A. Resolution Number 2019-24, A Resolution accepting the bid and authorizing execution of the contract for the Penn and Front Corridor Improvements Project, North Liberty, Iowa

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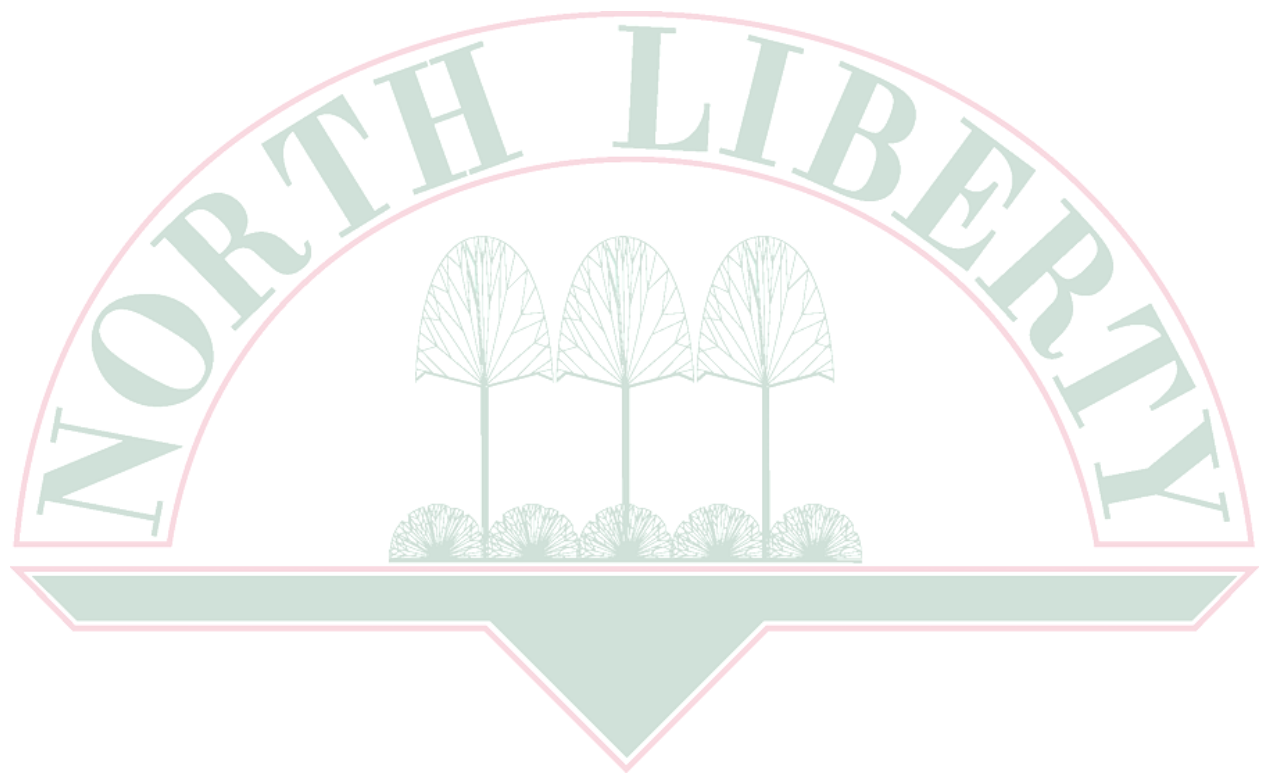
16. Old Business

17. New Business

18. Adjournment

Exempt session pursuant to Iowa Code Section 20.17(3)

Consent Agenda





Minutes (Not official until approved by the City Council)

North Liberty City Council
January 22, 2019
Regular Session
City Council Chambers
1 Quail Creek Circle

Call to order

Mayor Donahue called the January 22, 2019 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: Jennifer Goings, Chris Hoffman, and Jim Sayre; absent: Sarah Madsen, Annie Pollock.

Others present: Ryan Heiar, Tracey Mulcahey, Kevin Trom, Dean Wheatley, Joel Miller and other interested parties.

Approval of the Agenda

Goings moved, Sayre seconded to approve the agenda with removal of the General Fund Allocation item and amending the action on the upcoming vacancy to only general discussion. After discussion, the vote was all ayes. Agenda approved as amended.

Consent Agenda

Goings moved, Hoffman seconded to approve the Consent Agenda including City Council Minutes from the Regular Session on January 8, 2019; City Council Minutes from the Special Session on January 15, 2019; the attached list of Claims; December Revenues; December Treasurer Report; and the Liquor License Application for the Hoosier Creek Event on January 29, 2019. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Planner Report

City Planner Dean Wheatley provided a report on housing units and construction values.

City Engineer Report

City Engineer Kevin Trom reported that actions on the Penn and Front Corridor Project and the Main Street Project are on the agenda tonight. Both projects are being bid in February.

Trom reported that the final walk through on the Highway 965 Project was unable to be accomplished due to snow cover.

Assistant City Administrator Report

Assistant City Administrator Tracey Mulcahey reported on audit RFP.

City Administrator Report

City Administrator Ryan Heiar reported that the school district will be participating in the Penn and Front Corridor Project in the amount of \$1 million for the roundabout and connection to the roundabout. The City Attorney search continues. The Committee is meeting tomorrow to discuss next steps. The next budget meeting is Tuesday, January 29 for capital projects, social services and any other outstanding items.

Mayor Report

Mayor Donahue had no report.

Penn Street and Front Street Project Easements

Hoffman moved, Sayre seconded to approve Resolution Number 2019-11, A Resolution approving the Temporary Construction Easement Agreement between Iowa City Community School District and the City of North Liberty. The vote was: ayes – Hoffman, Sayre, Goings; nays – none. Motion carried.

Main Street Project Easements

Hoffman moved, Goings seconded to approve Resolution Number 2019-19, A Resolution approving the Temporary Construction Easement Agreement between Hatch Family, LLC and the City of North Liberty. The vote was: ayes – Sayre, Hoffman, Goings; nays – none. Motion carried.

Hoffman moved, Sayre seconded to approve Resolution Number 2019-20, A Resolution approving the Temporary Construction Easement Agreement between David R. Persinger and the City of North Liberty. The vote was: ayes - Hoffman, Sayre, Goings; nays – none. Motion carried.

Main Street Right of Way Vacation

At 6:37 p.m., Mayor Donahue opened the Public Hearing regarding disposal of property as part of Main Street Right-of-Way Vacation. Heiar presented information on the vacation. No oral or written comments were received. The public hearing was closed.

Sayre moved, Goings seconded to approve Resolution Number 2019-21, A Resolution disposing of certain real estate and approving issuance of a deed. The vote was: ayes – Goings, Sayre, Hoffman; nays – none. Motion carried.

Penn Street and Front Street Project

At 6:39 p.m., Mayor Donahue opened the Public hearing regarding plans, specifications and estimate of cost for the Penn and Front Corridor Improvements Project. No oral or written comments were received. The public hearing was closed.

Goings moved, Hoffman seconded to approve Resolution Number 2019-22, A Resolution finally approving and confirming plans, specifications, and estimate of cost for the Penn and Front Corridor Improvements Project. The vote was: ayes – Sayre, Hoffman, Goings; nays – none. Motion carried.

Main Street Project

At 6:40 p.m., Mayor Donahue opened the Public hearing regarding plans, specifications and estimate of cost for the Main Street Project. Trom presented information on the project. No oral or written comments were received. The public hearing was closed.

Hoffman moved, Sayre seconded to approve Resolution Number 2019-23, A Resolution finally approving and confirming plans, specifications, and estimate of cost for the Main Street Improvements Project. The vote was: ayes – Hoffman, Sayre, Goings; nays – none. Motion carried.

ROW Vacation – North Front Street

Mayor Donahue opened the Public Hearing regarding disposal of property on North Front Street at 6:42 p.m. Wheatley presented information on this vacation. No oral or written comments were received. The public hearing was closed.

Hoffman moved, Goings seconded to approve the first consideration of Ordinance Number 2019-01, An Ordinance vacating a portion of Right-of-Way in North Liberty, Iowa. After discussion, the vote was: ayes - Sayre, Goings, Hoffman; nays – none. Motion carried.

Council Vacancy

Council discussed the upcoming vacancy on the City Council.

Council recessed at 6:57 p.m. Council reconvened at 7:00 p.m.

Old Business

Councilor Sayre thanked the landowners that have graciously granted easements for projects with no charge to the City. Councilor Hoffman reported as the CVB representative at the annual meeting in December, images were used that were taken from Stackla. Stackla includes images captured throughout the community on regular people's social media. Mayor Donahue reported that he forwarded the City's collage of pictures in motion for the year in review to the Iowa League of Cities.

Adjournment

At 7:05 p.m., Mayor Donahue adjourned the meeting.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

Attest:

Tracey Mulcahey, City Clerk



Minutes (not official until approved by the City Council)

North Liberty City Council
January 29, 2019
Special Session
City Council Chambers

Call to order

Mayor Terry Donahue called the January 29, 2019 Special Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: Jennifer Goings, Chris Hoffman, Sarah Madsen, Annie Pollock and Jim Sayre.

Others present: Ryan Heiar, Tracey Mulcahey, Erek Sittig, Shelly Simpson, Kevin Trom, Michael Pentecost, Guy Goldsmith, Brian Platz, Joel Miller, Steve Sherman and other interested parties.

Mayor Donahue presented a plaque of appreciation to Councilor Jim Sayre for his tenure on the City Council.

Approval of the Agenda

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

Budget Presentation – FY 2020

Council discussed the proposed social service funding for the upcoming fiscal year. The consensus was to fund \$117,000 with \$5,000 coming from the FY 18 surplus. Council consensus on the General Fund Tax Rate increase was to utilize \$120,000 from the FY 18 surplus to eliminate the need to increase the tax rate for FY 2020. Fire Chief Platz presented the upcoming fire apparatus requests, pumper and tanker trucks. Council discussed the purchase of new trucks. Heiar, Street Superintendent Michael Pentecost and City Engineer Kevin Trom presented information on the proposed street projects. Council discussed the projects with staff. Pentecost, Heiar, Trom and Parks Superintendent Guy Goldsmith presented information on proposed drainage improvement projects. Council discussed the proposed projects with staff. Heiar presented information on the proposed parks, trails and aquatics projects for FY 20. Council discussed the proposals with staff. Heiar and Goldsmith

presented information on the proposed improvements to the dog park land. Council discussed the proposal with staff. The consensus was to move ahead with Phase 1.

Council discussed the CIP. Discussion on using the FY 18 set aside was undertaken to help determine funding of some CIP projects. A preliminary designation of funds was determined. Council will see a resolution regarding the final determination on the February 12 agenda.

Council Vacancy

Erek Sittig and Ryan Heiar assisted with the conversation regarding the upcoming Council vacancy. Pollock moved, Goings seconded to have an election on the soonest possible date, March 12. After discussion, the vote was: ayes – Goings, Madsen, Pollock; nays – Hoffman, Sayre. Motion carried.

Adjournment

At 8:10 p.m., Mayor Donahue adjourned the meeting.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

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: 03/01/2019

Expiration Date: 02/29/2020

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</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: 03/01/2019

Policy Expiration 02/29/2020

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

January 7, 2019

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

The North Liberty Police Department does not show any contacts with the owners or any calls to the business regarding their liquor license.

I recommend the license be granted.

This record check was conducted by Sergeant Chris Shine.



**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: Panchero's Mexican Grill

Name of Business (DBA): _____

Address of Business: 650 Community Drive Suite B N. Liberty IA

Business Phone & Email: kinseyb@pancheros.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

North Liberty Fire Department:

The above referenced property currently complies with International Fire Code. .

Fire Inspector

Johnson County Health Department:

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

Johnson County Public Health Official



1/3/19

State of Iowa ABD License: _____ North Liberty Permit: _____ License Expiration Date: _____

**City of North Liberty
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Chapter 120 of the Municipal Code**

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

Legal Name of Applicant: Panchero's Mexican Grill

Name of Business (DBA): _____

Address of Business: 650 Community Drive Suite B N. Liberty IA

Business Phone & Email: kinseyb@pancheros.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 **Tom Palmer**  Digitally signed by Tom Palmer
DN: cn=Tom Palmer, o=City of North Liberty, ou=Building
Safety, email=tpalmer@ci.north-liberty.ia.us, c=US
Date: 2019.01.03 10:58:13 -06'00'

North Liberty Fire Department:

The above referenced property currently complies with International Fire Code. .

Fire Inspector

Johnson County Health Department:

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

Johnson County Public Health Official

State of Iowa ABD License: _____ North Liberty Permit: _____ License Expiration Date: _____

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Fire Inspector

Johnson County Health Department:

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

Johnson County Public Health Official

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City of North Liberty:

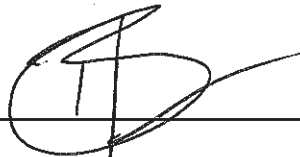
The above referenced property is located within a zoning district that permits the sale or consumption of alcoholic beverage.

City Official

North Liberty Fire Department:

The above referenced property currently complies with International Fire Code. .

Fire Inspector



2/5/19

Johnson County Health Department:

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

Johnson County Public Health Official

State of Iowa ABD License: _____ North Liberty Permit: _____ License Expiration Date: _____



North Liberty Fire Department

Occupancy: **Panchero's**

Occupancy ID: **PANC01**

Address: **650 Community DR Apt/Suite #Suite #B
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **2/5/2019**

By: **Hardin, Bryan E (01-1022)**

Time In: **11:20**

Time Out: **11:52**

Authorized Date: **Not Author**

By:

Form: General Fire
Inspection Checklist 1.3

Next Inspection Date: **03/07/2019 Reinspection**

Inspection Description:

ORDER TO COMPLY:

You must correct the violations noted upon receipt of this notice. An inspection to determine compliance with this Notice will be conducted on or after 30 days from the date of inspection.

This initial and the first re-inspection are at no charge. If subsequent re-inspections are needed to ensure compliance, you will be charged the current fee schedule.

If you fail to comply with this notice, you may be liable for the penalties provided for by law for such violations.

Inspection Topics:

Assembly Occupancies

Occupant Load Posted

1004.3 Posting of occupant load. 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 (319-626-5713).

Status: **FAIL**

Notes: **Post above other occupant load sign.**

Kitchen Hood System

Cooking Equipment with Casters Have Approved Flexible Gas Connector

Section 609.4 Movement of new and existing cooking appliances with caster(s) under a Type I hood shall be limited by an approved floor mounted restraining device and flexible gas connector installed in accordance with the connector and appliance manufacturer's instructions.

Status: **FAIL**

Notes: **Add restraining cable to all three cables.**

Cooking Equipment with Casters in Approved Floor Mounted Restraining Device

Section 609.4 Movement of new and existing cooking appliances with caster(s) under a Type I hood shall be limited by an approved floor mounted restraining device and flexible gas connector installed in accordance with the connector and appliance manufacturer's instructions.

Status: FAIL

Notes: Install on all three appliances.



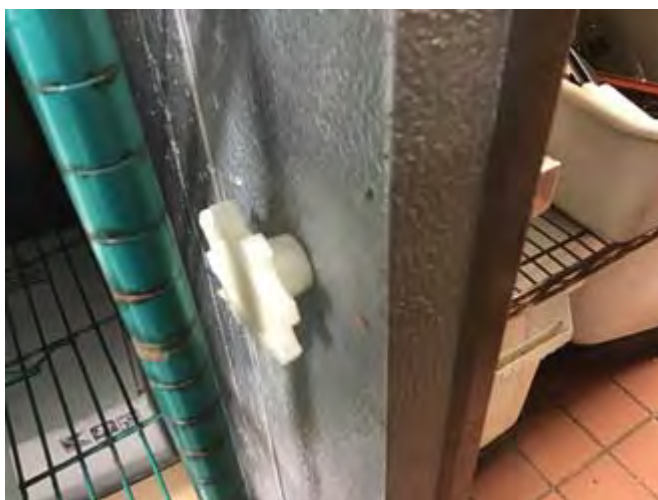
Exit Access & Doors

Proper Door Locks and Latches

1010.1.9.3 Locks and latches. Locks and latches shall be permitted to prevent operation of doors where any of the following exist: 1. Places of detention or restraint. 2. In buildings in occupancy Group A having an occupant load of 300 or less, Groups B, F, M and S, and in places of religious worship, the main door or doors are permitted to be equipped with key-operated locking devices from the egress side provided: 2.1. The locking device is readily distinguishable as locked. 2.2. A readily visible durable sign is posted on the egress side on or adjacent to the door stating: THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED. The sign shall be in letters 1 inch high on a contrasting background. 2.3. The use of the key-operated locking device is revokable by the fire code official for due cause.

Status: FAIL

Notes: Cooler, remove twisting knob on cooler lock. Is not ada compliant.



Interior Finish/Flame Spread

Suspended Ceiling Tiles/Panels in Place

703.1 Maintenance. The required fire-resistance rating of fire-resistance-rated construction, including, but not limited to, walls, firestops, shaft enclosures, partitions, smoke barriers, floors, fire-resistive coatings and sprayed fire-resistant materials applied to structural members and fire-resistant joint systems, shall be maintained. Such elements shall be visually inspected by the owner annually and properly repaired, restored or replaced where damaged, altered, breached or penetrated. All suspend ceiling panels/tiles shall be in place and in good condition.

Status: FAIL

Notes: Replace missing ceiling tile.



Combustible, General & Outside Storage

Proper Ceiling Clearance - 18"/24"

315.3.1 Ceiling clearance. Storage shall be maintained 2 feet or more below the ceiling in non-sprinklered areas of buildings or not less than 18 inches below sprinkler head deflectors in sprinklered areas of buildings.

Status: FAIL

Notes: Verify 24" clearance.



Oily Rags Stored in Approved Containers

304.3.1 Spontaneous ignition. Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container. Contents of such containers shall be removed and disposed of daily.

Status: FAIL

Notes: Obtain container for greasy rags.

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
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Notes: No Additional time recorded

Summary:**Overall Result:** Correction Notice Issued**Inspector Notes:****Closing Notes:**

Above is the results of your Fire Inspection conducted by the North Liberty Fire Department Department. If you have any questions, please feel free to contact Fire Marshal Bryan Hardin at (319) 626-5709. If you had any violations, please reply back when all corrections are made so we may close out your inspection. Thank you for your time and attention.

Inspector:

Name: Hardin, Bryan E
Rank: Assistant Chief
Work Phone(s): None on file
Email(s): bhardin@northlibertyiowa.org
Hardin, Bryan E:



Signed on: 02/05/2019 11:54

Signature_____
Date**Representative Signature:**

Signature of: Jeff Johnson on 02/05/2019 11:55

_____
Signature_____
Date

Line #	Description	Quantity	UM	Unit Price	Total Price	Previous Quantity	Current Quantity	Current Amount	%	Completed Quantity	Completed Amount	%
1	P CLEARING AND GRUBBING EXCAVATION, CLASS 10,	1.000	ACRE	\$ 2,500.00	\$ 2,500.00	1.000	-	\$ -	0.00%	1.000	\$ 2,500.00	100.00%
2	P ROADWAY AND BORROW	57,023.000	CY	\$ 5.25	\$ 299,370.75	55,023.000	-	\$ -	0.00%	55,023.000	\$ 288,870.75	96.49%
3	P TOPSOIL, STRIP, SALVAGE AND SPREAD	9,520.000	CY	\$ 4.30	\$ 40,936.00	8,320.000	-	\$ -	0.00%	8,320.000	\$ 35,776.00	87.39%
4	P SUBGRADE TREATMENT	26,350.000	SY	\$ 0.55	\$ 14,492.50	26,350.000	-	\$ -	0.00%	26,350.000	\$ 14,492.50	100.00%
5	P MODIFIED SUBBASE	4,680.000	CY	\$ 25.75	\$ 120,510.00	4,680.000	-	\$ -	0.00%	4,680.000	\$ 120,510.00	100.00%
6	P SHOULDER CONSTRUCTION, EARTH	119.000	STA	\$ 150.00	\$ 17,850.00	65.000	-	\$ -	0.00%	65.000	\$ 9,750.00	54.62%
7	M MACADAM STONE BASE	330.000	TON	\$ 27.00	\$ 8,910.00	419.960	-	\$ -	0.00%	419.960	\$ 11,338.92	127.26%
8	A RELOCATION OF MAIL BOXES	3.000	EA	\$ 375.00	\$ 1,125.00	3.000	-	\$ -	0.00%	3.000	\$ 1,125.00	100.00%
9	STD / S-F PCC PAVEMENT, CLASS C, CLASS 3DURABILITY, 10 IN.	22,715.000	SY	\$ 46.50	\$ 1,056,247.50	22,593.000	-	\$ -	0.00%	22,593.000	\$ 1,050,574.50	99.46%
10	P TEMPORARY PAVEMENT	1,650.000	SY	\$ 51.75	\$ 85,387.50	1,650.000	-	\$ -	0.00%	1,650.000	\$ 85,387.50	100.00%
11	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR PCC PAVEMENT THICKNESS	20,444.000	EA	\$ 1.00	\$ 20,444.00	21,011.490	-	\$ -	0.00%	21,011.490	\$ 21,011.49	102.78%
12	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR PCC PAVEMENT SMOOTHNESS	17,810.000	EA	\$ 1.00	\$ 17,810.00	3,000.000	-	\$ -	0.00%	3,000.000	\$ 3,000.00	16.84%
13	GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE	55.000	TON	\$ 17.00	\$ 935.00	55.000	-	\$ -	0.00%	55.000	\$ 935.00	100.00%
14	SURFACING, DRIVEWAY, CLASS A CRUSHED STONE	1,028.000	TON	\$ 17.00	\$ 17,476.00	612.970	-	\$ -	0.00%	612.970	\$ 10,420.49	59.63%
15	P REMOVALS, AS PER PLAN	1.000	LS	\$ 2,500.00	\$ 2,500.00	1.000	-	\$ -	0.00%	1.000	\$ 2,500.00	100.00%
16	M PRECAST CONCRETE BOX CULVERT, 10 FT. X 3 FT.	115.000	LF	\$ 745.00	\$ 85,675.00	115.000	-	\$ -	0.00%	115.000	\$ 85,675.00	100.00%
17	M PRECAST CONCRETE BOX CULVERT STRAIGHT END SECTION, 10 FT. X 3 FT.	2.000	EA	\$ 4,000.00	\$ 8,000.00	2.000	-	\$ -	0.00%	2.000	\$ 8,000.00	100.00%
18	M APRONS, CONCRETE, 18 IN. DIA.	4.000	EA	\$ 800.00	\$ 3,200.00	4.000	-	\$ -	0.00%	4.000	\$ 3,200.00	100.00%
19	M APRONS, CONCRETE, 24 IN. DIA.	11.000	EA	\$ 915.00	\$ 10,065.00	11.000	-	\$ -	0.00%	11.000	\$ 10,065.00	100.00%
20	M APRONS, CONCRETE, 30 IN. DIA.	2.000	EA	\$ 1,100.00	\$ 2,200.00	2.000	-	\$ -	0.00%	2.000	\$ 2,200.00	100.00%
21	M APRONS, CONCRETE, 36 IN. DIA.	1.000	EA	\$ 1,270.00	\$ 1,270.00	1.000	-	\$ -	0.00%	1.000	\$ 1,270.00	100.00%
22	M MANHOLE, SANITARY SEWER, SW-301, 48 IN.	2.000	EA	\$ 4,300.00	\$ 8,600.00	2.000	-	\$ -	0.00%	2.000	\$ 8,600.00	100.00%
23	M MANHOLE, STORM SEWER, SW-401, 48 IN.	2.000	EA	\$ 2,700.00	\$ 5,400.00	2.000	-	\$ -	0.00%	2.000	\$ 5,400.00	100.00%
24	M MANHOLE, STORM SEWER, SW-401, 60 IN.	2.000	EA	\$ 4,250.00	\$ 8,500.00	2.000	-	\$ -	0.00%	2.000	\$ 8,500.00	100.00%
25	M INTAKE, SW-505	1.000	EA	\$ 4,500.00	\$ 4,500.00	1.000	-	\$ -	0.00%	1.000	\$ 4,500.00	100.00%
26	M INTAKE, SW-510	45.000	EA	\$ 4,000.00	\$ 180,000.00	45.000	-	\$ -	0.00%	45.000	\$ 180,000.00	100.00%
27	M INTAKE, SW-512, 30-IN.	1.000	EA	\$ 1,850.00	\$ 1,850.00	1.000	-	\$ -	0.00%	1.000	\$ 1,850.00	100.00%
28	M SUBDRAIN, LONGITUDINAL, (SHOULDER) 6 IN. DIA.	8,912.000	LF	\$ 7.00	\$ 62,384.00	9,101.000	-	\$ -	0.00%	9,101.000	\$ 63,707.00	102.12%
29	M TILE, 10 IN. DIA.	104.000	LF	\$ 27.00	\$ 2,808.00	104.000	-	\$ -	0.00%	104.000	\$ 2,808.00	100.00%
30	M SUBDRAIN RISER, 6 IN., AS PER PLAN	15.000	EA	\$ 325.00	\$ 4,875.00	16.000	-	\$ -	0.00%	16.000	\$ 5,200.00	106.67%
31	M SUBDRAIN OUTLET, DR-303	63.000	EA	\$ 110.00	\$ 6,930.00	63.000	-	\$ -	0.00%	63.000	\$ 6,930.00	100.00%
32	M SUBDRAIN OUTLET, DR-305	1.000	EA	\$ 350.00	\$ 350.00	2.000	-	\$ -	0.00%	2.000	\$ 700.00	200.00%
33	M STORM SEWER GRAVITY MAIN, TRENCHED, (RCP), 2000D (CLASS III), 15 IN.	1,306.000	LF	\$ 40.00	\$ 52,240.00	1,306.000	-	\$ -	0.00%	1,306.000	\$ 52,240.00	100.00%
34	M STORM SEWER GRAVITY MAIN, TRENCHED, (RCP), 2000D (CLASS III), 18 IN.	2,005.000	LF	\$ 45.50	\$ 91,227.50	2,005.000	-	\$ -	0.00%	2,005.000	\$ 91,227.50	100.00%
35	M STORM SEWER GRAVITY MAIN, TRENCHED, (RCP), 2000D (CLASS III), 24 IN.	1,833.000	LF	\$ 54.50	\$ 99,898.50	1,833.000	-	\$ -	0.00%	1,833.000	\$ 99,898.50	100.00%
36	M STORM SEWER GRAVITY MAIN, TRENCHED, (RCP), 2000D (CLASS III), 30 IN.	164.000	LF	\$ 84.00	\$ 13,776.00	164.000	-	\$ -	0.00%	164.000	\$ 13,776.00	100.00%
37	M STORM SEWER GRAVITY MAIN, TRENCHED, (RCP), 2000D (CLASS III), 36 IN.	378.000	LF	\$ 90.00	\$ 34,020.00	378.000	-	\$ -	0.00%	378.000	\$ 34,020.00	100.00%
38	M REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	1,322.000	LF	\$ 6.00	\$ 7,932.00	1,322.000	-	\$ -	0.00%	1,322.000	\$ 7,932.00	100.00%
39	M SANITARY SEWER GRAVITY MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC), 12 IN.	127.000	LF	\$ 65.00	\$ 8,255.00	127.000	-	\$ -	0.00%	127.000	\$ 8,255.00	100.00%
40	M REMOVE SANITARY SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	167.000	LF	\$ 25.00	\$ 4,175.00	167.000	-	\$ -	0.00%	167.000	\$ 4,175.00	100.00%
41	M REMOVE WATER MAIN	499.000	LF	\$ 7.00	\$ 3,493.00	499.000	-	\$ -	0.00%	499.000	\$ 3,493.00	100.00%
42	M REVETMENT, CLASS E	614.000	TON	\$ 45.00	\$ 27,630.00	714.620	-	\$ -	0.00%	714.620	\$ 32,157.90	116.39%
43	P EROSION STONE	580.000	TON	\$ 31.00	\$ 17,980.00	-	-	\$ -	0.00%	-	\$ -	0.00%
44	P REMOVAL OF PAVEMENT	4,485.000	SY	\$ 3.75	\$ 16,818.75	4,356.000	-	\$ -	0.00%	4,356.000	\$ 16,335.00	97.12%
45	M REMOVAL OF INTAKES AND UTILITY ACCESSES	7.000	EA	\$ 600.00	\$ 4,200.00	7.000	-	\$ -	0.00%	7.000	\$ 4,200.00	100.00%
46	P REMOVAL OF SIDEWALK	653.000	SY	\$ 2.25	\$ 1,469.25	653.000	-	\$ -	0.00%	653.000	\$ 1,469.25	100.00%
47	M SIDEWALK, P.C. CONCRETE, 6IN.	5,300.000	SY	\$ 50.00	\$ 265,000.00	96.000	-	\$ -	0.00%	96.000	\$ 4,800.00	1.81%
48	M DETECTABLE WARNINGS	224.000	SF	\$ 42.00	\$ 9,408.00	160.000	-	\$ -	0.00%	160.000	\$ 6,720.00	71.43%
49	M DRIVEWAY, P.C. CONCRETE, 6 IN.	394.000	SY	\$ 35.00	\$ 13,790.00	270.000	-	\$ -	0.00%	270.000	\$ 9,450.00	68.53%
50	M DRIVEWAY, P.C. CONCRETE, 7 IN.	356.000	SY	\$ 37.00	\$ 13,172.00	220.000	-	\$ -	0.00%	220.000	\$ 8,140.00	61.80%
51	S FENCE, FIELD	2,835.000	LF	\$ 9.90	\$ 28,066.50	1,550.000	-	\$ -	0.00%	1,550.000	\$ 15,345.00	54.67%
52	S GATE, FIELD FENCE, 20 FT.	1.000	EA	\$ 500.00	\$ 500.00	-	-	\$ -	0.00%	-	\$ -	0.00%
53	S GATE, FIELD FENCE, 24 FT.	1.000	EA	\$ 550.00	\$ 550.00	-	-	\$ -	0.00%	-	\$ -	0.00%
54	S REMOVAL OF FENCE, FIELD	4,632.000	LF	\$ 1.25	\$ 5,790.00	5,417.000	-	\$ -	0.00%	5,417.000	\$ 6,771.25	116.95%
55	N ELECTRICAL CIRCUITS	1,830.000	LF	\$ 12.00	\$ 21,960.00	1,274.344	555.656	\$ 6,667.87	30.36%	1,830.000000	\$ 21,960.00	100.00%
56	N HANDHOLES AND JUNCTION BOXES	5.000	EA	\$ 750.00	\$ 3,750.00	5.000	-	\$ -	0.00%	5.000	\$ 3,750.00	100.00%
57	N CONTROL CABINET	1.000	EA	\$ 9,500.00	\$ 9,500.00	1.000	-	\$ -	0.00%	1.000	\$ 9,500.00	100.00%
58	N LIGHT POLES	11.000	EA	\$ 4,950.00	\$ 54,450.00	11.000	-	\$ -	0.00%	11.000	\$ 54,450.00	100.00%
59	A REMOVAL OF TYPE A SIGN ASSEMBLY	10.000	EA	\$ 100.00	\$ 1,000.00	10.000	-	\$ -	0.00%	10.000	\$ 1,000.00	100.00%
60	A REMOVE AND REINSTALL SIGN, AS PER PLAN	4.000	EA	\$ 125.00	\$ 500.00	1.000	-	\$ -	0.00%	1.000	\$ 125.00	25.00%

Line #	Description	Quantity	UM	Unit Price	Total Price	Previous Quantity	Quantity	Current Amount	%	Quantity	Amount	%	
61	A	PERFORATED SQUARE STEEL TUBE POSTS	390.000	LF	\$ 8.00	\$ 3,120.00	390.000	-	\$ -	0.00%	390.000	\$ 3,120.00	100.00%
62	A	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY SOIL INSTALLATION	16.000	EA	\$ 85.00	\$ 1,360.00	16.000	-	\$ -	0.00%	16.000	\$ 1,360.00	100.00%
63	A	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY CONCRETE INSTALLATION	12.000	EA	\$ 200.00	\$ 2,400.00	-	-	\$ -	0.00%	-	\$ -	0.00%
64	A	TYPE A SIGNS, SHEET ALUMINUM	238.000	SF	\$ 16.00	\$ 3,808.00	238.000	-	\$ -	0.00%	238.000	\$ 3,808.00	100.00%
65	A	PAINTED PAVEMENT MARKINGS, DURABLE	165.000	STA	\$ 75.00	\$ 12,375.00	-	-	\$ -	0.00%	-	\$ -	0.00%
66	A	PAINTED SYMBOLS AND LEGENDS, DURABLE	10.000	EA	\$ 225.00	\$ 2,250.00	-	-	\$ -	0.00%	-	\$ -	0.00%
67	A	WET RETROREFLECTIVE REMOVEABLE TAPE MARKINGS	24.000	STA	\$ 135.00	\$ 3,240.00	-	-	\$ -	0.00%	-	\$ -	0.00%
68	AP*	TRAFFIC CONTROL	1.000	LS	\$ 22,000.00	\$ 22,000.00	0.503	-	\$ -	0.00%	0.503	\$ 11,066.00	50.30%
69	ACMNP	MOBILIZATION	1.000	LS	\$ 133,000.00	\$ 133,000.00	1.000	-	\$ -	0.00%	1.000	\$ 133,000.00	100.00%
70	S	BIODEGRADABLE EROSION CONTROL BLANKET	3,155.000	SQ	\$ 16.00	\$ 50,480.00	-	-	\$ -	0.00%	-	\$ -	0.00%
71	S	PERMANENT SEEDING, FERTILIZING AND HYDRAULIC EROSION CONTROL - TYPE 1	6.100	AC	\$ 3,600.00	\$ 21,960.00	-	-	\$ -	0.00%	-	\$ -	0.00%
72	S	PERMANENT SEEDING, FERTILIZING AND HYDRAULIC EROSION CONTROL - TYPE 2	5.700	AC	\$ 3,200.00	\$ 18,240.00	-	-	\$ -	0.00%	-	\$ -	0.00%
73	S	STABILIZING CROP, FERTILIZING AND HYDRAULIC EROSION CONTROL - TYPE 4	11.800	AC	\$ 800.00	\$ 9,440.00	12.800	-	\$ -	0.00%	12.800	\$ 10,240.00	108.47%
74	S	PERMEABLE DITCH CHECKS	185.000	LF	\$ 8.00	\$ 1,480.00	-	-	\$ -	0.00%	-	\$ -	0.00%
75	S	COMPOST FILTER TUBE (8-IN.DIA.) OR SILT FENCE	21,115.000	LF	\$ 1.50	\$ 31,672.50	15,880.000	-	\$ -	0.00%	15,880.000	\$ 23,820.00	75.21%
76	S	REMOVAL OF COMPOST FILTER TUBE, SILT FENCE, OR DITCH CHECKS	21,300.000	LF	\$ 0.15	\$ 3,195.00	-	-	\$ -	0.00%	-	\$ -	0.00%
77	S	MAINTENANCE OF COMPOST FILTER TUBE, SILT FENCE OR DITCH CHECKS	21,300.000	LF	\$ 0.05	\$ 1,065.00	-	-	\$ -	0.00%	-	\$ -	0.00%
78	P	TEMPORARY SEDIMENT CONTROL BASIN	9.000	EA	\$ 570.00	\$ 5,130.00	-	-	\$ -	0.00%	-	\$ -	0.00%
79	P	REMOVAL OF TEMPORARY SEDIMENT CONTROL BASIN	9.000	EA	\$ 1,435.00	\$ 12,915.00	-	-	\$ -	0.00%	-	\$ -	0.00%
80	P	MAINTENANCE OF TEMPORARY SEDIMENT CONTROL BASIN	9.000	EA	\$ 285.00	\$ 2,565.00	-	-	\$ -	0.00%	-	\$ -	0.00%
81	S*	INTAKE PROTECTION BAG ORFILTER SACK	1.000	EA	\$ 158.53	\$ 158.53	-	-	\$ -	0.00%	-	\$ -	0.00%
82	S	MOBILIZATIONS, EROSIONCONTROL	6.000	EA	\$ 300.00	\$ 1,800.00	5.000	-	\$ -	0.00%	5.000	\$ 1,500.00	83.33%
83	S	MOBILIZATIONS, EMERGENCY EROSION CONTROL	2.000	EA	\$ 500.00	\$ 1,000.00	-	-	\$ -	0.00%	-	\$ -	0.00%
84	C	PCC PAVERS, 8 CM, W/BITUMINOUS SETTING BED	1,054.000	SY	\$ 145.40	\$ 153,251.60	1,054.000	-	\$ -	0.00%	1,054.000	\$ 153,251.60	100.00%
85		PCC PAVER EDGER, 1.5 FT	378.000	LF	\$ 28.00	\$ 10,584.00	378.000	-	\$ -	0.00%	378.000	\$ 10,584.00	100.00%
86		SUBSLAB, PCC, 4 IN. FOR PCCPAVERS	1,054.000	SY	\$ 45.00	\$ 47,430.00	1,054.000	-	\$ -	0.00%	1,054.000	\$ 47,430.00	100.00%
87	C	AMENDED SOIL	320.000	CY	\$ 59.00	\$ 18,880.00	-	-	\$ -	0.00%	-	\$ -	0.00%
88	C	ORNAMENTAL GRASSES, 1GAL., FURNISHED AND INSTALLED (WITHWARRANTY)	276.000	EA	\$ 13.00	\$ 3,588.00	-	-	\$ -	0.00%	-	\$ -	0.00%
89	C	PERENNIAL PLANTS, 1 GAL., FURNISHED AND INSTALLED (WITH WARRANTY)	260.000	EA	\$ 12.50	\$ 3,250.00	-	-	\$ -	0.00%	-	\$ -	0.00%
90	C	SHRUBS, 3 GAL., FURNISHEDAND INSTALLED (WITH WARRANTY)	212.000	EA	\$ 24.55	\$ 5,204.60	-	-	\$ -	0.00%	-	\$ -	0.00%
91	C	TREES, 6'-8' HGT., FURNISHED AND INSTALLED (WITH WARRANTY)	15.000	EA	\$ 309.50	\$ 4,642.50	-	-	\$ -	0.00%	-	\$ -	0.00%
92	C*	WATERING FOR PLANTS	22.000	MGAL	\$ 433.66	\$ 9,540.52	-	-	\$ -	0.00%	-	\$ -	0.00%
93	C	LIMESTONE OUTCROPPING	365.000	SF	\$ 86.80	\$ 31,682.00	365.000	-	\$ -	0.00%	365.000	\$ 31,682.00	100.00%
94	C*	DECORATIVE ROCK MULCH	45.000	TON	\$ 300.00	\$ 13,500.00	12.670	-	\$ -	0.00%	12.670	\$ 3,801.00	28.16%
95	M	WATER MAIN, TRENCHED,POLYVINYL CHLORIDE PIPE (PVC), 12 IN.	6,480.000	LF	\$ 31.00	\$ 200,880.00	6,480.000	-	\$ -	0.00%	6,480.000	\$ 200,880.00	100.00%
96	M	WATER MAIN, TRENCHLESS,POLYVINYL CHLORIDE PIPE (PVC), 12 IN.	120.000	LF	\$ 83.00	\$ 9,960.00	120.000	-	\$ -	0.00%	120.000	\$ 9,960.00	100.00%
97	M	FITTINGS BY COUNT,DUCTILE IRON,	17.000	EA	\$ 525.00	\$ 8,925.00	17.000	-	\$ -	0.00%	17.000	\$ 8,925.00	100.00%
98	M	VALVE, GATE, DIP, 12 IN.	14.000	EA	\$ 2,275.00	\$ 31,850.00	14.000	-	\$ -	0.00%	14.000	\$ 31,850.00	100.00%
99	M	FIRE HYDRANT ASSEMBLY, WM-201	16.000	EA	\$ 4,300.00	\$ 68,800.00	16.000	-	\$ -	0.00%	16.000	\$ 68,800.00	100.00%
Original Contract Cost					\$ 3,880,275.00								
Value of Work Completed						\$ 3,316,397.28		\$ 6,667.87	0.17%		\$ 3,323,065.15	85.64%	
Materials Stored on Site					\$ 1.00	\$ -		\$ -	0.00%		\$ -	0.00%	
Value of Work Completed and Materials Stored						\$ 3,316,397.28		\$ 6,667.87			\$ 3,323,065.15		

TO: CITY OF NORTH LIBERTY
FROM: STREB CONSTRUCTION CO., INC.

NORTH LIBERTY KANSAS RISE IMPROVEMENTS

PAY APP# 9
DATE 1/30/2019
PAGE 3 OF 3

Line #	Description	Quantity	UM	Unit Price	Total Price	Previous Quantity	Quantity	Current Amount	%	Completed Quantity	Completed Amount	%
100	CO#3 Approved Change Orders	24.280	STA	\$ 71.50	\$ 1,736.02	24.280	-	\$ -	0.00%	24.280	\$ 1,736.02	100.00%
101	CO#1 Streb CO #1 Painted Pavement Markings, Waterborne	1.000	LS	\$ 25,546.78	\$ 25,546.78	1.000	-	\$ -	0.00%	1.000	\$ 25,546.78	100.00%
102	CO#2 ITC #3 / Streb CO #2 Sanitary Sewer	1.000	LS	\$ 5,313.61	\$ 5,313.61	1.000	-	\$ -	0.00%	1.000	\$ 5,313.61	100.00%
103	CO#2 ITC #7 / Streb CO #7 Intake Revision	1.000	LS	\$ 8,904.00	\$ 8,904.00	1.000	-	\$ -	0.00%	1.000	\$ 8,904.00	100.00%
104	CO#2 ITC #8 Revise Subdrain	1.000	LS	\$ 1,256.20	\$ 1,256.20	1.000	-	\$ -	0.00%	1.000	\$ 1,256.20	100.00%
105	CO#3 Streb CO #9 Substitute Castings	450.860	TN	\$ 23.10	\$ 10,414.87	450.860	-	\$ -	0.00%	450.860	\$ 10,414.87	100.00%
106	CO#3 Streb CO #5 Temporary Access Road	1,001.000	CY	\$ 16.54	\$ 16,556.54	1,001.000	-	\$ -	0.00%	1,001.000	\$ 16,556.54	100.00%
107	EWO #2 ITC #4 / Streb CO #6 Over Excavation	1.000	LS	\$ 2,108.00	\$ 2,108.00	1.000	-	\$ -	0.00%	1.000	\$ 2,108.00	100.00%
108	CO #4 TEMPORARY PAINT	1.000	LS	\$ 1,676.88	\$ 1,676.88	1.000	-	\$ -	0.00%	1.000	\$ 1,676.88	100.00%
	FIELD TILE REPAIR											
					\$ 73,512.90	\$ 73,512.90		\$ -	0.00%		\$ 73,512.90	100.00%
	Total Change Orders				\$ 3,953,787.90							
	Original Contract Cost & Change Orders											
	Value of Work Completed, Materials Stored & Change Orders					\$ 3,396,578.05		\$ 6,667.87	0.17%		\$ 3,396,578.05	85.91%
	Less Retainage	5.00%				\$ 169,828.90		\$ -			\$ 169,828.90	
	Net Amount Due Including This Statement					\$ 3,226,749.15		\$ 6,667.87			\$ 3,226,749.15	
	Less Previous Payments					\$ 3,220,414.67					\$ 3,220,414.67	
	Balance Due This Request					\$ 6,334.48					\$ 6,334.48	

CONTRACTOR:

STREB CONSTRUCTION CO., INC.

Steven M. Streb

Title: Vice President

Date: 01-09-19

ENGINEER:

SHIVE-HATTERY, INC.

Michael J Janecek

Title: Civil Engineer

Date: 1-29-19

OWNER:

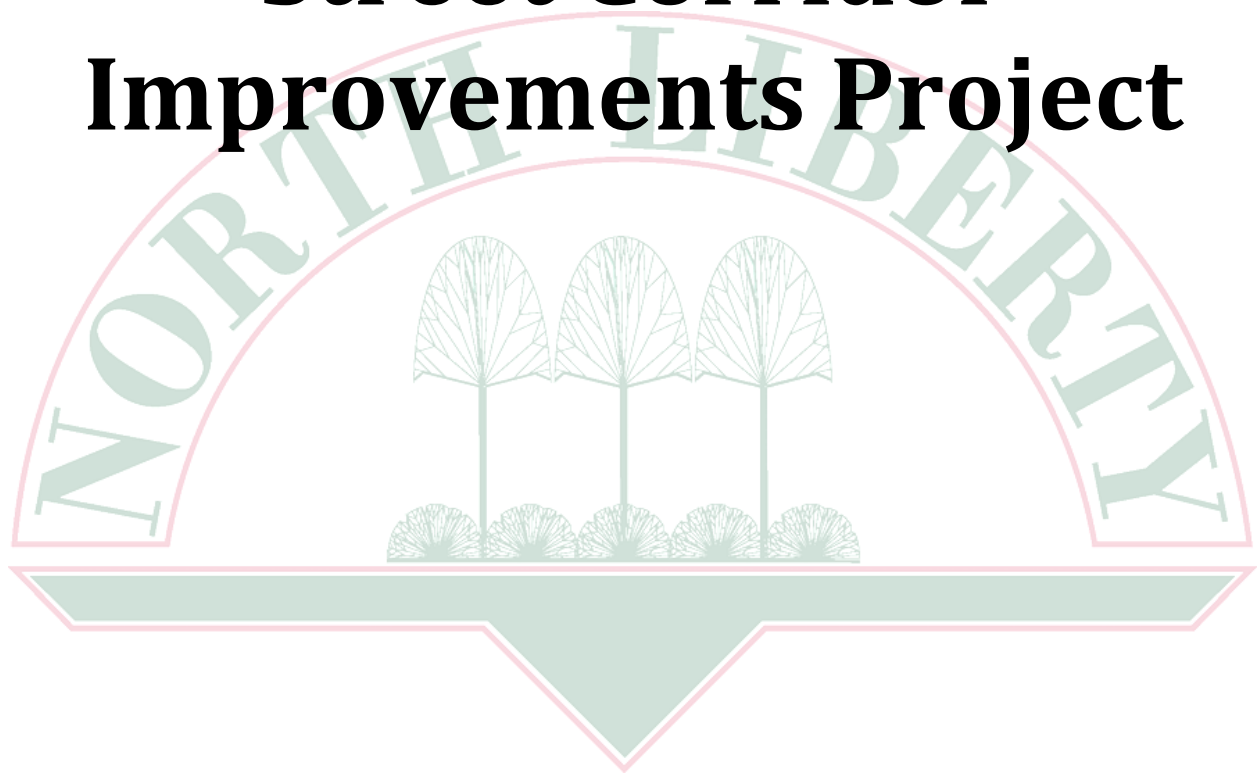
CITY OF NORTH LIBERTY

Ryan Heiar

Title: City Administrator

Date:

Penn Street and Front Street Corridor Improvements Project



February 7, 2019

City of North Liberty
ATTN: Mr. Ryan Heiar, City Administrator
P.O. Box 77
North Liberty, Iowa 52317

RE: North Liberty Penn and Front Corridor Improvements

Dear Mr. Heiar:

On February 7, 2019 at 10:00 am in the North Liberty City Administration building three bids were received and opened for the above-referenced project. Two contractor mathematical errors were identified, and are marked on the bid tabulation. These errors did not change the results of the bid order.

The low base bid was received from All American Concrete, Inc. of West Liberty, Iowa, in the amount of \$2,794,040.30. The design professional's estimate was \$3,013,536.00.

Subject to submitting acceptable bonds, insurance and the Agreement, we recommend award of contract to All American Concrete, Inc. based upon their lowest responsible, responsive bid. Upon City Council approval of this award we will proceed with issuing the Notice of Award and begin administration of the construction contract.

Please contact our office if you have questions.

Sincerely,

SHIVE-HATTERY, INC.



Josiah D. Bilskemper, PE
JDB

Enc. Bid Tabulation

Copy: Michael Pentecost, Streets Superintendent
Tracey Mulcahey, Assistant City Administrator
Kevin Trom, S-H



SHIVE-HATTERY, INC.

2839 Northgate Drive
Iowa City, Iowa 52245-9568
(319) 354-3040

TABULATION OF BIDS

Client: **City of North Liberty**
Project Name: **NL Penn and Front Corridor Improvements**
S-H Project #: **1181770**

Bid Date: **February 7, 2019, 10:00 A.M.**
Location: **NL City Administration Building**
Page No. **1**

			All American Concrete Inc. 1489 Highway 6 West Liberty, Iowa 52776		Metro Pavers, Inc. P.O. Box 2508 Iowa City, Iowa 52244		Streb Construction Co., Inc. 3191 Charbon Road SE Iowa City, Iowa 52240		Engineer's Estimate	
Addendum 1			Yes		Yes		Yes			
Addendum 2			Yes		Yes		Yes			
Addendum 3			Yes		Yes		Yes			
Bid Security - 5%			Yes		Yes		Yes			
Bidder Status Form			Yes		Yes		Yes			
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	CLEARING AND GRUBBING	64.60 UNIT	\$ 54.00	\$ 3,488.40	\$ 51.00	\$ 3,294.60	\$ 51.00	\$ 3,294.60	\$ 100.00	\$ 6,460.00
2	EXCAVATION, CLASS 10, ROADWAY AND BORROW	8,798 CY	\$ 6.35	\$ 55,867.30	\$ 6.00	\$ 52,788.00	\$ 6.00	\$ 52,788.00	\$ 15.00	\$ 131,970.00
3	TOPSOIL, STRIP, SALVAGE AND SPREAD	2,825 CY	\$ 6.35	\$ 17,938.75	\$ 6.25	\$ 17,656.25	\$ 6.25	\$ 17,656.25	\$ 10.00	\$ 28,250.00
4	SPECIAL COMPACTION OF SUBGRADE	44.40 STA	\$ 600.00	\$ 26,640.00	\$ 570.00	\$ 25,308.00	\$ 570.00	\$ 25,308.00	\$ 500.00	\$ 22,200.00
5	MODIFIED SUBBASE	1,898 CY	\$ 33.00	\$ 62,634.00	\$ 31.25	\$ 59,312.50	\$ 31.25	\$ 59,312.50	\$ 35.00	\$ 66,430.00
6	SHOULDER FINISHING, EARTH	29.89 STA	\$ 140.00	\$ 4,184.60	\$ 130.00	\$ 3,885.70	\$ 130.00	\$ 3,885.70	\$ 250.00	\$ 7,472.50
7	MACADAM STONE BASE	83 TON	\$ 32.00	\$ 2,656.00	\$ 30.00	\$ 2,490.00	\$ 26.15	\$ 2,170.45	\$ 35.00	\$ 2,905.00
8	EROSION STONE	153 TON	\$ 53.00	\$ 8,109.00	\$ 50.00	\$ 7,650.00	\$ 31.25	\$ 4,781.25	\$ 45.00	\$ 6,885.00
9	RELOCATION OF MAIL BOXES	4 EACH	\$ 150.00	\$ 600.00	\$ 325.00	\$ 1,300.00	\$ 325.00	\$ 1,300.00	\$ 400.00	\$ 1,600.00
10	STD / S-F PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN.	1,130 SY	\$ 53.65	\$ 60,624.50	\$ 57.55	\$ 65,031.50	\$ 66.00	\$ 74,580.00	\$ 55.00	\$ 62,150.00
11	STD / S-F PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 9 IN.	7,609 SY	\$ 56.65	\$ 431,049.85	\$ 61.25	\$ 466,051.25	\$ 67.00	\$ 509,803.00	\$ 65.00	\$ 494,585.00
12	TEMPORARY PAVEMENT	3,320 SY	\$ 44.00	\$ 146,080.00	\$ 57.30	\$ 190,236.00	\$ 57.00	\$ 189,240.00	\$ 55.00	\$ 182,600.00
13	TEMPORARY SIDEWALK	67 SY	\$ 50.00	\$ 3,350.00	\$ 53.45	\$ 3,581.15	\$ 81.00	\$ 5,427.00	\$ 30.00	\$ 2,010.00
14	GRANULAR SURFACING, CLASS A CRUSHED STONE	202 TON	\$ 30.00	\$ 6,060.00	\$ 28.50	\$ 5,757.00	\$ 28.50	\$ 5,757.00	\$ 30.00	\$ 6,060.00
15	APRONS, CONCRETE, 15 IN. DIA.	4 EACH	\$ 850.00	\$ 3,400.00	\$ 800.00	\$ 3,200.00	\$ 940.00	\$ 3,760.00	\$ 700.00	\$ 2,800.00
16	APRONS, CONCRETE, 18 IN. DIA.	1 EACH	\$ 900.00	\$ 900.00	\$ 850.00	\$ 850.00	\$ 980.00	\$ 980.00	\$ 750.00	\$ 750.00
17	MANHOLE, STORM SEWER, SW-401, 48 IN.	2 EACH	\$ 3,200.00	\$ 6,400.00	\$ 3,000.00	\$ 6,000.00	\$ 3,350.00	\$ 6,700.00	\$ 4,200.00	\$ 8,400.00
18	MANHOLE, STORM SEWER, SW-401, 72 IN.	1 EACH	\$ 7,700.00	\$ 7,700.00	\$ 7,300.00	\$ 7,300.00	\$ 5,800.00	\$ 5,800.00	\$ 8,500.00	\$ 8,500.00
19	INTAKE, SW-505	2 EACH	\$ 6,000.00	\$ 12,000.00	\$ 5,700.00	\$ 11,400.00	\$ 3,915.00	\$ 7,830.00	\$ 4,200.00	\$ 8,400.00
20	INTAKE, SW-507	12 EACH	\$ 4,000.00	\$ 48,000.00	\$ 3,700.00	\$ 44,400.00	\$ 2,700.00	\$ 32,400.00	\$ 4,200.00	\$ 50,400.00
21	INTAKE, SW-508	3 EACH	\$ 4,100.00	\$ 12,300.00	\$ 3,900.00	\$ 11,700.00	\$ 3,000.00	\$ 9,000.00	\$ 5,300.00	\$ 15,900.00
22	INTAKE, SW-509	6 EACH	\$ 4,900.00	\$ 29,400.00	\$ 4,600.00	\$ 27,600.00	\$ 3,640.00	\$ 21,840.00	\$ 5,000.00	\$ 30,000.00
23	INTAKE, SW-510 MODIFIED	1 EACH	\$ 6,400.00	\$ 6,400.00	\$ 6,000.00	\$ 6,000.00	\$ 3,210.00	\$ 3,210.00	\$ 7,700.00	\$ 7,700.00
24	INTAKE, SW-512, 24 IN.	3 EACH	\$ 1,800.00	\$ 5,400.00	\$ 1,700.00	\$ 5,100.00	\$ 1,186.00	\$ 3,558.00	\$ 1,800.00	\$ 5,400.00
25	INTAKE, SW-512, 30 IN.	4 EACH	\$ 2,000.00	\$ 8,000.00	\$ 1,900.00	\$ 7,600.00	\$ 1,215.00	\$ 4,860.00	\$ 2,400.00	\$ 9,600.00
26	MANHOLE ADJUSTMENT, MAJOR	2 EACH	\$ 1,400.00	\$ 2,800.00	\$ 1,300.00	\$ 2,600.00	\$ 775.00	\$ 1,550.00	\$ 2,000.00	\$ 4,000.00
27	SUBDRAIN, LONGITUDINAL, 6 IN.	2,897 LF	\$ 7.75	\$ 22,451.75	\$ 7.00	\$ 20,279.00	\$ 7.30	\$ 21,148.10	\$ 10.00	\$ 28,970.00
28	SUBDRAIN RISER, 6 IN., AS PER PLAN	6 EACH	\$ 500.00	\$ 3,000.00	\$ 550.00	\$ 3,300.00	\$ 460.00	\$ 2,760.00	\$ 280.00	\$ 1,680.00
29	SUBDRAIN OUTLET, DR-303	29 EACH	\$ 225.00	\$ 6,525.00	\$ 130.00	\$ 3,770.00	\$ 210.00	\$ 6,090.00	\$ 350.00	\$ 10,150.00
30	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D (CLASS III), 15 IN.	950 LF	\$ 49.00	\$ 46,550.00	\$ 46.00	\$ 43,700.00	\$ 48.00	\$ 45,600.00	\$ 60.00	\$ 57,000.00
31	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D (CLASS III), 18 IN.	207 LF	\$ 53.00	\$ 10,971.00	\$ 50.00	\$ 10,350.00	\$ 56.00	\$ 11,592.00	\$ 65.00	\$ 13,455.00
32	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D (CLASS III), 24 IN.	306 LF	\$ 68.00	\$ 20,808.00	\$ 64.00	\$ 19,584.00	\$ 65.00	\$ 19,890.00	\$ 75.00	\$ 22,950.00
33	STORM SEWER GRAVITY MAIN, TRENCHED, CMP, 15 IN.	110 LF	\$ 37.00	\$ 4,070.00	\$ 35.00	\$ 3,850.00	\$ 41.00	\$ 4,510.00	\$ 30.00	\$ 3,300.00
34	STORM SEWER GRAVITY MAIN, TRENCHED, 2000D LOW CLR CONC PIPE, EQ. DIA. 36 IN.	18 LF	\$ 175.00	\$ 3,150.00	\$ 165.00	\$ 2,970.00	\$ 189.00	\$ 3,402.00	\$ 200.00	\$ 3,600.00
35	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	458 LF	\$ 16.00	\$ 7,328.00	\$ 15.00	\$ 6,870.00	\$ 34.00	\$ 15,572.00	\$ 15.00	\$ 6,870.00
36	MANHOLE, SANITARY SEWER, SW-301, 48 IN.	2 EACH	\$ 5,100.00	\$ 10,200.00	\$ 4,800.00	\$ 9,600.00	\$ 3,400.00	\$ 6,800.00	\$ 5,000.00	\$ 10,000.00
37	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC, 8 IN.	143 LF	\$ 86.00	\$ 12,298.00	\$ 81.00	\$ 11,583.00	\$ 63.00	\$ 9,009.00	\$ 70.00	\$ 10,010.00
38	REMOVE SANITARY SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	167 LF	\$ 30.00	\$ 5,010.00	\$ 28.00	\$ 4,676.00	\$ 40.00	\$ 6,680.00	\$ 16.00	\$ 2,672.00
39	REMOVAL OF WATER MAIN	830 LF	\$ 19.00	\$ 15,770.00	\$ 18.00	\$ 14,940.00	\$ 32.00	\$ 26,560.00	\$ 10.00	\$ 8,300.00
40	FIRE HYDRANT ASSEMBLY REMOVAL	3 EACH	\$ 640.00	\$ 1,920.00	\$ 600.00	\$ 1,800.00	\$ 350.00	\$ 1,050.00	\$ 500.00	\$ 1,500.00
41	WATER MAIN, TRENCHED, PVC, 6 IN.	126 LF	\$ 42.50	\$ 5,355.00	\$ 40.00	\$ 5,040.00	\$ 31.00	\$ 3,906.00	\$ 55.00	\$ 6,930.00
42	WATER MAIN, TRENCHED, PVC, 8 IN.	70 LF	\$ 44.50	\$ 3,115.00	\$ 42.00	\$ 2,940.00	\$ 34.50	\$ 2,415.00	\$ 40.00	\$ 2,800.00
43	WATER MAIN, TRENCHED, PVC, 12 IN.	904 LF	\$ 46.50	\$ 42,036.00	\$ 44.00	\$ 39,776.00	\$ 39.00	\$ 35,256.00	\$ 48.00	\$ 43,392.00
44	WATER MAIN, TRENCHLESS, PVC, 8 IN.	60 LF	\$ 76.00	\$ 4,560.00	\$ 72.00	\$ 4,320.00	\$ 110.00	\$ 6,600.00	\$ 70.00	\$ 4,200.00
45	FITTINGS BY COUNT, DUCTILE IRON, 6 IN., AS PER PLAN	10 EACH	\$ 320.00	\$ 3,200.00	\$ 300.00	\$ 3,000.00	\$ 205.00	\$ 2,050.00	\$ 450.00	\$ 4,500.00
46	FITTINGS BY COUNT, DUCTILE IRON, 8 IN., AS PER PLAN	3 EACH	\$ 450.00	\$ 1,350.00	\$ 425.00	\$ 1,275.00	\$ 260.00	\$ 780.00	\$ 500.00	\$ 1,500.00
47	FITTINGS BY COUNT, DUCTILE IRON, 12 IN., AS PER PLAN	12 EACH	\$ 635.00	\$ 7,620.00	\$ 600.00	\$ 7,200.00	\$ 430.00	\$ 5,160.00	\$ 550.00	\$ 6,600.00
48	FITTINGS BY COUNT, DUCTILE IRON, TEE, AS PER PLAN	5 EACH	\$ 740.00	\$ 3,700.00	\$ 700.00	\$ 3,500.00	\$ 432.00	\$ 2,160.00	\$ 600.00	\$ 3,000.00
49	VALVE, GATE, DIP, 6 IN.	4 EACH	\$ 1,300.00	\$ 5,200.00	\$ 1,200.00	\$ 4,800.00	\$ 840.00	\$ 3,360.00	\$ 1,600.00	\$ 6,400.00
50	VALVE, GATE, DIP, 8 IN.	1 EACH	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 1,220.00	\$ 1,220.00	\$ 2,000.00	\$ 2,000.00
51	VALVE, GATE, DIP, 12 IN.	7 EACH	\$ 2,800.00	\$ 19,600.00	\$ 2,650.00	\$ 18,550.00	\$ 2,220.00	\$ 15,540.00	\$ 2,300.00	\$ 16,100.00
52	FIRE HYDRANT ASSEMBLY, WM-201	4 EACH	\$ 5,300.00	\$ 21,200.00	\$ 5,000.00	\$ 20,000.00	\$ 3,320.00	\$ 13,280.00	\$ 4,500.00	\$ 18,000.00
53	REMOVAL OF INTAKES AND UTILITY ACCESSES	10 EACH	\$ 425.00	\$ 4,250.00	\$ 400.00	\$ 4,000.00	\$ 750.00	\$ 7,500.00	\$ 650.00	\$ 6,500.00
54	VALVE BOX EXTENSION	2 EACH	\$ 160.00	\$ 320.00	\$ 150.00	\$ 300.00	\$ 200.00	\$ 400.00	\$ 250.00	\$ 500.00
55	REMOVAL OF PAVEMENT	10,187 SY	\$ 5.00	\$ 50,935.00	\$ 4.75	\$ 48,388.25	\$ 4.75	\$ 4		

SHIVE-HATTERY, INC.

2839 Northgate Drive
Iowa City, Iowa 52245-9568
(319) 354-3040

TABULATION OF BIDS

Client: City of North Liberty

Project Name: NL Penn and Front Corridor Improvements

S-H Project #: 1181770

Bid Date: February 7, 2019, 10:00 A.M.

Location: NL City Administration Building

Page No. 1

				All American Concrete Inc. 1489 Highway 6 West Liberty, Iowa 52776		Metro Pavers, Inc. P.O. Box 2508 Iowa City, Iowa 52244		Streb Construction Co., Inc. 3191 Charbon Road SE Iowa City, Iowa 52240		Engineer's Estimate		
Addendum 1				Yes		Yes		Yes				
Addendum 2				Yes		Yes		Yes				
Addendum 3				Yes		Yes		Yes				
Bid Security - 5%				Yes		Yes		Yes				
Bidder Status Form				Yes		Yes		Yes				
ITEM	DESCRIPTION			QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
76	LIGHT ASSEMBLY - L4 - RELOCATE SIGN LIGHT			2 EACH	\$ 640.00	\$ 1,280.00	\$ 600.00	\$ 1,200.00	\$ 600.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00
77	REMOVAL OF TYPE A SIGN ASSEMBLY			25 EACH	\$ 105.00	\$ 2,625.00	\$ 100.00	\$ 2,500.00	\$ 100.00	\$ 2,500.00	\$ 85.00	\$ 2,125.00
78	PERFORATED SQUARE STEEL TUBE POSTS			500 LF	\$ 8.50	\$ 4,250.00	\$ 8.00	\$ 4,000.00	\$ 8.00	\$ 4,000.00	\$ 8.00	\$ 4,000.00
79	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY SOIL INSTALL			34 EACH	\$ 185.00	\$ 6,290.00	\$ 175.00	\$ 5,950.00	\$ 175.00	\$ 5,950.00	\$ 80.00	\$ 2,720.00
80	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY CONCRETE INSTALL			8 EACH	\$ 210.00	\$ 1,680.00	\$ 200.00	\$ 1,600.00	\$ 200.00	\$ 1,600.00	\$ 225.00	\$ 1,800.00
81	TYPE A SIGNS, SHEET ALUMINUM			395 SF	\$ 19.00	\$ 7,505.00	\$ 18.00	\$ 7,110.00	\$ 18.00	\$ 7,110.00	\$ 16.00	\$ 6,320.00
82	PAINTED PAVEMENT MARKINGS, DURABLE			201.36 STA	\$ 95.00	\$ 19,129.20	\$ 90.00	\$ 18,122.40	\$ 90.00	\$ 18,122.40	\$ 100.00	\$ 20,136.00
83	PAINTED SYMBOLS AND LEGENDS, DURABLE			20 EACH	\$ 210.00	\$ 4,200.00	\$ 200.00	\$ 4,000.00	\$ 200.00	\$ 4,000.00	\$ 250.00	\$ 5,000.00
84	RETROREFLECTIVE REMOVABLE SYMBOLS AND LEGENDS			6 EACH	\$ 320.00	\$ 1,920.00	\$ 300.00	\$ 1,800.00	\$ 300.00	\$ 1,800.00	\$ 300.00	\$ 1,800.00
85	WET RETROREFLECTIVE REMOVABLE TAPE MARKINGS			117.00 STA	\$ 145.00	\$ 16,965.00	\$ 135.00	\$ 15,795.00	\$ 135.00	\$ 15,795.00	\$ 125.00	\$ 14,625.00
86	PAVEMENT MARKINGS REMOVED			85.77 STA	\$ 55.00	\$ 4,717.35	\$ 50.00	\$ 4,288.50	\$ 50.00	\$ 4,288.50	\$ 50.00	\$ 4,288.50
87	SYMBOLS AND LEGENDS REMOVED			12 EACH	\$ 135.00	\$ 1,620.00	\$ 125.00	\$ 1,500.00	\$ 125.00	\$ 1,500.00	\$ 110.00	\$ 1,320.00
88	SAFETY CLOSURE			12 EACH	\$ 160.00	\$ 1,920.00	\$ 150.00	\$ 1,800.00	\$ 150.00	\$ 1,800.00	\$ 250.00	\$ 3,000.00
89	CONSTRUCTION FENCE			720 LF	\$ 5.00	\$ 3,600.00	\$ 4.50	\$ 3,240.00	\$ 4.50	\$ 3,240.00	\$ 8.00	\$ 5,760.00
90	TRAFFIC CONTROL			1 LS	\$ 25,000.00	\$ 25,000.00	\$ 23,500.00	\$ 23,500.00	\$ 23,500.00	\$ 23,500.00	\$ 34,500.00	\$ 34,500.00
91	FLAGGERS			36 EACH	\$ 500.00	\$ 18,000.00	\$ 480.00	\$ 17,280.00	\$ 480.00	\$ 17,280.00	\$ 500.00	\$ 18,000.00
92	PORTABLE DYNAMIC MESSAGE SIGN (PDMS)			58 CDAY	\$ 100.00	\$ 5,800.00	\$ 95.00	\$ 5,510.00	\$ 95.00	\$ 5,510.00	\$ 100.00	\$ 5,800.00
93	MOBILIZATION			1 LS	\$ 365,000.00	\$ 365,000.00	\$ 501,500.00	\$ 501,500.00	\$ 485,000.00	\$ 485,000.00	\$ 200,000.00	\$ 200,000.00
94	BIODEGRADABLE EROSION CONTROL BLANKET			393 SQ	\$ 17.50	\$ 6,877.50	\$ 16.45	\$ 6,464.85	\$ 16.45	\$ 6,464.85	\$ 16.00	\$ 6,288.00
95	PERMANENT SEEDING, FERTILIZER AND HYDRAULIC EROSION CONTROL - TYPE 1			2.60 AC	\$ 4,200.00	\$ 10,920.00	\$ 4,000.00	\$ 10,400.00	\$ 4,000.00	\$ 10,400.00	\$ 4,200.00	\$ 10,920.00
96	PERMANENT SEEDING, FERTILIZER AND HYDRAULIC EROSION CONTROL - TYPE 2			0.80 AC	\$ 4,100.00	\$ 3,280.00	\$ 3,875.00	\$ 3,100.00	\$ 3,875.00	\$ 3,100.00	\$ 3,700.00	\$ 2,960.00
97	STABILIZING CROP - SEEDING, FERTILIZER AND MULCHING - TYPE 4			3.40 AC	\$ 850.00	\$ 2,890.00	\$ 800.00	\$ 2,720.00	\$ 800.00	\$ 2,720.00	\$ 600.00	\$ 2,040.00
98	SODDING			408 SQ	\$ 64.00	\$ 26,112.00	\$ 60.00	\$ 24,480.00	\$ 60.00	\$ 24,480.00	\$ 50.00	\$ 20,400.00
99	COMPOST FILTER TUBE (8 IN. DIA.)			8,180 LF	\$ 1.80	\$ 14,724.00	\$ 1.70	\$ 13,906.00	\$ 1.70	\$ 13,906.00	\$ 1.60	\$ 13,088.00
100	REMOVAL OF COMPOST FILTER TUBE OR DITCH CHECKS			8,180 LF	\$ 0.55	\$ 4,499.00	\$ 0.50	\$ 4,090.00	\$ 0.50	\$ 4,090.00	\$ 0.20	\$ 1,636.00
101	MAINTENANCE OF COMPOST FILTER TUBE OR DITCH CHECKS			816 LF	\$ 0.55	\$ 448.80	\$ 0.50	\$ 408.00	\$ 0.50	\$ 408.00	\$ 0.25	\$ 204.00
102	INLET PROTECTION - OPEN THROAT CURB INTAKE			5 EACH	\$ 120.00	\$ 600.00	\$ 110.00	\$ 550.00	\$ 110.00	\$ 550.00	\$ 150.00	\$ 750.00
103	INLET PROTECTION - GRATED CURB INTAKE			10 EACH	\$ 135.00	\$ 1,350.00	\$ 125.00	\$ 1,250.00	\$ 125.00	\$ 1,250.00	\$ 150.00	\$ 1,500.00
104	INLET PROTECTION - AREA DRAINS			10 EACH	\$ 135.00	\$ 1,350.00	\$ 125.00	\$ 1,250.00	\$ 125.00	\$ 1,250.00	\$ 150.00	\$ 1,500.00
105	MOBILIZATIONS, EROSION CONTROL			8 EACH	\$ 320.00	\$ 2,560.00	\$ 300.00	\$ 2,400.00	\$ 300.00	\$ 2,400.00	\$ 500.00	\$ 4,000.00
106	MOBILIZATIONS, EMERGENCY EROSION CONTROL			3 EACH	\$ 800.00	\$ 2,400.00	\$ 750.00	\$ 2,250.00	\$ 750.00	\$ 2,250.00	\$ 1,000.00	\$ 3,000.00
107	TREES, 6 FT., FURNISHED AND INSTALLED (WITH WARRANTY)			16 EACH	\$ 370.00	\$ 5,920.00	\$ 345.00	\$ 5,520.00	\$ 345.00	\$ 5,520.00	\$ 550.00	\$ 8,800.00
108	SHRUBS, 2 GAL., FURNISHED AND INSTALLED (WITH WARRANTY)			239 EACH	\$ 37.50	\$ 8,962.50	\$ 35.30	\$ 8,436.70	\$ 35.30	\$ 8,436.70	\$ 40.00	\$ 9,560.00
109	PERENNIAL PLANTS, 1 GAL., FURNISHED AND INSTALLED (WITH WARRANTY)			2,785 EACH	\$ 14.00	\$ 38,990.00	\$ 13.30	\$ 37,040.50	\$ 13.30	\$ 37,040.50	\$ 14.00	\$ 38,990.00
110	LAVA ROCK MULCH			4,310 CF	\$ 6.60	\$ 28,446.00	\$ 6.20	\$ 26,722.00	\$ 6.20	\$ 26,722.00	\$ 11.00	\$ 47,410.00
111	AMENDED PLANTING SOIL			960 CY	\$ 58.00	\$ 55,680.00	\$ 70.00	\$ 67,200.00	\$ 92.00	\$ 88,320.00	\$ 70.00	\$ 67,200.00
112	LIMESTONE OUTCROPPING			1,260 SF	\$ 53.00	\$ 66,780.00	\$ 49.98	\$ 62,974.80	\$ 49.90	\$ 62,874.00	\$ 75.00	\$ 94,500.00
113	WATERING FOR LANDSCAPE AREA			64 MGAL	\$ 218.00	\$ 13,952.00	\$ 205.00	\$ 13,120.00	\$ 205.00	\$ 13,120.00	\$ 400.00	\$ 25,600.00
114	MONUMENT SIGN RELOCATION			1 EACH	\$ 1,100.00	\$ 1,100.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00
115	MODULAR BLOCK RETAINING WALL			20 SF	\$ 85.00	\$ 1,700.00	\$ 80.40	\$ 1,608.00	\$ 80.40	\$ 1,608.00	\$ 50.00	\$ 1,000.00
116	CONCRETE STEPS			40 SF	\$ 50.00	\$ 2,000.00	\$ 100.00	\$ 4,000.00	\$ 63.00	\$ 2,520.00	\$ 40.00	\$ 1,600.00
117	REMOVE AND REINSTALL RRFB FOOTING			1 EACH	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
118	CONCRETE WASHOUT			1 LS	\$ 700.00	\$ 700.00	\$ 2,000.00	\$ 2,000.00	\$ 8,561.08	\$ 8,561.08	\$ 3,000.00	\$ 3,000.00
TOTAL BASE BID						\$ * 2,794,040.30		\$ * 2,979,698.36		\$ 3,100,000.00		\$ 3,013,536.00

*INDICATES CONTRACTOR'S MATHMATICAL ERROR

Resolution No. 2019-24

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING
EXECUTION OF THE CONTRACT FOR THE PENN AND FRONT
CORRIDOR IMPROVEMENTS 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 Penn and Front Corridor
Improvements Project;

WHEREAS, three contractors submitted bids for the project; and

WHEREAS, the low bid for the project was from All American Concrete, Inc. in the
amount of \$2,794,040.30; and

NOW, THEREFORE, BE IT RESOLVED that the Penn and Front Corridor
Improvements Project is authorized and the bid from All American Concrete, Inc. is hereby
accepted and approved for the project at an amount of \$2,794,040.30 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 12th day of February, 2019.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting
of the City Council of said City, held on the above date, among other proceedings, the above
was adopted.

TRACEY MULCAHEY, CITY CLERK

ROW Vacation – North Front Street





Doc ID: 027281370001 Type: PLA
Kind: SURVEY
Recorded: 01/11/2019 at 11:10:13 AM
Fee Amt: \$7.00 Page 1 of 1
Johnson County Iowa
Kim Painter County Recorder

BK 62 PG 341

-PREPARED BY AND RETURN TO: MMS CONSULTANTS, INC. 1917 S. GILBERT ST. IOWA CITY, IOWA 52240 (319)351-8282

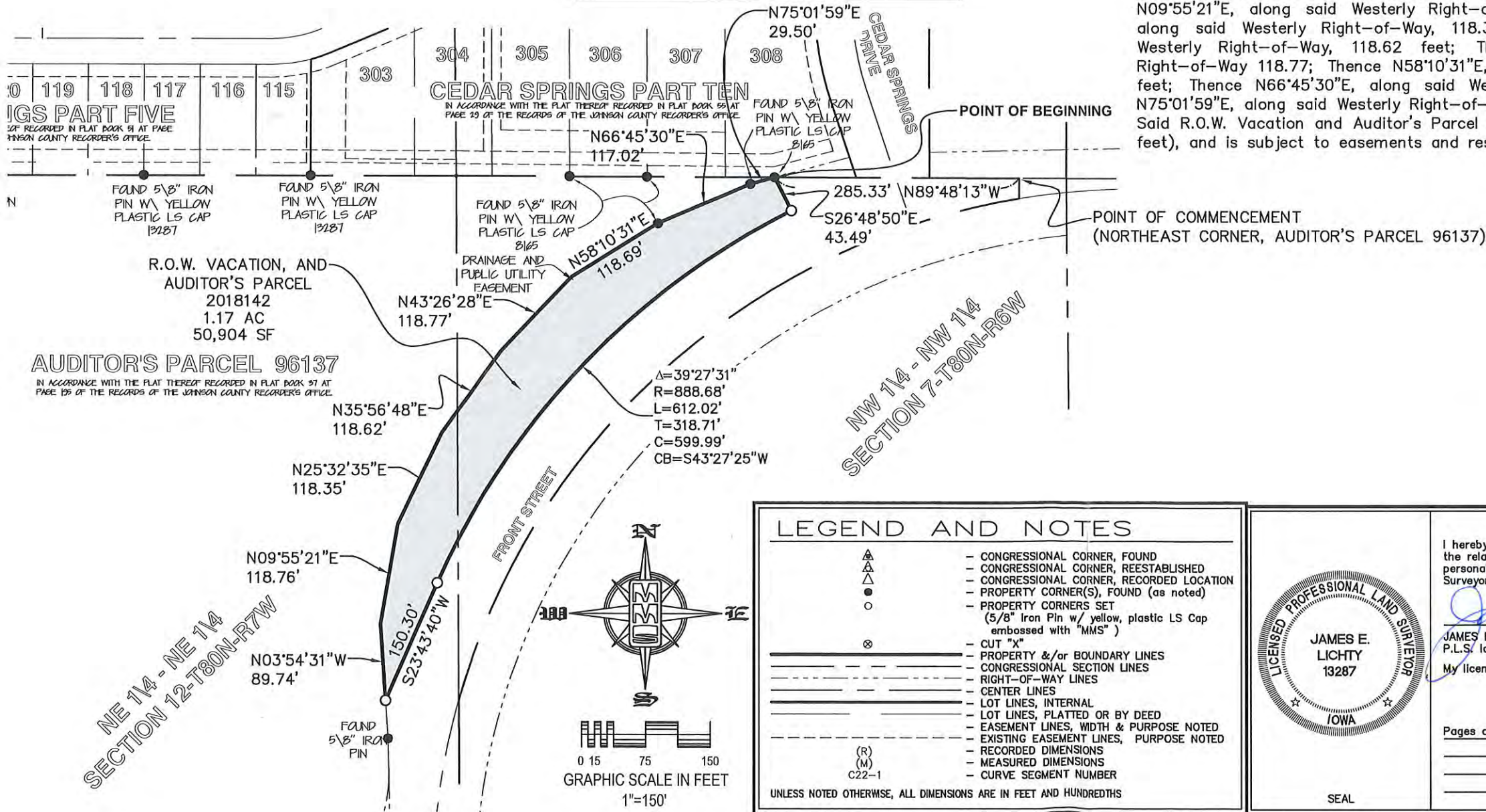
LOCATION:
A PORTION OF AUDITOR'S PARCEL 96137 IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 7 WEST, AND A PORTION OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 80 NORTH, RANGE 6 WEST, ALL OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA.
LAND SURVEYOR, INCLUDING FIRM OR ORGANIZATION:
JAMES E. LICHTY P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282
SURVEY REQUESTED BY:
IOWA CITY COMMUNITY SCHOOL DISTRICT 1725 N DODGE STREET IOWA CITY, IOWA 52245
PROPRIETOR OR OWNER:
IOWA CITY COMMUNITY SCHOOL DISTRICT 1725 N DODGE STREET IOWA CITY, IOWA 52245
DOCUMENT RETURN INFORMATION:
LAND SURVEYOR

PLAT OF SURVEY R.O.W. VACATION, AND AUDITOR'S PARCEL 2018142 NORTH LIBERTY, JOHNSON COUNTY, IOWA

LEGAL DESCRIPTION - R.O.W. VACATION AND AUDITOR'S PARCEL 2018142

A PORTION OF AUDITOR'S PARCEL 96137 IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 7 WEST, AND A PORTION OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 80 NORTH, RANGE 6 WEST, ALL OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA, DESCRIBED AS FOLLOWS:

Commencing at the Northeast Corner of Auditor's Parcel 96137, in accordance with the plat thereof recorded in Plat Book 37, at Page 195 in the Records of the Johnson County Recorder's Office; Thence N89°48'13"W, along the North line of said Auditor's Parcel 96137, a distance of 285.33 feet, to the Point of Beginning; Thence S26°48'50"E, 43.49 feet; Thence Southwesterly, 612.02 feet, along an arc of a 888.68 foot radius curve, concave Southeasterly, whose 599.99 foot chord bears S43°27'25"W; Thence S23°43'40"W, 150.30 feet, to a point on the Westerly Right-of-Way of Front Street; Thence N03°54'31"W, along said Westerly Right-of-Way, 59.74 feet; Thence N09°55'21"E, along said Westerly Right-of-Way, 118.76 feet; Thence, N25°32'35"E, along said Westerly Right-of-Way, 118.35 feet; Thence N35°56'48"E, along said Westerly Right-of-Way, 118.62 feet; Thence, N43°26'28"E, along said Westerly Right-of-Way 118.77; Thence N58°10'31"E, along said Westerly Right-of-Way, 118.69 feet; Thence N66°45'30"E, along said Westerly Right-of-Way, 117.02 feet; Thence, N75°01'59"E, along said Westerly Right-of-Way, 29.50 feet, to the Point of Beginning. Said R.O.W. Vacation and Auditor's Parcel 2018142 contains 1.17 acre (50,904 square feet), and is subject to easements and restrictions of record.



LEGEND AND NOTES	
	- CONGRESSIONAL CORNER, FOUND
	- CONGRESSIONAL CORNER, REESTABLISHED
	- PROPERTY CORNER(S), FOUND (as noted)
	- PROPERTY CORNERS SET (5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
	- CUT "X"
	- PROPERTY &/or BOUNDARY LINES
	- CONGRESSIONAL SECTION LINES
	- RIGHT-OF-WAY LINES
	- CENTER LINES
	- LOT LINES, INTERNAL
	- LOT LINES, PLATTED OR BY DEED
	- EASEMENT LINES, WIDTH & PURPOSE NOTED
	- EXISTING EASEMENT LINES, PURPOSE NOTED
	- RECORDED DIMENSIONS
	- MEASURED DIMENSIONS
	- CURVE SEGMENT NUMBER
(R) (M) C22-1	
UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS	

	I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
	JAMES E. LICHTY P.L.S. Iowa Lic. No. 13287 My license renewal date is December 31, 2020.
SEAL	Pages or sheets covered by this seal: 1



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282

www.mmsconsultants.net

Date	Revision
12/21/2018	PER JEL REVIEW - CAK

R.O.W. VACATION AND AUDITOR'S PARCEL 2018142

A PORTION OF AUDITOR'S PARCEL 96137 IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 7 WEST, AND A PORTION OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 80 NORTH, RANGE 6 WEST, ALL OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA.
MMS CONSULTANTS, INC.

Date:	12/19/18
Designed by:	JDM
Field Book No:	1199
Drawn by:	CAK
Scale:	1"=150'
Checked by:	JEL
Sheet No:	1
Project No:	IC 1270-227
of:	1

Ordinance No. 2019-01

**AN ORDINANCE VACATING A PORTION OF RIGHT OF WAY
IN NORTH LIBERTY, IOWA**

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate a portion of right of way as described on the attached plat and convey it to the adjoining property owner, the City. Such vacation has been approved by the Planning and Zoning Commission.

SECTION 2. FINDINGS. The City Council of North Liberty, Iowa, hereby makes the following findings:

- A. That the City of North Liberty held a public hearing on the proposal to vacate of the public land legally described as:

A PORTION OF MAIN STREET IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, IOWA, DESCRIBED AS FOLLOWS:

Commencing at the East Quarter Corner of Section 12, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Johnson County, Iowa; Thence S01°14'52"E, along the East Line of the Northeast Quarter of the Southeast Quarter of said Section 12, a distance of 837.00 feet, to the North east Corner of Lot 4 of the "Subdivision of the Northeast ¼ of the Southeast ¼ of Section 12", as Recorded in Plat Book 1 at Page 2 of the Records of the Johnson County Recorder's Office; Thence N89°10'54"W, along the North Line of said Lot 4, a distance 408.79 feet, to the Northwest Corner of said Lot 4, and the Point of Beginning; Thence S01°01'10"E, along the Easterly Right-of-way of Main Street, 435.28 feet, to its intersection with the North Right-of-Way Line of Cherry Street; Thence S88°59'05"W, along the Westerly Projection of said North Right-of-Way Line, 10.00 feet; Thence N01°01'10"W, along a line parallel with and 10.00 feet normally distant Westerly from Said Easterly Right-of-Way Line of Main Street, 435.60 feet, to its intersection with the Westerly Projection of the North Line of said Lot 4; Thence S89°10'54"E, along said Westerly Projection 10.01 feet, to the Point of Beginning. Said Right-of-Way Vacation contains 4,354 square feet, and is subject to easements and restrictions of record, which is comprised of right of way of **North Front Street**.

- B. The right of way described above is not needed for the use of the public, and, therefore, its maintenance at public expense is no longer justified.

- C. The proposed vacation will not deny owners of property abutting it reasonable access to their property.

D. That under the provisions stated above, the above-described property is hereby vacated and declared no longer a part of the public streets and grounds of North Liberty, Iowa, upon the conveyance of the property.

SECTION 3. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on January 22, 2019.

Second reading on _____.

Third and final reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2019-01 in the *North Liberty Leader* on _____.

TRACEY MULCAHEY, CITY CLERK

FY 18 Fund Balance Allocation



Resolution No. 2019-25

**RESOLUTION APPROVING ALLOCATION OF EXCESS FUNDS
FROM THE FY 2018 GENERAL FUND BALANCE ACCORDING
TO THE FUND BALANCE POLICY**

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

WHEREAS, the Fund Balance Policy adopted on November 27, 2018 states that when the fund balance reserves exceed 30 percent of the next year's revenue projection, the excess funds can be used for one-time uses that achieve future operating cost reductions, for funding projects in the approved Capital Improvement Plan, for funding projects not included in the Capital Improvements Plan but otherwise deemed a priority or timely by the majority of the City Council, or for funding initiatives identified in the approved City Council Goal Setting Report can be spent by the vote of City Council;

WHEREAS, the City Council affirmed the FY 2018 Audit report that reflects a General Fund Unassigned Balance at the end of the fiscal year of \$5,846,853 and projected General Fund Revenues for FY 2019 are \$12,859,468 and 30% of the FY 2019 General Fund Revenues is \$3,857,840;

WHEREAS, the excess of \$1,989,000 is available for allocation; and

WHEREAS, projects and expenses should be allocated for funding from the excess reserves as follows:

Project/Expense	Amount
FY 19 Deficit	\$143,691
Accounting, Billing & Payroll Software	\$50,000
IT Risk Assessment	\$25,000
Penn Meadows Park Projects	\$300,000
Community Center Maintenance Fund	\$100,000
Dectron Unit Replacement	\$250,000
Branding, Visioning & Streetscape Exercise	\$80,000
Ranshaw House Improvements	\$160,000
Crisis Intervention Facility	\$250,000
Reduce FY 20 proposed tax rate increase	\$120,000
Subsidize FY 20 Social Service funding	\$5,000
Fire Apparatus	\$505,322

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, hereby approves the allocation of excess funds from the FY 2018 General Fund Balance according to the Fund Balance Policy.

APPROVED AND ADOPTED this 12th day of February, 2019.

CITY OF NORTH LIBERTY:

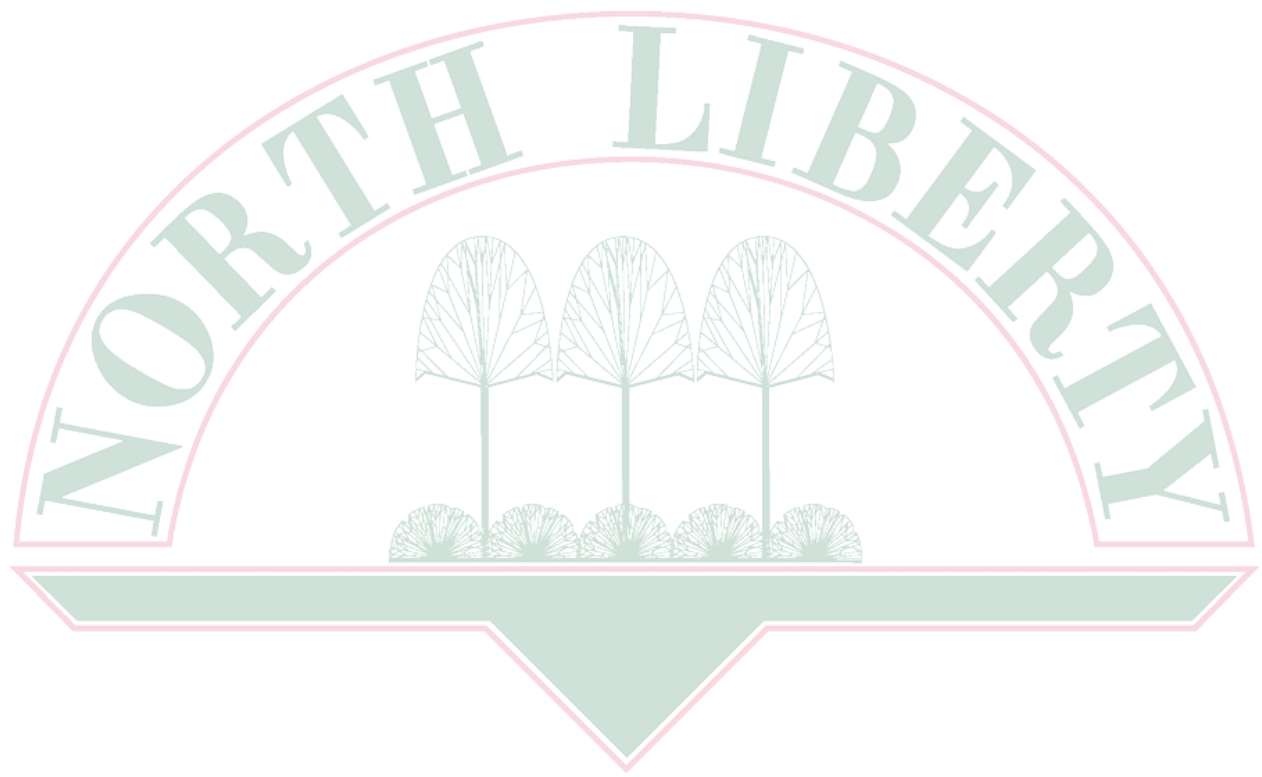
TERRY L. DONAHUE, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

The Preserve Rezoning





Recommended for approval by Planning Commission at their January meeting.

December 21, 2018

Memo

To: North Liberty Planning Commission

From: Dean Wheatley, Planning Director

Subject: Request from the Watts Group to approve revised residential rezoning for property located at the southeast corner of Kansas Avenue and St. Andrews Drive.

(Legal: NW1/4, SW1/4 and NE1/4, SW1/4 Section 14-80-7; except Devers Subdivision)

Your North Liberty city staff has reviewed the subject submission, and offer comments presented in this memo. The staff review team includes the following personnel:

Ryan Heiar, City Administrator

Tracey Mulcahey, Assistant City Administrator

Tom Palmer, City Building Official

Kevin Trom, City Engineer

Dean Wheatley, Planning Director

Background and Statistics

This minor revision to the original approved zoning proposes to add one additional RD-8 duplex lot by utilizing part of an RM-8 lot that would have had only marginal value in development of that RM-8 parcel. Since both RD-8 and RM-8 districts require 5,000 square feet of lot area per unit, there would be no expected impact on the total development density for The Preserve development overall. The plat in this part of the development will also need to be revised to allow this new lot creation.

The original request rezoned property to permit the development of single-family, duplex and multi-family lots typical in many North Liberty neighborhoods. Because this application is a very minor change to a previously-approved plat, the previously-held Good Neighbor meeting is proposed by staff to be adequate for vetting area concerns.

The property is shown as “residential” on the Land Use Plan, and so the request is consistent with that policy. Existing housing unit counts within North Liberty are approximately:

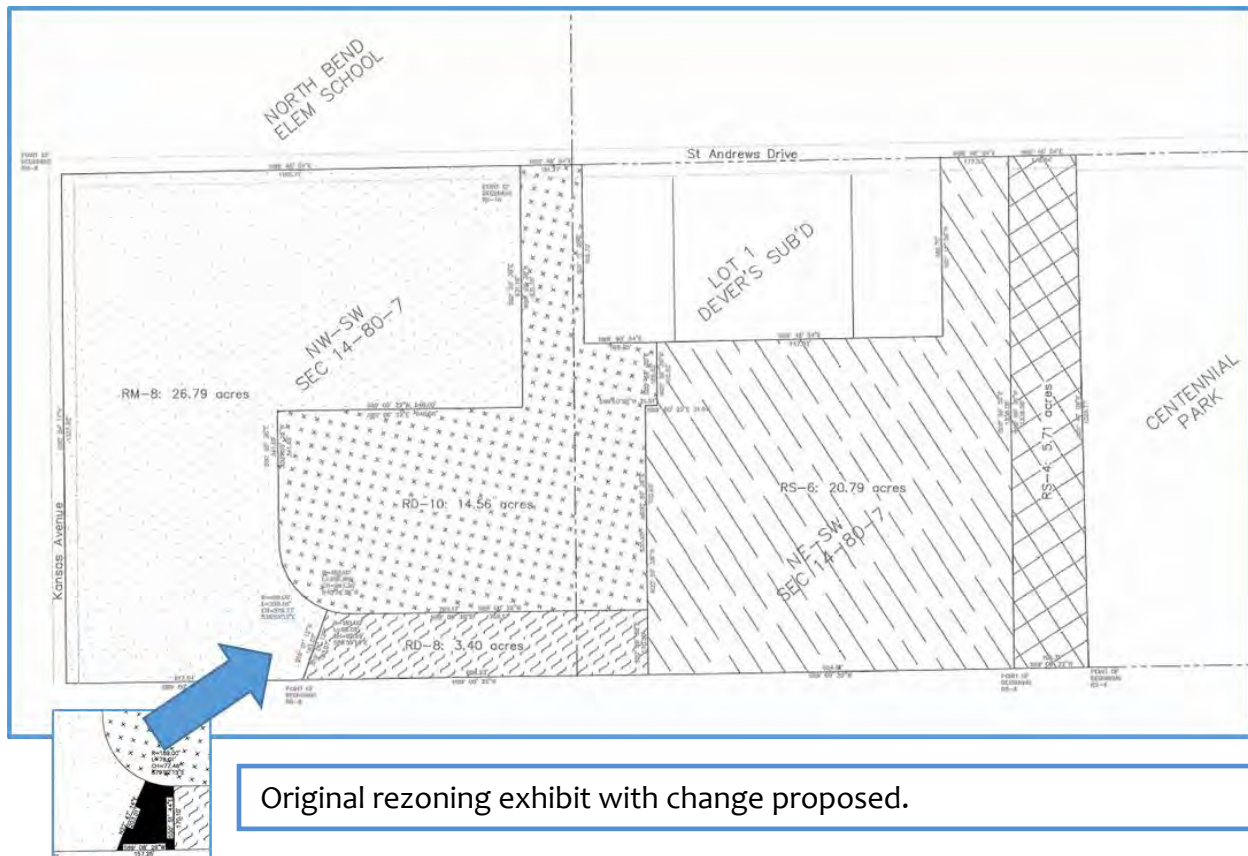
Single-family: 2,738 (37.6%)

Multi-family: 2,536 (34.8%)

Duplex: 1,271 (17.4%)

Res/Commercial: 213 (3%)

Mobile Home: 531 (7.3%)



Subdivision Ordinance Provisions Affecting This Development

No Subdivision Ordinance provisions are affected by the proposed change, which can easily be accommodated on the plat with only minor changes.

Zoning Ordinance Provisions Affecting This Development

None identified.

Staff Comments Regarding the Proposed Zoning

Storm water impacts. Storm water from this site will be managed in accordance with City standards as part of the preliminary plat review and infrastructure construction, currently under way.

Street/Traffic impacts. Both Kansas Avenue and St. Andrews Drive are classified as major streets. Kansas Avenue is an arterial and St. Andrews Drive is a collector. Neither will be impacted by this proposed change.

Land use impacts and adjacent properties.

This proposal does not substantially alter the logical transition in housing density already approved, from higher density near the major streets to lower density extending east and south.

Land use and zoning recommendation. In rezoning considerations, *suitability* and *compatibility* are key issues in addition to land use policy. In this case, the site is physically suitable for the development proposed, and the zoning districts proposed are compatible with expected and

planned development in the area. Based only on the area of each zoning district, each of the zoning types proposed would contain the following maximum number of dwelling units. Revisions to these original numbers from The Preserve are noted.

Type of Zoning	Area Including ROW	Approximate Number Units in Development	Percent of Total Units in Development	Percent Existing in North Liberty Overall
Single-family	27.16 acres	78	25%	42%
Duplex	16.82 17.3 acres	84 86	27% Remains 27%	19%
Multi-family	27.52 27.04 acres	155* 153*	49% 48%	39%
Percent Existing was calculated by using only the city-wide housing unit numbers for these same three uses proposed in this application.				

* This is an estimate of multi-family units. A specific number has not been provided by the developer and would be subject to review and approval of a specific site plan.

Staff recommends approval of this minor change in zoning.

Ordinance No. 2019-02

AN ORDINANCE AMENDING CHAPTER 167 OF THE NORTH LIBERTY CODE OF ORDINANCES BY AMENDING THE USE REGULATIONS ON PROPERTY OWNED BY WATTS GROUP DEVELOPMENT, INC. LOCATED IN NORTH LIBERTY, IOWA TO THOSE SET FORTH IN THE MUNICIPAL CODE FOR THE RD-8 RESIDENTIAL DISTRICT

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

SECTION 1. AMENDMENT. Chapter 167 Zoning Code Definitions of the North Liberty Code of Ordinances (2013) is hereby amended by amending the zoning on property legally described as:

Commencing at the Southwest Corner of the Northwest Quarter of the Southwest Quarter of Section 14, Township 80 North, Range 7 West of the 5th Principal Meridian, North Liberty, Johnson County, Iowa, Thence N89°08'29" E, along the South line of said Northwest Quarter of the Southwest Quarter, 583.21 feet, to the Point of Beginning. Thence N22°47'14" E, 203.01 feet; Thence Southeasterly, 78.01 feet, along an arc of a 189.00 foot radius curve, concave Northeasterly, whose 77.46 foot chord bears S79°02'15"E; Thence S00°51'44"E, 170.10 feet, to a point on the South line of the North One -Half of the Southwest Quarter of said Section 14; Thence S89°08'29"W, along said South line, 157.25 feet, to the said Point of Beginning. Said tract of land contains 0.48 acres, 20,862 Square Feet.

SECTION 2. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.
Second reading on _____.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2018-12 in the *North Liberty Leader* on _____.

TRACEY MULCAHEY, CITY CLERK

Kansas Avenue

EXISTING RM-8

SEC 14-SW
14-80-7

EXISTING RD-10

R=189.00'
L=78.01'
CH=77.46'
S79°02'15"E

N22° 47' 14"E
203.01'

S00° 51' 44"E
170.10'

EXISTING RD-8

583.21'

N89° 08' 29"E

S89° 08' 29"W

157.25'

SOUTHWEST CORNER
NORTHWEST QUARTER
SOUTHWEST QUARTER
SEC 14-T80N-R7W

POINT OF
BEGINNING
RD-8

Zoning Ordinance Amendments



Zoning Ordinance Proposed Amendments

January 2019

1. Trash enclosure opening orientation and gate specifications. This amendment draft is based on part on direction from City Council and in part in practical construction considerations.
2. Fence installation changes to better reflect current permitting practice and better define a setback standard. This amendment corrects the Code in deleting the requirement for fence inspections, and adds a minor clarification for enforcement purposes.
3. Supplemental yard changes to address certain problems encountered by Building Department staff with the locations of garages, sheds, and swimming pools, decks, and other miscellaneous uses. Accessory buildings and uses, and allowance of exceptions to yard setbacks is a delicate subject, because no one likes to be restricted on what they can do on their property; however, the reality is that cities do restrict lot usage in many ways, and this proposed amendment mostly clarifies and codifies current City practice as it has evolved over the years. It clarifies by specifically limiting some uses in front yards that have been widely assumed to be limited, and clarifies some yard definitions through the use of exhibits. Many of the marked up changes are reorganization or slight rewording for clarity in enforcement.
4. Remove need for outside eating areas to obtain conditional uses, but keeping all code requirements regarding the placement and operations. Outside eating areas for restaurants currently require a conditional use, but are routinely approved because the Code lays out specific requirements, and businesses can lose up at least 6 weeks going through the conditional use process. This proposal would eliminate the need for a conditional use but still require a permit so that staff can ensure that all Code provisions are met. The Board of Adjustment informally endorsed this change at a previous meeting.
5. Cleanup language missed during previous amendment regarding conditional use requirement for outside storage (no longer required). Some time ago the requirement for a conditional use for outside storage was deleted from the Code, and several references to the need for a conditional use were missed and now need to be deleted as well.
6. Delete the C-RV (Commercial Recreational Vehicle) district. There are no longer any C-RV districts in North Liberty, and this proposal would delete that Code section.
7. Refine regulations for PODS storage units and commercial dumpsters. This proposal formalizes current practice of including commercial dumpsters as part of other permits issued by the Building Department. It also addresses an eyesore problem encountered recently where property owners in residential areas have large roll-off commercial dumpsters stored for very long periods of time on their property, by requiring a permit for up to 30 days of use. Additional language allows up to 7 days' use without a permit, to simplify emergency or homeowner project needs.

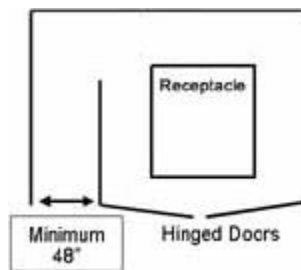
Proposed Amendment: Trash Enclosures Update

169.04 TRASH AND RECYCLING ENCLOSURE. Trash and recycling enclosures are required for commercial, industrial, and multi-family zoned areas except that side-by-side, or townhouse-style multi-family developments may be approved for curb-side individual pickup by Council resolution upon recommendation by the Building Official that the developer or owner has demonstrated the following:

1. Adequate maneuverability for garbage truck access; and
2. Practical and adequate frontage for each dwelling unit so that placement of garbage and recycle materials does not impede pedestrians or drivers on public or private sidewalks, driveways, or streets.

If curb-side pickup is approved, the developer shall provide a recorded document releasing the City from any and all damage or injury liability arising from garbage collection activities, and notifying future owners of that release. Enclosures shall not be located in the front yard area and should be located out of public view to the greatest degree possible. Openings shall be oriented so that gates do not open toward public streets whenever practical. Enclosures shall be constructed of decorative block or brick to match the principle building to the maximum extent possible, to minimize its visual impact. Gates shall be constructed with commercial-grade hinges, pulls, and hasps, and gate supports shall be metal with an appropriate diameter to support the gates. The gates themselves shall be constructed to present a decorative solid façade. Class 2B fused and bonded vinyl coated gauge chain link fence panels with minimum 9 gauge core, with 2" mesh, and winged type slats installed to obtain a Privacy factor of 90% or greater may be used as a substitute for a solid façade. Protective bollards should be provided. See Figure 6 for access requirements for multi-family uses.

FIGURE 6



Proposed Amendment: Fence Requirements

169.05 FENCE REQUIREMENTS. The provisions of this section apply to the construction, alteration, moving, and repair of any fence within the jurisdiction.

1. **Permit Required.** Each application for a fence permit shall be submitted prior to the installation or alteration of a fence. The application shall be accompanied by a plot plan, in duplicate, drawn to scale, showing the actual dimensions of the lot; the size, shape, and location of all existing buildings; location, height, and material type of the proposed fence; and such other information as may be necessary to provide for the enforcement of this section. A record of applications and plans shall be kept in the Code Official's office.
2. **Application Fee.** A fee for the fence permit shall be charged. The fee shall be set by the City and shall be available at the office of the Code Official.
3. **Review.** All applications for fence permits shall be submitted to the Code Official for review and approved prior to permit issuance. Each application shall include data necessary to show that the requirements of this code are met.
4. **Expiration.** Every fence permit issued by the Code Official under the provisions of this code shall expire by limitation and become null and void if the work authorized by such permit is not commenced within 180 days from the date of such permit, or if the work authorized by such permit is suspended or abandoned at any time after the work is commenced, for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee. Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The Code Official may extend the time for action by the permittee for a period not exceeding 180 days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.
- ~~5. **Inspection Required.** Upon completion of the work the applicant or owner shall notify the Code Official that the work is completed. A final inspection shall be performed to assure compliance with this code.~~
- ~~6-5.~~ **Height.** The height of all fences, retaining walls, and hedges located within a front, side, or rear yard shall not exceed those found in Table 169-C.

TABLE 169-C – MAXIMUM FENCE HEIGHTS^{1, 2}

District	Front Yard	Side Yard	Rear Yard
R Zones	38 inches ⁴	8 feet	8 feet
All Other Zones	38 inches ⁴	16 feet ³	16 feet ³
<div><div>1</div><div>At street intersections, no fence, retaining wall or hedge more than 10 percent solid or three feet above the street level shall be located within a triangular area composed of two of its sides and twenty-five feet in length and measured along the right-of-way lines from the point of intersection of the above-referenced lines.</div></div> <div><div>2</div><div>No chain-link fence shall be located within any portion of the front yard <u>required setback</u>.</div></div> <div><div>3</div><div>If adjoining residential district maximum 8-ft.</div></div>			

- | |
|--|
| <p>4 On a corner lot property, a 6-foot-high privacy fence may be erected on that portion of the lot at the rear of the house provided the fence is erected a minimum of 15 feet from any sidewalk, driveway, or right-of-way line. Said fence shall comply in all other respects with the fence requirements.</p> |
|--|

7-6. Location. Fences and hedges shall be located entirely within the confines of the property lines except for fences located next to a public or private alley shall maintain a minimum 2-foot separation between the fence and alley line. No fence, wall, or hedge shall encroach on or obstruct a public sidewalk.

8-7. Fence Materials.

- A. Barbed Wire. It is unlawful for any person to erect, construct, keep, or maintain any barbed wire fence within the City except when the barbed wire fence is erected, constructed, and maintained in compliance with the provisions contained in the Code of Iowa and used on property zoned for Interim Development use, provided the property has been used for the purpose of enclosing livestock within the preceding 24-month period. Barbed wire fences shall be permitted in a commercial or industrial zoning district, provided that the bottom strand of barbed wire is not less than 6½ feet above grade.
- B. Electric Fences. It is unlawful for any person to erect, construct, keep, or maintain any electric fence in any zoning district within the City, except for the enclosure of livestock operations located in an Interim Development District, provided the property on which the livestock operation is located does not adjoin property that is zoned or used for any residential purposes.
- C. Barbed Wire and ~~Election~~-Electric Fences. Barbed wire and electric fences are prohibited in any zoning district or in conjunction with any use or operation when any such fence is located within five feet of an adjoining residential property, a public sidewalk, or a street right-of-way line where a public sidewalk does not exist.
- D. Metal Fences. Metal fences shall consist of galvanized or vinyl-covered chain link material, including all supporting frame posts and rails.
- E. Wood Fences. Wood fences shall consist of a treated or decay-resistive material. Posts and supports for the wood fence shall be located on the inside of the fence on the property on which the fence is constructed.

9-8. Prohibited Fence Material. The following fences are prohibited, except as provided in this chapter or for permitted agricultural residential gardening uses to protect against rodents, vermin, and pests:

- F. Wooden snow fence;
- G. Welded wire fence;
- H. Panel fence;
- I. Plastic snow/safety fence; and
- J. Chicken wire.

A snow fence may be erected on a temporary basis, not to exceed six months, to alleviate the adverse effects of drifting snow or to warn and prevent access to an area by unauthorized persons. When erected on a temporary basis to prevent access of unauthorized persons to any area, a snow/safety fence shall be removed within 24 hours after the elimination of the reason for which the fence was erected originally.

10-9. Installation and Maintenance. All fences shall be constructed in a workmanlike manner with approved materials and installed to withstand wind load of 30 pounds per square foot. All fences shall be maintained and repaired as needed. The owner of the property upon which the fence is constructed is required to maintain the fence.

Proposed Amendment: Accessory Buildings and Uses, Yards

169.06 LOCATION OF ACCESSORY BUILDINGS AND USES. Accessory buildings and uses shall occupy the same lot as the main use or building. No lot shall have an accessory building or use without the principal use. No accessory building shall be used as a dwelling unit.

1. Separation from Main Building. All accessory buildings shall be separated from the main building by 10 feet.
2. Private Garages. No detached garage shall be located within the front yard area of any lot. An accessory building used as a private garage may be located in any portion of the rear or side yard under the following conditions:
 - A. Maximum one private garage per lot.
 - B. A maximum square feet gross building area not to exceed 30% of the rear yard area with a maximum size of 850 square feet.
 - C. No portion of the structure located in a rear yard area shall be located in any of the following areas:
 - (1) Less than ~~four feet~~the required yard setback from an adjoining property line.
 - (2) Less than 20 feet from a public or private alley.
 - (3) Within any utility easement.
 - D. No portion of the structure located in a side yard area shall be located ~~in any of the following areas:~~
 - (1)—~~Less than the required side yard setback for the main building.~~
 - (2)—~~within any~~Utility easement.
 - E. Maximum building height of 15 feet.
3. Storage Buildings. All accessory buildings used for storage or other similar use may be located in any portion of the rear yard under the following conditions:
 - A. Maximum 200 square feet gross building size.
 - B. No portion of the structure shall be located in any of the following areas:
 - (1) Less than four feet from any adjoining property line.
 - (2) Less than 10 feet from a public or private alley.
 - (3) Within any ~~Utility~~ easement.
 - C. Maximum building height of 10 feet.
4. ~~Front Yard Area. No private garage or storage buildings shall be located in a front yard area.~~Other accessory uses.
 - A. Swimming pools. No swimming pool shall be located within the front yard area of any lot, or closer than four feet from any adjoining property line.
 - B. Play and recreational structures. No clubhouse, swing set, gazebo, slide, or similar uses or equipment shall be located within the front yard area of any lot.

169.08 SUPPLEMENTAL YARD AND HEIGHT REGULATIONS. Any building, structure, or use hereafter erected, altered, or established shall comply with the general yard space requirements of the district within which it is located, except as specified herein. Reference the "Yards Exhibit" for visual representation of yard areas.

1. Location of Required Yard. The required yard space for any building, structure, or use shall be contained on the same lot as the building, structure, or use and such required yard space shall be entirely upon land in a district in which the principal use is permitted.
2. Reduction or Sharing of Required Yards or Space Prohibited. No lot, yard, court, parking area, or other space shall be reduced in area or dimension so as to make said area or dimension less than the minimum required for this code. No part of a yard, court, parking area, or other space provided for any building or structure to comply with the provisions of this code shall be included as part of a yard, court, parking area, or other spaces required under this code for another building or structure.
3. Required Yards for Existing Buildings. No yards, now or hereafter provided, for a building existing on the effective date of this Zoning Ordinance shall subsequently be reduced below (or further reduced if already less than) the minimum yard requirements of this code for equivalent new construction.
4. Required Yards on Major Streets.
 - A. Major Streets. All applicable building setbacks and yard requirements set forth in this code shall be measured and determined from the existing street right-of-way.
 - B. Private Streets. All applicable building setbacks and yard requirements along private streets shall be measured from the nearest line of the access easement.
 - C. In all C, O-RP, and I-1 districts on lots fronting on two nonintersecting streets, a front yard must be provided on both streets.
 - D. On corner lots in all districts there must-shall be a front yard on both streets.
5. Transitional Yards. Where a lot is in a C or I-1 district and is next to an R district, the side or rear yard required in that R district must be provided along the boundary line.
6. Yards with More than One Principal Building. When two or more ~~related multi-family, hotel, motel, or institutional~~ buildings are permitted on a lot, the required yards shall be maintained around the group of buildings.
7. RD Side Yards.
 - A. ~~In all new buildings if side yards are provided where not required, they must be at least five feet wide~~
 - B. In all RD two-family dwelling unit districts, only the side yard on the detached side of the dwelling will be required. No side yard will be required on the side of the dwelling located on the common lot line.
8. Permitted Encroachments in Required Yards. Under the terms of this code a required yard shall be open, unoccupied, and unobstructed from grade to the sky except for permitted encroachments. The following exceptions identify such permitted encroachments and in which yards they are permitted along with limitations imposed thereon:
9. Front Yard Exceptions. Accessory buildings or uses not listed in this section, including garages, sheds, pools, gazebos, and the like, are not permitted.
 - A. Steps or ramps which are necessary to provide access to the first floor of lawful buildings or for access to a lot from a street or alley.

B. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.

(1) Architectural features such as sills, eaves, cornices, and other ornamental features;

(2) Gutters and downspouts;

(3) Awnings and canopies;

(4) Bay windows;

(5) Uncovered stoops not exceeding 100 square feet and in no case closer than 10 feet from the front lot line; but only on legacy lots platted prior to the year 2000 where an existing house is too close to the required front yard setback to allow the stoop.

(5) Any combination of the above listed appurtenances.

C. Landscaping, vegetation, arbors, trellises, flagpoles, and the like ~~shall be allowed in all yards,~~ subject however, to the restrictions imposed in Section 167.04 – Corner Visual Clearance Requirements.

D. ~~Uncovered decks and stoops not exceeding 100 square feet and in no case closer than 10 feet to the front lot line.~~

10. Side Yard Exceptions.

A. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.

(1) Architectural features such as sills, eaves, cornices and other ornamental features;

(2) Gutters and downspouts;

(3) Awnings and canopies;

(4) Bay windows;

(5) Any combination of the above listed appurtenances.

B. Uncovered Ppatios which are at least three feet from a side lot line.

C. Uncovered decks and stoops, ~~which are at least five feet from the side lot line~~ but not within the required side yard area.

D. Steps, provided they do not encroach into the side yard closer to the side lot line a distance of one-half the required side yard setback.

E. Air-conditioning equipment, provided it does not encroach into the side yard closer to the side lot line a distance of one-half the required side yard setback.

F. Utility equipment that is directly connected to the structure being served.

11. Rear Yard Exceptions.

A. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.

(1) Architectural features such as sills, eaves, cornices and other ornamental features;

(2) Gutters and downspouts;

(3) Awnings and canopies;

(4) Bay windows;

(5) Any combination of the above listed appurtenances.

B. Uncovered decks, patios, ~~and~~ stoops, or pools, including any patio or deck associated with pools, which are at least 10 feet from ~~any~~ the rear and side lot lines.

C. Air-conditioning equipment.

D. Utility equipment that is directly connected to the structure being served.

~~D-E.~~ Private garages or storage buildings, as specified in Section 169.06

12. Exceptions to Height Limitations. In those districts where height limitations are imposed, such height limitations shall not apply to the following appurtenances and structures:

A. Church spires and steeples.

B. Belfries.

C. Monuments.

D. Ornamental towers and spires.

E. Radio, telephone, and television antennas, aerials, towers, and relays.

F. Chimneys.

G. Smoke stacks.

H. Flagpoles.

I. Silos.

J. Windmills.

K. Emergency sirens and similar devices.

L. Elevator and stairway bulkheads.

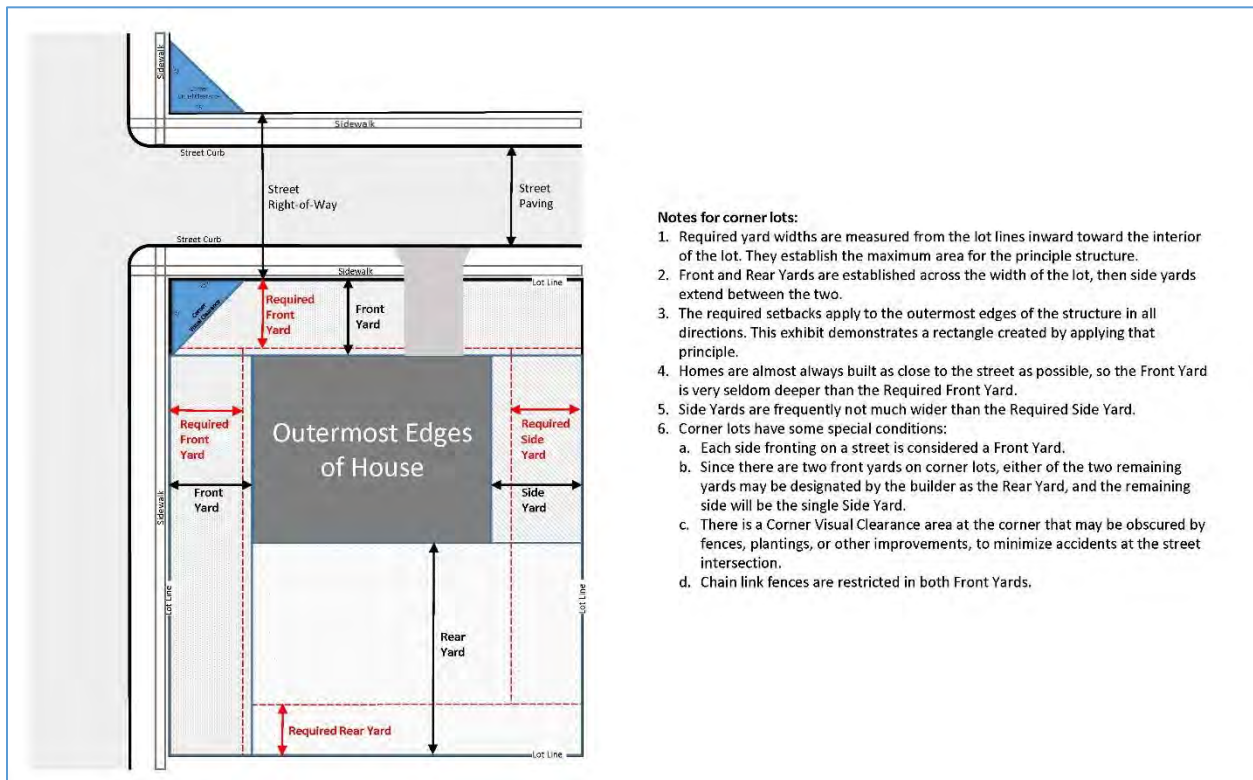
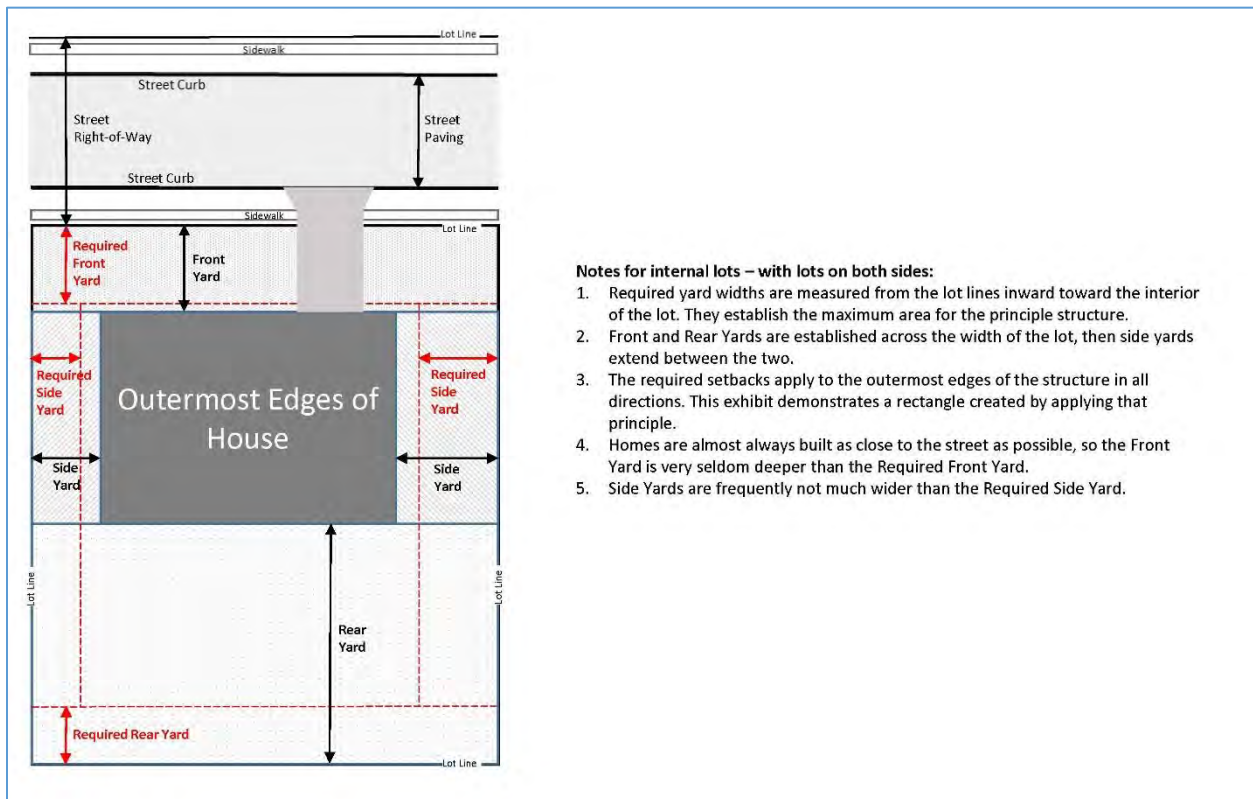
M. Air conditioning equipment.

N. Water towers and cooling towers.

O. Grain elevators and necessary mechanical appurtenances.

P. Fire towers.

Yards Exhibit



Proposed Amendment: Remove Conditional Use Requirement for Outdoor Eating Accessory Uses

170.06 OUTDOOR EATING ACCESSORY USES. Outdoor eating accessory uses are permitted only in association with permanent and full-time restaurants or other businesses that include inside restaurant facilities, and are owned by the same party as the restaurant. The following provisions shall apply:

1. All businesses shall be subject to the approval of a ~~conditional use permit, which includes a site plan and building permit, to be reviewed and approved by City Staff,~~ that meets requirements of this code. Any such outdoor eating plan that is not approved by City Staff may be referred to the City Planning Commission and City Council for consideration in the same manner as other full site plans. Any City action against the outdoor eating accessory use shall also be enforceable against the associated restaurant operation, and may include withdrawal of certifications or permits for both the accessory use and for the principal restaurant use on the property. The City shall have the discretion to require a formal agreement, specifying conditions for operations, to be approved in any case.
2. All Zoning Ordinance requirements shall be observed, including parking, yards, and signage. No additional signage is allowed in conjunction with the outside eating area.
3. The area used for the establishment shall be clearly delineated by fencing, plant materials or other landscaping, or other aesthetically pleasing means identified on the site plan.
4. The area used for the establishment shall be hard-surfaced with concrete, asphalt, or other suitable permanent materials, and specified as such on the site plan.
5. The principal use on the site must meet all Zoning Ordinance and site plan requirements.
6. Temporary structures or other facilities may be approved through the site plan review.
7. Businesses must provide evidence that appropriate State and local licensing has been obtained.
8. All applicable local, county, and State regulations must be met.
9. Businesses may ~~not~~ serve alcoholic beverages ~~unless specifically authorized by the conditional use permit and liquor licensing if licensed~~ for the outside area.
10. Businesses may not provide illuminating lighting unless ~~specifically approved by the conditional use permits specified and approved with the site plan.~~ Decorative lighting such as string lights is encouraged.
11. Businesses may not provide any amplified music or public address system unless ~~specifically approved by the conditional use permits specified and approved with the site plan~~ or by a separately issued Special Event Permit as provided for by City Code.

Proposed Amendment: Delete Outdated Conditional Use References

168.06 C ZONES – COMMERCIAL DISTRICTS.

- 7. Conditional Uses. Outdoor display ~~and storage~~ uses are permitted subject to the provisions of Section 171.02.

168.07 O/RP ZONES – OFFICE AND RESEARCH PARK DISTRICTS.

- 7. Conditional Uses. Outdoor display ~~and storage~~ uses are permitted subject to the provisions of Section 171.02.

168.09 I ZONES – INDUSTRIAL DISTRICTS.

- 7. Conditional Uses. Outdoor display ~~and storage~~ uses are permitted subject to the provisions of Section 171.02.

Proposed Amendment: Delete C-RV District

~~168.08 C RV ZONES – COMMERCIAL RECREATIONAL VEHICLE DISTRICT.~~

- ~~1. Defined. The C RV Commercial Recreational District is intended to provide for the use of recreational mobile homes and vehicles within a commercial recreational vehicle park. The district is intended to provide for the operation of facilities to be used by park residents including laundry, recreational facilities, and other structures or features required by law for the safety and welfare of park residents.~~
- ~~2. Use Regulations. Principal and accessory uses permitted in the C RV Zone – Commercial Recreational Vehicle Districts are prescribed in Table 168.08 A.~~
- ~~3. Bulk Regulations. The minimum area, setback, density and maximum height restrictions are prescribed in Table 168.08 B.~~
- ~~4. Accessory Uses. Accessory uses are permitted subject to the provisions of Section 169.06.~~
- ~~5. Off-Street Parking. Off-street parking shall be provided according to the provisions of Section 169.01.~~
- ~~6. Signs. Signs shall be permitted according to the provisions of Chapter 173.~~
- ~~7. Conditional Uses. Outdoor display and storage uses are permitted subject to the provisions of Section 171.02.~~

~~TABLE 168.08 A – C RV ZONE USES~~

~~P = Permitted, C = Conditional, A = Accessory, N = Not Allowed~~

Land Use	-	Notes
Coin Operated Laundries	A	Maintain setbacks in Table 168.08 B from adjoining property lines.
Dog Runs, Keeping of Small Animals	A	
Emergency Shelters	P	-
Maintenance Building	A	Maintain setbacks in Table 168.08 B from adjoining property lines.
Parks	P	-
Playgrounds	A	
Private Swimming Pools	A	
Recreation Buildings	A	Maintain setbacks in Table 168.08 B from adjoining property lines.
Recreation Vehicle Pads	P	-
Recreational Vehicle Park	P	-
Temporary Construction Buildings	A	
Tent Spaces	P	
Utility and Service Uses	P	

~~-~~

~~TABLE 168.08 B – C RV ZONE BULK REGULATIONS~~

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Recreation Vehicle Park	50 feet	200 feet	2 acres	50 feet	30 feet	50 feet	

Proposed Amendment: PODs and Commercial Dumpsters

167.01 DEFINITIONS

“Temporary portable storage container” is a large container designed and rented or leased for the temporary storage of commercial, industrial, or residential household goods, that does not contain a foundation or wheels for movement. Examples of this use include piggyback containers that can be transported by mounting on a chassis, and “POD-type” boxes that can be transported on a flatbed or other truck, but do not include prefabricated sheds that are not designed for transport after erection or commercial trailers used by construction companies or other uses in the regular performance of their businesses. Temporary portable storage containers, except those included in temporary construction permits, are subject to the provisions of Section 171.03 – Temporary Use Permit.

171.03 TEMPORARY USES. These regulations are intended to prescribe the conditions under which activities of limited duration may be conducted. The intent is to prevent the creation of nuisances or annoyances to the occupants of adjacent buildings, premises, or property, and to the general public. Considerations for all types of temporary uses listed herein shall include: compatibility with adjacent uses; potential adverse effects to the surrounding neighborhood because of odor, noise, dust, or other nuisances, especially as they may relate to the consumption of alcohol; parking needs, if applicable; and potential traffic increases and resulting impacts on the surrounding neighborhood or city at large. Temporary uses are categorized into the following three types: Minor Temporary Uses, Special Events, and Zoning Temporary Uses, as defined and restricted herein; and several special uses.

2. Special Events. Special events are those minor events or uses that are generally not more than five days in duration and occur infrequently except as noted. A permit is required, subject to approval by the City Administrator and issuance by the City Clerk. The following general regulations apply to these events and will be further defined and restricted in any permit issued:
 - A. Each special event shall be described in a permit issued by the City Clerk prior to commencement of the event. This permit shall be in addition to all other licenses, permits, or approvals otherwise required by any governmental entity. The City Administrator may impose such conditions on a special event permit as are necessary to meet the purposes of this chapter and protect the public health, safety and welfare, and adjacent uses. Conditions and limitations that may be imposed may include, but are not limited to:
 - (1) Yard setback and open space requirements;
 - (2) Parking;
 - (3) Fences, walls or other screening;
 - (4) Number and placement of signs;
 - (5) Vehicular and pedestrian ingress and egress;
 - (6) Property maintenance during the course of the activity;
 - (7) Control of illumination, noise, odor, vibration or other nuisances; and
 - (8) Hours of operation.
 - B. Proof of ownership or a signed letter from either the property owner or said owner’s authorized representative for the property on which the activity is to take place shall be presented at the

time the temporary permit is requested, as well as other contact information for individuals and groups involved.

- C. All unimproved parking areas and main walk areas shall be maintained to prevent mud tracking or dust entrainment.
- D. Sanitary facilities, either portable or permanent, shall sufficient in quantity and be made available to all employees, attendants and participants of the activity during its operation hours.
- E. A bond or cash deposit of up to \$1,000.00, to be set by the City Administrator, shall be provided to the City to be used for reimbursement of costs for cleanup and repair of public property, police services, and any other damages to the City or its property resulting from the special event; however, the requirement for said bond or cash deposit shall be waived by the City Administrator for typical noncommercial "block parties" privately arranged by and for residents of a street or neighborhood and lasting less than six hours.
- F. All sites shall be completely cleaned of debris and temporary structures, including but not limited to trash receptacles, signs, stands, poles, electrical wiring, or any other fixtures and appurtenances or equipment connected therewith, within 48 hours after the termination of the special event.
- G. The following activities are prohibited unless specifically approved in the permit:
 - (1) Use of public property including streets and rights-of-way.
 - (2) Consumption of alcohol.
 - (3) Amplified music.
 - (4) Signage, either on-site or off-site.
 - (5) Temporary structures or uses located within setback areas established within this ordinance.
- H. A permit fee shall be set by the City and collected prior to issuance of the permit.
- I. Examples of special events requiring a permit issued by the City Clerk include:
 - (1) Annual seasonal events such as Christmas tree sales, Halloween haunted houses, and community-sponsored events, permitted only in commercial and industrial zones.
 - (2) Nonprofit events such as runs, walks, bike rides, and similar.
 - (3) Temporary outdoor eating establishments, permitted only in commercial zones.
 - (4) Parking lot sales, sidewalk sales (private sidewalks only), permitted only in commercial zones.

~~(5) Temporary portable storage containers and temporary commercial dumpsters.~~

- 3. Zoning Temporary Uses. Zoning temporary uses are those events or uses that are generally more than five but not more than 90 days in duration and occur not more than once per year. The following general regulations apply to these events and will be further defined in any permit issued:
 - A. Each use shall be described in a permit issued by the Code Official prior to commencement of the event. This permit shall be in addition to all other licenses, permits, or approvals otherwise required by any governmental entity. The Code Official may impose such conditions on a temporary use permit as are necessary to meet the purposes of this chapter and protect the

public health, safety and welfare, and adjacent uses. Conditions which may be imposed may include but are not limited to:

- (1) Yard setback and open space requirements.
 - (2) Parking.
 - (3) Fences, walls or other screening.
 - (4) Signs.
 - (5) Vehicular and pedestrian ingress and egress.
 - (6) Property maintenance during the course of the activity.
 - (7) Control of illumination, noise, odor, vibration or other nuisances.
 - (8) Hours of operation.
- B. Proof of ownership or a signed letter from either the property owner or said owner's authorized representative for the property on which the activity is to take place shall be presented at the time the temporary permit is requested, as well as other contact information for individuals and groups involved.
- C. All unimproved parking areas and main walk areas shall be maintained to prevent mud tracking or dust entrainment. Use of unimproved areas may be prohibited for those uses that are permitted for a longer duration to avoid damaging those areas.
- D. Sanitary facilities, either portable or permanent, shall be made available to all employees, attendants and participants of the activity during its operation hours.
- E. A bond or cash deposit of up to \$1,000.00, to be set by the City Administrator, shall be provided to the City to be used for reimbursement of costs for cleanup and repair of public property, police services, and any other damages to the City or its property resulting from the zoning temporary use.
- F. All sites shall be completely cleaned of debris and temporary structures, including but not limited to trash receptacles, signs, stands, poles, electrical wiring, or any other fixtures and appurtenances or equipment connected therewith, within 48 hours after the termination of the special event.
- G. The following activities are prohibited unless specifically approved in the permit:
- (1) Use of public property including streets and rights-of-way.
 - (2) Consumption of alcohol.
 - (3) Amplified music.
 - (4) Signage, either on-site or off-site.
 - (5) Temporary structures or uses located within setback areas established within this ordinance.
- H. A permit fee shall be set by the City and collected prior to issuance of the permit.
- I. Examples of zoning temporary uses permitted include:
- (1) Stands for the sales of agricultural products.

- (2) Retail sales of nursery materials.
- (3) Other similar uses described in the definition of this type of use.
- 4. Temporary Portable Storage Containers. A permit is required prior to placement of any temporary portable storage containers, to be obtained from the Building Department. Requirements of the permit include the following:
 - A. Maximum duration of use is no more than 30 days in any calendar year.
 - B. No container shall be more than 8 feet in height, nor more than 16 feet in length in residential districts or 40 feet in length in all other districts.
 - C. Containers shall not be stacked vertically.
 - D. Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
- 5. Commercial Dumpsters. Commercial dumpsters located on a private lot for more than 7 consecutive days are permitted only as part of another permit issued by the Building Department, such as a building permit or demolition permit; or through the commercial dumpster permit listed in item B of this section. Commercial dumpsters located on a private lot for 7 consecutive days or less do not require a permit.
 - A. Commercial dumpsters permitted with issuance of another permit are subject to the following requirements:
 - (1) Containers shall not be stacked vertically.
 - (2) Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
 - B. Commercial dumpsters permitted by commercial dumpster permit are subject to the following requirements:
 - (1) Containers shall not be stacked vertically.
 - (2) Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
 - (3) Maximum duration of use is no more than 30 days in any calendar year. No container shall be more than 8 feet in height, nor more than 16 feet in length in residential districts or 40 feet in length in all other districts.
- ~~4.6~~ Garage Sales. Garage sales are restricted to no more than one three-day event per 180-day period. Garage sales occurring more frequently shall be considered a commercial retail sales business in a residential zone, which is prohibited. Permits are not required, but temporary sign regulations as specified in section 173.13 apply.

ORDINANCE NO. 2019-03

AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE NORTH LIBERTY CODE OF ORDINANCES TO PROVIDE NECESSARY UPDATES

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

SECTION 1. AMENDMENTS.

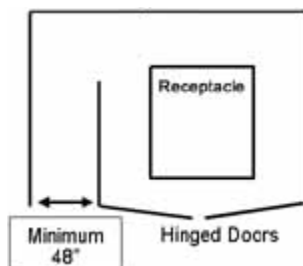
A. Chapter 169 Zoning Code – Development Regulations, of the North of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 169.04 Trash and Recycling Enclosure, to read as follows:

169.04 TRASH AND RECYCLING ENCLOSURE. Trash and recycling enclosures are required for commercial, industrial, and multi-family zoned areas except that side-by-side, or townhouse-style multi-family developments may be approved for curb-side individual pickup by Council resolution upon recommendation by the Building Official that the developer or owner has demonstrated the following:

1. Adequate maneuverability for garbage truck access; and
2. Practical and adequate frontage for each dwelling unit so that placement of garbage and recycle materials does not impede pedestrians or drivers on public or private sidewalks, driveways, or streets.

If curb-side pickup is approved, the developer shall provide a recorded document releasing the City from any and all damage or injury liability arising from garbage collection activities, and notifying future owners of that release. Enclosures shall not be located in the front yard area and should be located out of public view to the greatest degree possible. Openings shall be oriented so that gates do not open toward public streets whenever practical. Enclosures shall be constructed of decorative block or brick to match the principle building to the maximum extent possible, to minimize its visual impact. Gates shall be constructed with commercial-grade hinges, pulls, and hasps, and gate supports shall be metal with an appropriate diameter to support the gates. The gates themselves shall be constructed to present a decorative solid façade. Class 2B fused and bonded vinyl coated gauge chain link fence panels with minimum 9 gauge core, with 2" mesh, and winged type slats installed to obtain a Privacy factor of 90% or greater may be used as a substitute for a solid façade. Protective bollards should be provided. See Figure 6 for access requirements for multi-family uses.

FIGURE 6



- B. Chapter 169 Zoning Code – Development Regulations, of the North of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 169.05 Fence Requirements, to read as follows:

169.05 FENCE REQUIREMENTS. The provisions of this section apply to the construction, alteration, moving, and repair of any fence within the jurisdiction.

1. **Permit Required.** Each application for a fence permit shall be submitted prior to the installation or alteration of a fence. The application shall be accompanied by a plot plan, in duplicate, drawn to scale, showing the actual dimensions of the lot; the size, shape, and location of all existing buildings; location, height, and material type of the proposed fence; and such other information as may be necessary to provide for the enforcement of this section. A record of applications and plans shall be kept in the Code Official's office.
2. **Application Fee.** A fee for the fence permit shall be charged. The fee shall be set by the City and shall be available at the office of the Code Official.
3. **Review.** All applications for fence permits shall be submitted to the Code Official for review and approved prior to permit issuance. Each application shall include data necessary to show that the requirements of this code are met.
4. **Expiration.** Every fence permit issued by the Code Official under the provisions of this code shall expire by limitation and become null and void if the work authorized by such permit is not commenced within 180 days from the date of such permit, or if the work authorized by such permit is suspended or abandoned at any time after the work is commenced, for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee. Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by this section for good and satisfactory reasons. The Code Official may extend the time for action by the permittee for a period not exceeding 180 days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.
5. **Height.** The height of all fences, retaining walls, and hedges located within a front, side, or rear yard shall not exceed those found in Table 169-C.
- 6.

TABLE 169-C – MAXIMUM FENCE HEIGHTS^{1, 2}

District	Front Yard	Side Yard	Rear Yard
R Zones	38 inches ⁴	8 feet	8 feet
All Other Zones	38 inches ⁴	16 feet ³	16 feet ³

1 At street intersections, no fence, retaining wall or hedge more than 10 percent solid or three feet above the street level shall be located within a triangular area composed of two of its sides and twenty-five feet in length and measured along the right-of-way lines from the point of intersection of the above-referenced lines.

2 No chain-link fence shall be located within any portion of the front yard required setback.

3 If adjoining residential district maximum 8-ft.

4 On a corner lot property, a 6-foot-high privacy fence may be erected on that portion of the lot at the rear of the house provided the fence is erected a minimum of 15 feet from any sidewalk, driveway, or right-of-way line. Said fence shall comply in all other respects with the fence requirements.

7. Location. Fences and hedges shall be located entirely within the confines of the property lines except for fences located next to a public or private alley shall maintain a minimum 2-foot separation between the fence and alley line. No fence, wall, or hedge shall encroach on or obstruct a public sidewalk.
8. Fence Materials.
 - A. Barbed Wire. It is unlawful for any person to erect, construct, keep, or maintain any barbed wire fence within the City except when the barbed wire fence is erected, constructed, and maintained in compliance with the provisions contained in the Code of Iowa and used on property zoned for Interim Development use, provided the property has been used for the purpose of enclosing livestock within the preceding 24-month period. Barbed wire fences shall be permitted in a commercial or industrial zoning district, provided that the bottom strand of barbed wire is not less than 6½ feet above grade.
 - B. Electric Fences. It is unlawful for any person to erect, construct, keep, or maintain any electric fence in any zoning district within the City, except for the enclosure of livestock operations located in an Interim Development District, provided the property on which the livestock operation is located does not adjoin property that is zoned or used for any residential purposes.
 - C. Barbed Wire and Electric Fences. Barbed wire and electric fences are prohibited in any zoning district or in conjunction with any use or operation when any such fence is located within five feet of an adjoining residential property, a public sidewalk, or a street right-of-way line where a public sidewalk does not exist.
 - D. Metal Fences. Metal fences shall consist of galvanized or vinyl-covered chain link material, including all supporting frame posts and rails.

- E. Wood Fences. Wood fences shall consist of a treated or decay-resistive material. Posts and supports for the wood fence shall be located on the inside of the fence on the property on which the fence is constructed.
9. Prohibited Fence Material. The following fences are prohibited, except as provided in this chapter or for permitted agricultural residential gardening uses to protect against rodents, vermin, and pests:
- F. Wooden snow fence;
 - G. Welded wire fence;
 - H. Panel fence;
 - I. Plastic snow/safety fence; and
 - J. Chicken wire.

A snow fence may be erected on a temporary basis, not to exceed six months, to alleviate the adverse effects of drifting snow or to warn and prevent access to an area by unauthorized persons. When erected on a temporary basis to prevent access of unauthorized persons to any area, a snow/safety fence shall be removed within 24 hours after the elimination of the reason for which the fence was erected originally.

10. Installation and Maintenance. All fences shall be constructed in a workmanlike manner with approved materials and installed to withstand wind load of 30 pounds per square foot. All fences shall be maintained and repaired as needed. The owner of the property upon which the fence is constructed is required to maintain the fence.
- C. Chapter 169, Zoning Code – Development Regulations, of the North of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 169.06, Location of Accessory Buildings and Uses, Yards and 169.08, Supplemental Yard and Height Restrictions, to read as follows:

169.06 LOCATION OF ACCESSORY BUILDINGS AND USES. Accessory buildings and uses shall occupy the same lot as the main use or building. No lot shall have an accessory building or use without the principal use. No accessory building shall be used as a dwelling unit.

1. Separation from Main Building. All accessory buildings shall be separated from the main building by 10 feet.
2. Private Garages. No detached garage shall be located within the front yard area of any lot. An accessory building used as a private garage may be located in any portion of the rear or side yard under the following conditions:
 - A. Maximum one private garage per lot.
 - B. A maximum square feet gross building area not to exceed 30% of the rear yard area with a maximum size of 850 square feet.
 - C. No portion of the structure located in a rear yard area shall be located in any of the following areas:
 - (1) Less than four feet from an adjoining property line.

- (2) Less than 20 feet from a public or private alley.
 - (3) Within any easement.
- D. No portion of the structure located in a side yard area shall be located in any of the following areas:
 - (1) Less than the required side yard setback for the main building.
 - (2) Within any easement.
- E. Maximum building height of 15 feet.
- 3. Storage Buildings. All accessory buildings used for storage or other similar use may be located in any portion of the rear yard under the following conditions:
 - A. Maximum 200 square feet gross building size.
 - B. No portion of the structure shall be located in any of the following areas:
 - (1) Less than four feet from any adjoining property line.
 - (2) Less than 10 feet from a public or private alley.
 - (3) Within any easement.
 - C. Maximum building height of 10 feet.
- 4. Other accessory uses.
 - A. Swimming pools. No swimming pool shall be located within the front yard area of any lot, or closer than four feet from any adjoining property line.
 - B. Play and recreational structures. No clubhouse, swing set, gazebo, slide, or similar uses or equipment shall be located within the front yard area of any lot.

169.08 SUPPLEMENTAL YARD AND HEIGHT REGULATIONS. Any building, structure, or use hereafter erected, altered, or established shall comply with the general yard space requirements of the district within which it is located, except as specified herein. Reference the “Yards Exhibit” for visual representation of yard areas.

- 1. Location of Required Yard. The required yard space for any building, structure, or use shall be contained on the same lot as the building, structure, or use and such required yard space shall be entirely upon land in a district in which the principal use is permitted.
- 2. Reduction or Sharing of Required Yards or Space Prohibited. No lot, yard, court, parking area, or other space shall be reduced in area or dimension so as to make said area or dimension less than the minimum required for this code. No part of a yard, court, parking area, or other space provided for any building or structure to comply with the provisions of this code shall be included as part of a yard, court, parking area, or other spaces required under this code for another building or structure.
- 3. Required Yards for Existing Buildings. No yards, now or hereafter provided, for a building existing on the effective date of this Zoning Ordinance shall subsequently be reduced below (or further reduced if already less than) the minimum yard requirements of this code for equivalent new construction.
- 4. Required Yards on Major Streets.

- A. Major Streets. All applicable building setbacks and yard requirements set forth in this code shall be measured and determined from the existing street right-of-way.
 - B. Private Streets. All applicable building setbacks and yard requirements along private streets shall be measured from the nearest line of the access easement.
 - C. In all C, O-RP, and I-1 districts on lots fronting on two nonintersecting streets, a front yard must be provided on both streets.
 - D. On corner lots in all districts there shall be a front yard on both streets.
5. Transitional Yards. Where a lot is in a C or I-1 district and is next to an R district, the side or rear yard required in that R district must be provided along the boundary line.
 6. Yards with More than One Principal Building. When two or more buildings are permitted on a lot, the required yards shall be maintained around the group of buildings.
 7. RD Side Yards. In all RD two-family dwelling unit districts, only the side yard on the detached side of the dwelling will be required. No side yard will be required on the side of the dwelling located on the common lot line.
 8. Permitted Encroachments in Required Yards. Under the terms of this code a required yard shall be open, unoccupied, and unobstructed from grade to the sky except for permitted encroachments. The following exceptions identify such permitted encroachments and in which yards they are permitted along with limitations imposed thereon:
 - (1) Architectural features such as sills, eaves, cornices, and other ornamental features;
 - (2) Gutters and downspouts;
 - (3) Awnings and canopies;
 - (4) Bay windows;
 - (5) Uncovered stoops not exceeding 100 square feet and in no case closer than 10 feet from the front lot line; but only on legacy lots platted prior to the year 2000 where an existing house is too close to the required front yard setback to allow the stoop.
 - (6) Any combination of the above listed appurtenances.
 9. Front Yard Exceptions. Accessory buildings or uses not listed in this section, including garages, sheds, pools, gazebos, and the like, are not permitted.
 - A. Steps or ramps which are necessary to provide access to the first floor of lawful buildings or for access to a lot from a street or alley.
 - B. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.
 - (1) Architectural features such as sills, eaves, cornices, and other ornamental features;
 - (2) Gutters and downspouts;
 - (3) Awnings and canopies;
 - (4) Bay windows;
 - (5) Uncovered stoops not exceeding 100 square feet and in no case closer than 10 feet from the front lot line; but only on legacy lots platted prior to the year 2000 where an existing house is too close to the required front yard setback to allow the stoop.
 - (6) Any combination of the above listed appurtenances.
 - C. Landscaping, vegetation, arbors, trellises, flagpoles, and the like, subject however, to the restrictions imposed in Section 167.04 – Corner Visual Clearance Requirements.

10. Side Yard Exceptions.

A. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.

(1) Architectural features such as sills, eaves, cornices and other ornamental features;

(2) Gutters and downspouts;

(3) Awnings and canopies;

(4) Bay windows;

(5) Any combination of the above listed appurtenances.

B. Uncovered patios which are at least three feet from a side lot line.

C. Uncovered decks and stoops, but not within the required side yard area.

D. Steps, provided they do not encroach into the side yard closer to the side lot line a distance of one-half the required side yard setback.

E. Air-conditioning equipment, provided it does not encroach into the side yard closer to the side lot line a distance of one-half the required side yard setback.

F. Utility equipment that is directly connected to the structure being served.

11. Rear Yard Exceptions.

A. Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.

(1) Architectural features such as sills, eaves, cornices and other ornamental features;

(2) Gutters and downspouts;

(3) Awnings and canopies;

(4) Bay windows;

(5) Any combination of the above listed appurtenances.

B. Uncovered decks, patios, stoops, or pools, including any patio or deck associated with pools, which are at least 10 feet from the rear and side lot lines.

C. Air-conditioning equipment.

D. Utility equipment that is directly connected to the structure being served.

E. Private garages or storage buildings, as specified in Section 169.06

12. Exceptions to Height Limitations. In those districts where height limitations are imposed, such height limitations shall not apply to the following appurtenances and structures:

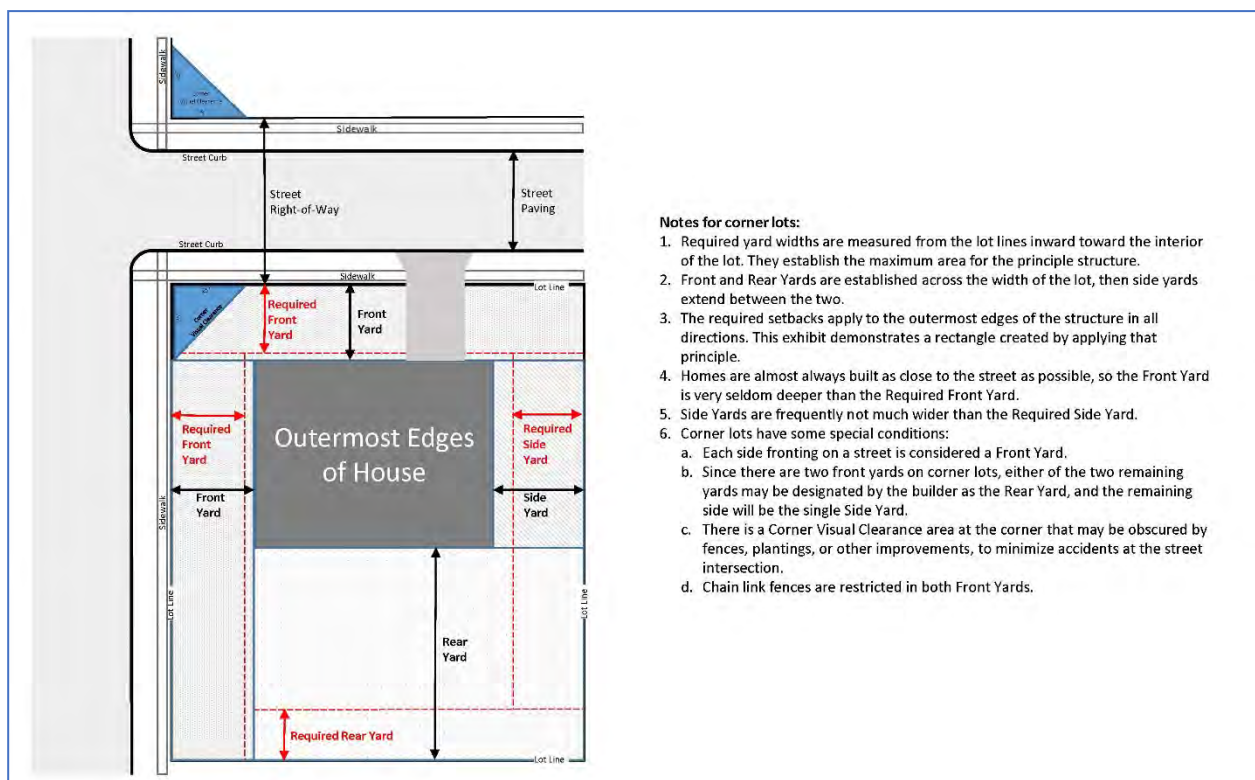
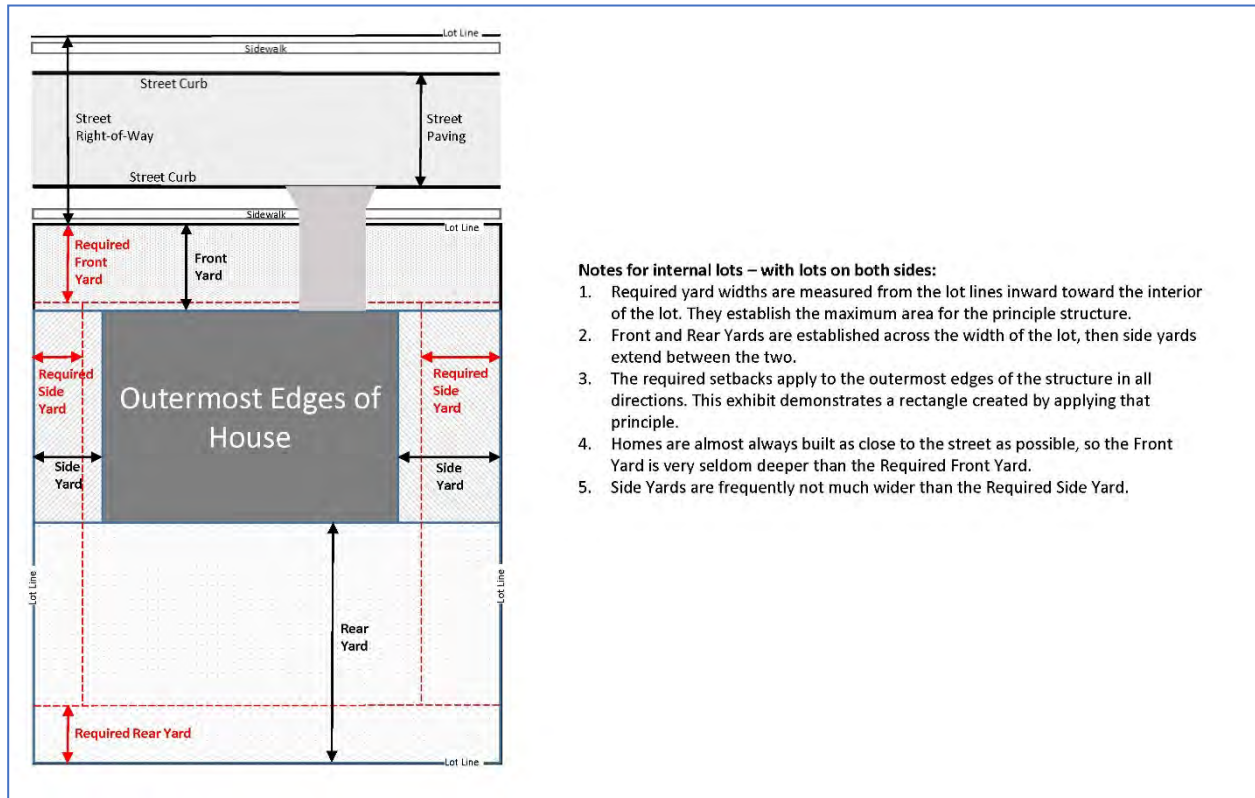
A. Church spires and steeples.

B. Belfries.

C. Monuments.

- D. Ornamental towers and spires.
- E. Radio, telephone, and television antennas, aerials, towers, and relays.
- F. Chimneys.
- G. Smoke stacks.
- H. Flagpoles.
- I. Silos.
- J. Windmills.
- K. Emergency sirens and similar devices.
- L. Elevator and stairway bulkheads.
- M. Air conditioning equipment.
- N. Water towers and cooling towers.
- O. Grain elevators and necessary mechanical appurtenances.
- P. Fire towers.

Yards Exhibit



- D. Chapter 170, Zoning Code – Special Use Regulations, of the North of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 170.06, Outdoor Eating Accessory Uses, to read as follows:

170.06 OUTDOOR EATING ACCESSORY USES. Outdoor eating accessory uses are permitted only in association with permanent and full-time restaurants or other businesses that include inside restaurant facilities, and are owned by the same party as the restaurant. The following provisions shall apply:

1. All businesses shall be subject to the approval of a plan and building permit, to be reviewed and approved by City Staff, that meets requirements of this code. Any such outdoor eating plan that is not approved by City Staff may be referred to the City Planning Commission and City Council for consideration in the same manner as other full site plans. Any City action against the outdoor eating accessory use shall also be enforceable against the associated restaurant operation, and may include withdrawal of certifications or permits for both the accessory use and for the principal restaurant use on the property. The City shall have the discretion to require a formal agreement, specifying conditions for operations, to be approved in any case.
2. All Zoning Ordinance requirements shall be observed, including parking, yards, and signage. No additional signage is allowed in conjunction with the outside eating area.
3. The area used for the establishment shall be clearly delineated by fencing, plant materials or other landscaping, or other aesthetically pleasing means identified on the site plan.
4. The area used for the establishment shall be hard-surfaced with concrete, asphalt, or other suitable permanent materials, and specified as such on the site plan.
5. The principal use on the site must meet all Zoning Ordinance and site plan requirements.
6. Temporary structures or other facilities may be approved through the site plan review.
7. Businesses must provide evidence that appropriate State and local licensing has been obtained.
8. All applicable local, county, and State regulations must be met.
9. Businesses may serve alcoholic beverages if licensed for the outside area.
10. Businesses may not provide illuminating lighting unless specified and approved with the site plan. Decorative lighting such as string lights is encouraged.
11. Businesses may not provide any amplified music or public address system unless specified and approved with the site plan or by a separately issued Special Event Permit as provided for by City Code.

- E. Chapter 168, Zoning Code – Zoning District Regulations, of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 168.06 C Zones – Commercial

Districts, Section 168.07 O/RP Zones – Office and Research Park Districts, and 168.09 I Zones – Industrial Districts to read as follows:

168.06 C ZONES – COMMERCIAL DISTRICTS.

7. Conditional Uses. Outdoor display uses are permitted subject to the provisions of Section 171.02.

168.07 O/RP ZONES – OFFICE AND RESEARCH PARK DISTRICTS.

7. Conditional Uses. Outdoor display uses are permitted subject to the provisions of Section 171.02.

168.09 I ZONES – INDUSTRIAL DISTRICTS.

7. Conditional Uses. Outdoor display uses are permitted subject to the provisions of Section 171.02.
- F. Chapter 168, Zoning Code – Zoning District Regulations, of the North Liberty Code of Ordinances (2017) is hereby amended by deleting Section 168.08 C-RV Zones – Commercial Recreational Vehicle District.
- G. Chapter 167, Zoning Code – Definitions, of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 167.01 Definitions to read as follows:

167.01 DEFINITIONS

“Temporary portable storage container” is a large container designed and rented or leased for the temporary storage of commercial, industrial, or residential household goods, that does not contain a foundation or wheels for movement. Examples of this use include piggyback containers that can be transported by mounting on a chassis, and “POD-type” boxes that can be transported on a flatbed or other truck, but do not include prefabricated sheds that are not designed for transport after erection or commercial trailers used by construction companies or other uses in the regular performance of their businesses. Temporary portable storage containers, except those included in temporary construction permits, are subject to the provisions of Section 171.03 – Temporary Use Permit.

- H. Chapter 171, Zoning Code – Nonconforming, Conditional, and Temporary Uses, of the North Liberty Code of Ordinances (2017) is hereby amended by revising Section 171.03 Temporary Uses to read as follows:

171.03 TEMPORARY USES. These regulations are intended to prescribe the conditions under which activities of limited duration may be conducted. The intent is to prevent the creation of nuisances or annoyances to the occupants of adjacent buildings, premises, or property, and to the general public. Considerations for all types of temporary uses listed herein shall include: compatibility with adjacent uses; potential adverse effects to the

surrounding neighborhood because of odor, noise, dust, or other nuisances, especially as they may relate to the consumption of alcohol; parking needs, if applicable; and potential traffic increases and resulting impacts on the surrounding neighborhood or city at large. Temporary uses are categorized into the following three types: Minor Temporary Uses, Special Events, and Zoning Temporary Uses, as defined and restricted herein; and several special uses.

2. Special Events. Special events are those minor events or uses that are generally not more than five days in duration and occur infrequently except as noted. A permit is required, subject to approval by the City Administrator and issuance by the City Clerk. The following general regulations apply to these events and will be further defined and restricted in any permit issued:
 - A. Each special event shall be described in a permit issued by the City Clerk prior to commencement of the event. This permit shall be in addition to all other licenses, permits, or approvals otherwise required by any governmental entity. The City Administrator may impose such conditions on a special event permit as are necessary to meet the purposes of this chapter and protect the public health, safety and welfare, and adjacent uses. Conditions and limitations that may be imposed may include, but are not limited to:
 - (1) Yard setback and open space requirements;
 - (2) Parking;
 - (3) Fences, walls or other screening;
 - (4) Number and placement of signs;
 - (5) Vehicular and pedestrian ingress and egress;
 - (6) Property maintenance during the course of the activity;
 - (7) Control of illumination, noise, odor, vibration or other nuisances; and
 - (8) Hours of operation.
 - B. Proof of ownership or a signed letter from either the property owner or said owner's authorized representative for the property on which the activity is to take place shall be presented at the time the temporary permit is requested, as well as other contact information for individuals and groups involved.
 - C. All unimproved parking areas and main walk areas shall be maintained to prevent mud tracking or dust entrainment.
 - D. Sanitary facilities, either portable or permanent, shall sufficient in quantity and be made available to all employees, attendants and participants of the activity during its operation hours.
 - E. A bond or cash deposit of up to \$1,000.00, to be set by the City Administrator, shall be provided to the City to be used for reimbursement of costs for cleanup and repair of public property, police services, and any other damages to the City or its property resulting from the special event; however, the requirement for said bond or cash deposit shall be waived by the City Administrator for typical

- noncommercial “block parties” privately arranged by and for residents of a street or neighborhood and lasting less than six hours.
- F. All sites shall be completely cleaned of debris and temporary structures, including but not limited to trash receptacles, signs, stands, poles, electrical wiring, or any other fixtures and appurtenances or equipment connected therewith, within 48 hours after the termination of the special event.
 - G. The following activities are prohibited unless specifically approved in the permit:
 - (1) Use of public property including streets and rights-of-way.
 - (2) Consumption of alcohol.
 - (3) Amplified music.
 - (4) Signage, either on-site or off-site.
 - (5) Temporary structures or uses located within setback areas established within this ordinance.
 - H. A permit fee shall be set by the City and collected prior to issuance of the permit.
 - I. Examples of special events requiring a permit issued by the City Clerk include:
 - (1) Annual seasonal events such as Christmas tree sales, Halloween haunted houses, and community-sponsored events, permitted only in commercial and industrial zones.
 - (2) Nonprofit events such as runs, walks, bike rides, and similar.
 - (3) Temporary outdoor eating establishments, permitted only in commercial zones.
 - (4) Parking lot sales, sidewalk sales (private sidewalks only), permitted only in commercial zones.
3. Zoning Temporary Uses. Zoning temporary uses are those events or uses that are generally more than five but not more than 90 days in duration and occur not more than once per year. The following general regulations apply to these events and will be further defined in any permit issued:
- A. Each use shall be described in a permit issued by the Code Official prior to commencement of the event. This permit shall be in addition to all other licenses, permits, or approvals otherwise required by any governmental entity. The Code Official may impose such conditions on a temporary use permit as are necessary to meet the purposes of this chapter and protect the public health, safety and welfare, and adjacent uses. Conditions which may be imposed may include but are not limited to:
 - (1) Yard setback and open space requirements.
 - (2) Parking.
 - (3) Fences, walls or other screening.

- (4) Signs.
 - (5) Vehicular and pedestrian ingress and egress.
 - (6) Property maintenance during the course of the activity.
 - (7) Control of illumination, noise, odor, vibration or other nuisances.
 - (8) Hours of operation.
- B. Proof of ownership or a signed letter from either the property owner or said owner's authorized representative for the property on which the activity is to take place shall be presented at the time the temporary permit is requested, as well as other contact information for individuals and groups involved.
 - C. All unimproved parking areas and main walk areas shall be maintained to prevent mud tracking or dust entrainment. Use of unimproved areas may be prohibited for those uses that are permitted for a longer duration to avoid damaging those areas.
 - D. Sanitary facilities, either portable or permanent, shall be made available to all employees, attendants and participants of the activity during its operation hours.
 - E. A bond or cash deposit of up to \$1,000.00, to be set by the City Administrator, shall be provided to the City to be used for reimbursement of costs for cleanup and repair of public property, police services, and any other damages to the City or its property resulting from the zoning temporary use.
 - F. All sites shall be completely cleaned of debris and temporary structures, including but not limited to trash receptacles, signs, stands, poles, electrical wiring, or any other fixtures and appurtenances or equipment connected therewith, within 48 hours after the termination of the special event.
 - G. The following activities are prohibited unless specifically approved in the permit:
 - (1) Use of public property including streets and rights-of-way.
 - (2) Consumption of alcohol.
 - (3) Amplified music.
 - (4) Signage, either on-site or off-site.
 - (5) Temporary structures or uses located within setback areas established within this ordinance.
 - H. A permit fee shall be set by the City and collected prior to issuance of the permit.
 - I. Examples of zoning temporary uses permitted include:
 - (1) Stands for the sales of agricultural products.
 - (2) Retail sales of nursery materials.
 - (3) Other similar uses described in the definition of this type of use.
4. Temporary Portable Storage Containers. A permit is required prior to placement of any temporary portable storage containers, to be obtained from the Building Department. Requirements of the permit include the following:

- A. Maximum duration of use is no more than 30 days in any calendar year.
 - B. No container shall be more than 8 feet in height, nor more than 16 feet in length in residential districts or 40 feet in length in all other districts.
 - C. Containers shall not be stacked vertically.
 - D. Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
5. Commercial Dumpsters. Commercial dumpsters located on a private lot for more than 7 consecutive days are permitted only as part of another permit issued by the Building Department, such as a building permit or demolition permit; or through the commercial dumpster permit listed in item B of this section. Commercial dumpsters located on a private lot for 7 consecutive days or less do not require a permit.
- A. Commercial dumpsters permitted with issuance of another permit are subject to the following requirements:
 - (1) Containers shall not be stacked vertically.
 - (2) Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
 - B. Commercial dumpsters permitted by commercial dumpster permit are subject to the following requirements: Containers shall not be stacked vertically.
 - (1) Containers shall be located totally on the owner's lot, and no part of any container shall be located on any public property.
 - (2) Maximum duration of use is no more than 30 days in any calendar year. No container shall be more than 8 feet in height, nor more than 16 feet in length in residential districts or 40 feet in length in all other districts.
- 6 Garage Sales. Garage sales are restricted to no more than one three-day event per 180-day period. Garage sales occurring more frequently shall be considered a commercial retail sales business in a residential zone, which is prohibited. Permits are not required, but temporary sign regulations as specified in section 173.13 apply.

SECTION 2. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.
Second reading on _____.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

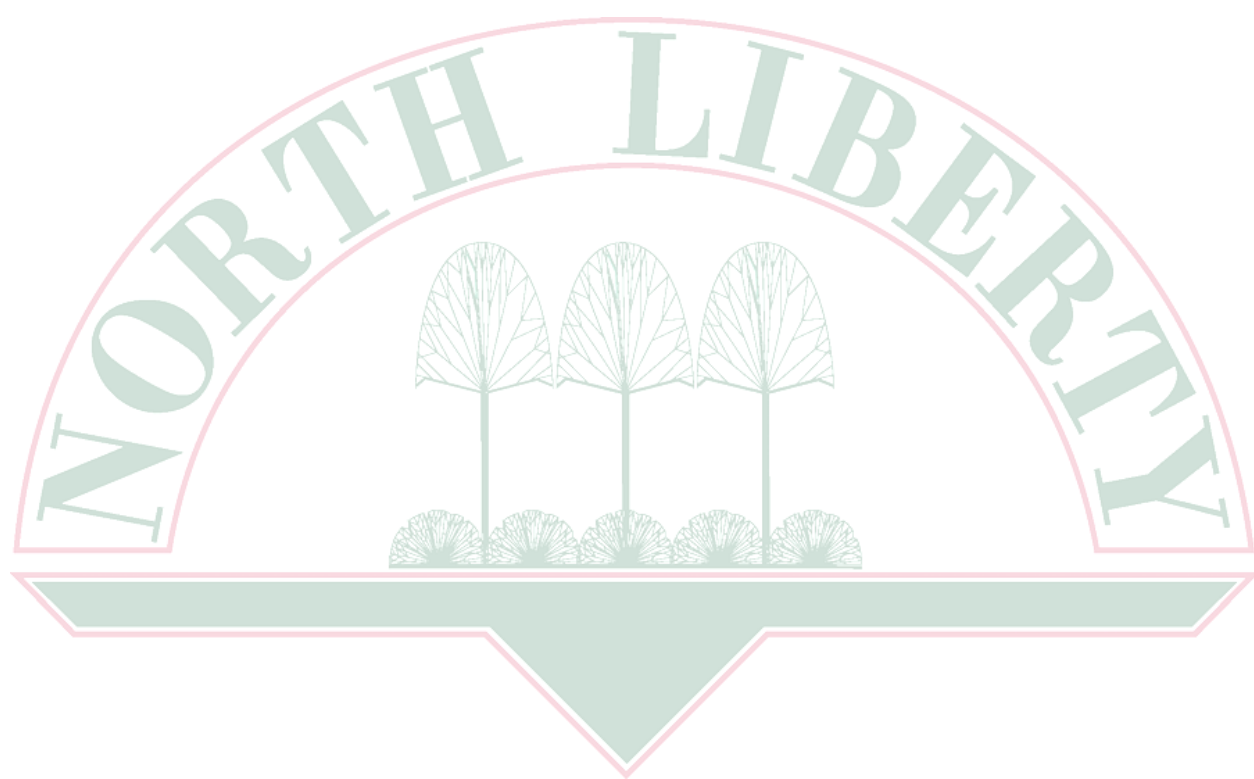
I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2019-03 in the North Liberty *Leader* on the ___ day of _____, 2019.

TRACEY MULCAHEY, CITY CLERK

Additional Information



To: Mayor and City Council
From: Tom Palmer, Building Official
CC: City Administrator
Date: 2/5/2019
Re: Monthly Report

January Permit Report:

Fifty-four permits were issued in January with estimated construction value of \$900,000. Staff completed 294 inspections.

Certificate of Occupancy:

One certificate was issued for new dwelling unit and four for commercial renovation projects.

Rental/Code Enforcement:

Ten rental permit applications were received in January. One-hundred thirty-three rental inspections were completed along with eighty-two code enforcement complaints were handled in January.

Creekside South Residential Building:

The crews have completed installing the roof membrane and windows on the multi-family building located north of Forevergreen Road. Crews are onsite installing electrical, mechanical and fire protection system prior to insulating and applying drywall.



NORTH ELEVATION



SOUTH ELEVATION



PARKING GARAGE



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

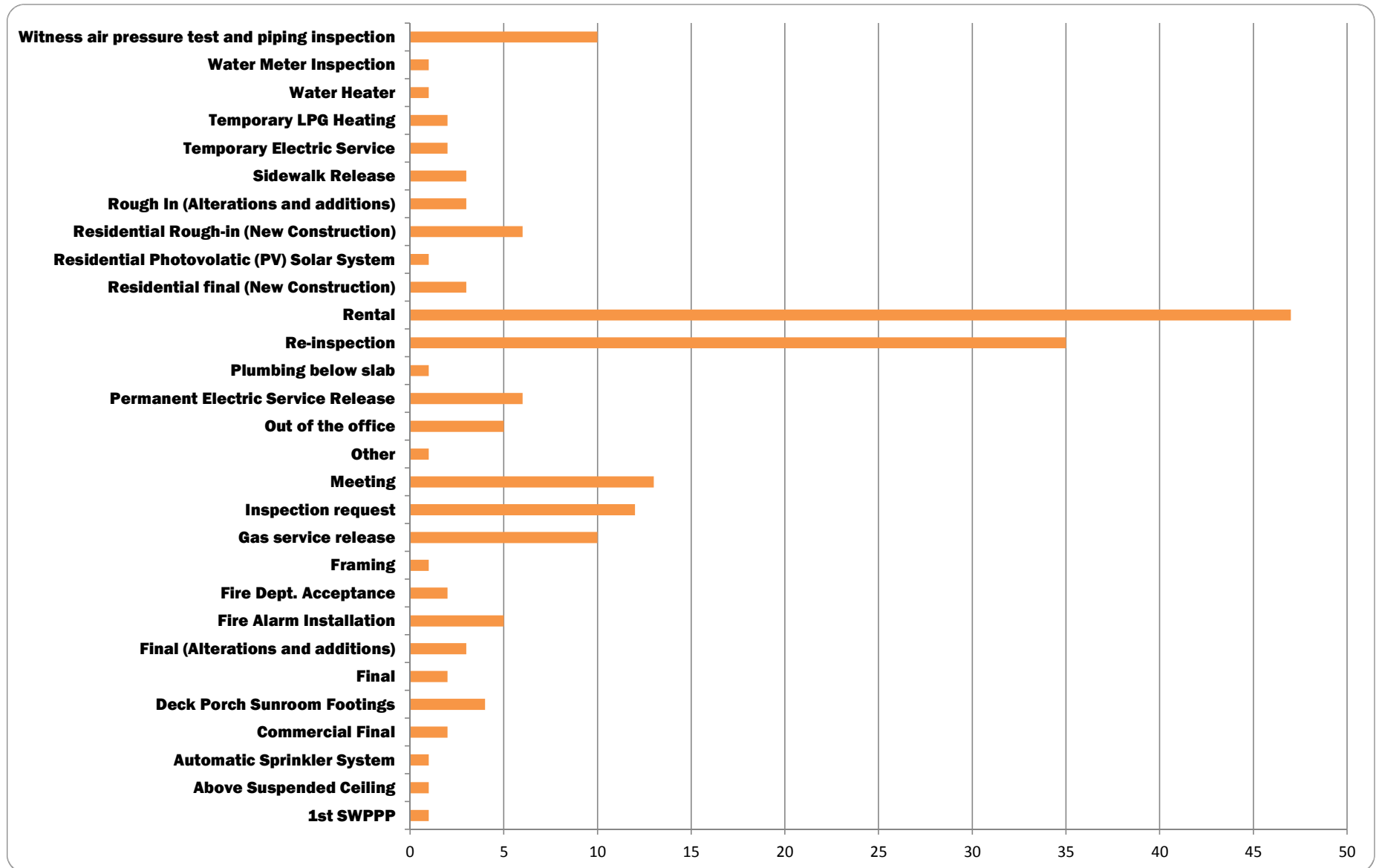
January 2019 Monthly Permit Report

Code	Permit Purpose	Permits	Construction Value	Permit Fees	Bldgs.	Units	Notes
1	New Single Family Dwelling	1	\$381,000.00	\$3,440.32	1	1	
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	\$58,375.57	\$879.85			
9	Residential Addition	0	\$0.00	\$0.00			
10	Commercial Alteration	7	\$385,500.00	\$3,420.22			
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	42	\$83,381.00	\$315,301.80			
15	Public	0	\$0.00	\$0.00			
16	Manufactured Home	0	\$0.00	\$0.00			
	Totals	54	\$908,256.57	\$323,042.19	1	1	

SFD Attached are zero lot line units

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

January Inspection Report





New Business Report

1/1/2019 - 1/31/2019

Project Description	Parcel Address	Owner Name	Owner Address	Owner City	Owner State	Owner Zip
Suite 2 Chiro Today Chiropractic office	595 Country Lane Suite 2	Chiro Today LLC-Amin Nelcoomand	2109 Snapdragon Circle SW	Cedar Rapids	IA	52404

Total Records: 1

1/31/2019

Code Enforcement Report

1/1/2019 - 1/31/2019

Case Date	Case #	Complaint
1/3/2019	3190	past due annual backflow perventer test report
1/4/2019	3191	upload backflow preventer test report
1/4/2019	3192	past due annual backflow perventer test report
1/4/2019	3193	Past due annual backflow perventer test report
1/4/2019	3194	past due annual backflow perventer test report
1/4/2019	3195	past due annual backflow perventer test report
1/4/2019	3196	past due annual backflow perventer test report
1/4/2019	3197	past due annual backflow perventer test report
1/4/2019	3198	past due annual backflow perventer test report
1/4/2019	3199	past due annual backflow perventer test report
1/4/2019	3200	past due annual backflow perventer test report
1/4/2019	3201	past due annual backflow perventer test report
1/4/2019	3202	past due annual backflow perventer test report
1/4/2019	3203	past due annual backflow perventer test report
1/4/2019	3204	vehicle parked on the landscaped area of the property
1/4/2019	3205	past due annual backflow perventer test report
1/4/2019	3210	vehicle parked on the landscaped area of the property
1/8/2019	3206	Renting property without a valid rental permit
1/8/2019	3207	No Zoning Compliance permit application
1/8/2019	3208	No Zoning Compliance permit application
1/8/2019	3209	No Zoning Compliance permit application
1/8/2019	3211	bushes are hanging over sidewalk causing an obstruction
1/9/2019	3212	special event vertical signs have been displayed longer than the 10 continuous days that is allowed by code
1/9/2019	3213	public trail installation
1/9/2019	3214	Renting property without a valid rental permit
1/9/2019	3215	Public trail installation
1/9/2019	3216	past due annual backflow perventer test report
1/9/2019	3217	Void
1/11/2019	3218	vehicle parked on the landscaped area of the property
1/11/2019	3219	trailer parked on the landscaped area of the property

1/11/2019	3220	commercial skid mount building stored in back yard
1/11/2019	3221	past due annual backflow perventer test report
1/11/2019	3222	trailer parked on the landscaped area of the property
1/11/2019	3223	storage of inoperable vehicle on property
1/11/2019	3224	outside storage that is being stored outside the designated area
1/14/2019	3225	illegal real estate signs on the property
1/14/2019	3226	illegal signs on the property
1/15/2019	3227	playing loud music at 2 am
1/15/2019	3228	sidewalks not cleared
1/16/2019	3229	snow and ice not removed from public sidewalk
1/16/2019	3230	snow and ice not removed from public sidewalk
1/16/2019	3231	snow and ice not removed from public sidewalk
1/16/2019	3232	snow and ice not removed from public sidewalk
1/16/2019	3233	have place a POD storage unit on the property without obtaining the required permits
1/16/2019	3234	snow and ice not removed from public sidewalk
1/16/2019	3235	snow and ice not removed from public sidewalk
1/16/2019	3236	snow and ice not removed from public sidewalk
1/17/2019	3237	No Zoning Compliance permit application
1/17/2019	3238	No Zoning Compliance permit application
1/22/2019	3239	illegal sign attached to fence
1/22/2019	3240	illegal sign on property
1/22/2019	3241	vehicle parked on the landscaped area of the property
1/22/2019	3242	illegal placement of sign
1/22/2019	3243	dumpster on property not in the required enclosure
1/22/2019	3244	Renting property without a valid rental permit
1/23/2019	3245	Renting property without a valid rental permit
1/23/2019	3246	Renting property without a valid rental permit
1/23/2019	3247	snow and ice not removed from public sidewalk
1/23/2019	3248	snow and ice not removed from public sidewalk
1/23/2019	3249	Renting property without a valid rental permit
1/23/2019	3250	Renting property without a valid rental permit
1/24/2019	3251	vehicle parked on the landscaped area of the property
1/24/2019	3252	Renting property without a valid rental permit
1/24/2019	3253	Renting property without a valid rental permit
1/24/2019	3254	Renting property without a valid rental permit

1/28/2019	3255	No Zoning Compliance permit application
1/29/2019	3256	Renting property without a valid rental permit
1/29/2019	3257	Occupying home prior to obtaining certificate
1/29/2019	3258	Occupying home prior to obtaining certificate
1/29/2019	3259	Renting property without a valid rental permit
1/31/2019	3260	No Zoning Compliance permit application
1/31/2019	3261	No Zoning Compliance permit application



North Liberty Fire Department 2019 Monthly/YTD Response Report

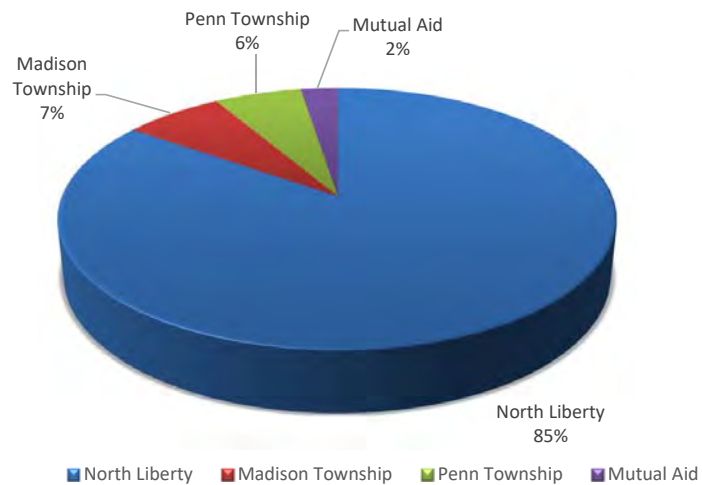
North Liberty Fire Department Responses By Fire District

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
North Liberty	100												100	84.75%
Madison Township	8												8	6.78%
Penn Township	7												7	5.93%
Mutual Aid	3												3	2.54%
Total Responses	118												118	

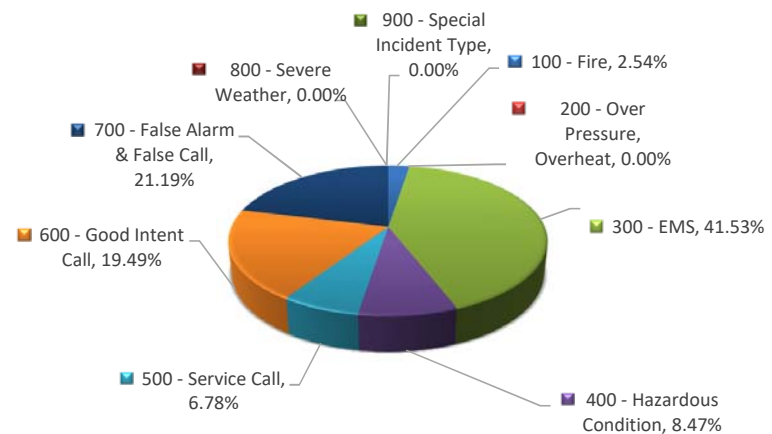
North Liberty Fire Department Responses By Type of Incident

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
100 - Fire	3												3	2.54%
200 - Over Pressure, Overheat														
300 - EMS	49												49	41.53%
400 - Hazardous Condition	10												10	8.47%
500 - Service Call	8												8	6.78%
600 - Good Intent Call	23												23	19.49%
700 - False Alarm & False Call	25												25	21.19%
800 - Severe Weather														
900 - Special Incident Type														
Total Responses	118												118	

2019 District Responses YTD
(Rounded Percentage)



2019 Type of Incidents YTD
(Percentage)

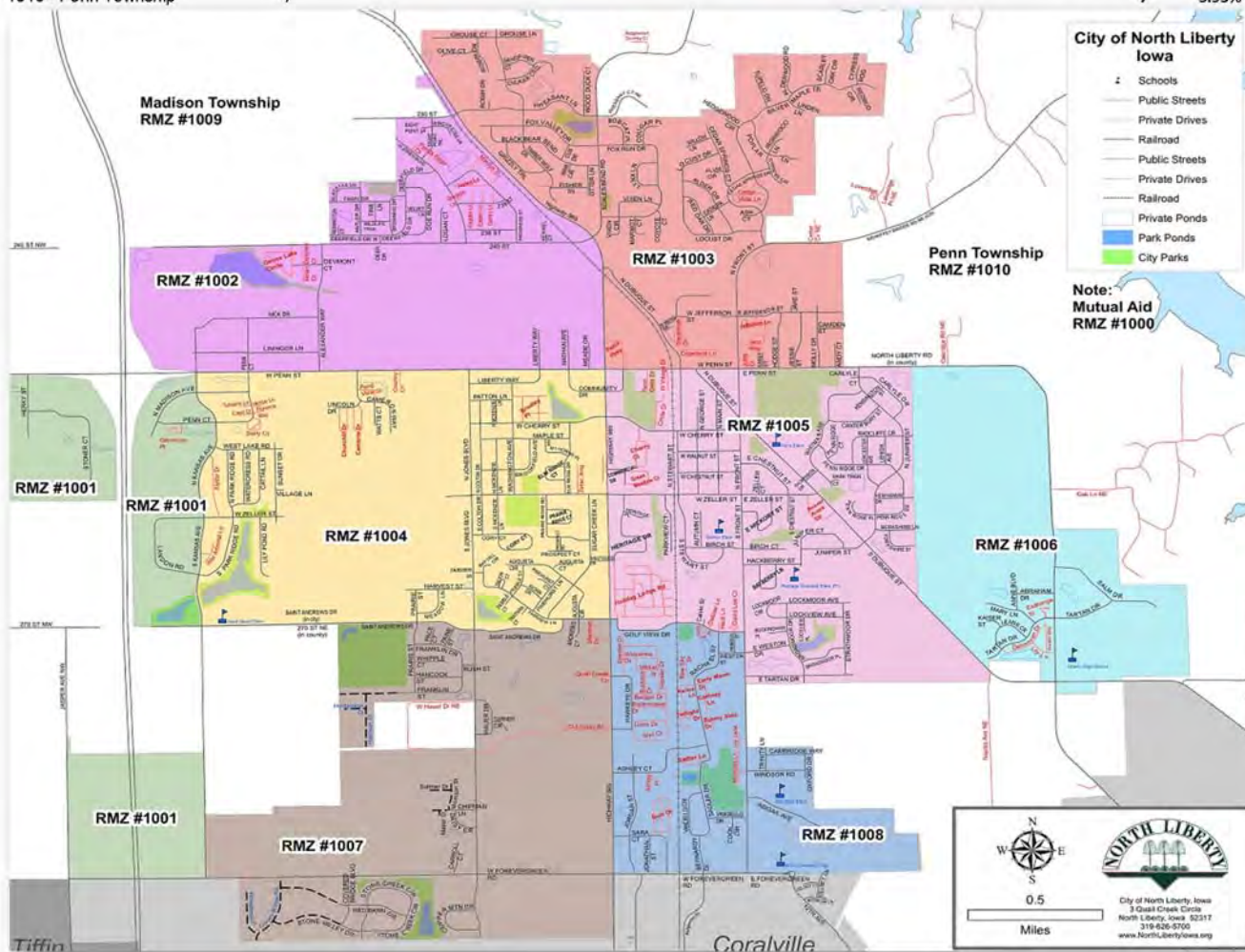




North Liberty Fire Department 2019 Monthly/YTD Response Report

North Liberty Fire Department Responses By Risk Management Zone

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
1000 - Mutual Aid	3												3	2.54%
1001 - City of North Liberty	6												6	5.08%
1002 - City of North Liberty	8												8	6.78%
1003 - City of North Liberty	22												22	18.64%
1004 - City of North Liberty	19												19	16.10%
1005 - City of North Liberty	23												23	19.49%
1006 - City of North Liberty	3												3	2.54%
1007 - City of North Liberty	5												5	4.24%
1008 - City of North Liberty	14												14	11.86%
1009 - Madison Township	8												8	6.78%
1010 - Penn Township	7												7	5.93%



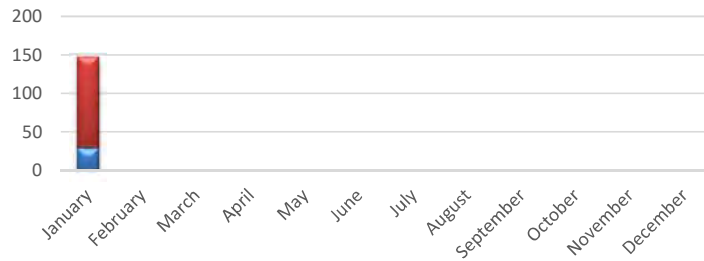


North Liberty Fire Department 2019 Monthly/YTD Response Report

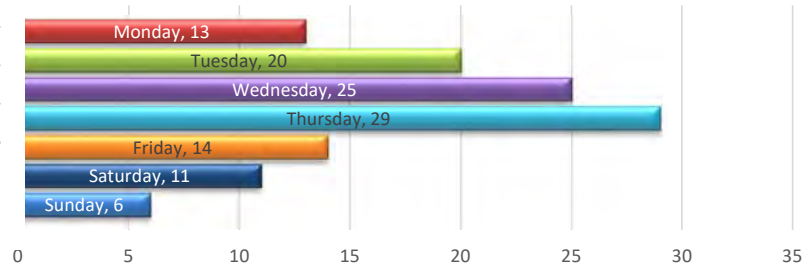
North Liberty Fire Department Overlapping Incidents

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
Overlapping Incidents	29												29	24.58%
Total Responses	118												118	

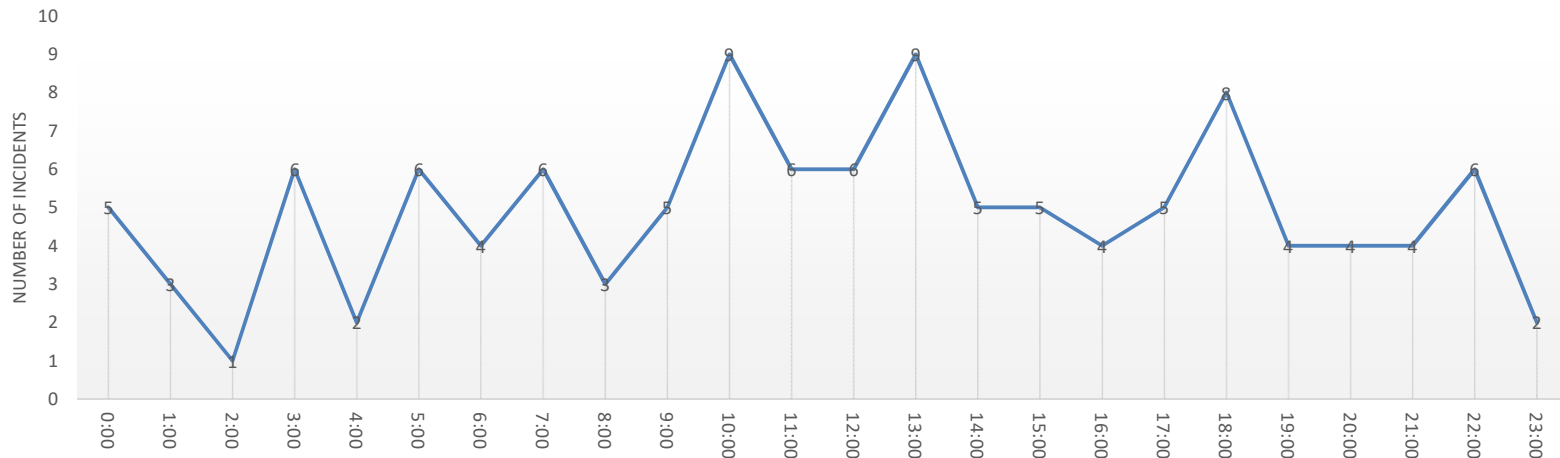
2019 Overlapping Incident
by Month



2019 Responses by
Day of Week



2019 Responses by
Hour of Day





North Liberty Fire Department

2019 Monthly/YTD Response Report

Member Responses By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Calls To Date	Percent To Date
Responses for Month	118												118	
Barney, Mallory	19												19	16.10%
Burleson, Lynn	11												11	9.32%
Chiles, Branden	7												7	5.93%
Coleman, Leah	2												2	1.69%
Coyle, Jim*	1												1	0.85%
Dolezal, Dan	3												3	2.54%
DuBay, Rob	16												16	13.56%
English, Joseph	13												13	11.02%
Hardin, Bryan	22												22	18.64%
Jaeger, Jeff	32												32	27.12%
Johnston, Mike	9												9	7.63%
Keitel, Brad	2												2	1.69%
Kelchen, Jessica	13												13	11.02%
Kochanny, Chris	23												23	19.49%
Kramer, Adam	6												6	5.08%
Lundquist, Jonathan	31												31	26.27%
Marks, Isaac	27												27	22.88%
McDonald, James	12												12	10.17%
Messinger, Matt	11												11	9.32%
Miller, Jordan	16												16	13.56%
Moliterno, Brad	3												3	2.54%
Newkirk, Richard	7												7	5.93%
Pecora, Tyler	4												4	3.39%
Place, Alexander	10												10	8.47%
Platz, Brian	38												38	32.20%
Reasner, Rich	7												7	5.93%
Rennekamp, Bryan	11												11	9.32%
Rhomberg, Peter	8												8	6.78%
Schellenberg, Phillip	10												10	8.47%
Schmooke, Bill	17												17	14.41%
Schoening, Austin	9												9	7.63%
Schultz, Christine	3												3	2.54%
Scott, Sam	10												10	8.47%
Smith, Landon	31												31	26.27%
Storv, Carson	11												11	9.32%
Voparil, Craig	4												4	3.39%
Welter, Jonathan	0												0	0.00%
White, Austin	51												51	43.22%
White, Geoffery	17												17	14.41%
Wichmann, Megan	12												12	10.17%
Williams, Justin	6												6	5.08%

* Fire Dept. Chaplain



North Liberty Fire Department 2019 Monthly/YTD Response Report

Top 5 Calls Made by Members by Month

	Jan	Feb	Mar	Apr	May	Jun
1	White, A 51					
2	Platz 38					
3	Jaeger 32					
4	Lundquist Smith 31					
5	Marks 27					
			Ropp			
	Jul	Aug	Sept	Oct	Nov	Dec
1						
2						
3						
4						
5						

2019 - Top 5 Calls Made by Year-To-Date		
1	White	51 43.22%
2	Platz	38 32.20%
3	Jaeger	32 27.12%
4	Lundquist Smith	31 26.27%
5	Marks	27 22.88%



TO: City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE Feb. 7, 2018
SUBJECT: Library Monthly Report

At a Glance

Computer Usage	2,583
Database Use	7,319
Meeting Room Use	1072
Door Count	14,617

Library News

Winter weather didn't slow down visits to the library. The library offered several affiliate events during Beat the Bitter, including Toasty Trivia in collaboration with Red's Alehouse, a Winter Tea Party, and a Teen Murder Mystery in the Library.

The Teen Murder Mystery Programming was extremely popular and library staff spoke to some enthusiastic parents who were thrilled to see the library offering drama and arts programs. We'll be expanding these offerings in the future.

Our Adult Services Librarian, Amy, worked with local photographer, to provide free professional headshots for 26 adults. Watch the video created by the Communications team here: <https://vimeo.com/311536014>. Amy is implementing several career-related programs this spring, The lineup for adult programs has expanded. Check out all of the fantastic new offerings scheduled for spring in our current program brochure and online.

We're offering winter reading programs for tots through adults. Last year we offered a winter program for K-12 but we've expanded that to include adults and the whole family. This program has proved very popular and we'll know more about participation after the program is completed, as it runs Jan. 7 – Feb. 15.

We've just released our FY18 Community Report offering a snapshot of the year. You'll find that report at the end of this document.

Our latest podcast has just been released, EveryBODY Deserves to PLAY with Courage League Sports. If you haven't listened to our podcasts, you can follow us on SoundCloud (the orange cloud icon on our website). They are very popular. We have a total of 24 podcasts, with about 1400 listens to date.

January Program Highlights



STEM activities at the Integration in Motion program for adults with special needs.



Matilda, our popular Entertainment Services Librarian hung out with the kids during after school programs. Follow Matilda on Instagram at #nlpetsread

Tippi Toes Dance incorporates music and movement for tots at this special library tot program.



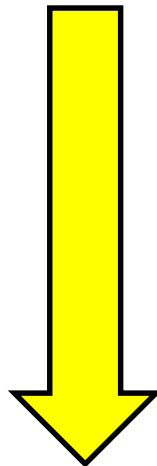
Teens participated in acting tryouts and then put on a murder mystery for their peers in January.





We had a great audience for our guest dietician from HyVee for the Cooking with Diabetes program.

Keep scrolling for the FY18 Annual Report.



COMMUNITY REPORT

North Liberty 2017-2018

Community Library

459

e-magazine
checkouts

14,372

e-book
checkouts a
27% increase

66,547

total materials in
collection
including physical
and electronic

143,258

total items
checked out
a 6% increase

11,211

e-audio
checkouts a
30% increase



"A book is a
dream that you
hold in your
hands"

- Neil Gaiman

NEW

Bike locks,
storytime kits, and
book club kits
became available for
checkout

Started after
school snack
program and were
designated an
Autism Friendly
Business



11,983

people used
library meeting
space

24,451

wireless
sessions

14,049

registered
borrowers

160,619

visits to the
library

10,115

computer
uses



21,474

people attended
923 programs a
16% increase

67

volunteers donated
1232.75 hours

15

staff kept the
library open
3,240 hours

68

community
partners



Experience *Your* Library

NORTHLIBERTYLIBRARY.ORG

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

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

Date: February 5, 2019

Re: Monthly Report

We performed building maintenance as needed this month. The Ranshaw House had heating issues during the cold spell that had to be addressed. Parks staff cleaned and resurfaced the Parks Department office floor.

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.

Considerable amount of time was spent removing snow and ice from City parking lots, sidewalks, trails and Hwy 965 intersections this past month. We continue removing snow on the ice skating rink at Penn Meadows Park and resurfacing as needed.

We continue to review and discuss the Parks FY1920 budget and capital projects items to prepare for the next fiscal year.

Parks staff completed various training assignments with Target Solutions software this past month.

We continue to work 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. We also submitted our Seasonal Parks Worker job opportunity with Iowa, UNI, Iowa State and Cornell College.

We assisted the Communications Department and Recreation Department with the Beat the Bitter event held on February 1st & 2nd.

We continue to work with contractors to begin work on the new dog park property. Our hope is to begin removing some of the timberline trees relatively soon. I will keep everyone informed as things progress.



North Liberty Police Monthly Report January 2019

Training:

- All officers attended MATS (Multi-agency Training session for two days during the month. This updates our annual training requirements county wide. (topics included- law update, cultural diversity, neurobiology of trauma, CPR, Haz Mat, case review, bomb squad, K9, Iowa COPS, Juvenile Diversion programs, access center update) (320 Hours)

Public Relations:

- Officer Tygart represented NLPD at the NLPD's Learning Initiatives Sunday seminars.
- Sgt Regenwether taught an alcohol compliance class to J & A Tap to all of their employees. (2.5 hours).
- Officers have been requested and worked the basketball games at Liberty High School. Officers are reimbursed for their time by the school.
- We have a Solon High School Intern completing 60 hours of ride time with the department.
- Assisted with former street superintendent, Don Colony's procession through town.
- Officers were involved in a question answer session on MLK Jr. Day at the high school.
- An officer is posting public safety information and services the department provides on the Next-door app for city residents.
- Chief attended the Professional Day presentation for a local youth leadership group and discussed challenges faced in her career.
- The PD K9 demonstration for Beat the Bitter went on as planned, but unfortunately the other events we planned weren't so lucky. We had to cancel the Freezin for a Reason Polar Plunge due to low temperatures. We also had to cancel the Community Connections at the Library due to low registration numbers. Several officers attended several public events.
- Citizen Police Academy started and there were over 50 registered participants. A very large class for our area. We will be assisting for 10 weeks.

Equipment:

- We replaced patrol car 207. This was part of the budgeting process. We are spacing the purchases out during the budget cycle.
- We are replacing our body worn cameras. We had a contract with L-3 to get new cameras from the grant earlier this year. We received the cameras, but due to them heating up to dangerous levels, they had to be recalled. We waited 6 months for the replacements and with no guaranteed ship date, we decided to go with a different manufacturer. After researching and testing sample cameras, Axon was the company we decided to go with. We

Traffic Contacts	392
Parking Contacts	223
Vehicle Inspections	16
Vehicle Unlocks	42
Crash Investigations	29
Public Assists	519
Assist Other Agency	120
Crimes Against Persons Report	12
Crimes Against Property Report	15
Other Reports	56
Arrests	53
Warrants	8
Alcohol/Narcotics Charges	32
Crimes Against Persons Charges	4
Crimes Against Property Charges	6
Other Charges	28
Animal Calls	33
Total Calls for Service	2423
*Total Calls for Service for the year	2423

believe it has the best technology and back office software for evidence handling. We will be swapping out the equipment and getting our money returned for the L-3 products. The money we used came from a matching grant with the federal government.

- A new LIDAR was acquired through our traffic enforcement grant.
- Process of replacing the department's office phones under the city upgrade program.

Enforcement:

- Over 200+ parking tickets have been issued this month for snow emergencies.
- Assisted in notification of several private plow drivers to not push snow across the street or onto adjacent property.

Department Admin:

- Attended an in-person unemployment appeal hearing with an administrative law judge regarding a terminated officer. The city won the appeal process citing the former employee was terminated for misconduct and is not eligible for benefits. The former employee then filed another appeal.
- Held Union Negotiations for changes to the upcoming contract. We will meet again next month.
- Working on year-end power point report.
- Completing end of year employee evaluations for all staff members.
- Meeting were held for the JECC user advisory committee, supervisors meeting, Chief's meeting, E-911 commission meeting/ budget approval, the City's budget approval process, and with our cellular city service provider, Verizon. Preemption for cell services in progress for four city owned first responders numbers (cell and data).
- Held additional police officer candidate interviews with our hiring committee.
- Had several members of the public ride along this month.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 2/5/2019

To: Mayor, City Council and City Administrator
From: Shelly Simpson, Recreation Director
Date: February 5, 2019

Monthly Report – January 2019

Recreation Update:

January is normally a busy month as many of the Winter Spring programs starting right after the holiday. This is also the time of year for resolutions and numerous activities taking place in our gymnasiums. “Kids Campsite” usage went up as many look to burn off kid energy, this month totaled 1,255 participants. We showed a spike in attendance in Tippi Toes Dance, Kinder Club, Music & Movement and Wiggle Worms.

NLC Youth Basketball is our cooperative program with Coralville using every gymnasium possible, every Saturday. We totaled 368 participants registering through North Liberty. Youth Competitive basketball leagues resumed this month with a total of 33 boys teams and 14 girls teams. Adult co-ed volleyball has 11 teams and men’s basketball has 17 teams competing in league play.

Senior Dining was offered on Fridays. A total of 58 participants were served this month.

I assisted the Communications Department with the Wintry Up Event on January 27 and Beat The Bitter Event on February 1 & 2.

Pool Update:

Indoors, swim lessons began in mid-January. Arthritis Aqua and Aqua Zumba were two programs with strong participation. We actually offer Aqua Zumba now at 10 am, 11am and at 7:15pm. Other aqua exercise classes continued with strong attendance and with daily drop-in participation.

City Council approved our recommendation to go with Commercial Recreation Services / Vortex to replace the outdoor play features, estimated at \$195,560. We are looking at installation prior to this year’s opening.

Miscellaneous:

Staff evaluations are in progress this month and numerous budget work sessions were attended.

The last two weeks of the month became a nightmare as we constantly looked at the weather which ended up impacting facility hours, program cancelations and facility cleanliness. We encountered opening late, closing early, activity cancelations, rescheduling or processing refunds. This has not happened in quite a while.

See attached reports for more information.

Submitted by Shelly Simpson

To: Mayor and City Council

From: Michael Pentecost, Street Superintendent

Re: January 2019 Monthly Report

February 1, 2019

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

- Locating of City Utilities (59 job tickets) ongoing
 - a. This is a 55% decrease from January 2018 (likely because of bad weather)
- Continued animal control services (4 responses to animal issues)
- Cemetery plot locates (2 in total)
- Inventoried street lights not working and sent list to utility companies to repair
- Projects
 - a. Adaptive Traffic Control Project
 - i. Continued work on controllers, software, and network server
 - b. Penn St / Front St Corridor Improvement Project
 - i. Utility relocation work continues
 - ii. Meeting with residents affected by electric relocation
 - c. Main St Project
 - i. Utility relocation work to start
- Staff training covered “Slips, Trips, and Falls”
- Helped Water Department with repairs of distribution system on Heritage Drive
- Helped set up and tear down “Beat the Bitter” equipment
- Conducted monthly safety inspections for all street equipment and buildings
- Sanitary sewer system
 - a. Conclusion of pilot study and data to be evaluated
 - b. Contractor continued manhole rehabilitation work
 - c. Cherry St Sewer Project reviewed and added input to design
 - d. Southwest Growth meeting on city utility design
- Final budget reviews for mayor and council
- Cold patch and crack sealing of streets earlier in the month
- Winter Weather Events
 - a. Snow/ice events ¾ of the month (12th, 15th, 18th, 19th, 21st – 31st)
 - b. 10,000 gallons of Anti-icing (brine) applied in January
 - c. Hauled almost 100 tons of sand to replace some of inventory used
 - d. Repairs of sign damaged by traffic accidents
 - e. Staff worked long hours during this month to make the roads safe from snow, ice, and drifting snow during high wind and extreme temperatures events



3 plow trucks blading Ranshaw Way and applying material



New wheel loader with blade and wing attachment



Operator pushing back drifting snow over curb. Machine was critical to keep some roads open during high wind/drifting events.



Drifting snow on Forevergreen Rd. Notice 8' sign in distance almost covered by snow.



Snow drifts pushed back from road. Some areas were 8-9 feet high.

- **As a manager I was very proud of my staff. They committed to a lot of hours at odd times to make sure our citizens were safe in their travels. I appreciate the commitment from both them and their families to do this work. Likewise, this work could not be accomplished without the necessary tools and equipment. I would like to thank previous and current Mayor and Council members for giving us the resources needed to do a quality job.**

Communications Department Report

Submitted to the North Liberty City Council

Feb 6, 2019, for the month of January 2019

Beat the Bitter

The festival kicked off on Sunday, Jan. 27, 2019, with the new Wintry Warm UP, a winter kite festival, and ran through Saturday, Feb. 2. First the first time since the festival started in 2016, North Liberty had snow. We also had the coldest temperatures in a few decades. With some adjustments, we held most planned events, including two dozen affiliated events. Thanks to our partners, we were able to include offerings for a wide range of ages and interests. The programming was paid for with a mix of sponsorships and registration fees, and profits will be reinvested in the festival's future. Beat the Bitter will be held again, tentatively, from Jan. 26 to Feb. 1, 2020.

Infrastructure Projects

We're hosting our annual project open house on Tuesday, Feb. 19, from 5 to 6:30 p.m. at South Slope. In addition to our own projects, the Iowa DOT and the Iowa City Community School District will be on hand to talk about work they're doing in North Liberty. Our goal is to really engage the neighborhoods impacted by the roundabout construction on Front Street, as well as show off other improvements throughout town. We mailed letters to property owners and residents near the work and published information for a broader audience online. We're rebranding our road construction projects under the umbrella of "Road Therapy," and will be putting together a list of resources to help folks thought he projects.

Meeting Production

Derek is working to prepare equipment replacements for our city council chambers, including a new switcher and cameras. Once they're together, we'll have a system that should provide higher quality meeting video as well as providing unit that we can take on off-site productions as well for live switching and CG, which will reduce the work on the backend for speaker talks, off-site forums and more.

University Partnerships

We started two projects in partnership with the University of Iowa in January. We're working to a risk management class to assess our current plans for Beat the Bitter risk management. Students attended parts of the event and will be working with us to put together an improved plan. Additionally, and perhaps more exciting, is that, along with Parks Superintendent Guy Goldsmith, we're working with a group of engineering students on designs for the planned Centennial Park pavilion and amphitheater, which will serve as a year-round venue, splashpad pump house,

concert stage, restrooms and venue for conferences, weddings and more. Both collaborations should be complete this semester.

Public Alerts

We had a busy month of public alerts, with two snow emergencies, an extension of the parking prohibition and a pair of drinking water advisories from broken mains. This was our first opportunity to use Nextdoor's "urgent alert" feature, which allows us to send emails and texts to subscribers immediately, as well as to focus an announcement to a specific neighbor. Both features seem to work as expected and provide another tool for us as we try to communicate urgent and important information to our residents.

Other items

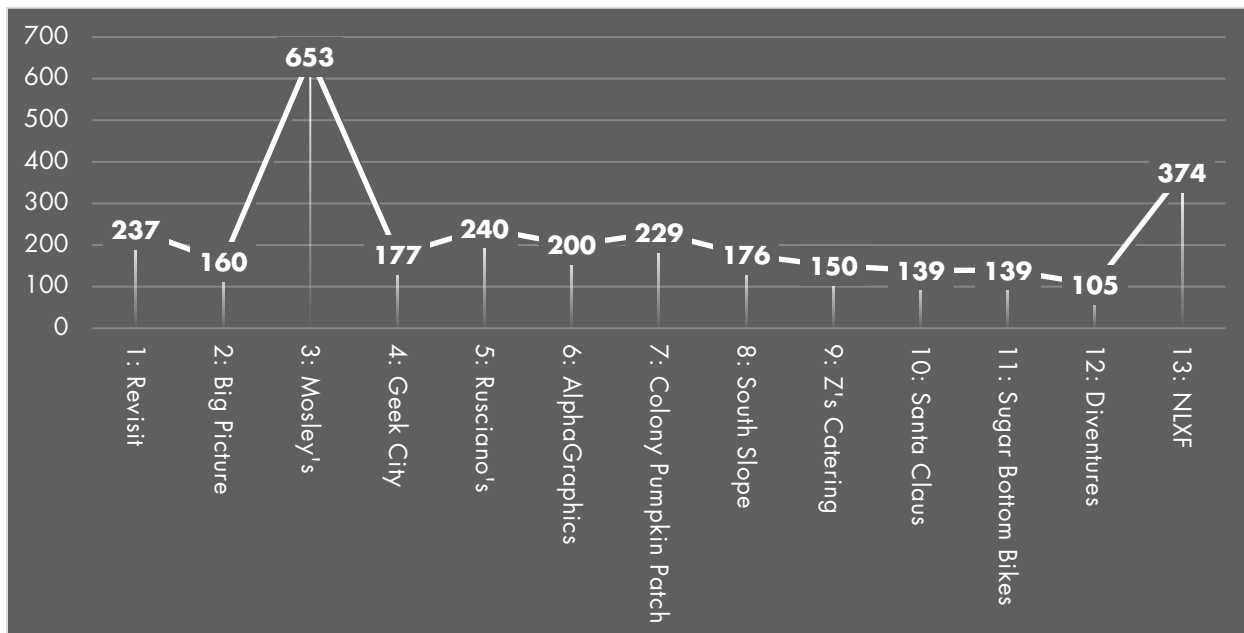
Staff had interviews with KCJJ, KGAN, KCRG, WMT, the North Liberty Leader, the Gazette and the Iowa City Press-Citizen about Beat the Bitter and other city updates.

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

We sent news releases about Beat the Bitter, pet tags, clearing storm drains, special election information, weather closures and more.

52317 Podcast

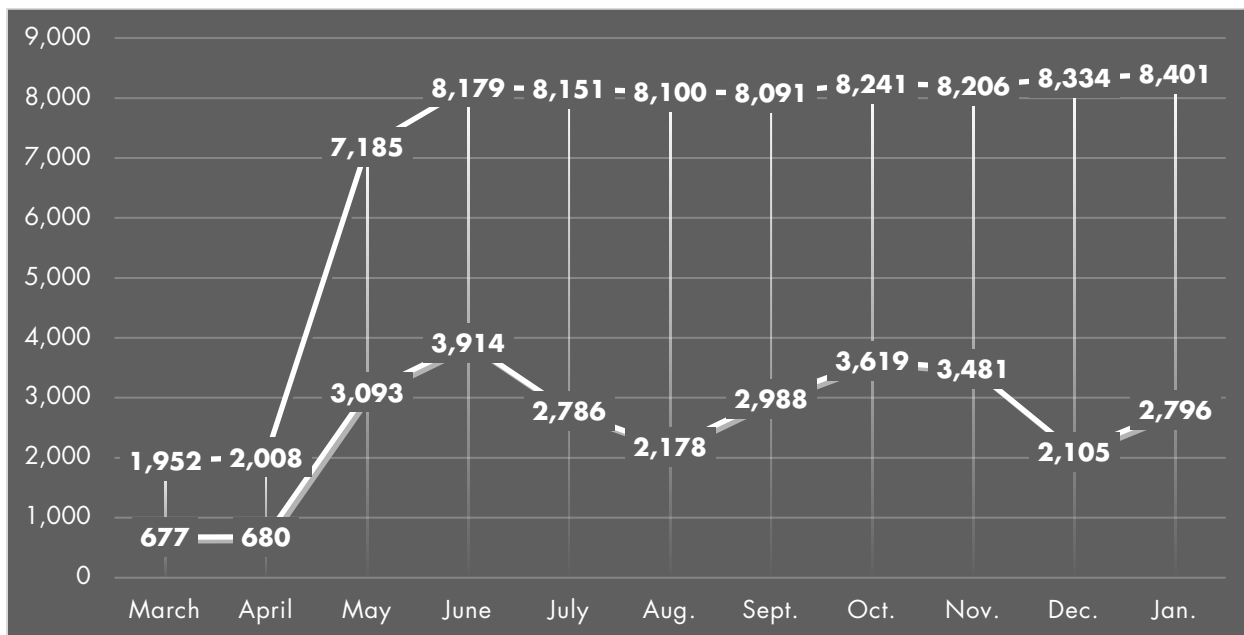
Release schedule is every three weeks; episodes can be found at northlibertyiowa.org/52317.



Downloads is the number times the podcast file was downloaded to a player, including a podcast client, webpage-embedded player or other device since its publication. Numbers are as reported by service provider LibSyn as of the date of this report.

North Liberty Bulletin Email Newsletters

Release schedule is first Thursday of the month; subscribe at northlibertyiowa.org/subscribe.



Recipients is the number of email addresses to which an issue of the Bulletin was sent and is represented by the top line. **Opens** is the number of unique recipients who opened the Bulletin and is represented by the bottom line; the standard open rate for government is 25.4%. Numbers are as reported by service provider Mailchimp.

Social Media

Month	Facebook new likes	Facebook reach	Twitter new follows	Twitter impressions	Instagram new follows	Nextdoor members
Jan 2019	139	51,797	35	59,800	56 (1469)	3,391
Dec 2018	65	40,942	31	36,700	47 (1413)	3,344
Nov 2018	105	24,841	25	131,000	30 (1366)	3,308
Oct 2018	108	29,171	42	48,200	44 (1336)	3,294
Sept 2018	51	22,594	34	42,200	38 (1292)	
Aug 2018	74	37,607	16	47,900	64 (1254)	
July 2018	66	37,754	38	38,900	41 (1190)	
June 2018	187	45,976	37	52,800	28 (1149)	
May 2018	93	34,878	43	35,800	15 (1121)	
April 2018	378	45,215	51	33,300	17 (1106)	
March 2018	134	33,026	35	29,000	19 (1089)	
Feb 2018	71	20,416	48	48,400	6 (1070)	
Jan 2018	87	32,521	30	28,600	10 (1064)	

Facebook new likes is the net number of new users liking the city's Facebook page; it does not include new *followers*. **Facebook reach** is the number of unique users who saw any of the city's Facebook content, reported on a 28-day period. **Twitter new follows** is the net number of new users following the city on Twitter. **Twitter impressions** is the total number of times a tweet from the city was shown to a user. **Instagram new follows** is the net number of new users liking the city's Instagram account. **Nextdoor members** is the number of verified North Liberty residents who are users and able to receive our agency messages.

Website Statistics (Current month and preceding 12)

Month	Sessions	Users	Pageviews	Pages/Session	Avg. Session
Jan 2019	25,585	16,481	58,191	2.27	1:26
Dec 2018	18,985	13,284	44,524	2.35	1:26
Nov 2018	14,768	10,616	34,895	2.36	1:30
Oct 2018	17,086	11,993	39,449	2.31	1:31
Sept 2018	18,665	12,756	40,576	2.17	1:24
Aug 2018	20,367	14,238	47,348	2.31	1:37
July 2018	25,344	17,206	57,350	2.26	1:33
June 2018	28,979	18,652	69,385	2.39	1:41
May 2018	27,326	18,336	53,837	1.97	1:30
April 2018	25,779	17,159	49,636	1.93	1:34
March 2018	13,074	8,620	37,250	2.03	1:34
Feb 2018	15,930	11,181	33,857	2.13	1:34
Jan 2018	21,025	15,098	42,369	2.02	1:19

Sessions is the number of time-bound user interactions with the website. **Users** is the number of unique devices loading the site in that month. **Pageviews** is the total number of pages loaded or reloaded. **Pages/Session** is the number of pages loaded per session. **Avg. Session** is the average length, in minutes and seconds, of user interactions. All stats are monthly.

Completed Videos

Title	Requested By	Date Completed	Duration
Planning and Zoning Commission	City Administration	Jan. 2	1:03
Diventures Groundbreaking	Communications	Jan. 3	0:01
Parks and Recreation Commission	City Administration	Jan. 3	0:38
Communications Advisory Commission	City Administration	Jan. 7	0:12

City Council	City Administration	Jan. 8	1:19
Tree and Storm Water Advisory Board	City Administration	Jan. 9	0:17
Social: Get A Head in a Job Search	Communications	Jan. 15	0:01
City Council	City Administration	Jan. 15	1:20
Library Board of Trustees	City Administration	Jan. 21	1:00
City Council	City Administration	Jan. 22	0:35
Eye on North Liberty: Communications	Communications	Jan. 24	0:02
City Council	City Administration	Jan. 29	1:42
Social: Wintry Warm UP highlights	Communications	Jan. 29	0:01
Social: Kites in Centennial	Communications	Jan. 30	0:01
Total completed productions: 14	Duration of new video: 8.2 hours		



Water Pollution Control Plant



Iowa

TO: City Council, Mayor and City Administrator


FROM: Drew Lammers

DATE: Feb. 1, 2019

SUBJECT: January 2019 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 and slips trips and falls.. Employees completed the target solutions tasks as well as reviewed safety training topics and procedures as a group.
3. We continue to work with contractors and engineers on a few warranty items from the expansion project but progress is being made in efforts to resolve all issues.
4. Wastewater's certified laboratory completed several quality control tests as part of our quarterly quality assurance plan. This requires splitting samples with another lab as well as duplicating several tests to verify accurate and reproducible results. All testing results were within acceptable limits.
5. Management staff has completed several year-end regulatory reports. These include air monitoring for generator emissions, chemical Tier 2, and our fall bio-solids hauling event. Several in-house data tracking forms were updated as well. Annual employee evaluations were also completed for 2018.
6. Congratulations to Anthony Tonarelli for advancing both his Water Treatment and Distribution IDNR Operators License to Grade 2 certificates this past month. He currently has a Grade 2 wastewater operator certificate as well. Anthony has developed a lot of operator knowledge in a short period of time. His gained treatment and plant operations knowledge/experience along with his continued drive for improvement has earned him a promotion to Operator 2 within the wastewater department.

Drew Lammers
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 7, 2019

We read 8,423 radio reads last month. That is an increase of 10 accounts. We had to re-read approximately 31 accounts.

We had a very busy month with 119 finals, 72 water shut-offs, 48 re-connects for water service, 223 notices delivered, 1 new meter set inspections, 2-meter change outs, 2 MIU change outs, assisted 5 customers, and 73 calls for service. Our monthly total service work averaged 25 calls per day.

For the month of January, we treated a total of 44,425,000 gallons of water. Our average daily flow was 1,433,000 gallons, and our maximum daily flow was 2,117,000 gallons. The total amount of water treated for the month was 8.03% higher than last January.

January turned out to be a very busy month with cold weather issues. We had three water main repairs, one located on Heritage Drive, during that repair a fire hydrant and main line valve had to be relocated, the second repair was located on Parkridge Drive, we had to remove an entire driveway approach replace about 4 feet of water main and move a service line, the third repair was located on West Cherry Street that turned out to be a 4-inch service line that went to Hawkeye Ready Mix. We also had a couple of issues at the water plant, our 12 inch well flush line froze, we had to build a temporary structure around the pipe and apply heat, the fan screen on our aerator froze and caused the motor to trip out.

Pinnacle Engineering has been working on several control changes to our well operations, giving us the ability to manage the flow from each well, this will help to reduce pumping rates in all of our wells.

We had a couple of warranty issues at the treatment plant last month, the door access system on the south side of the building had some minor issues and the heat pump in the break room was not working.

Kistler finished all of our annual inspections on our cranes at the new treatment plant and the Booster Station. Altorfer completed the annual inspection of our Scissor lift.

Water Superintendent,

Greg Metternich

North Liberty Community Library Board of Trustee Meeting

City council Chambers, 1 Quail Creek Drive, North Liberty

January 21, 2019

Meeting Called to Order @ 6:30p.m.

Present: Marcia Zeimer, Jessica Beck, Heidi Wood, Laura Hefley, Chris Mangrich

Absent: Malinda Allen

Library Director: Jennie Garner

1. Additions/Changes to Agenda – None
2. Public Comment – Paul – Library Intern – (Observing)
3. Approval of Minutes for Dec. – Approved
4. Staff introductions- Mitch DeFauw – Assistant Youth & Teen Services

Mitch discussed his role in the Y. & T. Services, renovation of the teen area, setting up book talks, visiting Liberty High School to introduce & explain teen programming @ the library.

Heidi Hartke - Public Services Librarian

Heidi discussed her role as P.S. Librarian as well as, presented a 15-minute program to the board about patron services, community involvement and legacy of both individual and community involvement in life & the world around us.

5. Director reports.

Jennie reports that the budget is on pare @ 50.15 %, remaining status quo.

2. Friends are working on their guidelines, board members, working on an April meeting/ open house/learning session.
3. City Budget -Library portion turned in remains Status quo.
4. Entire City has a new phone system, seems to be working well with very few bugs.
5. Heidi, is working on a new training program for the new library staff.

6. The Community Center is working on staff training program for the entire community center for November 2019.
7. A delegation from International Visitors Leadership Program will be visiting the library from Uzbek.

6. Policy Review.

1. Library Child Safety & Vulnerable Adults policy.

Reviewed & approved.

2. Service Policy.

Reviewed & approved.

3. N. L. Community Library Personnel Policy Statement.

Reviewed & approved.

7. Old Business.

Policy review of.

Library Access for Sex Offenders against Minors.

Continues to be tabled until new city attorney can review.

8. New Business – None

9. Adjourned @ 7:35pm.

No meeting in Feb., next meeting March 18, 2019

North Liberty Parks & Recreation Committee Meeting
Thursday, February 7, 2019
Proposal of Agenda
7:00PM

NEW BUSINESS:

1. Approve minutes: January 3 meeting minutes
2. Public Comments/Concerns: Guest introduction and concern.
3. Board Member Vacancy: Applications accepted through February 15
Appointment made March 15, anticipated first meeting - April
4. Building & Grounds Report: Parks Monthly Report
5. Upcoming Events: NCJH Ski Trip Feb 28
6. Any new issues not on agenda?

OLD BUSINESS:

1. Recreation Monthly Report: Recreation Review from previous month.
2. Any old issues not on agenda?

CONCLUSION:

1. Next Meeting: Thursday, March 7, 2019 at 7:00 PM
Location: City Council Chambers at 1 Quail Creek Circle
2. Adjourn

North Liberty Parks & Recreation Committee Meeting
Thursday, January 3, 2019

Board Members Present: Matthew Eckhardt, Scott Stahmer, Troy Carter, Amalia Gedney-Lose
Absentees: Jerry Schimmel, Megan Lehman, Jami Maxson,
Others Present: Shelly Simpson, Guy Goldsmith, Tim Hamer
Meeting called to order: 7:08 pm (late arrival for quorum)

NEW BUSINESS:

1. Approve minutes: Minutes from Nov 1 meeting approved. (No meeting in Dec).

2. Public Comments/Concerns: None noted, no one present.

3. Rec & Aquatics Recommendation:

Item A: Outdoor Play Feature: Board recommended proposal from Commercial Recreation Services for estimated total of \$195,560 to City Council.

Item B: Rec Priorities: Board recommended priorities of 1) Maintain Existing Facilities, 2) Splash Pads, and 3) Future Expansion to City Council.

Discussion continued and recommendation made as presented.

4. Parks Recommendation: Discussion and recommendation made as presented.

5. Land Acquisition:

Discussion on how City obtains/plans for future land acquisition. Agreed to keep as is to work with developers as proposals are submitted and keep in mind on areas of weakness according to Parks Plan.

6. Winter/Spring Programming:

Shelly stated that most programs will be starting Week of January 7.

7. Building & Grounds Report:

Guy fielded questions relating to monthly report.

8. Other Issues: Scott Stahmer announced his resignation from board effective after meeting as he and his family will be relocating to the Virginia area. Board thanked him for his years of service on the Park & Rec Board.

OLD BUSINESS:

1. Recreation Monthly Report: Shelly fielded questions relating to monthly report.

2. No other issues mentioned

CONCLUSION:

1. Next Meeting scheduled for February 7, 2019

2. Meeting adjourned at 8:05pm

Minutes submitted by Shelly Simpson.

**To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator**
From: Shelly Simpson, Recreation Director
Date: February 5, 2019
Re: Monthly Report – January 2019

Program Summaries – January

Swim Lessons:

Adult Lessons:	3 participants; wait list 0
Parent Tot:	13 participants; wait list 0
Tadpoles:	15 participants; wait list 12
Level 1:	34 participants; wait list 29
Level 2:	32 participants; wait list 43
Level 3:	17 participants; wait list 0
Level 4:	18 participants; wait list 6
Level 5:	15 participants; wait list 0
Level 6:	14 participants; wait list 0
Private - T:	28 participants; wait list 12
TH:	25 participants; wait list 16
Totaling;	214 participants; wait list 118

Pool Programs:

Early Bird Aqua Aerobics:	Resumes in March.
Easy Does It:	4 participants, plus drop-ins.
Water Resistance AM:	2 participants, plus drop-ins.
Aqua Boot Camp:	2 participants, plus drop-ins.
Arthritis Foundation Aqua:	25 participants, plus drop-ins.
Noodle Triathlon Workout:	1 participant, plus drop-ins.
Aqua Zumba: 10am	15 participants, plus drop-ins.
11am	19 participants, plus drop-ins.
7:15pm	17 participants, plus drop ins.
Aqua Aerobics, Toning:	1 participant, plus drop-ins.
Rec Swim Team – T:	10 participants, plus drop-ins.
TH:	10 participants, plus drop-ins.

Preschool:

Pee Wee Basketball:	AM Class	12 participants; wait list 2
	PM Classes	36 participants; wait list 18
Kids Campsite:	This month; 1,255 participants (Very busy as winter has set in)	
Lucky Duck:	This month \$ 50.00 collected	
Wiggle Worms:	5 participants, plus drop-ins.	
Music & Movement:	Drop-ins only.	
Kinder Club - T:	11 participants, plus drop-ins.	
TH:	12 participants, plus drop-ins.	
Tippi Toes: Baby Ballet	13 participants	
Ballet Tap Jazz:	13 participants	
Hip Hop Jazz:	4 participants	
Toddler & Me:	4 participants	

Youth Programs:

Rookie Basketball:	new program has 37 participants
--------------------	---------------------------------

Recsters (Jan) AM = 15 participants; PM = 70 participants
Holiday Camp Jan 2, 3 & 4: 37 participants

Parents Night Out (Jan 11): 24 participants

Youth Sports:

Tae Kwon Do M/TH: 5 participants
Tae Kwon Do T/W: 6 participants

NLC Basketball: Play begin in January

	Boys:	Girls:	WL:
Gr 1-2:	110	72	3
Gr 3-4:	57	63	
Gr 5-6:	36	30	
Total:	203	165	

totaling 368 participants registered through NL. CV numbers not included.

Competitive Basketball Leagues:

	Gr 5	Gr 6	Gr 7	Gr 8	
Boys	8	8	12	5	totaling 33 teams
Girls	8	6	0	0	totaling 14 teams

Adult Sports/Programs:

Co-ed Volleyball League: A Division = 5 teams; B Division = 6 teams; totaling 11 teams

Men's Basketball: 17 teams participating in this league.

Adult Fitness:

Cardio Pump: 7 participants, plus drop-ins.
Kickboxing: 4 participants, plus drop-ins.
Boot Camp/Cross: 1 participant, plus drop-ins.
Body Blast: 1 participant, plus drop-ins.
Body Sculpt: 2 participants, plus drop-ins.
Yoga Sculpt: Drop-ins only.

Senior Citizens:

Senior Dining:	Jan 4	20
	Jan 11	18
	Jan 18	17
	Jan 25	3; called in 15 – weather cancellation snafu
Total for month:		58 participants

Special Events:

Family Open Gym: Free, 1st & 3rd Tuesdays, 2nd & 4th Fridays each month
Seeing a return of families coming to shoot hoops.

Regular Open Gym: Free, 2nd & 4th Tuesdays, 1st & 3rd Fridays each month
Regular shooting baskets times in gymnasium.

Game Nights: Free offering which has a small attendance to date.

ActiveNet Totals: Gross Income (January) = \$ 63,188.85

See additional attached reports:

ActiveNet Monthly Revenue

Rec & Pool Revenue Monthly Summary

Daily Drop-ins Count

Memberships Issued

Memberships Scanned

Recreation, Pool and Community Center Expenditures

Net Revenue Report By Account Name

Feb 4, 2019

4:45 PM

GL Account: Aquatic Programs/ Classes, Baseball/ Softball, Before/After School, Classes/Programs, Conf. Center Rental, Daily Pool Fees, Donations/ Misc., Field Rental, Gerdin CC Rental, Gym Rentals, League Fees, Membership, Park/ Special Event Fees, Pool Concessions, Pool Passes, Pool Programs, Pool Rentals, Rec. Rentals, Swim Lessons, Weight Fees
 Transaction Date/Time: From Jan 1, 2019 through Jan 31, 2019
 Revenue Site: North Liberty Recreation Department

Account Name	Account #									Other Information			
		Regular Sales +	POS Sales +	Total Deposits -	Total Discount =	Total Income	Total Refs/ Credits/ - Paid-Outs -	Total Expense =	Net Revenue	Unpaid Amounts	Paid Amounts	Deferred Revenue	POS QTY
Aquatic Programs/ Classes	010-4-1-4575	\$1,688.00	\$1,279.00	\$0.00	\$0.00	\$2,967.00	(\$290.00)	\$0.00	\$2,677.00	\$0.00	\$2,677.00	\$0.00	360
Before/After School	010-4-1-4566	\$16,610.00	\$0.00	\$0.00	(\$720.00)	\$15,890.00	(\$250.00)	\$0.00	\$15,640.00	\$0.00	\$15,640.00	\$0.00	
Classes/Programs	010-4-1-4564	\$9,814.00	\$4,116.00	\$0.00	\$0.00	\$13,930.00	(\$590.25)	\$0.00	\$13,339.75	\$0.00	\$13,339.75	\$0.00	1048
Daily Pool Fees	010-4-1-4573	\$0.00	\$4,165.00	\$0.00	\$0.00	\$4,165.00	\$0.00	\$0.00	\$4,165.00	\$0.00	\$4,165.00	\$0.00	1111
League Fees	010-4-1-4565	\$1,435.00	\$0.00	\$0.00	\$0.00	\$1,435.00	\$0.00	\$0.00	\$1,435.00	\$0.00	\$1,435.00	\$0.00	
Membership	010-4-1-4572/010-4-1-4563	\$0.00	\$44.00	\$0.00	\$0.00	\$44.00	\$0.00	\$0.00	\$44.00	\$0.00	\$44.00	\$0.00	22
Pool Passes	010-4-1-4572	\$5,577.30	\$0.00	\$0.00	\$0.00	\$5,577.30	(\$112.50)	\$0.00	\$5,464.80	\$0.00	\$5,464.80	\$0.00	
Rec. Rentals	010-4-1-4589	\$15.00	\$13.00	\$0.00	\$0.00	\$28.00	\$0.00	\$0.00	\$28.00	\$0.00	\$28.00	\$0.00	26
Swim Lessons	010-4-1-4574	\$1,860.00	\$0.00	\$0.00	\$0.00	\$1,860.00	(\$897.50)	\$0.00	\$962.50	\$0.00	\$962.50	\$0.00	
Weight Fees	010-4-1-4563	\$16,354.80	\$3,155.00	\$0.00	\$0.00	\$19,509.80	(\$77.00)	\$0.00	\$19,432.80	\$0.00	\$19,432.80	\$0.00	809
Grand Total:		\$53,354.10	\$12,772.00	\$0.00	(\$720.00)	\$65,406.10	(\$2,217.25)	\$0.00	\$63,188.85	\$0.00	\$63,188.85	\$0.00	3376

* Linked account credits

RS II

Recreation Revenue Summary; January 1-31, 2019

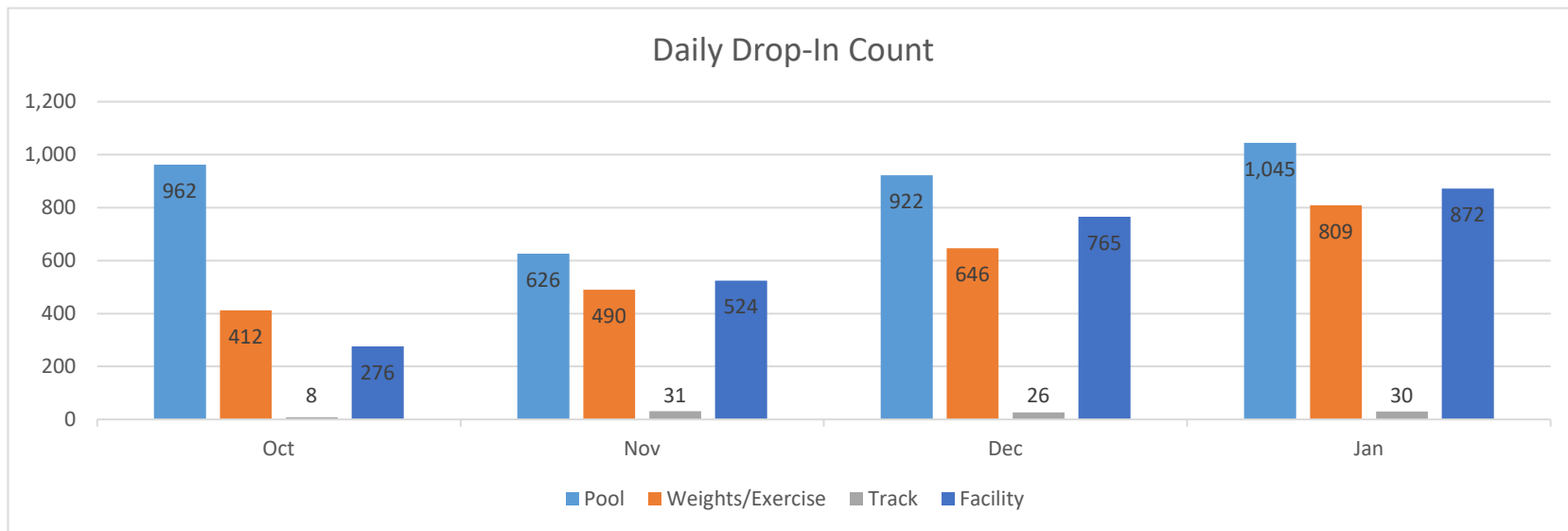
Date	Class/Prgms	Weight Fees	BASP	League Fees	Rentals	Park Fees	GCC Fees	BB / SB	Misc/Don	Totals
Tues., Jan 1	\$ 96.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96.00
Wed., Jan 2	\$ 769.50	\$ 1,678.00	\$ 11,220.00	\$ 340.00	\$ 895.50	\$ -	\$ -	\$ -	\$ 38.00	\$ 14,941.00
Thurs., Jan 3	\$ 534.50	\$ 634.00	\$ 370.00	\$ 90.00	\$ 68.00	\$ -	\$ -	\$ -	\$ -	\$ 1,696.50
Fri., Jan 4	\$ 871.00	\$ 270.00	\$ 1,110.00	\$ 465.00	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ 2,776.00
Sat., Jan 5	\$ 311.00	\$ 702.00	\$ -	\$ -	\$ 30.50	\$ -	\$ -	\$ -	\$ -	\$ 1,043.50
Sun., Jan 6	\$ 604.00	\$ 651.00	\$ -	\$ -	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ 1,655.00
Mon., Jan 7	\$ 683.00	\$ 631.00	\$ 1,350.00	\$ 180.00	\$ 540.50	\$ -	\$ -	\$ -	\$ -	\$ 3,384.50
Tues., Jan 8	\$ 861.50	\$ 1,194.00	\$ -	\$ 90.00	\$ 188.00	\$ -	\$ -	\$ -	\$ -	\$ 2,333.50
Wed., Jan 9	\$ 390.75	\$ 591.00	\$ -	\$ -	\$ 100.50	\$ -	\$ -	\$ -	\$ -	\$ 1,082.25
Thurs., Jan 10	\$ 447.50	\$ 318.00	\$ -	\$ 180.00	\$ 1,190.50	\$ -	\$ -	\$ -	\$ -	\$ 2,136.00
Fri., Jan 11	\$ 458.50	\$ 816.50	\$ 680.00	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 1,955.50
Sat., Jan 12	\$ 101.25	\$ 276.00	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 377.75
Sun., Jan 13	\$ 78.50	\$ 839.50	\$ -	\$ -	\$ 40.50	\$ -	\$ -	\$ -	\$ (6.00)	\$ 952.50
Mon., Jan 14	\$ 426.00	\$ 850.00	\$ -	\$ -	\$ 1,813.00	\$ -	\$ -	\$ -	\$ -	\$ 3,089.00
Tues., Jan 15	\$ 569.50	\$ 1,147.50	\$ -	\$ -	\$ 448.00	\$ -	\$ -	\$ -	\$ -	\$ 2,165.00
Wed., Jan 16	\$ 720.50	\$ 842.00	\$ -	\$ 90.00	\$ 41.00	\$ -	\$ -	\$ -	\$ -	\$ 1,693.50
Thurs., Jan 17	\$ 382.50	\$ 394.00	\$ 200.00	\$ -	\$ 31.00	\$ -	\$ -	\$ -	\$ -	\$ 1,007.50
Fri., Jan 18	\$ 567.00	\$ 614.00	\$ (200.00)	\$ -	\$ 727.50	\$ -	\$ -	\$ -	\$ -	\$ 1,708.50
Sat., Jan 19	\$ 116.00	\$ 514.30	\$ -	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 670.30
Sun., Jan 20	\$ 301.00	\$ 262.00	\$ -	\$ -	\$ 41.00	\$ -	\$ -	\$ -	\$ -	\$ 604.00
Mon., Jan 21	\$ 531.00	\$ 546.00	\$ -	\$ -	\$ (19.50)	\$ -	\$ -	\$ -	\$ -	\$ 1,057.50
Tues., Jan 22	\$ 341.50	\$ 154.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ -	\$ 620.50
Wed., Jan 23	\$ 303.00	\$ 366.00	\$ -	\$ -	\$ 61.00	\$ -	\$ -	\$ -	\$ (5.00)	\$ 725.00
Thurs., Jan 24	\$ 551.50	\$ 623.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,174.50
Fri., Jan 25	\$ 616.00	\$ 762.00	\$ -	\$ -	\$ 243.00	\$ -	\$ -	\$ -	\$ -	\$ 1,621.00
Sat., Jan 26	\$ 71.50	\$ 538.00	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ 0.50	\$ 610.50
Sun., Jan 27	\$ 355.50	\$ 1,222.00	\$ -	\$ -	\$ 31.00	\$ -	\$ -	\$ -	\$ -	\$ 1,608.50
Mon., Jan 28	\$ 69.00	\$ 795.00	\$ 230.00	\$ -	\$ 245.50	\$ -	\$ -	\$ -	\$ -	\$ 1,339.50
Tues., Jan 29	\$ 606.50	\$ 447.00	\$ 630.00	\$ -	\$ 1,662.50	\$ -	\$ -	\$ -	\$ (5.00)	\$ 3,341.00
Wed., Jan 30	\$ 235.00	\$ 234.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ 544.00
Thurs., Jan 31	\$ 303.00	\$ 346.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 749.00
Totals	\$ 13,273.00	\$ 19,257.80	\$ 15,590.00	\$ 1,435.00	\$ 9,180.50	\$ -	\$ -	\$ -	\$ 22.50	\$ 58,758.80

Pool Revenue Summary; January 1-31, 2019

<u>Date</u>	<u>Pool Passes</u>	<u>Daily Fees</u>	<u>Swim Lessons</u>	<u>Aqua Prgms</u>	<u>Concessions</u>	<u>Rentals</u>	<u>Misc/Don</u>	<u>Totals</u>
Tues., Jan 1	\$ -	\$ -	\$ 37.50	\$ 37.50	\$ -	\$ -	\$ -	\$ 75.00
Wed., Jan 2	\$ 780.00	\$ 138.00	\$ 30.00	\$ 315.50	\$ -	\$ 450.00	\$ -	\$ 1,713.50
Thurs., Jan 3	\$ 324.00	\$ 200.00	\$ (77.50)	\$ 159.00	\$ -	\$ -	\$ -	\$ 605.50
Fri., Jan 4	\$ 338.00	\$ 234.00	\$ (45.00)	\$ 72.00	\$ -	\$ 90.00	\$ -	\$ 689.00
Sat., Jan 5	\$ 467.50	\$ 199.00	\$ -	\$ 68.00	\$ -	\$ -	\$ -	\$ 734.50
Sun., Jan 6	\$ 45.00	\$ 207.00	\$ 30.00	\$ 270.50	\$ -	\$ -	\$ -	\$ 552.50
Mon., Jan 7	\$ 298.00	\$ 105.00	\$ -	\$ 125.00	\$ -	\$ -	\$ 50.00	\$ 578.00
Tues., Jan 8	\$ 432.00	\$ 109.00	\$ (92.50)	\$ 99.00	\$ -	\$ 90.00	\$ -	\$ 637.50
Wed., Jan 9	\$ 38.00	\$ 71.00	\$ -	\$ 197.00	\$ -	\$ -	\$ -	\$ 306.00
Thurs., Jan 10	\$ 225.00	\$ 101.00	\$ 67.50	\$ 51.00	\$ -	\$ 90.00	\$ -	\$ 534.50
Fri., Jan 11	\$ 49.50	\$ 105.00	\$ 20.00	\$ 72.00	\$ -	\$ -	\$ -	\$ 246.50
Sat., Jan 12	\$ 138.00	\$ 70.00	\$ 16.00	\$ -	\$ -	\$ -	\$ -	\$ 224.00
Sun., Jan 13	\$ 203.50	\$ 283.00	\$ 65.00	\$ 96.00	\$ -	\$ -	\$ -	\$ 647.50
Mon., Jan 14	\$ 111.00	\$ 61.00	\$ 280.00	\$ 55.00	\$ -	\$ 90.00	\$ -	\$ 597.00
Tues., Jan 15	\$ 600.50	\$ 515.00	\$ 237.50	\$ 81.00	\$ -	\$ 90.00	\$ -	\$ 1,524.00
Wed., Jan 16	\$ 243.00	\$ 99.00	\$ -	\$ 132.00	\$ -	\$ -	\$ -	\$ 474.00
Thurs., Jan 17	\$ 1.00	\$ 78.00	\$ 145.00	\$ 58.00	\$ -	\$ -	\$ -	\$ 282.00
Fri., Jan 18	\$ 226.00	\$ 71.00	\$ -	\$ 51.00	\$ -	\$ -	\$ -	\$ 348.00
Sat., Jan 19	\$ 31.30	\$ 97.00	\$ 22.50	\$ 191.00	\$ -	\$ -	\$ -	\$ 341.80
Sun., Jan 20	\$ 225.00	\$ 163.00	\$ 30.00	\$ 212.00	\$ -	\$ -	\$ -	\$ 630.00
Mon., Jan 21	\$ -	\$ 163.00	\$ -	\$ 53.00	\$ -	\$ 90.00	\$ -	\$ 306.00
Tues., Jan 22	\$ 306.00	\$ 36.00	\$ -	\$ 3.00	\$ -	\$ -	\$ -	\$ 345.00
Wed., Jan 23	\$ 38.00	\$ 23.00	\$ -	\$ 28.00	\$ -	\$ -	\$ -	\$ 89.00
Thurs., Jan 24	\$ 74.00	\$ 30.00	\$ -	\$ 43.00	\$ -	\$ -	\$ -	\$ 147.00
Fri., Jan 25	\$ -	\$ 239.00	\$ 42.50	\$ 20.00	\$ -	\$ -	\$ -	\$ 301.50
Sat., Jan 26	\$ 297.00	\$ 257.00	\$ 67.50	\$ 40.00	\$ -	\$ -	\$ -	\$ 661.50
Sun., Jan 27	\$ 216.00	\$ 204.00	\$ 37.50	\$ 102.00	\$ -	\$ -	\$ -	\$ 559.50
Mon., Jan 28	\$ 1.00	\$ 41.00	\$ 37.50	\$ 58.00	\$ -	\$ -	\$ -	\$ 137.50
Tues., Jan 29	\$ -	\$ 49.00	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ 74.00
Wed., Jan 30	\$ 27.00	\$ 57.00	\$ -	\$ (45.00)	\$ -	\$ -	\$ -	\$ 39.00
Thurs., Jan 31	\$ 1.00	\$ 58.00	\$ 20.00	\$ 80.00	\$ -	\$ -	\$ -	\$ 159.00
Totals	\$ 5,736.30	\$ 4,063.00	\$ 971.00	\$ 2,749.50	\$ -	\$ 990.00	\$ 50.00	\$ 14,559.80

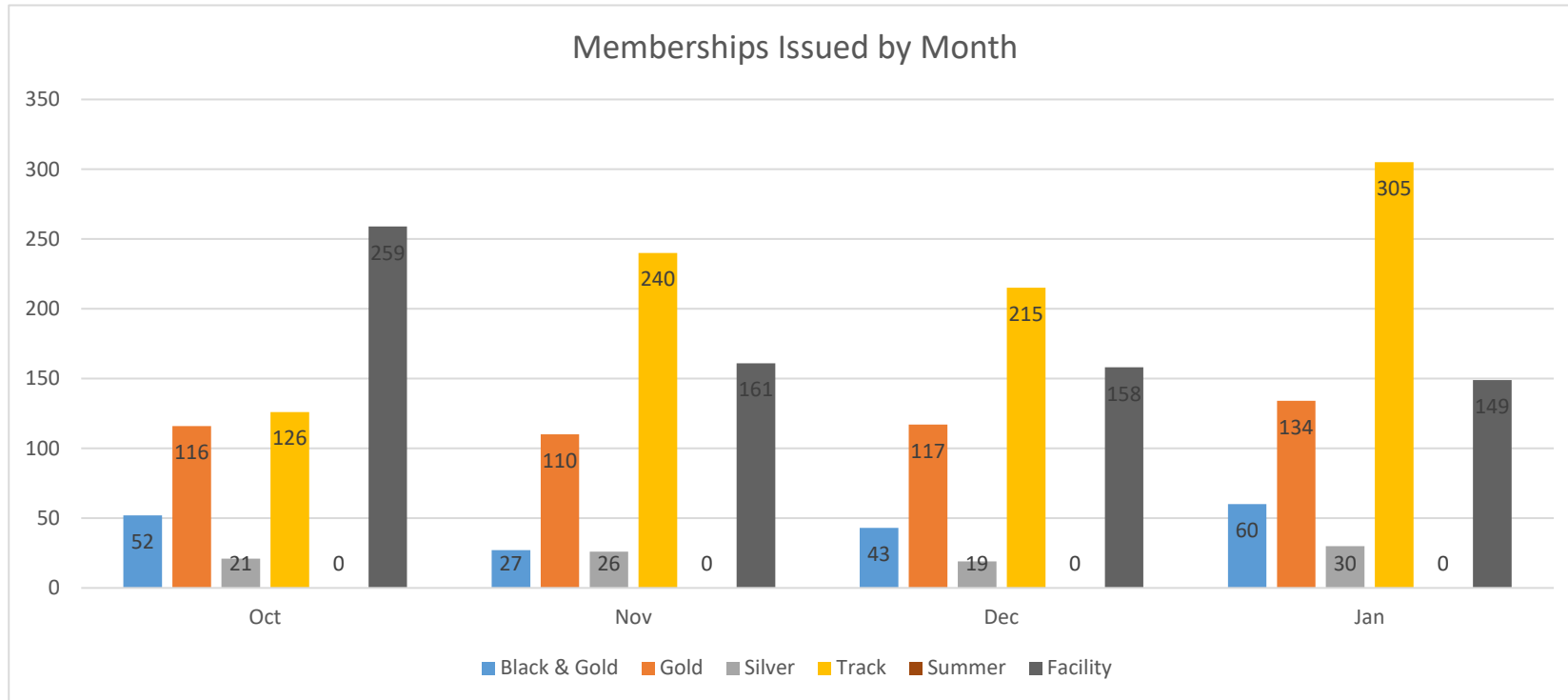
Daily Drop-in Count by Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Pool	8,776	6,545	1,452	962	626	922	1,045					
Weights/Exercise	902	853	625	412	490	646	809					
Track	0	0	0	8	31	26	30					
Open Gym Activities	359	376	368	0	0	0	0					
Facility	0	0	0	276	524	765	872					
Total	10,037	7,774	2,445	1,658	1,671	2,359	2,756					



Memberships by Package: Count Issued

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	43	49	27	52	27	43	60					
Gold	82	83	90	116	110	117	134					
Silver	126	45	50	21	26	19	30					
Track	72	63	127	126	240	215	305					
Basketball	4	4	2	0	0	0	0					
Pickleball	20	22	13	0	0	0	0					
Volleyball	0	0	0	0	0	0	0					
Summer	1	0	0	0	0	0	0					
Facility	0	0	0	259	161	158	149					
Total	348	266	309	574	564	552	678					



Membership Usage by Month: Scanned entries

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	445	500	504	665					
Gold	2,119	2,342	2,704	3,016					
Silver	833	849	741	809					
Track	2,105	3,130	3,350	2,345					
Summer	0	0	0	0					
Facility	0	1,469	1,791	2,026					
Total	5,502	8,290	9,090	8,861					

