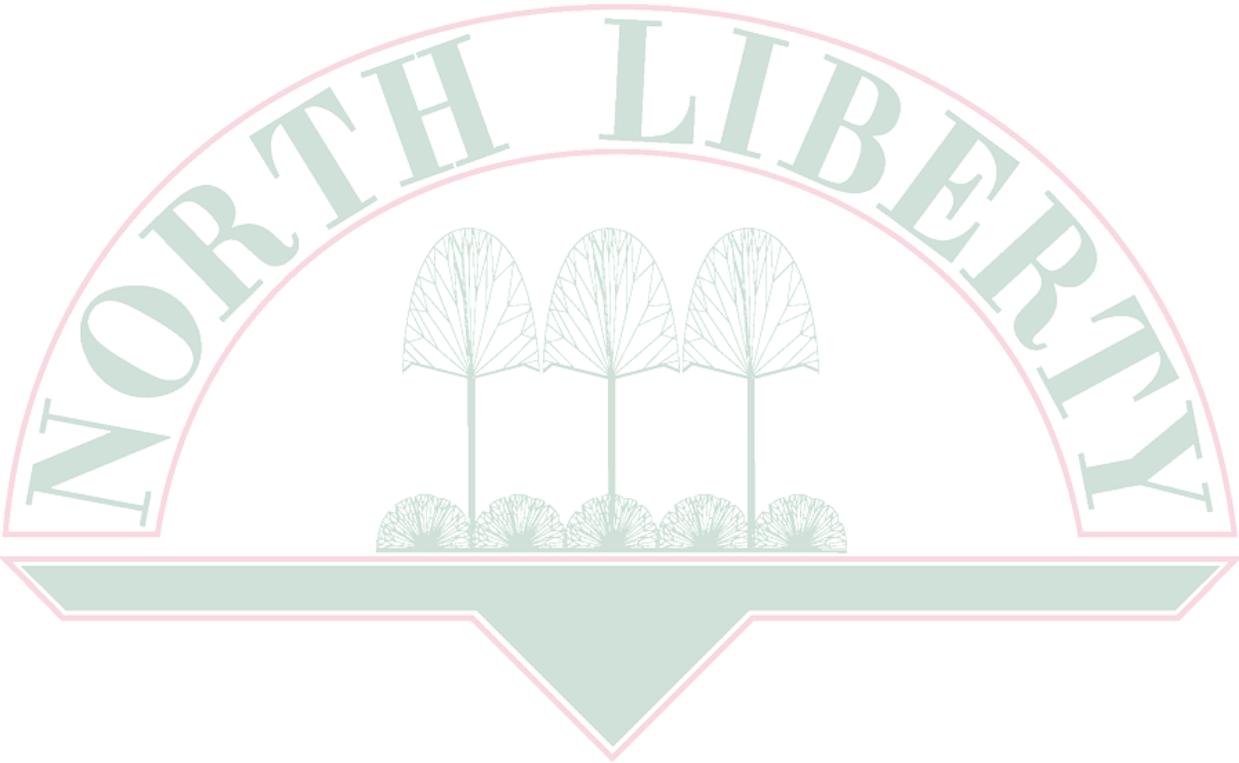




North Liberty City Council
Regular Session
April 9, 2019

City Administrator Memo





City Council Memo

for April 9, 2019

from the desk of Ryan C. Heiar

Meetings & Events

Tuesday, Apr 9 at 6:30p.m.
City Council

Monday, Apr 15 at 4:00p.m.
Joint Government Meeting

Monday, Apr 15 at 7:00p.m.
Library Board

Friday, Apr 19
*Good Friday Holiday – City
Offices Closed*

Tuesday, Apr 23 at 6:30p.m.
City Council

Consent Agenda

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

- City Council Minutes (03/26/19)
- Claims
- Liquor License Application, Blend Business Dining
- Pay Application #1, NL Penn and Front Street Corridor Improvements, All American Concrete Inc., \$175,219.08

The Preserve Subdivision: Site Plan

Staff and Commission are recommending approval of this 98 townhome unit site plan located within the Preserve subdivision at the intersection of Kansas Avenue and St. Andrews Drive. The Planning Commission's support was split 5-2, with the two commissioners concerned with the amount of guest parking and open space. As proposed, parking within the site exceeds the code requirements (196 required, 208 provided) and is more than offered in most neighborhoods. Additional guest parking is available in driveways, which is not included in the numbers above but would increase parking availability by 178 spots, to a total of 386 parking spots within the subdivision. Each unit has a 2-stall driveway that is about 24 feet long, so vehicles can make use of this area without overhanging drives or sidewalks. Obviously use of the driveway space blocks the garage spaces, but these driveway spaces are not needed to meet the Code requirements and can be considered extras for special events or guests beyond the minimums. Staff considers this to be no more of a potential problem than any other residential area that might, from time to time, experience parking shortages during home parties or other gatherings.

The other "no" vote concern was for the amount of open space on the plan. This issue was also discussed at length during the rezoning and platting processes for this subdivision. Staff continues to believe that there is ample open space within this site plan, especially considering the two abutting city parks, the city park and trail system just to the north and the elementary school playground directly across the street from the Preserve. The Commission's meeting and discussion on this issue can be found here: <https://vimeo.com/328078464>).

Ryan C. Heiar, City Administrator

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

Social Service Applications

Included in your packet are 14 social service applications totaling \$212,095 in requests. The table below provides a summary of the funding requests. The FY 20 budget includes \$117,176 in funding for social service programs and/or agencies. At Tuesday's meeting, Council will be asked to finalize and approve social service spending for FY 20.

	FY18 Award	FY19 Award	FY20 Request	FY20 Actual
Discretionary Fund Applicants				
Any Given Child	\$ 2,000	\$ 1,000	\$ 5,000	\$ -
Big Brothers/Big Sisters	\$ 2,500	\$ 2,500	\$ 6,580	\$ -
Crisis Center of Johnson County	\$ -	\$ 5,000	\$ 7,500	\$ -
Domestic Violence Intervention Program	\$ 5,000	\$ 6,000	\$ 6,600	\$ -
Elder Services, Inc.	\$ 10,000	\$ 7,500	\$ 10,000	\$ -
Housing Trust Fund of Johnson Co	\$ 8,000	\$ 8,000	\$ 15,000	\$ -
Iowa City Free Medical & Dental Clinic	\$ -	\$ -	\$ 2,500	\$ -
Journey Above Poverty	\$ -	\$ 1,000	\$ 1,000	\$ -
NL Family Resource Center	\$ 55,000	\$ 55,000	\$ 55,000	\$ -
NL Food & Clothing Pantry	\$ 16,000	\$ 16,000	\$ 17,000	\$ -
Rape Victim Advocacy Program	\$ -	\$ 2,000	\$ 3,000	\$ -
Shelter House Community Shelter	\$ -	\$ 4,000	\$ 5,000	\$ -
United Action for Youth - JAM Sessions	\$ -	\$ -	\$ 35,369	\$ -
United Action for Youth - Youth Liaison	\$ -	\$ -	\$ 42,546	\$ -
Total Requests	\$ 98,500	\$ 108,000	\$ 212,095	\$ -
Available Funding			\$ 117,176	
Difference			\$ (94,919)	

Sanitary Sewer Upgrades Bid Package #3: Bid Award

This project will increase the sanitary sewer capacity along Cherry Street, east of Ranshaw Way, by installing an additional sewer line adjacent to the existing line. This is the final piece of a much larger capacity improvement project that was recommended by Fox Engineering in a 2011 study of the collection system. Three bids were submitted for this project with a low bid of \$475k submitted by Maxwell Construction. The engineer's estimate is \$488k. Staff recommends approval of the bid and award of the contract to Maxwell Construction.

Summary of Bids	
Maxwell Construction	\$ 475,000
Legacy Corporation	\$ 598,000
Boomerang Corporation	\$ 657,000
Engineer's Estimate	\$ 488,000

Also included on the agenda is the last temporary construction easement needed for this project. A condemnation hearing was scheduled for April 8 in order to secure this easement; however, the hearing is no longer needed as the owner has executed the document. Staff recommends approval of the easement.

Main Street Project: Easement

One final easement is required for the Main Street project. A temporary easement with SLUGS2, LLC (Red's Alehouse) is included in your packet and recommended for approval.

Women's Locker Room Remodel

Tuesday's agenda includes consideration of the women's locker room remodel project at the community center. Last year, the men's locker room was upgraded, a project that continues to receive high praise from patrons and visitors. The women's locker room project cost is \$116k, with \$100k proposed to be funded from the reserve that was established earlier this year and the other \$16k from the FY 19 budget. These locker rooms are the most used restrooms in the facility because of programming in the gyms.

During the FY 20 budget discussions the importance of investing in and maintaining the aging community center facility, as well as setting money aside for upcoming projects, was a focal point. Other projects that have been or will be completed this year are identified in the table to the right. Maintenance issues can incrementally add up, but the improvements are essential in order to maintain the high level of standards that residents expect.

Snow Gems Replacement	\$ 26,000
Roof Gas Line Support Repair	\$ 4,000
Sprinkler System Repair	\$ 8,000
Upgrade Phone Paging System	\$ 9,500
New Aquatics Play Feature	\$ 197,000
Outdoor Pool Interior Wall Removal	\$ 10,000
Women's Locker Room Remodel	\$ 116,000
	\$ 370,500

Well #5 Rehabilitation: Design Proposal

The City's existing Well #5, which is located in Penn Meadows Park and pumps water from the Jordan Aquifer is currently out of service. After evaluation it has been determined that the casing in this 20-year old well needs replaced. Without Well #5 in service, the City still has ample capacity with its 6 other wells in service, which are able to provide an adequate supply of water to meet peak demands. That said, it is imperative to get Well #5 back in service just as soon as possible as it provides the redundancy needed if another well was to go out of service. The agenda includes an agreement with Fox Engineering for design and construction administration for this casing project. The estimated cost to replace the casing, pump and motor is approximately \$500k. Staff is evaluating financing options but in the meantime it's crucial to move ahead with design so the project can be completed ASAP.

Fence Ordinance Amendment: 3rd Reading

This proposal, recommended by staff and the Planning Commission, prohibits the use of barbed wire and electric fences in North Liberty except for limited agricultural applications. Staff has been operating under the mistaken assumption that barbed wire and electric fences were already prohibited, but recent closer examination of the code shows that it is currently allowed in commercial and industrial districts. Staff recommends approval of the 3rd and final reading.

Open Burning Ordinance Amendment: 2nd and 3rd Readings

The Fire Chief is proposing a few alterations to the open burning ordinance, specifically to the prairie burn provisions, with the objective to provide a more usable tool to manage native prairie grass burning. Most notably, the posting and notification rules have been removed from this ordinance, allowing the Fire Department to manage this process via rules and regulations outside of the ordinance. This allows for flexibility to use ever-changing social media platforms and other technologies in lieu of a mailing to ensure that the public is informed of a potential burn. These rules will be established with guidance from the Communications Department to ensure a consistent message and approach. Using this management approach for prairie burns is more contemporary and allows the Department to be nimble by making timely adjustments as needed.

Section 105.5(7), Extinguishment Authority, has been updated to remove the reference to nuisances. The Fire Department will follow and administer the Fire Code when investigating an open burn incident

and will not make nuisance determinations, which is current practice. Nuisances are handled through a different code section and enforced by the Building and Police Departments.

Staff is requesting Council to condense the second and third readings of this ordinance at Tuesday's meeting so that these updates can be ready for implementation this spring.

Small Cell Antennas Rules

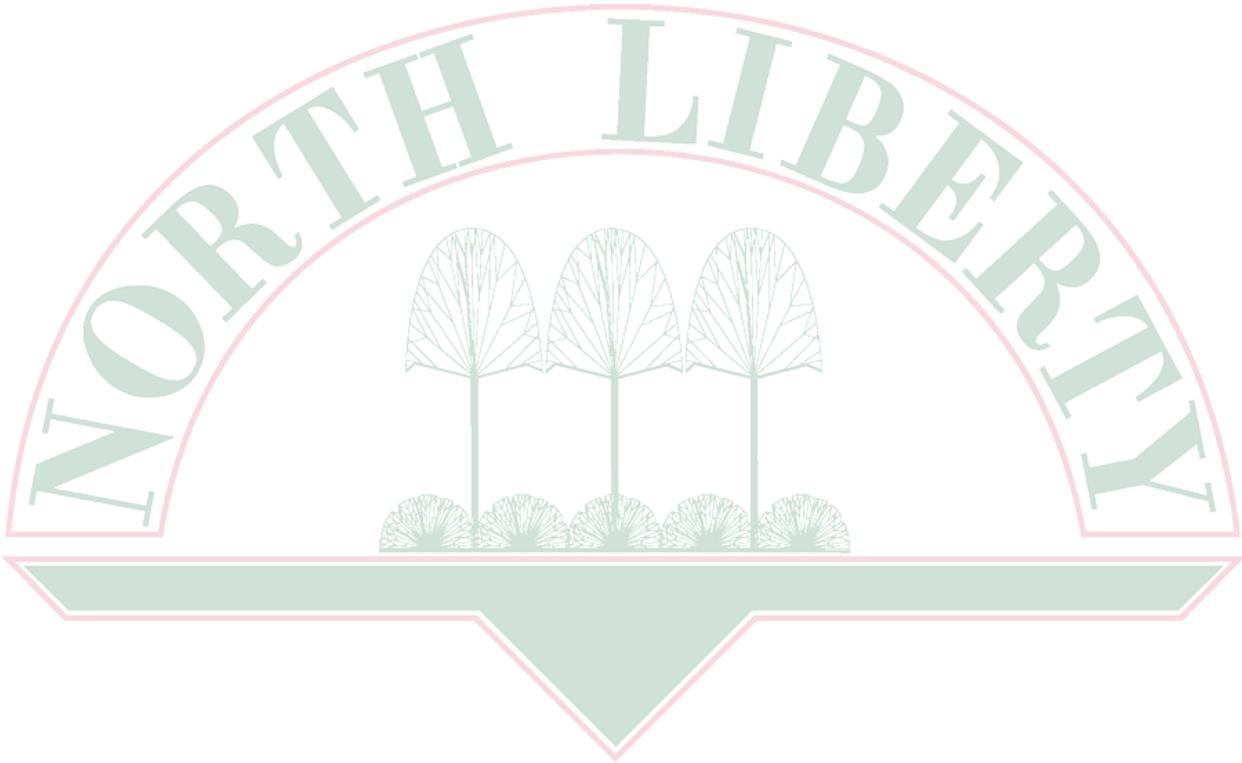
In late 2018, the Federal Communications Commission (FCC) issued a Small Cell Preemption Order, which strips certain local authority over small cell wireless facility deployment and management of municipal rights-of-way. The FCC's motivation is to aid the telecommunications industry in its rollout of 5G cellular service; however, this order harshly preempts local control. Some of the more significant provisions within the order include:

- Shorten the time cities have to process applications for small cells to either 60 or 90 days, depending on whether they are being mounted on an existing or new structure;
- Limit application fees for small cells to \$100 per site, and recurring fees to \$270 per site, per year, for small cells in the rights-of-way;
- Prohibit cities from assessing fees that include anything other than a "reasonable approximation" of "reasonable costs" directly related to maintaining the rights-of-way and the small cell facility; and
- Limit aesthetic review and requirements (including undergrounding and historic/environmental requirements) to those that are reasonable, comparable to requirements for other rights-of-way users, and published in advance.

In order to lessen the burden of this Order and maximize local authority, municipal attorneys across the country are recommending cities adopt guidelines governing aesthetics, undergrounding, and spacing. The FCC has provided municipalities until April 15, 2019 to establish such guidelines. After April 15th, if the city receives applications for the installation of small cell facilities in its rights-of-way but has not yet adopted and published guidelines it would have no choice but to approve applications as they come.

Unfortunately, it has taken a while for this issue to hit the radar here in Iowa, with it only picking up steam statewide this past week after a webinar. Staff has been working with a municipal attorney from Lynch Dallas on the included set of rules and recommends approval of these rules at Tuesday's meeting in order to preserve some local control and be able to regulate potentially hundreds of unsightly 5G antennas within the community.

Agenda





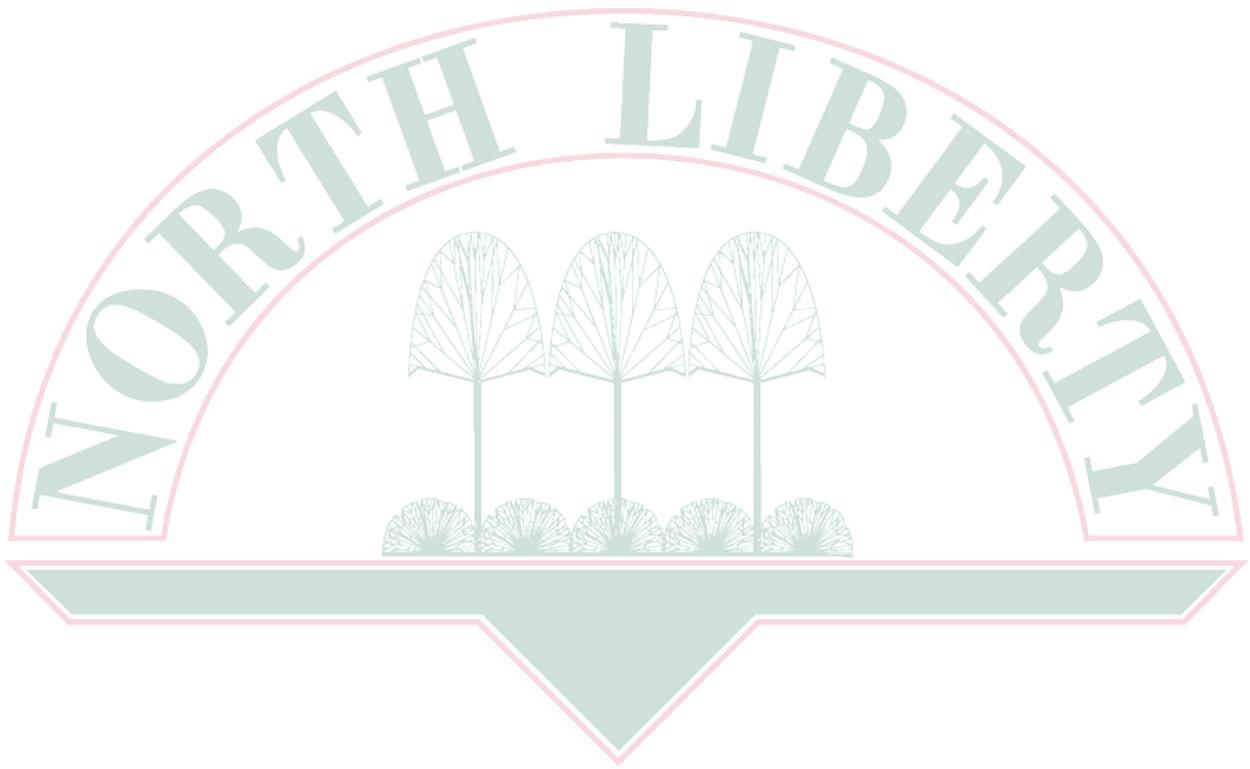
Agenda

North Liberty City Council
April 9, 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, March 26, 2019
 - B. Claims
 - C. Liquor License Application, Blend Business Dining
 - D. Penn and Front Street Corridor Improvements, Pay Application Number 1, All American Concrete, Inc., \$175,219.08
5. Public Comment
6. City Planner Report
7. City Engineer Report
8. Assistant City Administrator Report
9. City Administrator Report
10. Mayor Report
 - A. Proclamation – Arbor Day
 - B. HSB 165- Discussion and possible action regarding a letter being drafted and sent to legislators regarding this matter
11. The Preserve Site Plan
 - A. Staff and Commission recommendations
 - B. Applicant presentation

- C. Resolution Number 2019-44, A Resolution approving the Development Site Plan for The Preserve, Lot 1, North Liberty, Iowa
- 12. Social Service Applications
 - A. Social service application presentations
 - B. Discussion and possible action
- 13. Sanitary Sewer Upgrades Bid Package #3
 - A. Resolution Number 2019-45, A Resolution accepting the bid and authorizing execution of the Contract for the Sanitary Sewer Upgrades – Bid Package 3 Project, North Liberty, Iowa
 - B. Resolution Number 2019-46, A Resolution approving the Temporary Construction Easement Agreement between Random Commercial Properties, LLC and the City of North Liberty
- 14. Main Street Project
 - A. Resolution Number 2019-47, A Resolution approving the Temporary Construction Easement Agreement between SLUGS2, LLC and the City of North Liberty
- 15. Women’s Locker Room Remodel
 - A. Resolution Number 2019-48, A Resolution accepting the quotation and authorizing execution of the contract for the Recreation Center – Remodel Women’s Locker Room Project, North Liberty, Iowa
- 16. Well Number 5
 - A. Resolution Number 2019-49, A Resolution approving Task Order Number 3373-19A between the City of North Liberty and Fox Engineering for Well Number Five Improvements
- 17. Fence Ordinance Amendment
 - A. Third consideration and adoption of Ordinance 2019-04, An Ordinance amending Chapter 169, Zoning Code Development Regulations of the North Liberty Code of Ordinances to revise regulations on barbed wire and electric fences
- 18. Open Burning Ordinance Amendment
 - A. Second consideration of Ordinance Number 2019-05, An Ordinance amending Chapter 105, Solid Waste Control of the North Liberty Code of Ordinances to revise regulations on open burning restrictions
 - B. Consideration of waiving the requirement of three considerations on three separate dates
 - C. Third consideration and adoption of Ordinance Number 2019-05, An Ordinance amending Chapter 105, Solid Waste Control of the North Liberty Code of Ordinances to revise regulations on open burning restrictions
- 19. Small Cell Guidelines
 - A. Resolution Number 2019-50, A Resolution adopting Guidelines for the Small Cell Facilities
- 20. Old Business
- 21. New Business
- 22. Adjournment

Consent Agenda





Minutes (Not official until approved by the City Council)

North Liberty City Council
March 26, 2019
Regular Session
City Council Chambers
1 Quail Creek Circle

Swearing in of RaQuishia Harrington to the City Council

City Clerk Tracey Mulcahey swore in RaQuishia Harrington to the North Liberty City Council.

Call to order

Mayor Terry Donahue called the March 26, 2019 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: Jennifer Goings, RaQuishia Harrington, Chris Hoffman; absent: Sarah Madsen, Annie Pollock.

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

Approval of the Agenda

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

Consent Agenda

Hoffman moved, Heiar seconded to approve the Consent Agenda including City Council Minutes from the Regular Session on March 12, 2019; the attached list of Claims; February Revenues; February Treasurer Report; the Liquor License Renewal for Blue Bird Café; the Liquor License Renewal for Quail Creek Golf Course; the Liquor License Renewal for Adelita's. The vote was all ayes. Consent Agenda approved.

Public Comment

Jason Van Houten, 505 Fox Run, spoke regarding vandalism on street and getting ticketed in his driveway for blocking the sidewalk. Staff was asked to assist. Dave Cirillo, Golfview Court resident, spoke regarding the new ownership in Golfview Court. Lot rent is set to increase more than \$150 per month. He asked Council for help or options to help. Mayor responded that the city is investigating the situation and options.

City Planner Report

City Planner Dean Wheatley reported that the two larger buildings on Kansas Avenue are starting to have finished materials on the exterior. He encouraged Council to drive by for a look.

City Engineer Report

City Engineer Kevin Trom reported that the Forevergreen Road Project preconstruction meeting was two weeks ago and will be starting soon. Highway 965, Phase 3 final walk through is scheduled for tomorrow with IDOT. Contractors for the Kansas Avenue RISE project expect to resume work in two weeks. Twenty percent is left to complete. The Penn and Front Street Corridor project has started construction. The temporary access is expected to be constructed this week with the detour starting early next week. The Main Street Project preconstruction meeting was held. The project will be starting soon. Trom met with US Bank regarding the Trail Network Improvements Project to inform on the project and driveway impact. 50% plans will be submitted by the end of the week with the project being bid in May. The North Bend Drive preconstruction meeting is Friday of this week. The project is expected to be complete by late May. Fox Engineering is in the final design phase for the SW Growth Utilities Project. The Sanitary Sewer Upgrades Bid Package number 3 is on tonight's agenda for a public hearing.

Assistant City Administrator Report

Assistant City Administrator Tracey Mulcahey had no report to offer.

City Administrator Report

City Administrator Ryan Heiar reported that progress is being made on the dog park. Trees are cleared and will be ground next week. Grading will start in mid-April. City staff is repairing the frost heave on Front Street by the bike shop. Heiar reminded Council that social service applications will be considered at the next meeting.

Mayor Report

Mayor Terry Donahue read a proclamation regarding Child Abuse Prevention Month. He reported that McDonalds hosted a grand reopening. \$0.50 of each purchase made using the kiosk goes to the North Liberty Community Pantry. The Physician's Clinic of Iowa hosts the grand opening on Thursday from 5 -7 p.m. The MPOJC meeting is next Wednesday.

Collective Bargaining Agreement

Harrington moved, Hoffman seconded to approve Resolution Number 2019-42, A Resolution approving the Collective Bargaining Agreement between the City of North Liberty and Public Professional and Maintenance Employees Local 2003 for the period of July 1, 2019 through June 30, 2022. After discussion, the vote was: ayes - Goings, Harrington, Hoffman; nays -none. Motion carried.

Sanitary Sewer Upgrades Bid Package #3

At 6:54 p.m., Mayor Donahue opened the public hearing regarding plans, specifications for the Sanitary Sewer Upgrades Bid Package #3. Andrew Brown, 647 Molly Drive, asked about the project scope. The public hearing was closed.

Goings moved, Harrington seconded to approve Resolution Number 2019-43, A Resolution finally approving and confirming plans, specifications, and estimate of cost for the Sanitary Sewer Upgrades Bid Package #3 Project. The vote was: ayes - Hoffman, Goings, Harrington; nays - none. Motion carried.

Fence Ordinance Amendment

Harrington moved, Goings seconded to approve the second consideration of Ordinance 2019-04, An Ordinance amending Chapter 169, Zoning Code Development Regulations of the North Liberty Code

of Ordinances to revise regulations on barbed wire and electric fences. The vote was: ayes – Harrington, Hoffman, Goings; nays – none. Motion carried.

Open Burning Ordinance Amendment

Chief Platz presented an overview of the ordinance amendment. Mayor Donahue opened the public hearing regarding proposed amendments to the Open Burning Restrictions at 6:59 p.m. Andrew Brown, 647 Molly Drive, spoke regarding the neighbor burning across the street. The public hearing was closed.

Harrington moved, Hoffman seconded to approve the first consideration of Ordinance Number 2019-05, An Ordinance amending Chapter 105, Solid Waste Control of the North Liberty Code of Ordinances to revise regulations on open burning restrictions. After discussion, the vote was: ayes – Hoffman, Goings, Harrington; nays – none. Motion carried.

New Business

Councilor Hoffman provided information on his trip to the Iowa State House tomorrow regarding utilities charging a fee for using solar on their homes. Mayor Donahue spoke regarding renewable energy sources.

Adjournment

At 7:04 p.m., Mayor Donahue adjourned the meeting.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

Attest:

Tracey Mulcahey, City Clerk

Applicant License Application ()

Name of Applicant:	<u>Andy Deutmeyer</u>				
Name of Business (DBA):	<u>Blend Business Dining</u>				
Address of Premises:	<u>2355 Landon Rd</u>				
City	<u>North Liberty</u>	County:	<u>Iowa</u>	Zip:	<u>52405</u>
Business	<u>(319) 360-3296</u>				
Mailing	<u>2003 Andrew Charles Dr nw</u>				
City	<u>Cedar Rapids</u>	State	<u>IA</u>	Zip:	<u>52405</u>

Contact Person

Name	<u>Andy Deutmeyer</u>		
Phone:	<u>(319) 360-3296</u>	Email	<u>adeutmeyer@hotmail.com</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term:12 months

Effective Date: 03/15/2019

Expiration Date: 01/01/1900

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

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

Ownership

Andy Deutmeyer

First Name: Andy

Last Name: Deutmeyer

City: Cedar Rapids

State: Iowa

Zip: 52405

Position: owner

% of Ownership: 50.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Farm Bureau Financial Services</u>		
Policy Effective Date:	<u>03/15/2019</u>	Policy Expiration	<u>03/15/2020</u>
Bond Effective	Dram Cancel Date:		
Outdoor Service Effective	Outdoor Service Expiration		
Temp Transfer Effective	Temp Transfer Expiration Date:		

**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: Andy Deutmeyer
Name of Business (DBA): Blend Business Dining
Address of Business: 2355 Landon Road North Liberty IA 52317
Business Phone & Email: 319-360-3296 adeutmeyer@hotmail.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
Date: 2019.03.26 10:39:02 -05'00'

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: _____

**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: Andy Deutmeyer
Name of Business (DBA): Blend Business Dining
Address of Business: 2355 Landon Road North Liberty IA 52317
Business Phone & Email: 319-360-3296 adeutmeyer@hotmail.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 Jane Javis 3/26/19

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



North Liberty Police Department

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

March 27, 2019

Liquor License Check

Business: Blend Business Dining
2355 Landon Road
North Liberty, IA 52317

Owners: Andrew Deutmeyer (DOB: 1981)

The North Liberty Police Department does not have any documented contacts for the above owner or business that would affect a liquor license.

I recommend the license be granted.

This record check was conducted by Sergeant Chris Shine.



PAYMENT APPLICATION

TO: City of North Liberty, Iowa 3 Quail Creek Circle North Liberty, Iowa 52317 Attn: FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776 FOR: NL Penn & Front Corridor Improvements	PROJECT NAME AND LOCATION: NL Penn & Front Corridor Imprv North Liberty Penn & Front Corridor Improve ARCHITECT: Shive Hattery 2839 Northgate Drive Iowa City, Iowa 52245	APPLICATION # 1 PERIOD THRU: 04/01/2019 PROJECT #s: DATE OF CONTRACT: 02/14/2019	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
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CONTRACTOR'S SUMMARY OF WORK

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

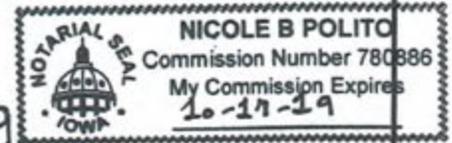
1. CONTRACT AMOUNT	\$2,794,040.30
2. SUM OF ALL CHANGE ORDERS	\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$2,794,040.30
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$184,441.14
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$9,222.06
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$9,222.06
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$175,219.08
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$0.00
8. PAYMENT DUE	\$175,219.08
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$2,618,821.22

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

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

CONTRACTOR: All American Concrete, Inc.
 By: Jodi Simon Date: 4-2-19
 Jodi Simon

State of: Iowa
 County of: Muscatine
 Subscribed and sworn to before me this 2nd day of April, 2019
 Notary Public: Nicole Polito
 My Commission Expires: 10-17-19



ARCHITECT'S CERTIFICATION

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

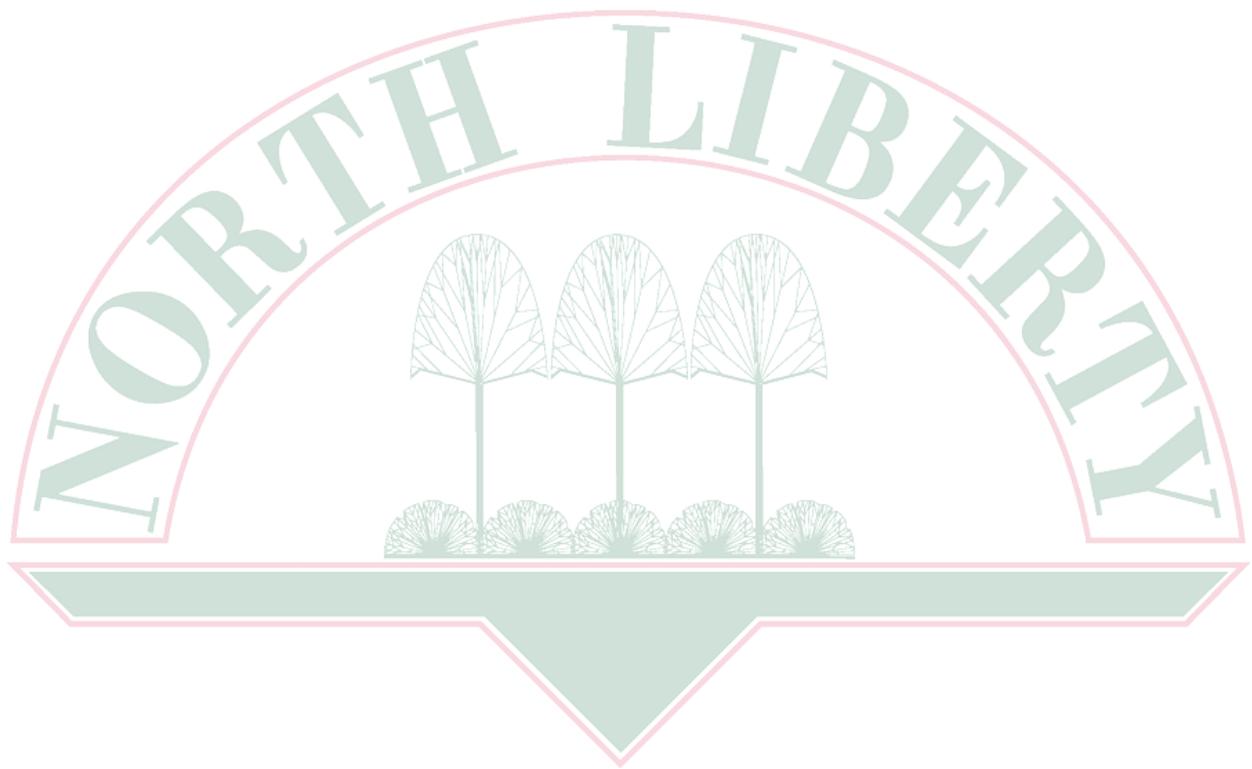
CERTIFIED AMOUNT..... \$175,219.08

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

ARCHITECT:
 By: Josiah Bilskomper Date: 4/2/19

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

Mayor Report



PROCLAMATION

Arbor Day-April 26, 2019

WHEREAS, trees are one of Iowa's most valuable natural resources that help to clean our air and water, create employment for over 7,000 Iowans, help to conserve our soil and energy resources, provide critical wildlife habitat for over 300 different species, yield bountiful outdoor recreation opportunities and make our communities a more pleasant place to live and work, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, the City of North Liberty has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting practices, and

WHEREAS, each year Arbor Day is observed by the people of North Liberty, Iowa, with special attention paid to the care and planting of trees,

NOW, THEREFORE, I, Terry Donahue, Mayor of the City of North Liberty, Iowa, do hereby proclaim April 26, 2019 to be

ARBOR DAY

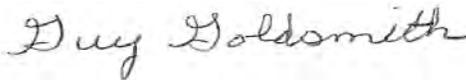
In North Liberty, Iowa, and encourage all North Liberty citizens to participate in tree planting and nurture, protect and wisely use Iowa's natural wonder of trees so that we will ensure a more beautiful City and State.

CITY OF NORTH LIBERTY

By:

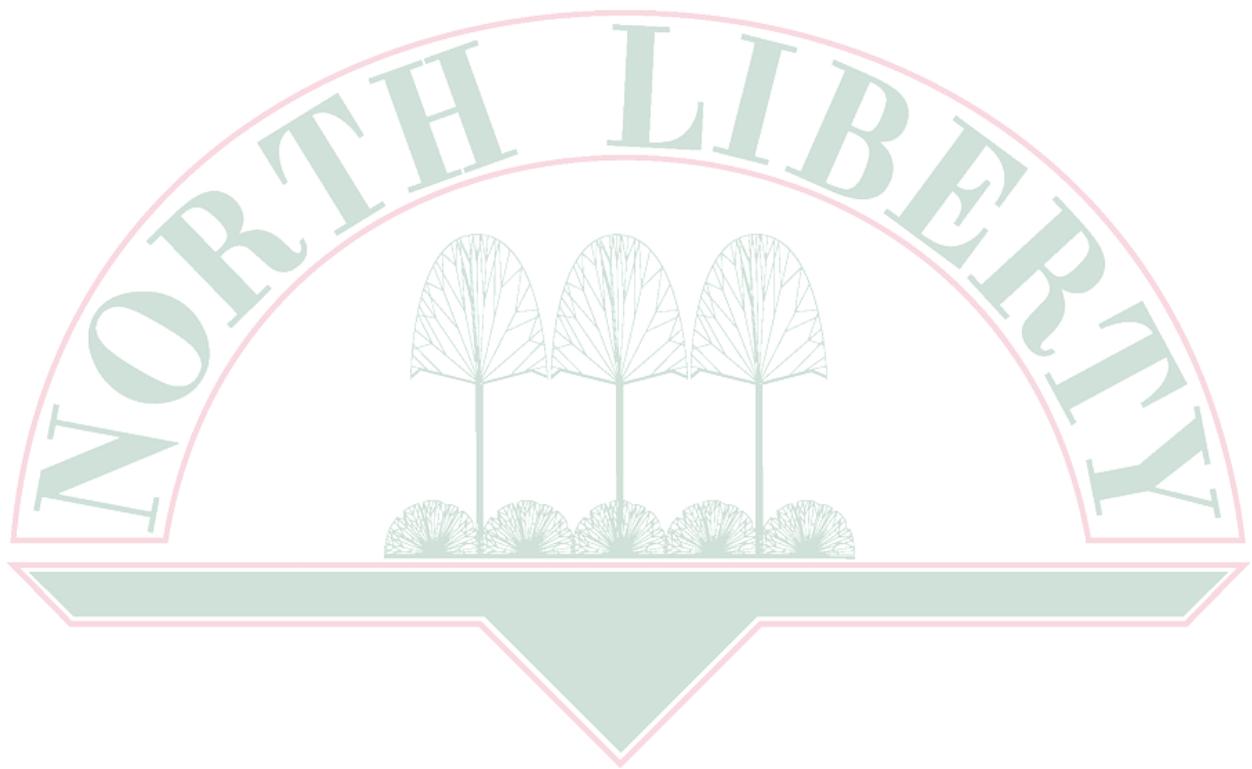
Terry Donahue, Mayor

Attest:



Guy Goldsmith, Parks Director

The Preserve Site Plan



Recommended for approval by Planning Commission at their regular meeting April 2.



March 25, 2019

Memo

To: North Liberty Planning Commission
From: Dean Wheatley, Planning Director
Subject: Site Plan Approval Request
(Lot 1, The Preserve)

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

This request from Watts Group Development, Inc. to approve a site plan for multi-family property is located at the southeast corner of Kansas Avenue and St. Andrews Drive. The zoning is RM-8, multi-family, and this site is part of a larger overall property that extends east and south and includes duplex, single-family, and additional multi-family zoning. At the time of the rezoning, it was estimated that about 155 multi-family units could be constructed on the two large multi-family lots, and this site plan is consistent with that estimate. The lot is approximately 560' north-south by 1,035' east-west.

This plan proposes 89 units on 12.86 acres, a density of 6,294 square feet of land per unit, while the minimum number of square feet per unit allowed in the RM-8 district is 5,000. Density calculations allow the area of the pond and the



Example of similar development on internal streets.

storm water management easement around it to be included in the overall lot size, but even if they are subtracted, the density on the remainder of the site is approximately 5,040 square feet per unit, above the RM-8 minimum. Other Watts Group developments in North Liberty, such as Melrose Terrace and Madison Terrace, may seem to have a more open and inviting suburban plan, but this plan is different

from those because it features townhomes arranged side-by-side with two-stall garages rather than stacked condominiums, and the number and density of two-stall driveways creates challenges in laying the site out.

There are **three building styles** proposed, all two-story townhomes with two-stall garages. All of the buildings proposed are nicely designed and feature significant masonry and detailing that Watts Development is known for. Locations and numbers for each:

Building Plan A (St. Andrews): 27 of the 89 units are shown to be this model, all along St. Andrews Drive.

Building Plan B (Bedford): 33 of the 89 units are shown to be this model; all of the internal units and the four-plex backing up to the duplex lots farthest east.

Building Plan C (Mackinaw): 29 of the 89 units are shown to be this model, located east of the pond and along Denison Avenue.

The **landscape plan** is very complete and shows attention to detail. The pond area is proposed to include a sheltered picnic table area, and fountains are planned for the pond itself.

This plan was originally submitted for the March Planning Commission meeting agenda, but the developer has been working well with staff to make some important changes over the last month. Some of those changes include:

- The number of units decreased by three to provide a little more openness on the site.
- Drives that originally were not planned to have sidewalks now have them, as well as a green space between those sidewalks and the curbs.
- The potential for snow storage has been enhanced.
- The landscape plan has been substantially enhanced.
- More design attention has been paid on the rear and exposed side elevations of the buildings, including revised rooflines, added windows, added masonry, and other features.

In sum, we feel that the partnership developed over the past month on this project has produced an excellent product that will be a significant asset to North Liberty at this high visibility location, and rec

Note: Easements shown on the plan will need to be recorded either separately or with the final plat.



**CIVIL ENGINEERS
LAND PLANNERS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SCIENTISTS
SITE DESIGNERS**
MWS CONSULTANTS, INC.
2000 WEST 10TH AVENUE, SUITE 100
DES MOINES, IOWA 50319
PHONE: 515.281.1111
WWW.MWSCONSULTANTS.COM

DATE: 02-01-2019
PROJECT: THE PRESERVE LOT 1
DRAWN BY: J. HARRIS
CHECKED BY: J. HARRIS
SCALE: AS SHOWN

**OVERALL SITE
LAYOUT PLAN**

**THE PRESERVE
LOT 1**
NORTH LIBERTY,
JOHNSON COUNTY,
IOWA

Project No.	1337-1415
Scale	AS SHOWN
North Arrow	SEE PLAN
Date	02-01-2019
Drawn By	J. HARRIS
Checked By	J. HARRIS
Project Name	THE PRESERVE LOT 1
Location	NORTH LIBERTY, IOWA

STANDARD LEGEND AND NOTES

**THE PRESERVE LOT 1
NORTH LIBERTY, IOWA**

LOCATION MAP
1/8" = 1' SCALE

REVISIONS

NO.	DATE	DESCRIPTION
1	02-01-2019	ISSUED FOR PERMIT

NOTES:

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET.
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PROPOSED

THE COUNTY OF JOHNSON, IOWA, HAS REVIEWED THIS PLAN AND APPROVED IT FOR RECORDATION AND RECORDATION OF THIS PLAN IS HEREBY AUTHORIZED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF JOHNSON, IOWA.

RECORDED

RECORDED

SITE PLAN

THE PRESERVE, LOT 1

NORTH LIBERTY, IOWA

1/8" = 1' SCALE

LEGEND

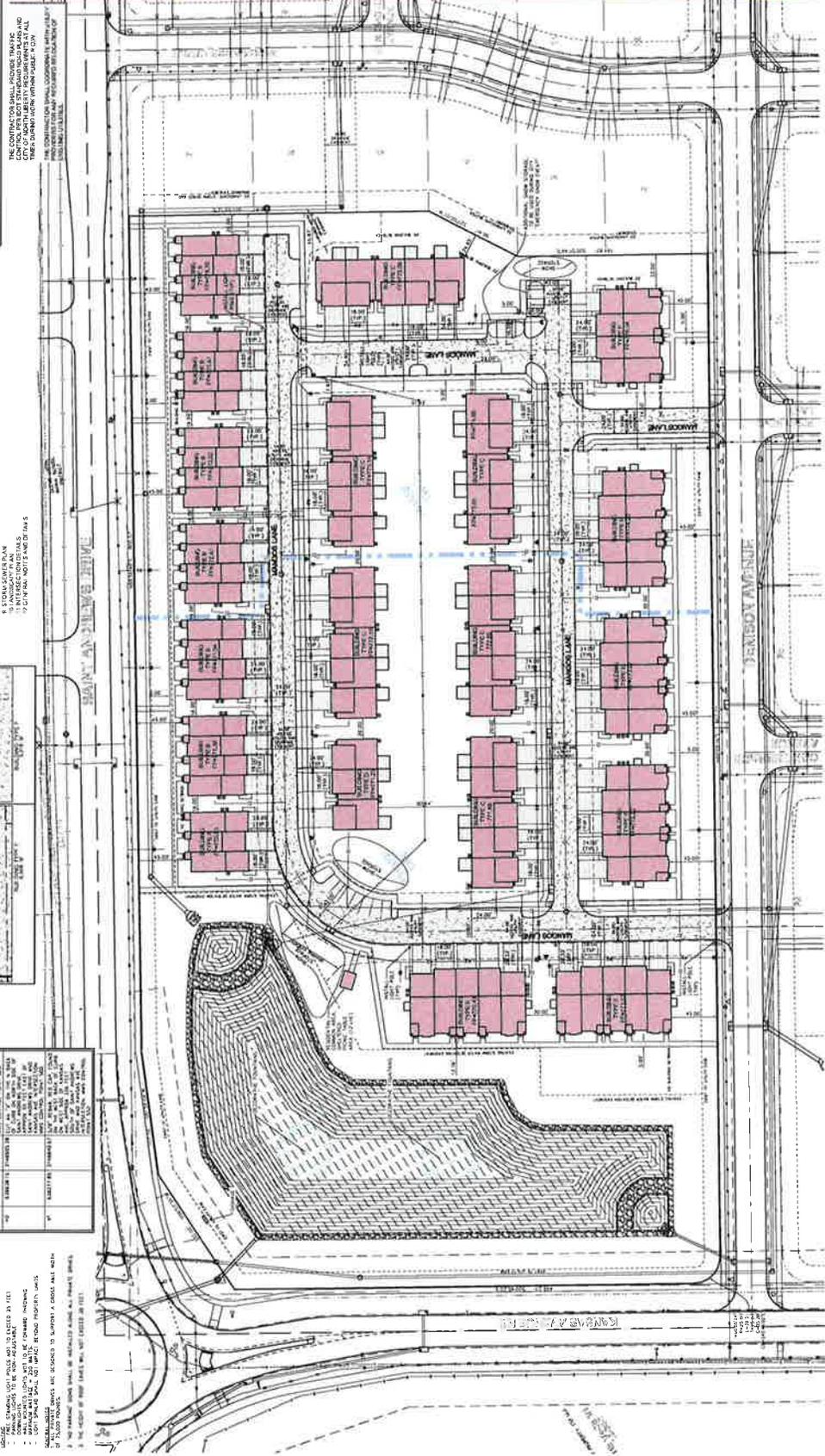
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99	EXISTING DRIVEWAY
100	EXISTING DRIVEWAY

PROPOSED

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RECORDED

RECORDED



UTILITY LOCATIONS

UTILITY	DEPTH	MARKER
1	18" - 36"	PAINT MARK
2	36" - 48"	PAINT MARK
3	48" - 60"	PAINT MARK
4	60" - 72"	PAINT MARK
5	72" - 84"	PAINT MARK
6	84" - 96"	PAINT MARK
7	96" - 108"	PAINT MARK
8	108" - 120"	PAINT MARK
9	120" - 132"	PAINT MARK
10	132" - 144"	PAINT MARK
11	144" - 156"	PAINT MARK
12	156" - 168"	PAINT MARK
13	168" - 180"	PAINT MARK
14	180" - 192"	PAINT MARK
15	192" - 204"	PAINT MARK
16	204" - 216"	PAINT MARK
17	216" - 228"	PAINT MARK
18	228" - 240"	PAINT MARK
19	240" - 252"	PAINT MARK
20	252" - 264"	PAINT MARK
21	264" - 276"	PAINT MARK
22	276" - 288"	PAINT MARK
23	288" - 300"	PAINT MARK
24	300" - 312"	PAINT MARK
25	312" - 324"	PAINT MARK
26	324" - 336"	PAINT MARK
27	336" - 348"	PAINT MARK
28	348" - 360"	PAINT MARK
29	360" - 372"	PAINT MARK
30	372" - 384"	PAINT MARK
31	384" - 396"	PAINT MARK
32	396" - 408"	PAINT MARK
33	408" - 420"	PAINT MARK
34	420" - 432"	PAINT MARK
35	432" - 444"	PAINT MARK
36	444" - 456"	PAINT MARK
37	456" - 468"	PAINT MARK
38	468" - 480"	PAINT MARK
39	480" - 492"	PAINT MARK
40	492" - 504"	PAINT MARK
41	504" - 516"	PAINT MARK
42	516" - 528"	PAINT MARK
43	528" - 540"	PAINT MARK
44	540" - 552"	PAINT MARK
45	552" - 564"	PAINT MARK
46	564" - 576"	PAINT MARK
47	576" - 588"	PAINT MARK
48	588" - 600"	PAINT MARK
49	600" - 612"	PAINT MARK
50	612" - 624"	PAINT MARK
51	624" - 636"	PAINT MARK
52	636" - 648"	PAINT MARK
53	648" - 660"	PAINT MARK
54	660" - 672"	PAINT MARK
55	672" - 684"	PAINT MARK
56	684" - 696"	PAINT MARK
57	696" - 708"	PAINT MARK
58	708" - 720"	PAINT MARK
59	720" - 732"	PAINT MARK
60	732" - 744"	PAINT MARK
61	744" - 756"	PAINT MARK
62	756" - 768"	PAINT MARK
63	768" - 780"	PAINT MARK
64	780" - 792"	PAINT MARK
65	792" - 804"	PAINT MARK
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67	816" - 828"	PAINT MARK
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69	840" - 852"	PAINT MARK
70	852" - 864"	PAINT MARK
71	864" - 876"	PAINT MARK
72	876" - 888"	PAINT MARK
73	888" - 900"	PAINT MARK
74	900" - 912"	PAINT MARK
75	912" - 924"	PAINT MARK
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79	960" - 972"	PAINT MARK
80	972" - 984"	PAINT MARK
81	984" - 996"	PAINT MARK
82	996" - 1008"	PAINT MARK
83	1008" - 1020"	PAINT MARK
84	1020" - 1032"	PAINT MARK
85	1032" - 1044"	PAINT MARK
86	1044" - 1056"	PAINT MARK
87	1056" - 1068"	PAINT MARK
88	1068" - 1080"	PAINT MARK
89	1080" - 1092"	PAINT MARK
90	1092" - 1104"	PAINT MARK
91	1104" - 1116"	PAINT MARK
92	1116" - 1128"	PAINT MARK
93	1128" - 1140"	PAINT MARK
94	1140" - 1152"	PAINT MARK
95	1152" - 1164"	PAINT MARK
96	1164" - 1176"	PAINT MARK
97	1176" - 1188"	PAINT MARK
98	1188" - 1200"	PAINT MARK
99	1200" - 1212"	PAINT MARK
100	1212" - 1224"	PAINT MARK



DAVIDSON ENGINEERS
LANDSCAPE ARCHITECTS
2000 WEST LIBERTY AVENUE
DES MOINES, IOWA 50319
563.281.1234

UNIVERSITY CONSULTANTS, INC.
1000 WEST LIBERTY AVENUE
DES MOINES, IOWA 50319
563.281.1234

PAVING DETAILS,
PROFILE &
DIMENSION PLAN

THE PRESERVE
LOT 1
NORTH LIBERTY
JOHNSON COUNTY
IOWA

UNIVERSITY CONSULTANTS, INC.
1000 WEST LIBERTY AVENUE
DES MOINES, IOWA 50319
563.281.1234
3

STANDARD LEGEND AND NOTES

1	CONCRETE	1" = 12"
2	ASPHALT	1" = 12"
3	GRAVEL	1" = 12"
4	GRAVEL	1" = 12"
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20	GRAVEL	1" = 12"

CONSTRUCTION NOTES

1. ALL PAVING SHALL BE PERFORMED IN ACCORDANCE WITH THE IOWA DEPARTMENT OF TRANSPORTATION (DOT) SPECIFICATIONS FOR PAVING.
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CRITICAL LEGEND

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20	GRAVEL	1" = 12"

- SHEET INDEX**
1. ORIGINAL SITE PLAN
 2. PAVING DETAILS, PROFILE & DIMENSION PLAN
 3. PAVING DETAILS, PROFILE & DIMENSION PLAN
 4. PAVING DETAILS, PROFILE & DIMENSION PLAN
 5. PAVING DETAILS, PROFILE & DIMENSION PLAN
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 20. PAVING DETAILS, PROFILE & DIMENSION PLAN

SITE PLAN

THE PRESERVE, LOT 1

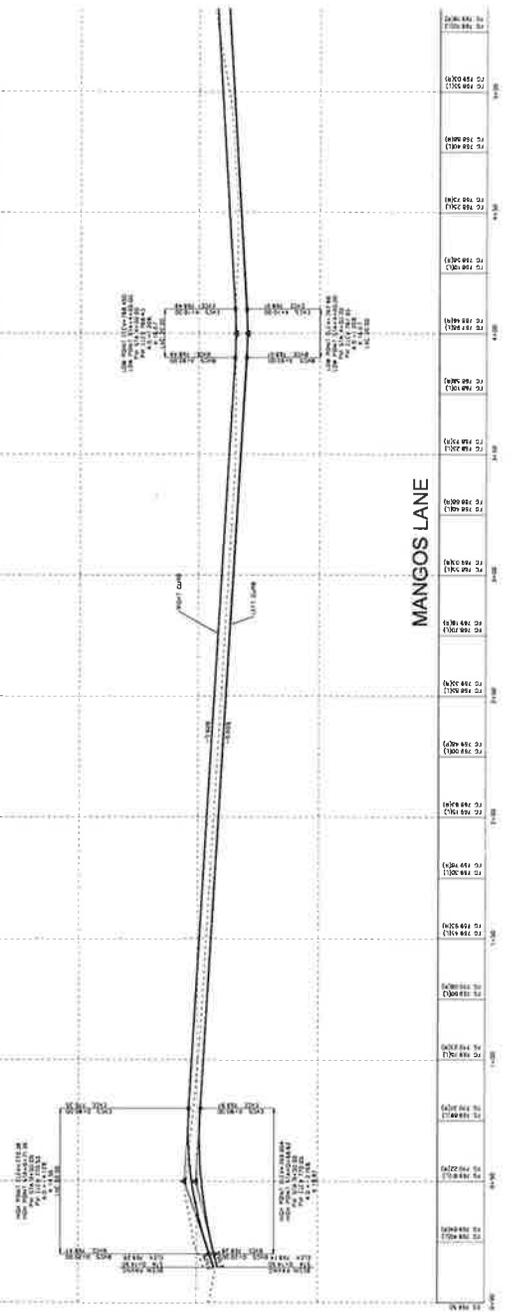
NORTH LIBERTY, IOWA



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NOTE: ALL ELEVATIONS ARE TOP OF SLAB AT GUTTER UNLESS NOTED OTHERWISE.



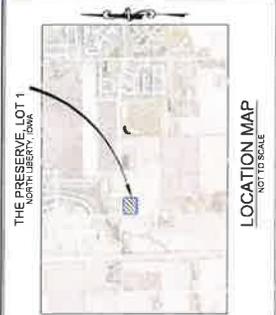


SITE PLAN THE PRESERVE, LOT 1 NORTH LIBERTY, IOWA

W&P CONSULTANTS, INC.
1011 EAST 10TH STREET, SUITE 200
NORTH LIBERTY, IOWA 52154
PHONE: 563-385-3200
WWW.W&PCONSULTANTS.COM

STANDARD LEGEND AND NOTES

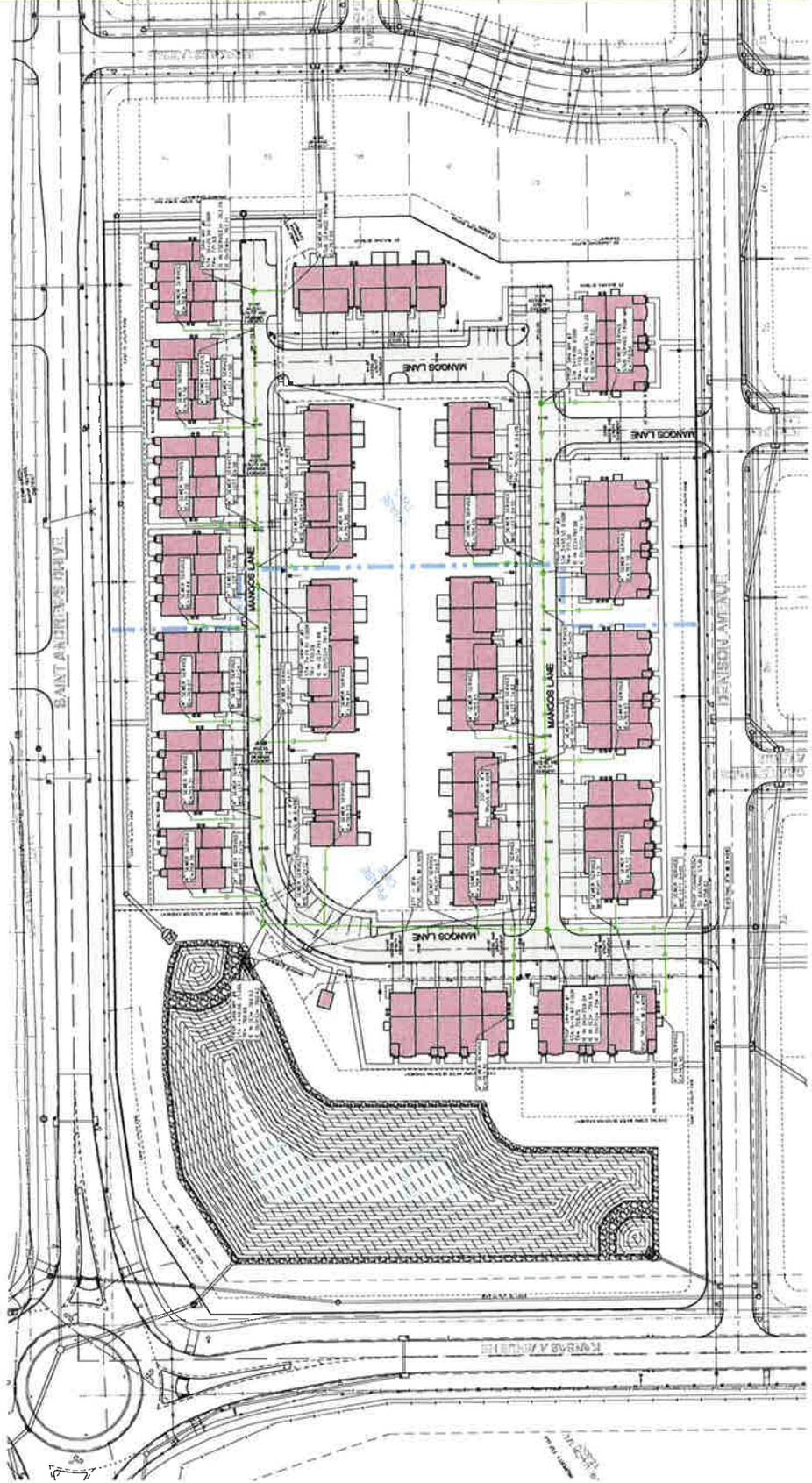
1. PROPERTY BOUNDARIES	10. EXISTING UTILITY LOCATIONS
2. PROPOSED UTILITY LOCATIONS	11. PROPOSED SANITARY SEWER
3. PROPOSED WATER MAIN	12. PROPOSED STORM SEWER
4. PROPOSED GAS MAIN	13. PROPOSED FUTURE DEVELOPMENT
5. PROPOSED FUTURE DEVELOPMENT	14. PROPOSED FUTURE DEVELOPMENT
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9. PROPOSED FUTURE DEVELOPMENT	18. PROPOSED FUTURE DEVELOPMENT



- REVISIONS**
1. PRELIMINARY DESIGN
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- NOTES**
1. PROPOSED SANITARY SEWER
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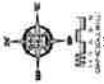
- REVISIONS**
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 2. PRELIMINARY DESIGN
 3. PRELIMINARY DESIGN
 4. PRELIMINARY DESIGN
 5. PRELIMINARY DESIGN
 6. PRELIMINARY DESIGN
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 18. PRELIMINARY DESIGN
 19. PRELIMINARY DESIGN
 20. PRELIMINARY DESIGN



SANITARY SEWER PLAN

THE PRESERVE
LOT 1
NORTH LIBERTY,
JOHNSON COUNTY,
IOWA

W&P CONSULTANTS, INC.
02-01-2018
1331-615



SITE PLAN THE PRESERVE, LOT 1 NORTH LIBERTY, IOWA

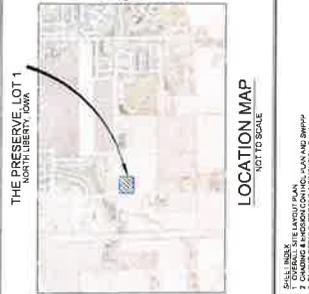
ARCHITECT: WMS CONSULTANTS, INC.
 1000 WEST 15TH AVENUE, SUITE 100
 NORTH LIBERTY, IOWA 52154
 PHONE: 515.241.1234 FAX: 515.241.1235
 WWW.WMSCONSULTANTS.COM
 DATE: 02-20-2018

STANDARD LEGEND AND NOTES

1. GENERAL LAYOUT PLAN	1.1. GENERAL LAYOUT PLAN
2. CONCEPTUAL LAYOUT PLAN	2.1. CONCEPTUAL LAYOUT PLAN
3. PRELIMINARY LAYOUT PLAN	3.1. PRELIMINARY LAYOUT PLAN
4. FINAL LAYOUT PLAN	4.1. FINAL LAYOUT PLAN
5. FINISHED LAYOUT PLAN	5.1. FINISHED LAYOUT PLAN
6. FINISHED LAYOUT PLAN	6.1. FINISHED LAYOUT PLAN
7. FINISHED LAYOUT PLAN	7.1. FINISHED LAYOUT PLAN
8. FINISHED LAYOUT PLAN	8.1. FINISHED LAYOUT PLAN
9. FINISHED LAYOUT PLAN	9.1. FINISHED LAYOUT PLAN
10. FINISHED LAYOUT PLAN	10.1. FINISHED LAYOUT PLAN
11. FINISHED LAYOUT PLAN	11. FINISHED LAYOUT PLAN
12. FINISHED LAYOUT PLAN	12. FINISHED LAYOUT PLAN

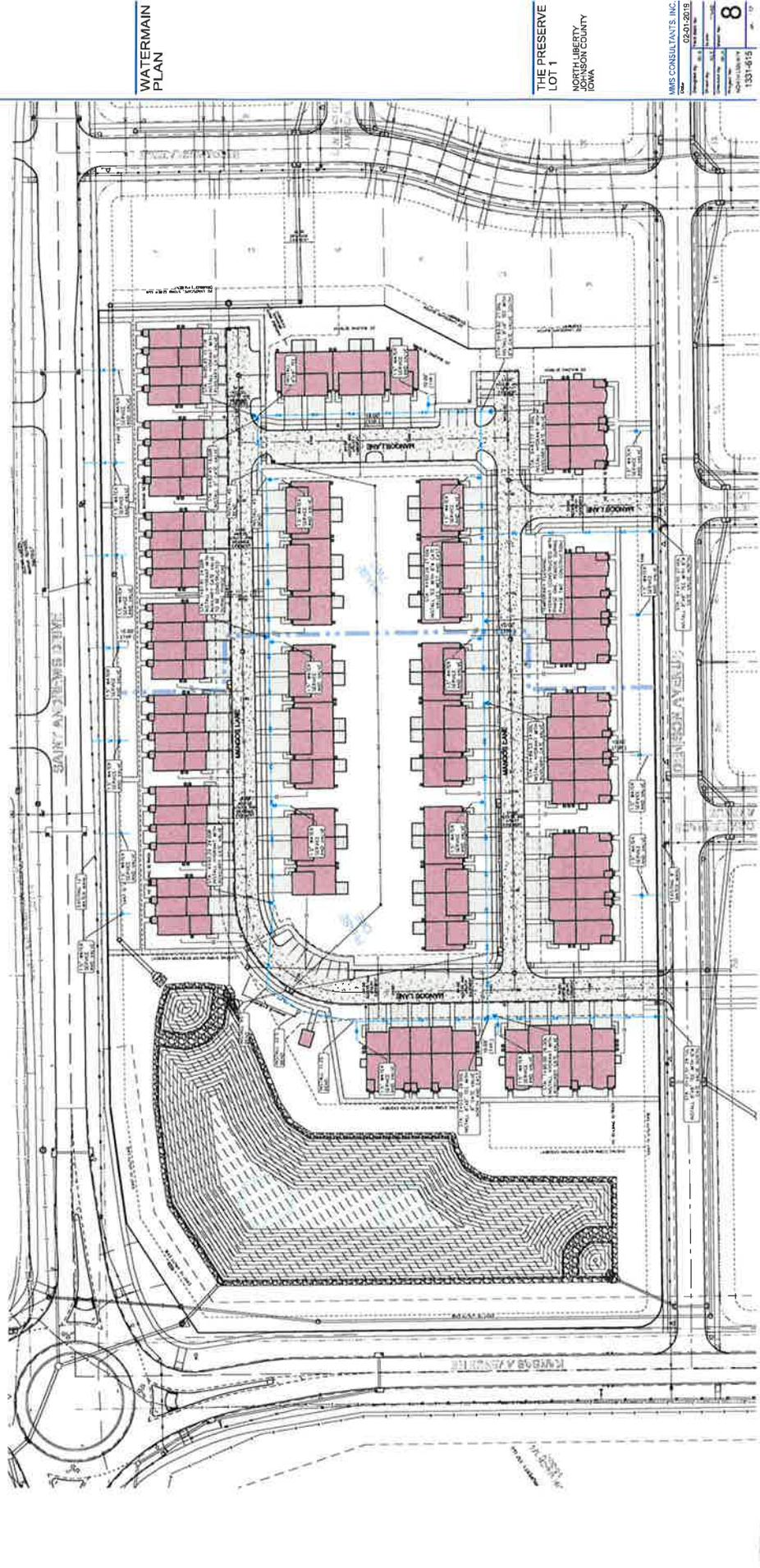
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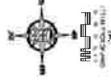
- GENERAL LAYOUT PLAN
- CONCEPTUAL LAYOUT PLAN
- PRELIMINARY LAYOUT PLAN
- FINAL LAYOUT PLAN
- FINISHED LAYOUT PLAN



SCALE:

- GENERAL LAYOUT PLAN
- CONCEPTUAL LAYOUT PLAN
- PRELIMINARY LAYOUT PLAN
- FINAL LAYOUT PLAN
- FINISHED LAYOUT PLAN





SITE PLAN THE PRESERVE, LOT 1 NORTH LIBERTY, IOWA

DESIGNED BY: MMS CONSULTANTS, INC.
 1011 SOUTH MAIN STREET, SUITE 100
 NORTH LIBERTY, IOWA 52154
 PHONE: 515.241.1212
 WWW.MMSCONSULTANTS.COM

STANDARD LEGEND AND NOTES

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
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- PROJECT NOTES:**
1. GENERAL SITE LAYOUT PLAN
 2. PRELIMINARY SITE PLAN
 3. PRELIMINARY SITE PLAN
 4. PRELIMINARY SITE PLAN
 5. PRELIMINARY SITE PLAN
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 20. PRELIMINARY SITE PLAN

THE PRESERVE, LOT 1
NORTH LIBERTY, IOWA

12 M. JONES



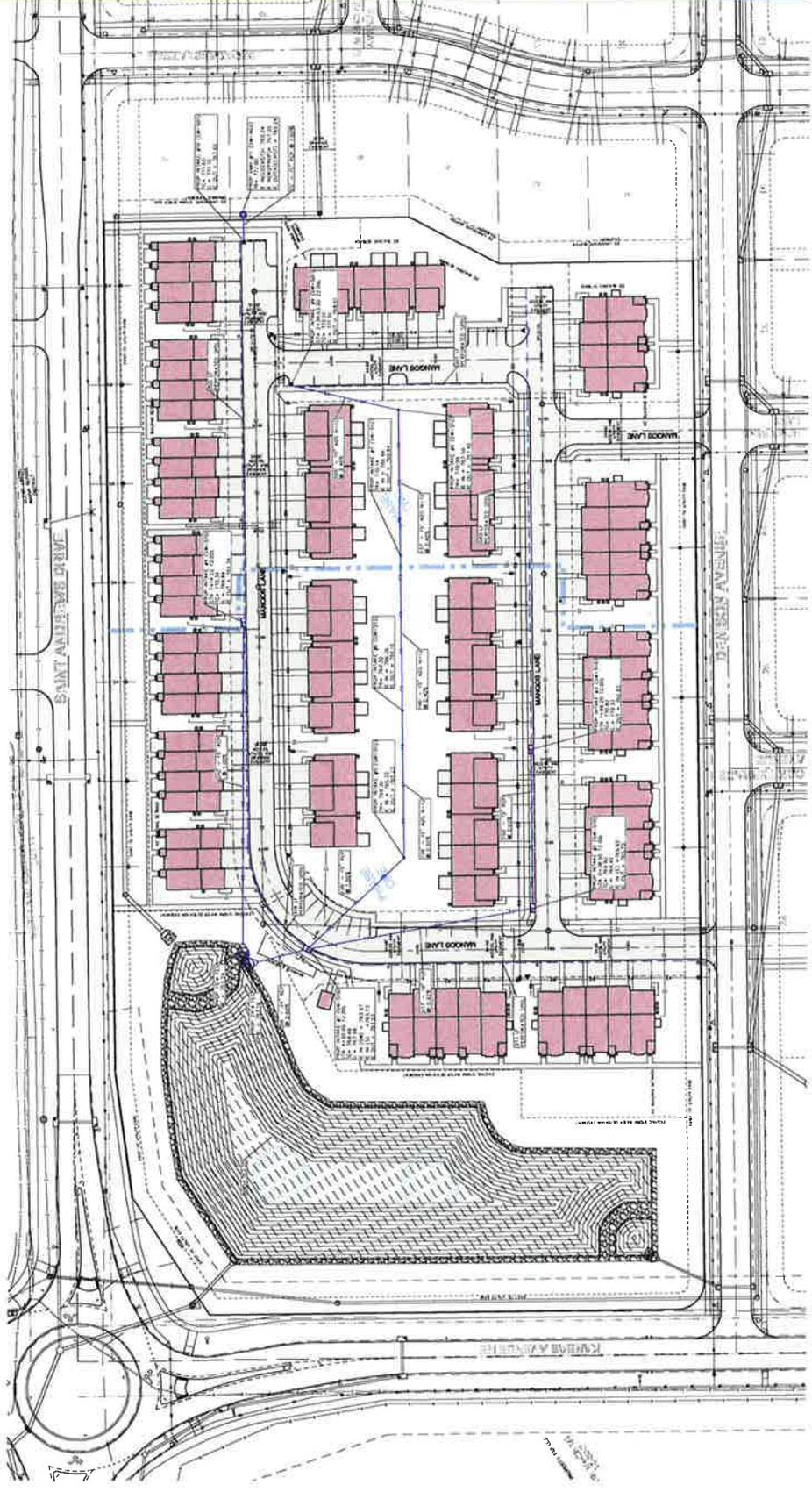
CIVIL ENGINEERS
 LAND PLANNERS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SCIENTISTS
 SURVEYORS
 1011 SOUTH MAIN STREET, SUITE 100
 NORTH LIBERTY, IOWA 52154
 WWW.MMSCONSULTANTS.COM

DATE: 02-01-2019
 DRAWN BY: J. JONES
 CHECKED BY: M. JONES
 PROJECT NO.: 13311-015

STORM SEWER PLAN

THE PRESERVE
 LOT 1
 NORTH LIBERTY,
 JOHNSON COUNTY
 IOWA

MMS CONSULTANTS, INC.
 02-01-2019
 13311-015
 9



12.86 ACRES



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL ENGINEERS
IOWA CITY, IOWA 52242
WWW.WMSCONSULTANTS.COM

DATE: 08/11/19
PROJECT: THE PRESERVE, LOT 1
SHEET: 11 OF 12
DRAWN BY: J. HARRIS
CHECKED BY: M. HARRIS

INTERSECTION
DETAILS

THE PRESERVE
LOT 1
NORTH LIBERTY,
JOHNSON COUNTY
IOWA

WMS CONSULTANTS, INC.
025012019
IOWA REG. NO. 11
IOWA REG. NO. 1331-4515

STANDARD LEGEND AND NOTES

1	1" = 10'
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GRASSY LEGEND

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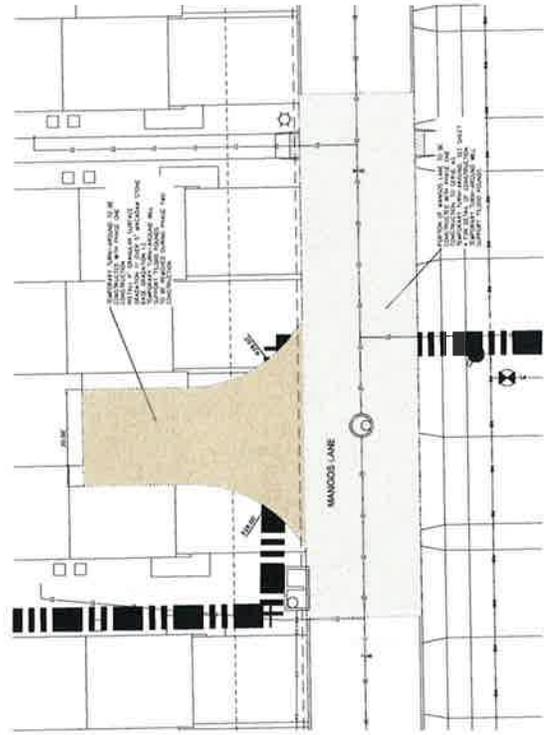
THE CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL AND NOT FORWARD ROADWORK AND TRUCK TRAILER WORK WITHIN PUBLIC RIGHT OF WAY.

THE CONTRACTOR SHALL COORDINATE WITH THE CITY ENGINEER AND THE IOWA DEPARTMENT OF TRANSPORTATION FOR ALL PERMITS AND REGULATIONS.

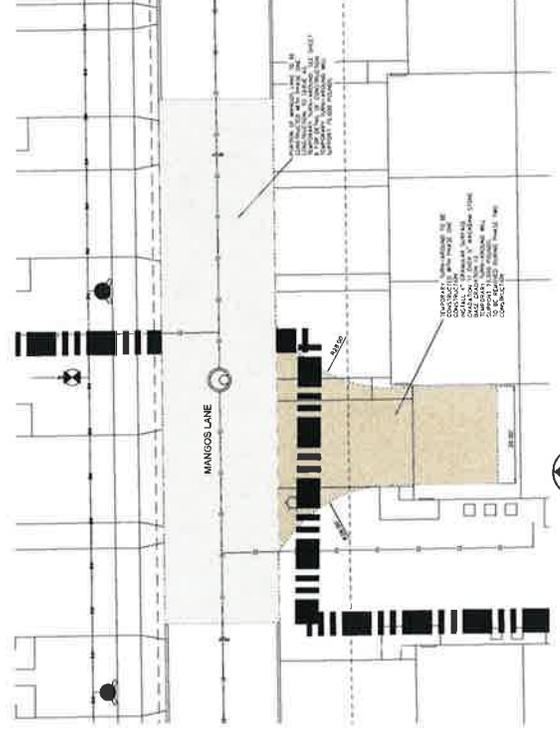
- SHEET INDEX**
1. SITE PLAN
 2. GRADING & EROSION CONTROL PLAN AND SWAMP
 3. PAVING PLAN
 4. PAVING DETAILS, PROFILE & DIMENSION PLAN
 5. PAVING DETAILS, PROFILE & DIMENSION PLAN
 6. PAVING DETAILS, PROFILE & DIMENSION PLAN
 7. PAVING DETAILS, PROFILE & DIMENSION PLAN
 8. WATER MAIN PLAN
 9. SANITARY SEWER PLAN
 10. LANDSCAPE PLAN
 11. THE PRESERVE, LOT 1
 12. THE PRESERVE, LOT 2
 13. THE PRESERVE, LOT 3
 14. THE PRESERVE, LOT 4
 15. THE PRESERVE, LOT 5
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 100. THE PRESERVE, LOT 90

SITE PLAN THE PRESERVE, LOT 1 NORTH LIBERTY, IOWA

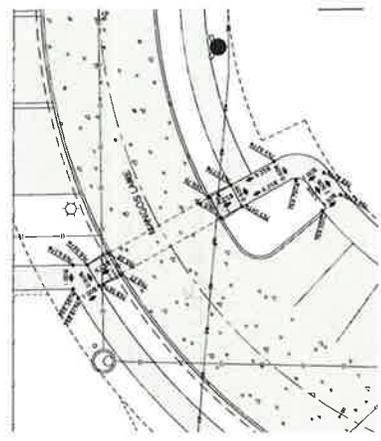
WMS CONSULTANTS, INC.
1000 WEST 15TH AVENUE, SUITE 100
NORTH LIBERTY, IOWA 52242
PHONE: 515.281.1111
WWW.WMSCONSULTANTS.COM



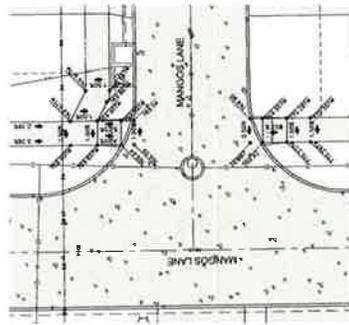
MANGOS LANE AUTO TURN DETAIL
SCALE: 1/8" = 1'-0"



MANGOS LANE AUTO TURN DETAIL
SCALE: 1/8" = 1'-0"



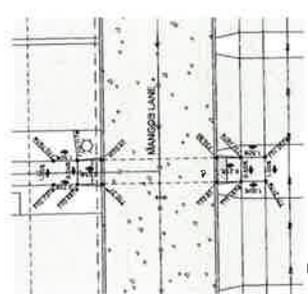
MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"



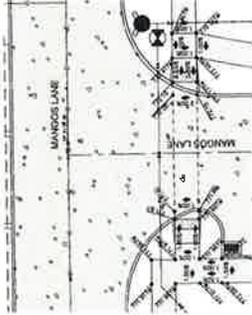
MANGOS LANE & MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"



MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"

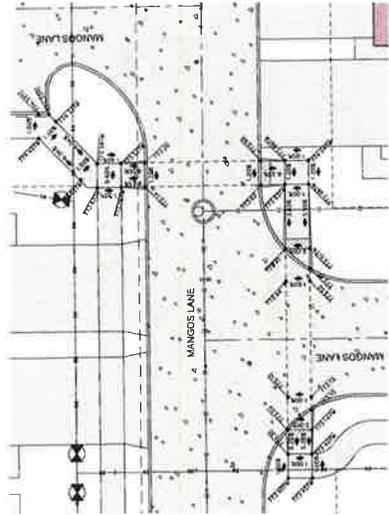


MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"

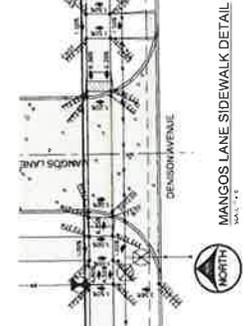


MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"

MANGOS LANE & MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"



MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"



MANGOS LANE SIDEWALK DETAIL
SCALE: 1/8" = 1'-0"



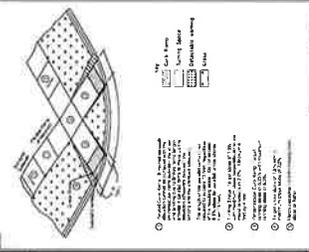
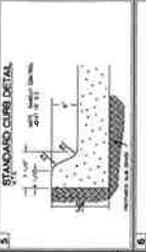
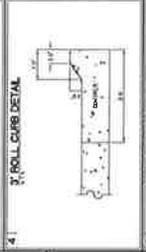
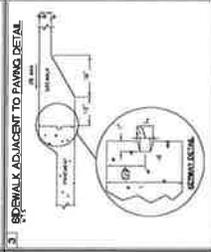
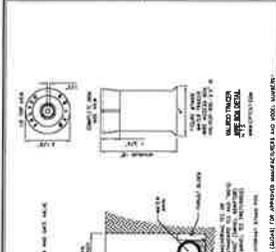
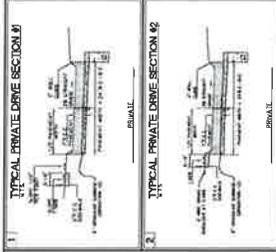
M&E CONSULTANTS, INC.
 CIVIL ENGINEERS
 LAND SURVEYORS
 LANDSCAPE ARCHITECTS
 ENVIRONMENTAL SPECIALISTS
 2000 WEST 10TH AVENUE
 DES MOINES, IOWA 50319
 PHONE: 515-281-1111

Notes:
 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR WATERWAY CONSTRUCTION.
 3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR AIRPORT CONSTRUCTION.
 4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR AIRPORT CONSTRUCTION.
 5. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR AIRPORT CONSTRUCTION.

GENERAL NOTES AND DETAILS

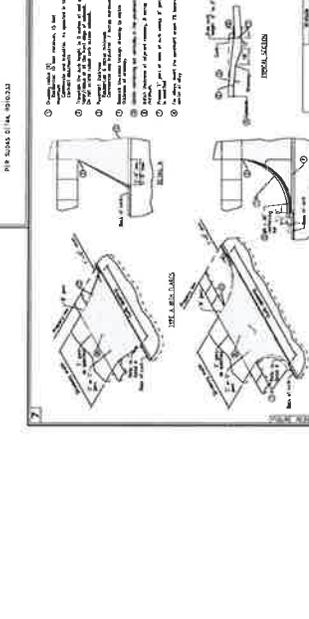
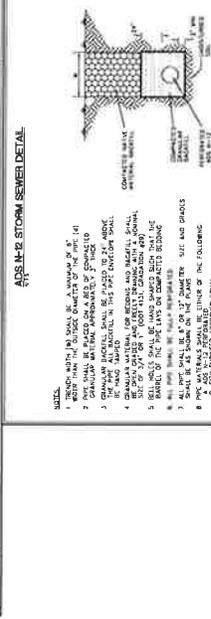
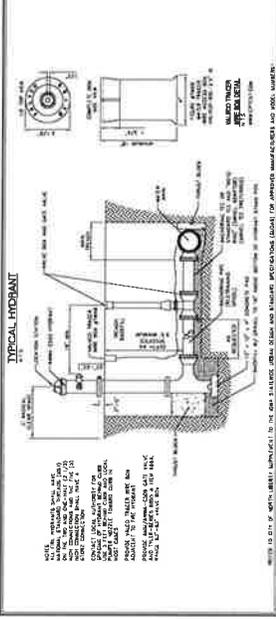
**THE PRESERVE
 LOT 1
 NORTH LIBERTY
 JOHNSON COUNTY
 IOWA**

M&E CONSULTANTS, INC.
 PROJECT NO. 2024-0018
 SHEET NO. 12
 DATE: 08/20/24



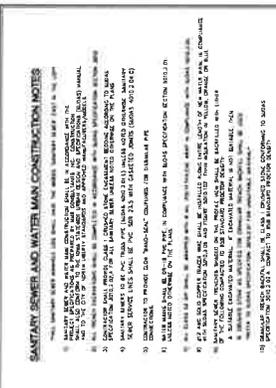
SIDS
 1. Curb Slope
 2. Slope Indication

PAVING CONSTRUCTION NOTES
 1. ALL PAVING SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 2. ALL PAVING SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 3. ALL PAVING SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 4. ALL PAVING SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 5. ALL PAVING SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.



Notes:
 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
 3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
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 5. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

GENERAL NOTES AND DETAILS
 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IOWA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
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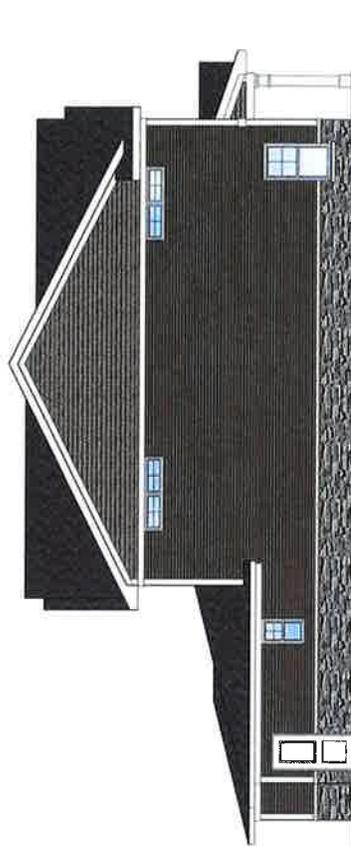
PIPE SIZE (IN)	MINIMUM COVER (IN)	MINIMUM BEDDING DEPTH (IN)	MINIMUM BACKFILL DEPTH (IN)
12	18	6	12
15	24	6	12
18	30	6	12
21	36	6	12
24	42	6	12
27	48	6	12
30	54	6	12
36	66	6	12
42	78	6	12
48	90	6	12
54	102	6	12
60	114	6	12
66	126	6	12
72	138	6	12
78	150	6	12
84	162	6	12
90	174	6	12
96	186	6	12
102	198	6	12
108	210	6	12
114	222	6	12
120	234	6	12
126	246	6	12
132	258	6	12
138	270	6	12
144	282	6	12
150	294	6	12
156	306	6	12
162	318	6	12
168	330	6	12
174	342	6	12
180	354	6	12
186	366	6	12
192	378	6	12
198	390	6	12
204	402	6	12
210	414	6	12
216	426	6	12
222	438	6	12
228	450	6	12
234	462	6	12
240	474	6	12
246	486	6	12
252	498	6	12
258	510	6	12
264	522	6	12
270	534	6	12
276	546	6	12
282	558	6	12
288	570	6	12
294	582	6	12
300	594	6	12
306	606	6	12
312	618	6	12
318	630	6	12
324	642	6	12
330	654	6	12
336	666	6	12
342	678	6	12
348	690	6	12
354	702	6	12
360	714	6	12
366	726	6	12
372	738	6	12
378	750	6	12
384	762	6	12
390	774	6	12
396	786	6	12
402	798	6	12
408	810	6	12
414	822	6	12
420	834	6	12
426	846	6	12
432	858	6	12
438	870	6	12
444	882	6	12
450	894	6	12
456	906	6	12
462	918	6	12
468	930	6	12
474	942	6	12
480	954	6	12
486	966	6	12
492	978	6	12
498	990	6	12
504	1002	6	12
510	1014	6	12
516	1026	6	12
522	1038	6	12
528	1050	6	12
534	1062	6	12
540	1074	6	12
546	1086	6	12
552	1098	6	12
558	1110	6	12
564	1122	6	12
570	1134	6	12
576	1146	6	12
582	1158	6	12
588	1170	6	12
594	1182	6	12
600	1194	6	12
606	1206	6	12
612	1218	6	12
618	1230	6	12
624	1242	6	12
630	1254	6	12
636	1266	6	12
642	1278	6	12
648	1290	6	12
654	1302	6	12
660	1314	6	12
666	1326	6	12
672	1338	6	12
678	1350	6	12
684	1362	6	12
690	1374	6	12
696	1386	6	12
702	1398	6	12
708	1410	6	12
714	1422	6	12
720	1434	6	12
726	1446	6	12
732	1458	6	12
738	1470	6	12
744	1482	6	12
750	1494	6	12
756	1506	6	12
762	1518	6	12
768	1530	6	12
774	1542	6	12
780	1554	6	12
786	1566	6	12
792	1578	6	12
798	1590	6	12
804	1602	6	12
810	1614	6	12
816	1626	6	12
822	1638	6	12
828	1650	6	12
834	1662	6	12
840	1674	6	12
846	1686	6	12
852	1698	6	12
858	1710	6	12
864	1722	6	12
870	1734	6	12
876	1746	6	12
882	1758	6	12
888	1770	6	12
894	1782	6	12
900	1794	6	12
906	1806	6	12
912	1818	6	12
918	1830	6	12
924	1842	6	12
930	1854	6	12
936	1866	6	12
942	1878	6	12
948	1890	6	12
954	1902	6	12
960	1914	6	12
966	1926	6	12
972	1938	6	12
978	1950	6	12
984	1962	6	12
990	1974	6	12
996	1986	6	12
1002	1998	6	12
1008	2010	6	12
1014	2022	6	12
1020	2034	6	12
1026	2046	6	12
1032	2058	6	12
1038	2070	6	12
1044	2082	6	12
1050	2094	6	12
1056	2106	6	12
1062	2118	6	12
1068	2130	6	12
1074	2142	6	12
1080	2154	6	12
1086	2166	6	12
1092	2178	6	12
1098	2190	6	12
1104	2202	6	12
1110	2214	6	12
1116	2226	6	12
1122	2238	6	12
1128	2250	6	12
1134	2262	6	12
1140	2274	6	12
1146	2286	6	12
1152	2298	6	12
1158	2310	6	12
1164	2322	6	12
1170	2334	6	12
1176	2346	6	12
1182	2358	6	12
1188	2370	6	12
1194	2382	6	12
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1218	2430	6	12
1224	2442	6	12
1230	2454	6	12
1236	2466	6	12
1242	2478	6	12
1248	2490	6	12
1254	2502	6	12
1260	2514	6	12
1266	2526	6	12
1272	2538	6	12
1278	2550	6	12
1284	2562	6	12
1290	2574	6	12
1296	2586	6	12
1302	2598	6	12
1308	2610	6	12
1314	2622	6	12
1320	2634	6	12
1326	2646	6	12
1332	2658	6	12
1338	2670	6	12
1344	2682	6	12
1350	2694	6	12
1356	2706	6	12
1362	2718	6	12
1368	2730	6	12
1374	2742	6	12
1380	2754	6	12
1386	2766	6	12
1392			

ST. ANDREWS

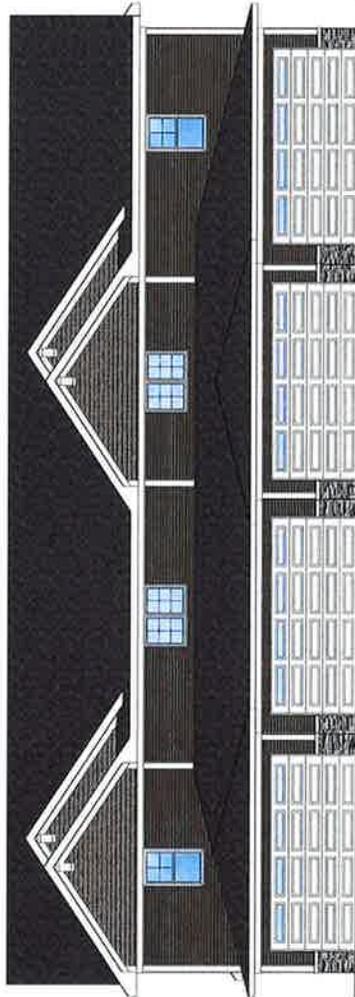
WATTS GROUP



Front Elevation



Left Elevation



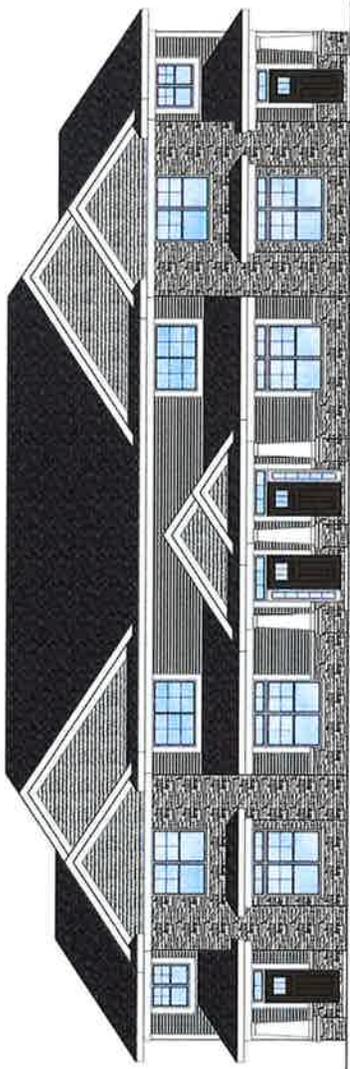
Rear Elevation



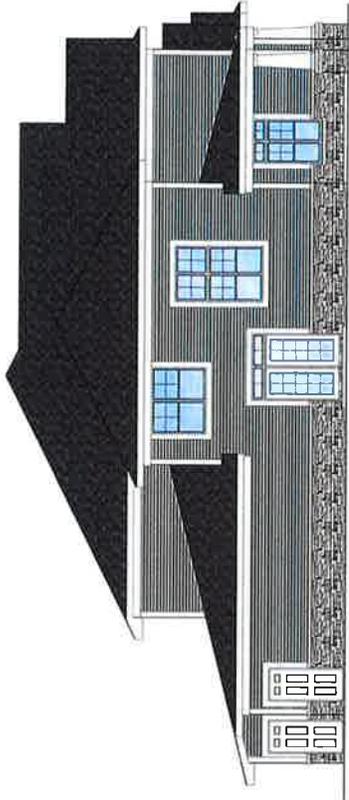
Right Elevation

THE MACKINAW

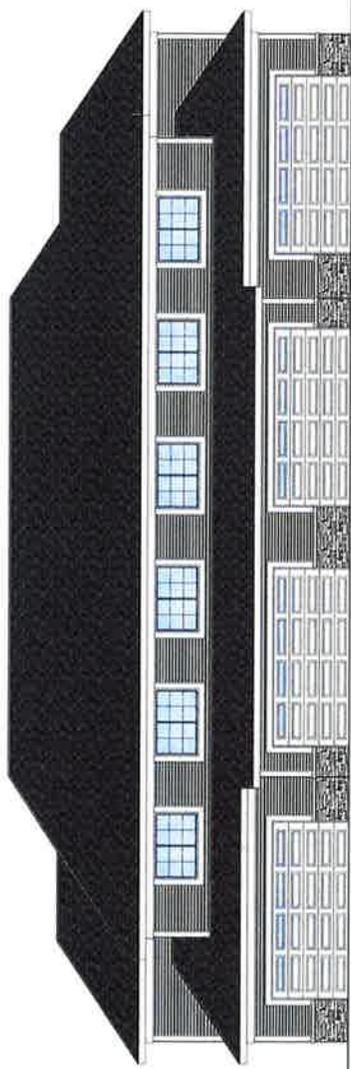
WATTS GROUP



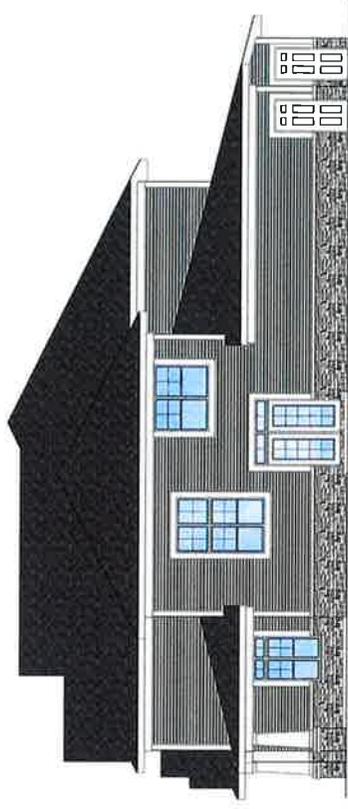
Front Elevation



Left Elevation

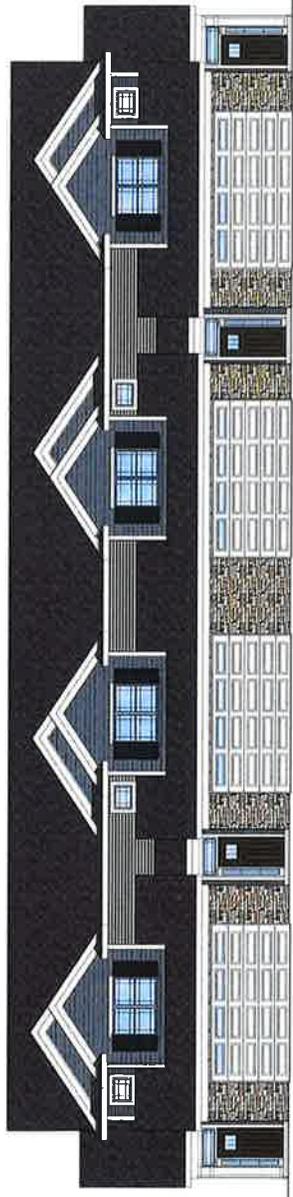


Rear Elevation

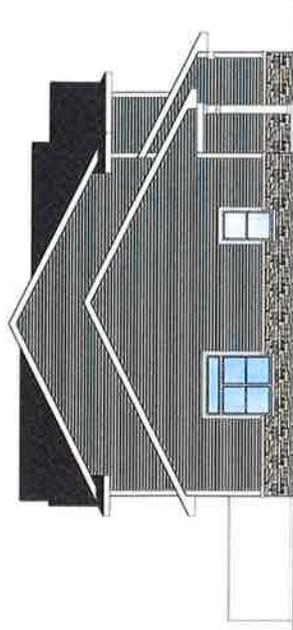


Right Elevation

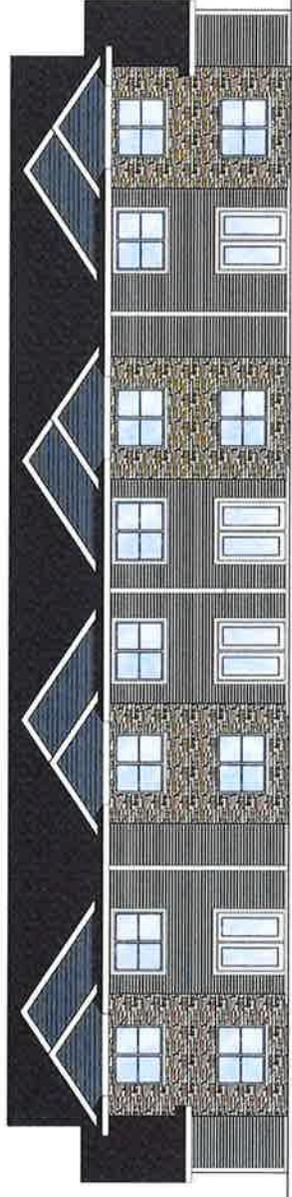
THE BEDFORD WATTS GROUP



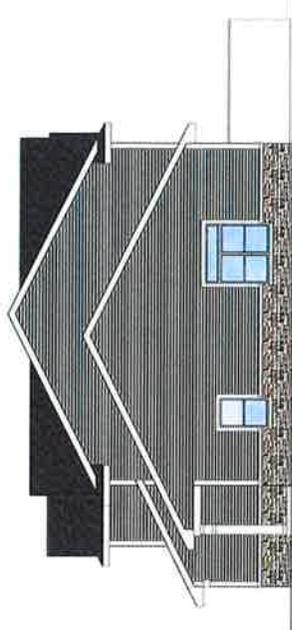
Front Elevation



Left Elevation



Rear Elevation



Right Elevation

THE BEDFORD

ELEVATION	WALL FACE	STONE AMOUNT	PERCENTAGE
FRONT	945.3	255.7	27.05%
LEFT	856.3	137.7	16.08%
RIGHT	856.3	137.7	16.08%
REAR	1810.9	652.2	36.02%
TOTALS	4468.8	1183.3	26.48%

ST. ANDREWS

ELEVATION	WALL FACE	STONE AMOUNT	PERCENTAGE
FRONT	1112.1	620.4	55.79%
LEFT	962.7	176.5	18.33%
RIGHT	949.2	169.9	17.90%
REAR	701.6	41.7	5.94%
TOTALS	3725.6	1008.5	27.07%

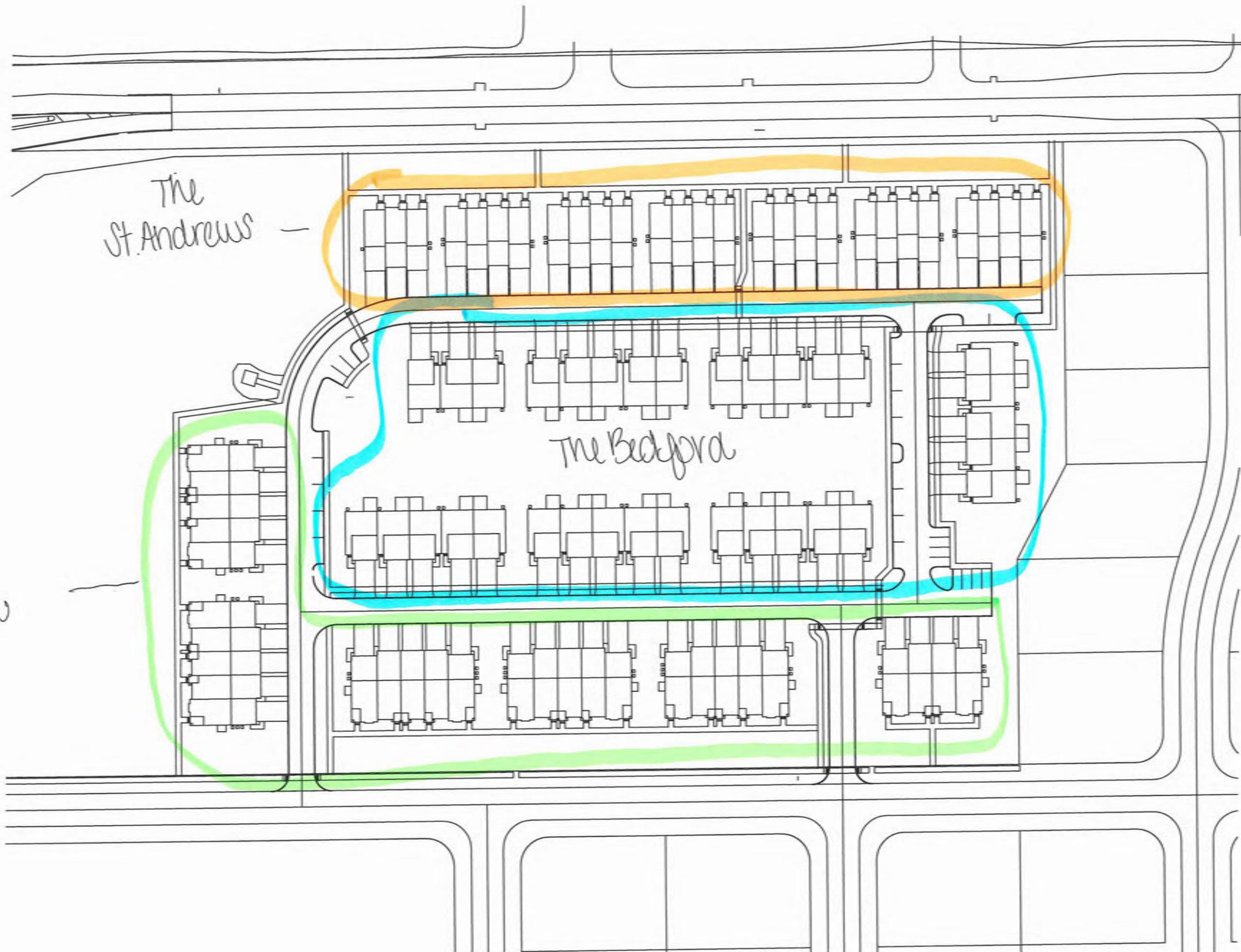
MACKINAW

ELEVATION	WALL FACE	STONE AMOUNT	PERCENTAGE
FRONT	1275	522.5	40.98%
LEFT	781.7	176.7	22.60%
RIGHT	781.7	176.7	22.60%
REAR	672.2	86.7	12.90%
TOTALS	3510.6	962.6	27.42%

The
St. Andrews

The Bedford

The
Mackinaw





Resolution No. 2019-44

**RESOLUTION APPROVING THE DEVELOPMENT SITE PLAN
FOR THE PRESERVE, LOT 1, NORTH LIBERTY, IOWA**

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

WHEREAS, the owner and developer, Watts Group Development, Inc., has filed with the City Clerk a development site plan;

WHEREAS, the property is legally described as:

Lot 1 of The Preserve, North Liberty, Iowa in accordance with the Plat thereof, containing 12.86 acres, and subject to easements and restrictions of record;

WHEREAS, said site plan is found to conform with the Comprehensive Plan and the Zoning Ordinance of the City of North Liberty; and

WHEREAS, said site plan has been examined by the North Liberty Planning and Zoning Commission, which recommended that the site plan be approved with no conditions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, does hereby approve the development site plan for The Preserve Lot 1, North Liberty, Iowa.

APPROVED AND ADOPTED this 9th day of April, 2019.

CITY OF NORTH LIBERTY:

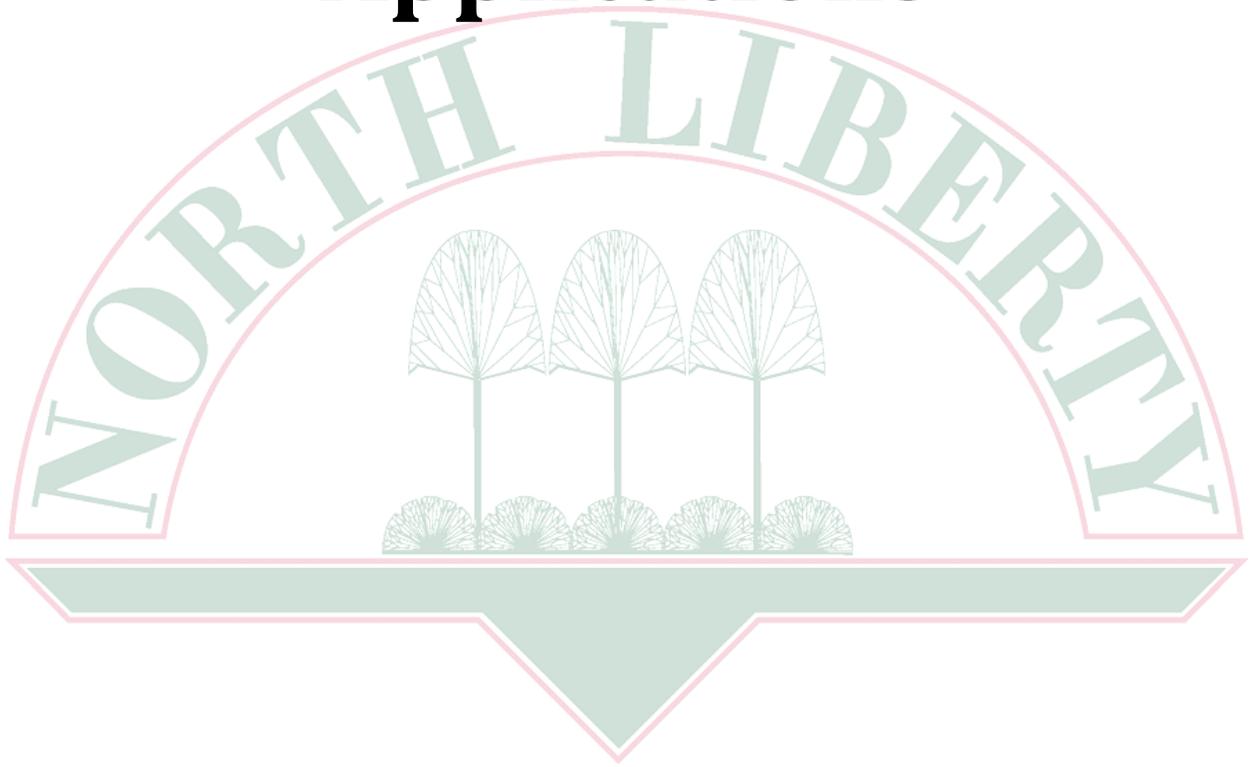
TERRY L. DONAHUE, MAYOR

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

Social Service Applications



FY 20 Social Service Funding Applications

Agency	Program	Requested	Program Cost	% Funded	FY 19 Award	FY 20 Award
Shelter House Community Shelter and Transition Services	Emergency Shelter	\$ 5,000.00	52,000.00	9.62%	4,000.00	
The Crisis Center of Johnson County	The Emergency Assistance Program	\$ 7,500.00	189,311.00	3.96%	5,000.00	
Iowa City Free Medical and Dental Clinic	Medical and Dental Care for North Liberty Residents	\$ 2,500.00	7,040.00	35.51%	-	
North Liberty Community Pantry	Pantry Service Expenses/Annual Funding Request	\$ 17,000.00	318,600.00	5.34%	16,000.00	
United Action for Youth	JAM Sessions (Journey Above Poverty, Art & Music)	\$ 35,369.00	39,375.00	89.83%	-	
Domestic Violence Intervention Program	Ensuring Safety for North Liberty Victims of Domestic Violence	\$ 6,600.00	48,000.00	13.75%	6,000.00	
Elder Services, Inc.	Senior Nutrition in North Liberty	\$ 10,000.00	41,500.00	24.10%	7,500.00	
North Liberty Family Resource Center/Iowa City Community School District	Student and Family Advocates (Elementary Schools)	\$ 55,081.00	164,421.00	33.50%	55,000.00	
Housing Trust Fund of Johnson County	HTFJC Revolving Loan Fund/Homeowner Minor Rehab	\$ 15,000.00	354,473.00	4.23%	8,000.00	
Big Brothers Big Sisters of Johnson County	Defending Potential	\$ 6,580.00	43,280.00	15.20%	2,500.00	
United Action for Youth	Community Youth Liaison	\$ 42,546.00	56,588.00	75.19%	-	
Rape Victim Advocacy Program	Sexual Assault Prevention Education (SafeDates Healthy Relationship Education, Raise the Bar)	\$ 3,000.00	4,000.00	75.00%	2,000.00	
Journey Above Poverty	Journey Above Poverty, Inc. (J.A.P.)	\$ 1,000.00	14,400.00	6.94%	1,000.00	
Any Given Child	Any Given Child fine arts programming	\$ 5,000.00	53,500.00	9.35%	1,000.00	
Total requested		\$ 212,176.00			108,000.00	\$ -



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Shelter House provides safe shelter and helps people improve the quality of their lives as they move beyond homelessness.

Tax Status:

Non-Profit 501(c)(3)

Program/Project Information

Program/Project Title:

Emergency Shelter

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	No Personnel Costs Included
Utilities--Electric, Water, Sewer, Gas	\$37,000
Program Supplies--Laundry Detergent, Cleaning Supplies, Toilet Paper, Trash Bags, Etc.	\$15,000
Total:	\$52,000

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Johnson County	\$20,000/38%
City of Iowa City	\$20,000/38%
City of Coralville	\$7,000/14%
City of North Liberty	\$5,000/10%
Total:	\$52,000

Anticipated/Actual start date:

7/1/2019

Anticipated Program/Project completion date:

6/30/2020

Application Information

1. Describe the program/project.

Shelter House's emergency shelter program is Johnson County's only general use homeless shelter that serves people experiencing a housing crisis. The year round facility can accommodate up to 70 people each night and serves men, women, and families. In the most recent program year, 887 people were served with 146 of them being children. Guests staying in shelter and served 2 meals per day, and are given locker space to store personal belongings. They also have access to bathroom facilities that include showers and have access to numerous personal care items and toiletries.

In addition to providing a safe place to be during this crisis of homelessness and have their most basic needs met, people also have access to numerous services to help them move beyond homelessness and move into a more stable and permanent living situation. Shelter House staff work side-by-side with the client to address barriers such as employment, income, mental health, substance use, childcare, medical, domestic violence, or any other issues that caused or contributed to their homelessness.

Shelter House is requesting funds to help with the costs of utilities and program supplies that are essential to providing safe shelter to those in crisis.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

See Attachment due to box not formatting correctly

3. How many North Liberty residents will you be serving with this program/project?

In Shelter House's FY 18 program year, 68 individuals reported that "their last permanent address" was a North Liberty address, which is 7%. Shelter House anticipates 7%-10% of all individuals served to be from North Liberty based on past data, so approximately 75 individuals served in shelter for is the estimation.

4. Provide a succinct, specific description of your primary target population(s).

Shelter House provides services to men, women, and families who are experiencing homelessness in Johnson County.

5. What percentage of the program/project benefits North Liberty residents?

It is anticipated that 7%-10% of the project will benefit North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

The emergency shelter program at Shelter House benefits anyone in Johnson County who is experiencing homelessness--including North Liberty residents. By supporting the only general use homeless shelter in the county, the City of North Liberty will help ensure that this service is available to their residents when they are most in need. By providing a safe environment for residents during these crises that arise, Shelter House is then able to connect households with supports to increase income and housing to assist them in re-stabilizing their lives.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Shelter House routinely meets with Student and Family Advocates from the Iowa City Community School district so that those staff members are able to connect families that come to them in crisis with assistance from the agency.

The North Liberty Community Pantry also has referral information available for people who need information and may either be experiencing homelessness or at risk of homelessness.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

See Attachment due to box not formatting correctly

9. List all amounts and years of funds previously received from the City of North Liberty.

FY'18--\$4,000
FY'16--\$1,000

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature



Date

12/13/18

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.



12/13/18

North Liberty FY'19 Social Services Funding Application Attachments

To Review Committee:

Question #2:

What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Emergency shelter addresses homelessness in all of Johnson County. Homelessness is a very complex issues with many factors that contribute to a household having a crisis that causes them to have a housing crisis. There are thousands of households in the community that are living in poverty who are 1 event (i.e. job loss, illness, injury, family breakup, domestic violence, mental health crisis, etc.) from being homeless.

There are many contributing factors to homelessness in the community, with poverty, unemployment, mental health, substance use, lack of affordable housing, domestic violence, and family issues accounting for a large number of them. Emergency shelter gives people a place to start to become stable and engage in services with our agency that helps them turn their lives around and get back into stable housing.

Question #8

If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

Emergency shelter will still exist through Shelter House if funding is not secured from the City of North Liberty. The other large municipalities (Johnson County, Iowa City, Coralville) continue to provide support for emergency shelter. The United Way, US Housing and Urban Development, and private fundraising cover balance of the other personnel costs of emergency shelter. Shelter House would attempt to pursue other grant opportunities and try to increase fundraising efforts to fully fund the rest of the shelter program.

--Mark Sertterh

Associate Executive Director



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name:

The Crisis Center of Johnson County

Agency Contact:

Becci Reedus

Position:

Executive Director

Address:

1121 S. Gilbert Ct., Iowa City, IA 52245

Phone:

319-351-2726

Email:

becci.reedus@jccrisiscenter.org

Website:

www.jccrisiscenter.org

Agency Mission Statement:

The Crisis Center of Johnson County is a volunteer-driven organization that provides immediate and non-judgmental support for individuals facing emotional, food, or financial crisis.

Tax Status:

501(c)(3)

Program/Project Information

Program/Project Title:

Emergency Assistance Program

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	78321
Emergency Assistance Payments	101755
Occupancy	2772
Supplies	4695
other	1768
Total:	189311

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Consultation of Religious Communities	40000
Grants	21000
Masons Fund	4000
Donations	85,411
St. Anthony's Bread Fund	31400
City of North Liberty	7500
Total:	189311

Anticipated/Actual start date:

July 1, 2019

Anticipated Program/Project completion date:

June 30, 2020

Application Information

1. Describe the program/project.

The Crisis Center's Emergency Assistance Program provides financial assistance for housing and utility, identification assistance, prescription and vision assistance, and work-enabling items to low income residents of Johnson County. We know that by providing financial assistance to pay overdue rent or utilities, we are able to prevent homelessness. Families paying more than 30% of their income for housing are considered housing-cost burdened. The result from the surveys of Hunger Task Force revealed that 81% of Johnson families who visited a food pantry are severely housing cost burdened (spending more than 50% of income on housing costs).

Though the assistance is small, on average \$100, it can help North Liberty families through a crisis or to offset an unexpected but necessary expense. Prevention such as assisting with one utility bill or one month's rent is cost-effective compared to the financial price of an eviction. We conducted a follow-up study in July 2018 of clients who received assistance with a rent or utility bill three months prior, in April. 96% of clients (all but one family) reported being housed with water and energy for the whole three months after receiving an average of \$103 with just one of those bills.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Over 17% of Johnson residents live at or below the Federal Poverty Line. More than

3. How many North Liberty residents will you be serving with this program/project?

We estimate serving 300 North Liberty residents.

4. Provide a succinct, specific description of your primary target population(s).

Food Bank and Emergency Assistance clients struggle with insufficient income, usually due to a crisis event. They need validation without judgment. Although many food bank clients are eligible for SNAP and other federal programs, there are barriers to receiving assistance and it is often insufficient to eliminate their food insecurity. Food bank clients are often sacrifice food to pay for rent or utilities, knowing that food banks such as the Crisis Center's will supplement their food needs and will allow them to stabilize their situations.

5. What percentage of the program/project benefits North Liberty residents?

We provided 122 assists in FY 18, or 311 individuals. Total assists provided was 1,624, therefore about 7.5% of our assists were to North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

Communities address the inequalities that influence social welfare and health through different levels such as federal, state, local funding and programming; however by supporting programs like Emergency Assistance in your community; communities build partnerships within the community which are developed in mind to address local issues. The conditions in which people live and access to social support systems has a profound impact on the health and well-being of a community. The type of emergency financial assistance provided by the Crisis Center reaches beyond any other type of service offered in our county. By providing \$100 in housing and utility assistance, we have been able to keep more than 99* people from facing potential eviction in North Liberty alone.

* estimated based numbers served last year and on a study in July 2018 of clients who received assistance with a rent or utility bill three months prior, in April. 96% of clients (all but one family) reported being housed with water and energy for the whole three months after receiving an average of \$103 with just one of those bills.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

We offer to meet North Liberty clients at the library. Last year, about 20% of our housing and utility assistance interviews were done in North Liberty.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

We do our best to fund this program through local funding sources and contributions, ho

9. List all amounts and years of funds previously received from the City of North Liberty.

FY 17 \$3,400
Fy 18 \$5,000

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

I believe we have submitted all reports.

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Becci Leeds

Date

12/14/18

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

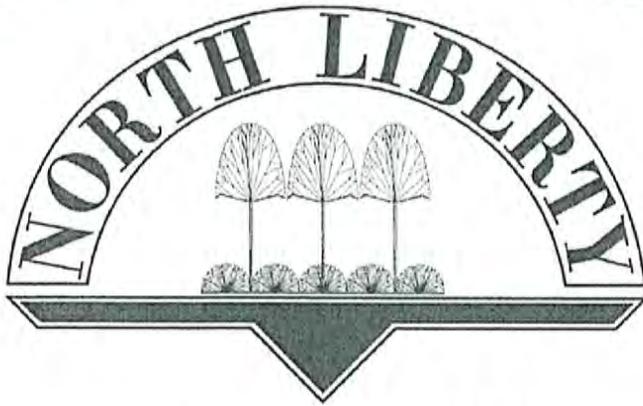
Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.

2. What specific need in the community is the Agency addressing with the program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Over 17% of Johnson residents live at or below the Federal Poverty Line. More than half of families served by the Crisis Center report at least one employed family member, but families still aren't able to earn enough money to cover basic needs or cover a sudden financial crisis. Residents seeking financial assistance usually have one or more of the following reasons for needing assistance: 1) their employment was temporary or reduced; 2) a wage earner lost their job; 3) medical issues or caring for a sick child prevented full employment; 4) they had unexpected expenses from a medical issue, hospitalization or a car repair.

8. If the funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

We do our best to fund this program through local funding sources and contributions, however if we do not receive funding to support the program entirely; decrease of services is possible.



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name: Iowa City Free Medical and Dental Clinic

Agency Contact: Barbara Vinograde

Position: Executive Director

Address: 2440 Towncrest Drive; Iowa City, IA 52240

Phone: 319-337-9727

Email: bvinograde@freemedicalclinic.org

Website: www.freemedicalclinic.org

Agency Mission Statement:

The mission of the Iowa City Free Clinic is "to provide quality, comprehensive healthcare services for the uninsured and under-insured in Johnson County and surrounding areas."

Tax Status:

501(c)(3)

Program/Project Information

Program/Project Title:

Medical and Dental Care for North Liberty Residents

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	
Provision of out-patient medical and dental care for an estimated 80 uninsured and under-insured North Liberty residents (please see attached for additional information)	\$7,040
Total:	\$7,040

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Johnson County	\$2,500
United Way of Johnson and Washington Counties	\$2,040
City of North Liberty	\$2,500
Total:	\$7,040

Anticipated/Actual start date:

January 2019

Anticipated Program/Project completion date:

January 2020

Application Information

1. Describe the program/project.

please see attached

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

please see attached

3. How many North Liberty residents will you be serving with this program/project?

please see attached

4. Provide a succinct, specific description of your primary target population(s).

please see attached

5. What percentage of the program/project benefits North Liberty residents?

please see attached

6. How will this program/project benefit the community of North Liberty?

please see attached

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

please see attached

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

please see attached

9. List all amounts and years of funds previously received from the City of North Liberty.

please see attached

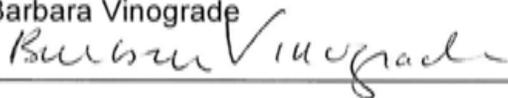
10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

please see attached

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Barbara Vinograde



Date

11-28-18

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.

North Liberty Social Services Funding Application – FY 2019

Program / Project Expenditures

The Iowa City Free Clinic is requesting grant support of \$2,500 for the provision of medical and dental services for an estimated 80 uninsured and under-insured North Liberty residents during Fiscal Year 2019.

The number of Clinic users from North Liberty has remained steady over the past 3 years. In FY 2016, 75 patients were from North Liberty; in FY 2017, 69 were from North Liberty; and in FY 2018, 77 were from North Liberty. We estimate that the clinic will provide medical and dental services to 80 North Liberty residents in FY 2019.

In FY 2018, there were 6,136 clinic visits, and we anticipate the number of clinic visits will remain steady in FY 2019. Based on our current budget, the Clinic's cost per clinic visit is \$88.00. Clinic services include treatment for acute and chronic health conditions, an on-site medication dispensary and laboratory, case management, and off-site radiology procedures. Specialty care, including dentistry, gynecology, physical therapy, dermatology and orthopedics is also provided on-site.

In FY 2019, we estimate the cost of care for North Liberty residents will total \$7,040 (\$88 per visit for 80 patients). Grant funding through North Liberty Social Services, Johnson County and the United Way of Johnson and Washington Counties will contribute to the cost of North Liberty patient services.

Application Information

1. Describe the program/project.

"Medical and Dental Care for North Liberty Residents" will provide funding support for healthcare services provided at the Iowa City Free Clinic for an estimated 80 uninsured residents of North Liberty.

Established in 1971, the Free Clinic's mission is to provide quality, comprehensive healthcare services for the uninsured and under-insured in Johnson County and surrounding areas. The Clinic is committed to the belief that access to affordable healthcare is a basic human necessity. During 6 weekly medical clinics, patients receive treatment for acute and chronic health conditions, including medications, laboratory testing, radiology procedures, specialty services such as gynecology, dermatology, orthopedics and physical therapy, and case management. Dental clinics are held 2 to 5 times per week, during which patients receive exams, x-rays, treatment plans, fillings, extractions and hygiene.

As Johnson County's community health clinic, the Free Clinic plays an integral role in the promotion of public health by providing access to needed care and serving as a medical home for hundreds of individuals who have "fallen through the cracks" of the healthcare system.

In Fiscal Year 2018, during 6,136 clinic visits, 1,715 patients received medical and dental services at the Free Clinic; of these, 77 were North Liberty residents.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Despite progress made through the Affordable Care Act (ACA), a significant number of people in Johnson County remain uninsured. The Free Clinic provides these individuals with an alternative to the high cost of area emergency rooms, and helps to ensure they do not have to choose between healthcare and other basic needs, such as housing, food and utilities.

Clinic users include people unable to find an affordable insurance plan, even with available ACA subsidies. According to surveys conducted as part of Johnson County's 2016-2020 Health Improvement Plan, affordable care was one of the greatest concerns for residents. In Fiscal Year 2018, 69% of Clinic patients reported household incomes of less than 100% of the Federal Level (FPL) and 28% reported incomes between 100 – 200% of the FPL.

The Clinic also serves individuals who don't qualify for an ACA plan, including many immigrants and refugees. Because immigrants must reside in the United States for 5 years before becoming eligible for government assistance programs, many use the Free Clinic as their medical home. And although refugees may receive 8 months of Medicaid coverage when arriving in the United States, they are ineligible for further assistance until they meet also meet the 5-year residency requirement. According to the U.S. Census Bureau, international migration accounts for the largest amount of population growth in Iowa, and Johnson County is one of 18 counties that make up over 76% of international migration.

Lastly, individuals who are considered "underinsured" use Clinic services. The underinsured include those whose insurance does not cover needed services, such as medications or specialty care. The underinsured also include people who, for reasons of affordability, have only "catastrophic" insurance coverage.

Now in its 47th year of operation, the need for Free Clinic services remains great. Based on the uncertainty of healthcare reform in our state and our country, we anticipate this need will continue in the foreseeable future.

3. How many North Liberty residents will you be serving with this program/project?

Grant funding will contribute to the care of an estimated 80 North Liberty residents, for whom the Free Clinic serves as a medical home.

The number of Clinic users from North Liberty has remained steady over the past 3 years. In Fiscal Year 2016, 75 patients were from North Liberty; in Fiscal Year 2017, 69 were from North Liberty; and in Fiscal Year 2018, 77 were from North Liberty.

4. Provide a succinct, specific description of your primary target population(s).

The Free Clinic's primary target populations are the uninsured and underinsured in Johnson County and surrounding areas. The Clinic serves a low income, diverse population, all of whom share the challenge of affordable access to health care.

During Fiscal Year 2018:

- 98% of patients were uninsured or underinsured.
- 52% were female; 48% male.
- 52% were employed.
- 42% identified their ethnicity as Hispanic/Latino.
- 23% identified their race as Black/African American; 10% as Multi-Racial; 4% as Asian; and 60% as White. 3% of patients did not identify their race.
- 69% reported household incomes below the Federal Poverty Level: 28% reported incomes between 100 and 200% of the Federal Poverty Level.
- 6% were under 18; 12% between 18-24; 22% between 25-34; 23% between 35-44; 31% between 45-64 and 6% were 65 and older.
- 80% were Johnson County residents; 7% were Muscatine County residents and 3% were Washington County residents.

5. What percentage of the program/project benefits North Liberty residents?

100% of grant funding will be used for the provision of medical and dental care for North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

The Free Clinic provides the uninsured in North Liberty with an alternative to the high cost and misuse of area emergency rooms, and helps to ensure they do not have to choose between healthcare and other basic needs, such as housing, food and utilities.

Many patients have told us that if the Free Clinic did not exist, they would delay needed care for as long as possible, then go to an Emergency Room. The Clinic provides an alternative to this delay and in doing so, plays an important role in preventable and chronic health conditions becoming worse.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Throughout its 47 years of operation, the Free Clinic has worked hard to establish itself as a safe and excellent healthcare facility, where patients are treated with dignity and respect. The Clinic has provided services for thousands of people, many of whom learn about us through friends, family or acquaintances who have utilized our services.

Presentations about the Free Clinic are made throughout the year, to UIHC classes, area businesses, service clubs, and churches. We regularly submit editorials about our work to area newspapers. Clinic staff collaborate with many other organizations to share information about our services and provide care for their clients, including Healthy Kids School Based Clinics, Neighborhood Centers, Shelter House, Hope House, Prelude Services, Proteus Migrant Clinics, Free Mental Health Clinic and the UIHC Mobile Clinic.

We are always looking for new ways to reach people in need, and would welcome the opportunity to share information with more North Liberty residents.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

If funding is not available, we will continue to serve North Liberty residents. We are requesting funding consideration this year due to an increase in overall Clinic usage, and to the fact the Clinic is serving increasing numbers of patients diagnosed with chronic health conditions. The management of chronic health conditions uses the majority of the Clinic's resources, as it is complex, time consuming and expensive to provide.

Due to new grant funding and partnerships, the Clinic was able to expand services over the past year. New services include weekly pre-natal clinics and weekly nurse practitioner-led clinics. These new opportunities resulted in approximately 17 additional patient appointments per week. In the coming years, we look forward to continuing our current level of care and will continue to seek new sources of funding.

9. List all amounts and years of funds previously received from the City of North Liberty.

The Free Clinic has not requested or received funding from the City of North Liberty.

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

The Free Clinic has not requested or received funding from the City of North Liberty.



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Tax Status:

Program/Project Information

Program/Project Title:

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	
Total:	

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
City of North Liberty	
Total:	

Anticipated/Actual start date:

Anticipated Program/Project completion date:

Application Information

1. Describe the program/project.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

With the populations of North Liberty rising to 20,000, with still only 300 subsidized rental units and only 400 low-income mobile homes, cost of living is becoming an increasing concern for families of low to moderate income. Housing costs in Johnson County are 18% higher than the state median, and 54% of rental households are housing-cost burdened (housing costs above 30% of their income) compared to 45% statewide (ISU extension). Free and reduced lunch numbers in North Liberty are between 19.6% - 22.4% at the Iowa City Community School District elementary schools and over 20% at North Central Junior High.

The percentage of individuals in Johnson County living in poverty has drastically increased to 25,000 (Iowa Policy Project). We know that over 19,690 individuals are estimated to be food insecure within Johnson County (Map the Meal Gap). Even though need is higher in Johnson County compared to the state, participation in SNAP food assistance programs is much lower in Johnson County (8.8%) versus the entire state (11.6%) (ISU Extension). NLCP has noted an increase in the average number of visits by client families increasing from 8 visits per year in 2009, to 11 visits per year in 2011, and up to 14 visits per family per year in 2017. With limited access to grocery stores and a lack of public transportation, we find that families rely on our services more often than ever. In a recent survey, 55% of families reported relying on food from the Pantry to make 1-3 meals each day of the week. Even with a reported 72% of families working, many struggle to make ends meet, or are faced with crisis situations putting them in need. Clients have reported a water heater breaking as a reason for needing help. Fleeing from a domestic violence situation, high child care costs, car repairs and chronic illnesses or cancer treatments are often reasons why families turn to the Pantry for help.

The Pantry also serves other small towns in Johnson County as needed because of lack of access to pantries in their respective communities. The lack of adequate public transportation from these small towns is a major hurdle to access services for low and moderate income families. The result is under-served families in outlying areas.

3. How many North Liberty residents will you be serving with this program/project?

4. Provide a succinct, specific description of your primary target population(s).

5. What percentage of the program/project benefits North Liberty residents?

6. How will this program/project benefit the community of North Liberty?

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

Funding from the City of North Liberty is utilized to purchase items that directly assist families in need including food, clothing, and toiletries. A decrease or loss in funding would decrease the services we would be able to provide. We are striving to meet the needs of each family who visit us for support and loss of funding would not allow us to provide that same, high quality service or would limit the amounts in which we can provide. Our goal is to provide for everyone in need who seeks help. Our ability to provide healthy options would decrease, leading to cheaper, less healthy food options on the shelves if funding were to decrease. To turn away families in need goes against the mission and values of our organization. We simply would not be able to keep up with the increase in visits to the Pantry.

9. List all amounts and years of funds previously received from the City of North Liberty.

FY12: \$12,000	2015 Gardening for Health Project: \$3,800
FY13: \$12,000	FY16: \$14,000
2013 Refrigeration: \$15,000	FY17: \$15,000
FY14: \$14,000	FY18: \$16,000
FY15: \$14,000	FY19: \$16,000

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Date

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.

Source of Funding for City of North Liberty FY20 Funding request

Source of Funds	Amount/Percentage of total cost
United Way of Johnson and Washington County-Grant	\$ 25,000
Community Foundation of Johnson County-Grant	\$ 4,760
Johnson County Social Service	\$ 6,100
EFSP (FEMA) - Grant	\$ 3,506
Religious Grants (Mathew 25, Unified, ECLA)	\$ 13,800
Corporate Grants (WellsFargo, Rockwell Collins, South Slope)	\$ 3,500
Special Events - Golf Tournament, Turkey Trot, Stone Soup Supper	\$ 63,000
Individual, group and business contribution	\$ 181,934
City of North Liberty	\$ 17,000
Total	\$ 318,600



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

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General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Tax Status: 501(c)3

Program/Project Information

Program/Project Title: JAM Sessions (Journey Above Poverty, Art & Music)

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	21,441
Subcontract	10,000
Supplies	4750
Travel	1441
Indirect	1,743
Total:	39,375

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Private foundation	4006/19%
City of North Liberty	35,369/ 90%
Total:	39,375

Anticipated/Actual start date: September 1, 2019

Anticipated Program/Project completion date: May 31, 2020

Application Information

1. Describe the program/project.

UAY is interested in partnering with Journey Above Poverty to start an after-school group three afternoons a week at the North Liberty Library and Rec Center. Programming will happen primarily in the Gerdin Conference Center and the Teen Center at the Library. Both the Rec Center and the Library are committed to this project and are looking forward to collaborating with UAY. We are considering this a pilot project that would do several things: First, provide a place for youth to go afterschool where they would find caring adults and meaningful activities. It would also give UAY a chance to evaluate the needs of youth in North Liberty by enlisting youth to help design the kind of programming they want.

Each day would have a different theme. One day would be music programming with UAY's Youth Program Coordinator, Kylie Buddin. Another day would be arts programming with Lauren Linahon, our Arts Coordinator, a trained Art Educator. Finally, one day would be facilitated by Journey Above Poverty and their skill building activities. Like all other programming at UAY, this program would utilize the evidence based Positive Youth Development (PYD) model. The entire project would be overseen by Meg Quigley, UAY's Volunteer Coordinator.

In addition to making sure the program runs smoothly on a day to day basis, Meg would work with youth to start a Youth Advisory Panel. This smaller group would help UAY and the Library and Rec Center as we determine what are the needs and the next steps for youth in North Liberty, and how UAY can best help with those needs. Having youth-adult partnerships arises from our conviction that young people have a right to participate in developing the programs that will serve them and a right to have a voice in shaping the policies that will affect them. In addition, programs are more sustainable and effective when youth are partners in their design, development, and implementation. Evaluation results are more honest and realistic when youth assist in gathering and providing the data on which evaluation is based.

Journey Above Poverty will bring their skill building activities to youth. They will co-facilitate the group with UAY staff two of the days and provide their own skill building curriculum one day a week. Journey Above Poverty works in a structured group setting to build practical life skills such as career planning, financial stability, resume building, effective communication, time management, etc... Journey Above Poverty has been in the North Liberty community for several years, working with youth to expand their horizons and plan for their futures. They also work closely with professionals in the community to help youth learn about the full range of possibilities and avenues to success. We are very excited to have them as partners in this project.

At the Library's request, UAY has already provided a half day training on Positive Youth Development, youth engagement, and UAY services to all full- and part-time staff. The last piece of this proposal would expand this training to all staff at the Rec Center staff, to ensure young people are being engaged positively and building relationships with caring adults on days when UAY staff are not present.

Outcomes for this program will focus on providing positive youth engagement, helping them to feel like they are more connected to caring adults, and learning new skills. In addition, we hope to be able to create a greater sense of community engagement, especially through the Youth Advisory Panel.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

There are a number of issues for low-income youth in North Liberty, including transportation and after-school program access. There is an after-school program run by the Rec Center, but it is fee-based and only for youth up to 6th grade. The idea for this project arose from discussions during a recent youth development training that UAY presented to staff at the Library. Library staff do not feel that they currently have the knowledge and training to be effective in their roles. The expressed frustration at their inability to effectively work with the youth that are there every day. They are understaffed for the need and feel that having UAY come in to the Library three days a week would be an immense benefit to them, but most importantly to youth, who will benefit from the youth development programming that UAY provides. UAY served 339 North Liberty youth in FY18, mostly from in school programming.

What's missing in North Liberty is a drop in center, which means that youth are finding other alternatives to accommodate their after-school needs. While the Library and the Rec Center try and meet their needs as best they can, they run into conflicts because that is not the intended use of the buildings. This often results in other patron complaints, verbal/physical altercations, and staff feeling overwhelmed. When these are the results, the young people are often blamed. As a youth serving agency, we recognize that these behaviors are not the result of "unruly" young people, but a lack of intentional programming to offer them an appropriate outlet for their needs. Creating communities where youth are encouraged to be engaged allows youth to adapt to and overcome adversities. By developing positive relationships with adults in the community, youth will value the community and the relationships they have developed (Brennan, Barnett, and Lesmeister, 2007).

We have been made aware of additional struggles by Library and Rec Center staff, and through anecdotes from individuals living in North Liberty. The Library is currently seeing between 30 and 50 youth per day. This has stretched their resources and their staff. The Library is meant to be a place for young people and adults, but it was never intended to be a youth center. Staff at the Library do their best to find constructive outlets for youth, but limited staff, resources, and training in positive youth development, not to mention being overwhelmed by the sheer numbers of youth, mean that staff are overwhelmed, and unable to focus on the rest of the visitors to the Library. According to Jennie Garner, the Library Director, "We really want the library to be a welcoming space for everyone. We want the kids to feel this is their space but we also have to be able to cater to our other patrons. All in all, this can become very time consuming for staff when we don't have staff whose sole job function is dedicated to monitoring these unsupervised kids." Also according to Garner, physical altercations have become an issue, leading to some in the community expressing a concern that the Library is no longer a safe place for young parents to bring their children.

3. How many North Liberty residents will you be serving with this program/project?

75 youth in groups and 12 in Youth Advisory Panel

4. Provide a succinct, specific description of your primary target population(s).

According to Library staff, the demographics of the youth that frequent the Rec Center and the Library look significantly different than the general population statistics of North Liberty would suggest. The youth that are the most frequent patrons of the Library are African American tween and teen youth from three nearby low income housing developments: Penn Oaks, Savannah Village and Front Park Apartments. Some youth come directly to the Library, others start at the Rec Center, but come to the Library when they are bored or get kicked out of the Rec Center. The Library staff estimates that about 20 youth come directly to the Library, but that they will see between 30 and 50 youth by the end of the evening.

5. What percentage of the program/project benefits North Liberty residents?

100% of the program would benefit North Liberty residents

6. How will this program/project benefit the community of North Liberty?

There will be several benefits to the community of North Liberty. Primarily for the youth who do not currently have supervised activities during afterschool hours. This program will be an intentional way to engage the young people already accessing the Library and the Rec Center and alleviate two existing problems: limited structured activities for young people, and the Library and the Rec Center operating outside of their intended capacities. It is important to note that our staff are not just "youth workers". They are all highly trained in Positive Youth Development (PYD) techniques. All youth development programs at UAY utilize the Youth Program Quality Assessment (YPQA), an evidence-based assessment tool designed to measure the quality of youth programs and identify staff training needs in programs that serve youth during out-of-school time. YPQA evaluates the quality of youth experiences as youth participate in programming. The focus of YPQA is on process quality, not just inputs like staff and supplies or outputs like test scores, but on giving youth a powerful experience. The first year of any new program is the most challenging. The program and budget reflect this. In starting new programming, we recognize that it takes experienced staff that can cultivate relationships with youth, are well versed in Positive Youth Development practices; and have facilitation skills in music, art and skill building. Kylie Buddin, our Youth Development Coordinator, has been with UAY for over 25 years, in addition, he is a highly sought after local musician. Our Arts Coordinator holds a teaching certificate in Art and utilizes curriculum designed to engage youth based on Student-Centered Learning methods. These philosophies place more emphasis on the individuality of students and helping them to realize their potential. Students and teachers decide together what should be learned, as well as how this can best be achieved. Student-Centered learning puts most of the learning responsibility on the students. When young adults problem solve on their own, they internalize new information better (National Research Council, 2000). In addition to the benefits to the youth involved, this will benefit the Library and Rec Center by giving the youth an alternative outlet for their energies. Additional trained staff in the building will be able to handle more youth, give youth more one on one time with caring adults, and allow the staff to more readily handle the other patrons. Our training with staff would also give them more tools for working with youth in a positive way. Parents of youth would also benefit, as they would have a safe, free place for their children to be after school. This takes a significant burden away from parents who are often working in the hours after school. Working families and businesses derive benefits from after-school programs that ensure that youth have a safe place to go while parents are at work. Parents concerned about their children's afterschool care miss an average of eight days of work per year, and this decreased worker productivity costs businesses up to \$300 billion annually (Brandeis University, Community, Families and Work Program, 2004 and Catalyst & Brandeis University, 2006). Finally, the entire community of North Liberty benefits when youth have safe, effective programming after school. According to Youth.gov, the federal government website, "Effective after-school programs bring a wide range of benefits to youth, families and communities. After-school programs can boost academic performance, reduce risky behaviors, promote physical health, and provide a safe, structured environment for the children of working parents." Other demonstrated benefits include: improved academic performance, (Nafziger et. al., 2007), reduced drug use, and criminal behavior, (University of Chicago, 2006), and positive health outcomes, (Mahoney, J., Lord, & Carryl, 2005).

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Using the Library and Rec Center as the base for our groups is our main way of providing accessibility. The community center is already a hub for young people, within easy walking distance of most of the primary target population, and a place most of them are familiar with and already utilizing to some extent. Library and Rec Center staff are already planning on assisting with outreach, and Journey Above Poverty is planning to reach out to all of their participants. UAY will also be in contact with North Liberty schools so teachers and families are aware of the programming.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

Youth in North Liberty will continue to utilize the Library and Rec Center as they currently do, and the staff will continue to struggle to meet their needs.

9. List all amounts and years of funds previously received from the City of North Liberty.

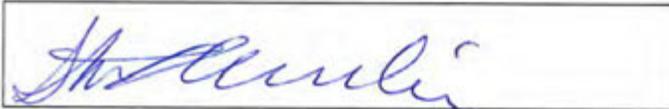
NA

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

NA

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature



Date

12/14/2018

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name: Domestic Violence Intervention Program

Agency Contact: Kristie Fortmann-Doser

Position: Executive Director

Address: 1105 S. Gilbert Ct. Suite 300

Phone: 319-356-9863 ext. 2

Email: kristie@dvi Iowa.org

Website: www.dvi Iowa.org

Agency Mission Statement:

The Mission of the Domestic Violence Intervention Program is to provide comprehensive support and advocacy services to victim/survivors, focusing on immediate and long-term safety, empowerment, dignity, and hope. In collaboration with the community, we strive to end domestic abuse through education, accountability, and social justice.

Tax Status: **Private Non-Profit, 501(c)3**

Program/Project Information

Program/Project Title: **Ensuring Safety for North Liberty Victims of Domestic Violence**

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	38,600
Benefits/Tax	7200
Transportation	600
Phone	600
Computer	1000
Total:	\$48,000

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
State of Iowa (Iowa Attorney General)	19,400
Johnson County, Board of Supervisors	22,000
City of North Liberty	6600
Total:	\$48,000

Anticipated/Actual start date: **July 1, 2019**

Anticipated Program/Project completion date: **June 30, 2020**

Application Information

1. Describe the program/project.

The Domestic Violence Intervention Program (DVIP) provides crisis intervention and trauma-informed recovery services for victims of domestic violence, dating violence and stalking. This project seeks funds to assist with emergency safe shelter, 24 hour hotline, advocacy, and trauma care counseling and support groups. Critical to this project is our mobile advocacy model, which ensures our advocates are available to meet victims where they feel most safe - their church, school, grocery store or library (to name a few). Domestic violence is an incredibly isolating crime, and being able to meet victims where they are means we reach more victims. DVIP has a Domestic Abuse Response Team (DART) protocol working with the North Liberty Police Department. The DART protocol is a coordinated community response to domestic violence. DVIP partners with the North Liberty Police Department by providing resources and information to victims. The goal of this partnership is to ensure victims have immediate access to safety and trauma-informed care. An important goal of the project is to ensure victim safety, improve investigation of domestic abuse cases (through training and evidence based investigative tools) to ultimately increase appropriate prosecution of violent perpetrators. The Johnson County Attorney's office has provided support and resources for training on the DART protocol and new state level lethality assessment tools for law enforcement (Johnson County is one of three pilot counties participating in an Iowa Justice Department initiative) in North Liberty, Johnson County Sheriff and Coralville Police Department to expand the success of our local DART program. DVIP will provide emergency shelter, support through our 24 hour hotline, counseling and advocacy services. We will provide information and accompaniment with victims to court, hospitals and other community services to ensure victims legal rights and emotional/physical well-being are completely engaged. DVIP will provide housing assistance and case management as victims establish independence from an abusive partner.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

DVIP responds to the safety, trauma and self-sufficiency needs of victims of Intimate

3. How many North Liberty residents will you be serving with this program/project?

Last year DVIP provided trauma-informed care services and advocacy to 93 North Liberty residents. There are national estimates that only 10% of victims reach out for support on their own. This means that as many as 1000 North Liberty residents are directly affected by domestic violence. This number is daunting, but for those that do reach out, it is critical that they have adequate support - their life depends on it. It is our expectation, based on the increases we have seen over the years with our current DART program that we will support an additional 15 victims in North Liberty, bringing the general expectations to 110 adults and youth served.

4. Provide a succinct, specific description of your primary target population(s).

Adult and youth victims of domestic violence, dating violence, stalking and human trafficking. DVIP Legal Advocates will work with victims who are impacted by the criminal justice system, accompanying law enforcement officers while completing investigation. In addition, over the years working with the Iowa City Police Department and Johnson County Attorney's Office has provided the opportunity for education and expansion of positive relations within these departments, which ultimately benefits victims. An additional target is to improve the knowledge of domestic violence services to businesses, faith resources, schools and health resources in North Liberty. Our enhanced relationship with the North Liberty Police creates a collaborative opportunity to share information about victim services resources with these important groups - based on the strength of positive law enforcement presence in North Liberty.

5. What percentage of the program/project benefits North Liberty residents?

This project supports Johnson County residents. Currently 13% of our services in Johnson County are provided to North Liberty. North Liberty makes up 11% of the county's population.

6. How will this program/project benefit the community of North Liberty?

According to the FBI, domestic violence will impact 1 in 4 women and 1 in 9 men. This is a significant number of North Liberty's families, neighbors and colleagues. We know that domestic violence costs community businesses in lost productivity, benefits costs and employees fired or forced to quit due to the behaviors of their abusive partner (national estimates are \$8.3 billion). 78% of surveyed perpetrators used workplace resources to check up on, threaten, or pressure their victims. 75% of victims reported being harassed at work, even with a no contact order in place.

In addition, we know that domestic violence impacts children in significant ways - specifically with age appropriate development and health/wellbeing issues as they grow into adulthood. Iowa ACES 360 research identifies witnessing domestic violence as trauma and that children experiencing more than 4 incidences of trauma are 6 times more likely to suffer from depression than children that have not experienced trauma. Domestic violence impacts children in school, how they use violence to solve problems, substance use and higher rates of suicide. As children become adults they are 1.88 times more likely to have diabetes, 3.11 times more likely to have a stroke and 4.29 times more likely to have COPD.

It makes sense, even if you are only looking at the dollars and cost to our community, to intervene in domestic violence, dating violence and stalking. By creating more effective resources, ensuring support services and holding perpetrators accountable we increase North Liberty's capacity for health and wellbeing for adults and youth.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

In the past year we have developed transportation resources to assist victims in reaching housing independence through relationships we have developed with property managers and rental property owners. When coupled with direct aid funds we have for rental assistance, we have assisted 16 families in acquiring housing in North Liberty. DVIP continues to work closely with the North Liberty Community Pantry through the Emergency Food and Shelter Program. In addition, we continue cultivating relationships with area churches supporting victims of domestic violence. These relationships have allowed us to assist victims in getting to safe locations, have provided food and product drives to ensure victims have their basic needs met and created what we call 'first responders' for victims. Before victims will typically contact police or domestic violence programs, they will reach out to their faith leader or other community resources for support and suggestions of resources in the community. Through these collaborative relationships victims learn about our services, and the ways we can support them.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

DVIP, like many social services, struggles with increased client needs, increased expenses

9. List all amounts and years of funds previously received from the City of North Liberty.

DVIP received \$6000 in FY 18 and FY19 from the City of North Liberty to provide social services. In 2014 DVIP benefited from a donation by the City of North Liberty to the Crisis Center of Johnson County's 1105 Project in Iowa City. DVIP resides in the building that the donation helped to renovate. The 1105 Project is a collaborative project lead by the Crisis Center of Johnson County with DVIP, the Free Lunch Program and the National Alliance on Mental Illness of Johnson County.

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Kristie Fortmann-Doser

Date

12/12/2019

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

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SOCIAL SERVICES FUNDING APPLICATION – FY 2019

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General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Horizons' mission is to instill hope, change lives, and brighten futures by providing life changing services to under served populations.

Tax Status:

501(c)3

Program/Project Information

Program/Project Title:

Senior Nutrition in North Liberty

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	16900
Direct Food/Supply Costs	12600
Operational Overhead	9500
Administrative Personnel	2500
Total:	41500

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Older Americans Act Funding	19300
United Way Funding	3800
Voluntary Contributions	4600
Johnson County	3800
City of North Liberty	10,000
Total:	41500

Anticipated/Actual start date:

07/01/2019

Anticipated Program/Project completion date:

06/30/2020

Application Information

1. Describe the program/project.

Horizons is currently in its 17th year of providing Meals on Wheels for older adults. Initially, Horizons' service area was limited to the Cedar Rapids metro area. This expanded soon thereafter to include congregate sites in rural communities. As the community need and the agencies providing services has changed over time, Horizons' nutrition program has grown to accommodate over 1,000 meals provided daily.

All of Horizons' meals are prepared in the main kitchen at 819 5th Street, SE in Cedar Rapids. The agency was previously known as Family Services, Inc. until a merger with Alternative Services formed the current entity - Horizons, A Family Service Alliance.

In 2016, Elder Services approached Horizons to request assistance with providing meals in Johnson, Cedar, Iowa, and Washington counties including North Liberty. Horizons and Elder Services formally affiliated in July 2017, and Horizons is requesting funding to continue this vital service to the community.

Horizons maintains trained and certified staff to prepare meals. While only one employee is required to carry certification, Horizons prefers all employees involved in daily food preparation be ServSafe certified. To this end, ServSafe certification is offered to all kitchen employees.

Each meal served by Horizons will meet one-third of the daily requirements for older adults and has been analyzed for nutritional adequacy and approved by a Registered Dietitian, Heritage Area Agency on Aging, and the Department on Aging. Standardized recipes are followed to provide consistent products and ensure nutrient requirements are met. Carbohydrate count is added to the menus to help our diabetic and calorie conscious participants control their intake.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

The Meals on Wheels program addresses nutritional and social needs of food insecure

3. How many North Liberty residents will you be serving with this program/project?

We anticipate serving approximately 50 North Liberty homebound seniors with this program, based on moderate growth over the previous fiscal year when 43 North Liberty residents were served.

4. Provide a succinct, specific description of your primary target population(s).

Senior residents of North Liberty age 60 and over, and homebound.

5. What percentage of the program/project benefits North Liberty residents?

This project is dedicated entirely to serving North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

This program will strengthen neighborhoods and families by allowing seniors to age in place thereby living fuller and more active lives engaged with the community they have chosen as their own. Meals on Wheels improves public health, focusing on increasing access to key social determinants of health including food supply and economic and social relationships.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Information and Referral specialist Dorene Nott is actively engaged in meeting with community members on a one to one basis, both in group/public settings and within their homes if necessary. Outreach to seniors is focused not only on providing access to internal and affiliated programs and service offerings, but in providing comprehensive referral services to other agencies that can help to improve quality of life for seniors aging in place and those who are caregivers for that population.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

Horizons works diligently to maintain varied funding sources. For a client who has not been

9. List all amounts and years of funds previously received from the City of North Liberty.

FY 16 \$1,120
FY 16 \$2,500

FY 17 \$5,000
FY 17 \$1500

FY 18 \$10,000

FY 19 \$10,000

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes.

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Signature

Date

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From: [Sofia Mehaffey](#)
To: [Tracey Mulcahey](#)
Subject: North Liberty Grant FY 20.pdf
Date: Thursday, December 13, 2018 2:12:12 PM
Attachments: [image001.png](#)
[North Liberty Grant FY 20.pdf](#)

Hi Tracey,

Attached please find our FY 20 application for funding.

There were 2 questions where the text box wouldn't wrap the text – so in case those don't come across correctly, here they are:

2. The Meals on Wheels program addresses nutritional and social needs of food insecure older adults. Hunger and social isolation are significant risks in the senior population, and are linked to further health problems including falls, diminished function, cognitive decline, and mortality. Food insecurity and isolation among seniors are impacted heavily by the rising cost of living and particularly healthcare, barriers to transportation, mental health issues, loss of loved ones in advanced age, and more.

8. Horizons works diligently to maintain varied funding sources. For a client who has not been approved for the Elderly Waiver, the primary funding source is OAA funding and all other sources serve as a wraparound. OAA dollars cover roughly half of the cost of each meal. As we experience funding constraints or decreases, we increase our fundraising and outreach activity to the community in order to support our program.

Please let me know if you need any further information.

Have a great weekend!

Sofia Mehaffey, MBA
Community Health and Nutrition Director



819 5th St. SE Cedar Rapids, IA 52401
Email: smehaffey@horizonsfamily.org
Office: 319-398-3943 ext. 1305
Cell: 319-573-9773

www.horizonsfamily.org [To Donate](#)
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Our Mission: Instill hope, change lives, and brighten futures by providing life changing services to underserved populations.

*Our Vision: Creating a promising future for the individuals and families we serve.
Our Values: Family " Teamwork " Accountability " Integrity " Knowledge " Compassion
" Open-Mindedness " Building Relationships*

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SOCIAL SERVICES FUNDING APPLICATION – FY 2019

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General Information

Agency Name: North Liberty Family Resource Center/Iowa City Community School District

Agency Contact: Jill Winders

Position: Student and Family Advocate

Address: Garner Elementary 80 Birch Street North Liberty, IA 52317

Phone: 319-688-1194

Email: winders.jill@iowacityschools.org

Website: <http://www.edline.net/pages/ICCSD>

Agency Mission Statement:

The mission of the Iowa City Community School District is to ensure all students will become responsible, independent learners capable of making informed decisions in a democratic society as well as in the dynamic global community; this is accomplished by challenging each student with a rigorous and creative curriculum taught by a diverse, professional, caring staff and enriched through the resources and the efforts of families and the entire community. The North Liberty Family Resource Center was established to address issues of poverty and academic failure. Children in poverty experience numerous barriers to learning. High rates of mobility, inadequate housing, poor nutrition, inaccessible health care, lack of affordable childcare and/or preschool all impede the students' ability to succeed in school which in turn perpetuates the cycle of poverty.

Tax Status:

Public Non-Profit

Program/Project Information

Program/Project Title:

Student and Family Advocates (Elementary School)

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	
Jill Winders (1.0 FTE)	\$83,651
Kris Hynek (0.8 FTE)	\$52,573
Danielle Wiepert (0.5 FTE)	\$28,197
<small>Once final info on 2019-20 building demographics has been established, FTE will be designated by building.</small>	
Total:	\$164,421

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
ICCSD - SAVE	\$62,480 (38%)
ICCSD - Drop Out Prevention	\$46,860 (28.5%)
City of North Liberty	\$55,081 (33.5%)
Total:	\$164,421 (100%)

Anticipated/Actual start date:

July, 1 2019

Anticipated Program/Project completion date:

on-going

Application Information

1. Describe the program/project.

The ICCSD annually invests over eight million dollars in programs to assist students who are experiencing "barriers to learning." School-based interventions supported with education dollars include: alternative education, additional reading and math support, guidance counselors, behavior interventionists, and instructional coaches. However, partnerships with the community are essential to address the increasingly complex social and emotional issues of our youth.

The ICCSD has a long history of partnering with the North Liberty community, The North Liberty Family Resource Center has been developed in partnership with the community to assist students and families overcome barriers to learning.

The North Liberty Family Resource Center was established in 1995. As one of the first Family Resource Centers, the NLFRC has served as a model for other schools. Currently, all 27 buildings in the ICCSD have at least a part-time worker to providing assistance to students and families. The mission of the Family Resource Center program is to ensure that all students come to school ready to learn. This is accomplished by services which encourage a strong home-school partnership.

Through the Family Resource Center the following activities are provided to address the 3 priority areas:

Income:

- Assistance with enrolling in the free and reduced lunch program
- Food distribution
- Clothing distribution
- Support with transportation
- Support the Earned Income Tax Credit outreach program
- Assistance with technology to bridge the "digital divide"
- Referral to community resources for emergency shelter, subsidized housing, utility assistance, food, employment opportunities, child care

Health:

- Assistance with accessing health insurance - Medicaid, Hawk-I
- Assistance with accessing the Healthy Kids Community Care
- Referral to the Free Medical Clinic
- Coordinate school-based mental health services
- Referral to community resources to address mental health and substance abuse issues
- Liaison between students, families, school staff and community-based mental health providers

Education:

- Activities to support student connection to school and strong attendance
- Education, counseling and support to parents to encourage active involvement in their children's education
- Promote strong home-school communication—helping educators understand family issues, and parents to understand school practices

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

The needs the SFAs address in this community are connecting families to communit

3. How many North Liberty residents will you be serving with this program/project?

An estimated number of North Liberty residents being served this school year is around 600.

4. Provide a succinct, specific description of your primary target population(s).

The SFAs primary work with families that are at risk financially and emotionally. The majority of our target population is PreK-6th aged students and their families, however many of these families have children ages 0-5 in the home who also benefit from our supports. SFAs provide on-going case management support for families struggling with mental health concerns, homelessness, language & cultural barriers, access to basic needs and assistance during crisis situations. Our goal is for families to build a stronger connection to the school community therefore increasing student engagement in learning. Indicators that a family may need SFA support could include: student attendance concerns, student behavior concerns & low levels of parent engagement.

5. What percentage of the program/project benefits North Liberty residents?

All of the students and families served through the North Liberty Family Resource Center are North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

The SFA program benefits the community by connecting and navigating families to community resources which in return helps a family become more self sufficient, get to school and stay physically and emotionally healthy. The SFAs have the resources to help families pay utility bills and other necessary needs.

Our programs primarily serve students and their families who are experiencing barriers to learning, as evidenced by:

- Poor attendance
- Behavior issues
- Failing grades
- Lack of reading and math proficiency
- Deficiency in basic needs

Each student and family has unique needs and requires an individualized plan. Whether the plan is addressing an academic concern or a social-emotional issue, it must start with identifying the student's strengths. Involvement of the student and parent in the planning process is essential. Our programming needs to be flexible to meet the diverse needs of our student population.

Students who are homeless are of particular concern because they are experiencing multiple barriers to learning--

- 1) the basic needs of food, shelter, clothing and transportation are clearly challenges
- 2) many have academic issues due to high mobility and gaps in their education
- 3) many also have social-emotional issues-- grieving the losses of what they have had to leave behind when their families lost their housing and they had to move

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Although the Student and Family Advocates are located in the schools, it is a free community based program serving all families that reside in the North Liberty. The SFAs are active members of the North Liberty Unity Coalition. Through the partnerships with the coalition, the North Liberty Food and Clothing Pantry and the summer lunch program the SFAs gain knowledge about community resources and distribute this information through personal home visits, phone calls, text messages, emails. The SFAs hold an annual, "Back to School Bash" event in which fliers are printed and distributed throughout the community. It is held each August before school starts in which many community resources are shared with families that attend. The SFA program has been with the ICCSD since 1995, word of mouth is the most popular way families learn about the services and outreach directly to the SFAs.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

If funding from North Liberty is not continued, services to North Liberty students and fam

9. List all amounts and years of funds previously received from the City of North Liberty.

2005-06, 2006-07,2007-08:	\$33,500
2008-09, 2009-10:	\$36,850
2010-11, 2011-12, 2012-13,2013-14:	\$50,000
2014-15:	\$52,000
2015-16:	\$54,080
2016-17:	\$55,000
2017-18:	\$55,000

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes, we have completed the required reports for social service funding.

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Signature

Date

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General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Tax Status:

501(c)(3)

Program/Project Information

Program/Project Title:

HTFJC Revolving Loan Fund/Homeowner Minor Rehabilitation

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	
**See Attached Spreadsheet	
Total:	

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
**See Attached Spreadsheet - including \$15,000 from the	
City of North Liberty	
City of North Liberty	
Total:	

Anticipated/Actual start date:

9/27/19

Anticipated Program/Project completion date:

6/30/20

Applicant Information

1. Describe the program/project.

Through its revolving loan fund, the Housing Trust Fund of Johnson County (HTFJC) provides funding to agencies, developers, and builders. The HTFJC offers funding to these entities up to four times a year and combines local government funding, state housing trust fund grant dollars, and loan repayments in order to make safe, affordable, and adequate housing possible. Eligible activities include the acquisition and creation of new housing, the rehabilitation of existing housing (such as the upcoming Penn Oaks project in North Liberty), and other housing activities. All projects must benefit households below 80% of the Area Median Income (AMI) and must be located in Johnson County. Project awards are in the form of grants or loans depending on whether the project can support repayment.

The HTFJC also offers a minor rehabilitation program for homeowners which was funded in the past by a Federal Home Loan Bank grant. This past year the HTFJC funded this program without that grant. Eligible activities in this program include roofs, windows, doors, water heaters, furnace replacement, or electrical and plumbing improvements. Homeowners must live outside of Iowa City to be eligible and have incomes at or below 80% of the Area Median Income.

The HTFJC may also continue to use some of its revolving loan fund monies to offer support for other housing related initiatives within Johnson County. The HTFJC dedicates some of its resources to provide administrative support to the Local Homeless Coordinating Board of Johnson County. In addition, it has provided funding to the Johnson County Affordable Housing Coalition to promote affordable housing.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Affordable housing in Johnson County is limited for both renters and owners. The presence of the University of Iowa, three hospitals, and other large employers in the area creates a high demand for housing in Johnson County. The demand, in turn, leads to low vacancy rates and higher housing costs. Housing demand is even higher in North Liberty, as evidenced by the growth over the past few years. While North Liberty provides a variety of housing options, including housing at a lower cost than in other parts of the metro area, the need for more affordable housing remains evident.

Rental Households

Renters who spend more than 30 percent of their income on household related expenses are determined to be cost-burdened. Moreover, rental households who spend more than 50 percent of their income on household related expenses are defined as severely cost-burdened.

According to the U.S. Census Bureau and American Community Survey estimates, the percentage of rental households in North Liberty who are cost-burdened and severely cost-burdened has increased from 475 households (33% of households in North Liberty) in 2010 to 793 households (40% of households in North Liberty) in 2016. This represents a **67% increase** in the number of rental households who are cost-burdened and severely cost-burdened. The increase in the percentage of rental households who could benefit from affordable housing programs is higher than the 38% increase in the growth in the population in the North Liberty over the same period.

Homeowners with a Mortgage

For homeowners with a mortgage, the percentage of households who are cost burdened and severely cost burdened between 2010 and 2016 remained constant at 20% of households with a mortgage. In other words, one in five households with a mortgage in North Liberty is struggling to meet basic financial obligations.

The HTFJC addresses the pervasive shortage of affordable housing by assisting homeowners through the minor home rehabilitation program and by providing funding to housing developers and organizations for new or rehabilitated housing through low-interest loans and grants.

3. How many North Liberty residents will you be serving with this program/project?

It is not possible to predict how many North Liberty residents will be served by the HTFJC in FY20. All organizations, providers, and developers are eligible to apply for the revolving loan fund as long as projects are located within Johnson County. The Penn Oaks project in North Liberty is a recent example of the kind of assistance provided through the revolving loan fund and will assist 36 households in North Liberty who have low incomes.

It is also not possible to know how many households will be able to remain in their homes through the minor rehabilitation program in any given year. Based on prior assistance provided to eleven households in North Liberty through this vital program, it is almost certain that homeowners will be assisted within North Liberty during FY20.

4. Provide a succinct, specific description of your primary target population(s).

We serve households in Johnson County who have incomes that are low-to-moderate (at our below 80% of the Area Median Income - AMI). Thirty percent of the state funding received must be support households with extremely low incomes - those with no more than 30% of AMI. The households assisted are homeowners, renters, and those living in homeless shelters.

The table below shows the maximum income levels allowable for the target population served by the HTFJC:

HUD Maximum Income Levels by Area Median Income – AMI (Target Population)	1-person Household	2-person Household	3-person Household	4-person Household	Number of Households in North Liberty qualifying at the 80% and 30% AMI Levels (CHAS/HUD 2011-2015 data)
80% Max AMI Income	\$48,750	\$55,700	\$62,650	\$69,600	1,765 households
30% Max AMI Income	\$18,300	\$20,00	\$23,500	\$26,100	400 households
					2,165 total households

According to CHAS/HUD data for 2011-2015 there were at least **2,165 households** in North Liberty who are at the 80% or less AMI level as referenced in the column on far right on the table above. A staggering 400 households within that group were deemed to have extremely low incomes at the 30% AMI level or below.

5. What percentage of the program/project benefits North Liberty residents?

Since 2005, the HTFJC has assisted 43 households in North Liberty with more than \$400,000 allocated through our programs. Revolving loan funding in North Liberty at \$325,000 for Penn Oaks accounts for 4.2% of the total revolving loan funding. Thirty-six households will access affordable housing with the purchase and renovation of Penn Oaks as part of the revolving loan program.

In addition, eleven households have been able to remain in their homes with assistance through the minor rehabilitation program with \$78,438 paid for work done. In total, residents of North Liberty have received 36% of the funding for rehabilitation projects in Johnson County.

6. How will this program/project benefit the community of North Liberty?

Homeowners and renters who reside in units that the HTFJC has helped create or rehabilitate benefit directly from the assistance we provide. Some of the impact can be in the form of lower rents and/or by their dwelling becoming safe and habitable.

When residents pay less for housing and utilities, the households assisted can purchase other necessities thereby feeding money back into the North Liberty economy. In addition, contractors and building suppliers located in North Liberty along with their employees also benefit from the housing activity that the HTFJC funds and leverages.

The community as a whole benefits with increased property tax income, improved dwellings in neighborhoods, and an improved quality of life for residents. HTFJC support leverages additional funding such as through the Low Income Housing Tax Credit (LITECH) program for the Penn Oaks acquisition and rehabilitation project. We hope to be involved with larger tax credit partnerships in North Liberty in the near future.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Past performance has shown that residents of North Liberty are able to benefit from both the revolving loan fund and the minor home rehabilitation program. Funding notices are distributed through multiple media channels to inform the public of funding available from the HTFJC. Specific sources utilized include newspapers, local governments for posting notices, and Facebook. Area social service providers make referrals to the HTFJC on a regular basis. Securing applications is convenient as they are available on the HTFJC website, can be picked up from the HTFJC office, sent via email or mailed upon request.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

Without support from local government entities, the HTFJC would have minimal funding to make available for the development of affordable housing and other related programs. In addition, if this funding is not available, the HTFJC will likely need to decrease or eliminate the amount of assistance available to households who need essential minor home rehabilitation to be able to remain in their homes.

We are requesting \$15,000 from the City of North Liberty for FY20. The increased support will enable us to continue to provide assistance through the revolving loan fund and the minor rehabilitation program for homeowners.

Johnson County, the City of Iowa City, and the City of Coralville have significantly increased their financial support for the HTFJC in recent years. The City of Coralville increased their support by 67 percent this year. The County raised their commitment to \$630,000 for the revolving loan fund in FY19. In addition, the City of Iowa City has allocated \$500,000 for HTFJC affordable housing projects again this year up from \$325,000 two years ago.

The HTFJC is eligible to apply for state funding through the Iowa Finance Authority (IFA) each year and the application requires that a minimum of 25 percent of the amount requested must come from local sources combined with state funding for the HTFJC to use on affordable housing projects. IFA also looks more favorably on applications for funding if local housing trust funds receive a broad base of support from local governments. Without local government support, including funding from the City of North Liberty, the HTFJC would be required to secure a local match from other sources which may prove difficult and/or impossible.

9. List all amounts and years of funds previously received from the City of North Liberty.

\$8,000 for each year from 2007-2018.

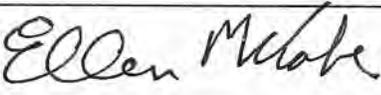
The Housing Trust Fund of Johnson County is grateful for this past funding and looks forward to continuing this important partnership.

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes, we have completed past funding reports as requested. In addition, the former Executive Director has provided an annual report to city staff and council on HTFJC activity and use of funds.

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Ellen McCabe 

Date

12/5/18

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.

Housing Trust Fund of Johnson County FY 20 Budget (Projected)

Income

City of Coralville	\$	25,000
City of North Liberty	\$	15,000
Miscellaneous Grants	\$	5,000
Fundraising	\$	2,000
Federal Home Loan Bank (application submitted)	\$	65,000
City of Iowa City	\$	500,000
City of Iowa City Aid to Agencies	\$	24,000
Johnson County Quality of Life Block Grant	\$	630,000
Johnson County Social Services Block Grant	\$	24,800
Interest Income	\$	36,000
Miscellaneous Income	\$	250
Other contributions	\$	500
State Housing Trust Fund	\$	270,000
Local Homeless Coordinating Board Membership	\$	500

Projected Total Income	\$	1,558,050
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Expenses

Education/Advocacy		
Memberships	\$	1,200
Conferences and Travel	\$	750
Professional Development	\$	500
Administrative		
Mileage	\$	750
Office/computer	\$	600
Depreciation	\$	600
Miscellaneous Expenses	\$	400
Website Service and Maintenance	\$	750
Professional Fees		
Accounting	\$	5,000
Audit	\$	5,500
Lobbyist	\$	900
Insurance	\$	2,050
Postage/ P.O. Box	\$	250
Printing	\$	100
Telephone expense	\$	1,200
Office rent	\$	4,488

Continued

Payroll		
	Salary	\$ 80,886
	Worker's Comp.	\$ 534
	Payroll Taxes	\$ 6,188
	Retirement	\$ 2,427
	Health Insurance	\$ 13,600
Program Operation		
	Interest Expense	\$ 300
	Loan Forgiveness	\$ 5,000
	Program Misc. (JCAHC)	\$ 5,000
	FHLB - Minor Home Repair	\$ 65,000
	Grants	\$ 150,000
	Local Homess Coord. Board Expenses	\$ 500
	Projected Total Program Expense	\$ 354,473
	Projected Net Income Available for Revolving Loan Fund	\$ 1,203,577
	Projected Loan Principal Repayments	\$ 160,000



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. *Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.*

General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Big Brothers Big Sisters of Johnson County provides children facing adversity with strong, enduring, professionally supported one-to-one relationships that change their lives for the better, forever.

Tax Status: **Governmental/Tax-Exe**

Program/Project Information

Program/Project Title: **Defending Potential**

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	\$0
Marketing Materials	\$500
Targeted Recruitment Activities	\$480
Enrollment of Volunteers and Youth (20 New)	\$6,300
Supporting 75 matches	\$36,000
Total:	\$43,280

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Volunteer Charge or BBBS budget for Background Screening	\$700
Supporting 15 Matches - JJYD Johnson County	\$7,200
Supporting 60 Matches - BBBS Unrestricted Dollars	\$28,800
City of North Liberty	\$6,580
Total:	\$43,280

Anticipated/Actual start date: **Sept. 1, 2019**

Anticipated Program/Project completion date: **August 31, 2020**

Application Information

1. Describe the program/project.

Big Brothers Big Sisters (BBBS) of Johnson County will continue to provide one-to-one mentoring to 75 youth residing in North Liberty in our community-based and school-based programs. Each child will be paired with an adult volunteer mentor who has committed to an 18 month or longer mentoring relationship. North Liberty Social Services Funding will be used to target recruitment and enrollment of 20 new adult mentors who live or work in North Liberty. The new Big Brothers Big Sisters brand, logo and collateral that has been developed and the new national campaign will be used in the recruitment efforts.

We continue to see a rise in inquiries for youth to be matched from the North Liberty community. In 2018 it is estimated we will serve close to 80 youth from North Liberty (20% of all children served by BBBS). In order to meet the demand we need to employ targeted strategies to recruit and ultimately enroll adult mentors who work or reside in North Liberty to be matched with North Liberty youth on our waiting list. With the rise in new business coming to North Liberty this will be a prime opportunity.

Funds will support targeted recruitment efforts and the enrollment process of 20 new volunteer mentors which includes, screening, interviewing, and orientation/training. Enrollment of 20 new youth includes a parental permission process, family assessments, interviews and orientation/training. These processes ensure the quality of volunteer mentors and the success of the matching process. Each mentor/child pair is specifically selected based on the interests, strengths, needs and preferences of the volunteer, child and family. Throughout the relationship all parties receive professional expert support from a skilled staff member called a Mentoring Support Specialist. Our Mentoring Support Specialists are degree'd professionals who provide a high level of care and concern for the well-being of the child, his/her family and their relationship with the mentor. We offer positive youth development information, connections to local resources, monitoring of child safety and troubleshooting as needed. We also provide 30-40 group learning activities each year. These are opportunities for outdoor recreation, community service, STEM nights and family nights.

We nurture each relationship so that it will be long-lasting, the average mentoring relationship is just over 2 years. This impacts children's ability to overcome barriers by providing them high quality opportunities. Mentored children show improvement academically, socially and avoiding risky behaviors.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

In 2018 18% of the youth served from North Liberty had an incarcerated parent, 52%

3. How many North Liberty residents will you be serving with this program/project?

Direct impact to 75 youth and 75 adult volunteers = 150.
Additionally, we estimate each youth has at least 2 family members who are indirectly impacted for an additional 150.

4. Provide a succinct, specific description of your primary target population(s).

Mentees (youth) span the ages of 6-18. We have age specific opportunities tailored to the needs of each age group. 76% of the youth we serve qualify for free and reduced lunch and 57% live in a one-parent home or being raised by grandparents/relatives or foster care (BBBS collectively).
Reasons someone may seek BBBS mentoring for their child may include concern for their mental health and wellbeing, social development, juvenile justice involvement, trouble in school, a lack of safe out of school options and/or parent's lack of availability due to work, illness, or other factors.
We are committed to providing stability of services to families in need, and all our services are free of charge. We recognize our youth are tremendous people with immense potential. BBBS helps them reach that potential.
We will be targeting adults who live and work in North Liberty. We will be using recruitment strategies that allow potential volunteers the opportunity to learn and experience firsthand what it is like to be a mentor, learn from those who are doing it and ask questions in an informal environment. We will use best practices in providing thorough background screenings and training to ensure child safety, assessing the potential of a successful match and professional ongoing support throughout the life of the match.

*We receive referrals from parents/guardians, school district personnel and other community service agencies.

5. What percentage of the program/project benefits North Liberty residents?

100%

6. How will this program/project benefit the community of North Liberty?

In 2018 North Liberty youth will represent 20% of all children served by BBBS. This results in over 4300 hours of mentoring in North Liberty, an average of 44 hours of one-to-one mentoring per youth.

The youth we serve are empowered to be competent, caring, capable, confident, connected and contributing. Therefore, impacting the community in which they live.

Additionally, the adults who come forth to mentor a child will be positively impacted as well.

“Volunteering had favorable effects on depression, life satisfaction and well-being”

National Institute of Health

- 76% report feeling healthier
- 94% says it improves their mood
- 96% says it enriches their sense of purpose in life
- 95% say they are helping their community be a better place
- 78% says volunteering lowers their stress levels
- 80% report feeling they have control over their health

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

We have participated in North Liberty Community events/activities including the North Liberty Unity Coalition and N. Liberty Public Library Volunteer Fair. We partner with North Central Jr. High, Garner, Van Allen and North Bend Elementary schools. We have partnerships with local business; University of Iowa Community Credit Union, Hills Bank, Blue Bird Diner, and others. We have held match events at the N. Liberty Recreation Center and Colony

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

We would continue to serve North Liberty youth and volunteers, however, our efforts would

9. List all amounts and years of funds previously received from the City of North Liberty.

FY16 \$1000
FY17 \$2500
FY18 \$2500
FY19 \$2500

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

Date

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

North Liberty City Council has allocated funds in the FY 2019 (July 1, 2019 – June 30, 2020) budget for social service programs and projects. These funds are for both annual funding and smaller projects and contributions to innovative programs. New applicants are encouraged to contact Tracey Mulcahey at 319/626-5712 or tmulcahey@northlibertyiowa.org before completing the application. Council has emphasized the focus of innovative, new projects and deemphasized the funding of personnel.

General Information

Agency Name:

Agency Contact:

Position:

Address:

Phone:

Email:

Website:

Agency Mission Statement:

Tax Status:

501(c)3

Program/Project Information

Program/Project Title:

Community Youth Liaison

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	47,933
Supplies	3000
Travel	1287
Training	500
Indirect	3868
Total:	56,588

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
Private Foundation	14,042 / 25%
City of North Liberty	42,546 / 75%
Total:	56,588

Anticipated/Actual start date:

July 1, 2019

Anticipated Program/Project completion date:

June 30, 2020

Application Information

1. Describe the program/project.

North Liberty approached UAY about the idea of a Youth Community Liaison, and whether UAY would be interested in partnering with North Liberty on hiring such a person. This was based on UAY's experience working with youth, knowledge of the principles of Positive Youth Development (PYD), our experience working with youth and families in crisis, and our trauma informed care approach. The advantage to having this person as a UAY employee, as opposed to an employee of North Liberty directly, is that UAY would be able to provide all the training and support that this position would require. We are also proposing that, for at least the first year of this partnership, the position would be 75% time in North Liberty, 25% time at UAY.

During the 25% time at UAY, funded through a private foundation grant, this person would be trained in Positive Youth Development, Trauma Informed Care practices, and get to know the UAY philosophy of UPR, Unconditional Positive Regard. By working directly with UAY front line staff at the Swaim Youth Center, they would be steeped in the philosophy of UAY and learn best practices for youth development and our unique way of creating strong relationships with youth. During their time with our Crisis, Counseling and Family Mediation staff, they would learn about UAY's individual and family advocacy, supportive services, and trauma informed approach to working with youth.

The bulk of their time, 75%, would be spent working directly with youth and families in North Liberty. We would base this position on our successful Crisis, Counseling and Family Mediation program. This individual would provide advocacy and case management services to youth and families in need in the North Liberty area. UAY staff would work directly with school personnel, medical personnel, shelter staff, the county attorney, DHS, and other community members to make sure that youth in crisis are getting all of their needs met.

The Crisis Intervention and Family Mediation program works with youth and families on immediate needs, at critical junctures in their relationships with their children, helping to support family functioning using mediation and counseling, establishing relationships with youth in crisis, and providing necessary services to youth at very difficult times in their lives. We hope to improve parent child relationships through mediation and counseling, decrease juvenile complaints to law enforcement by helping families before children run away and help homeless youth feel more connected to their community by helping connect them with necessary resources. Advocacy services may include information on their rights, transportation to appointments with law enforcement and assistance navigating the Department of Human Services. It may also include working with the schools or other community professionals. UAY has a three-part approach to identifying and assisting youth. First, we educate both adults and youth in the area about dealing with mental health issues, adverse childhood experiences, trauma, and victimization. Second, we do mediation and advocacy. Mediation services consist primarily of working with a youth and her/his family to establish communication and make sure that the household is safe for all. We do have the option of local shelter to assist families on a short-term basis if it is deemed necessary.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

This program would work with youth and families on immediate needs, at critical junctures in their relationships with their children, helping to support family functioning using mediation and counseling, establishing relationships with youth in crisis, and providing necessary services to youth at very difficult times in their lives. The program would also work with youth who are experiencing peer, school, or community conflicts to help improve conflict resolution skills and to decrease problematic behaviors and youth interaction with law enforcement.

Amy Howell, Service Supervisor for the Johnson County Department of Human Services, says about UAY's Crisis intervention and Family Mediation program, "Crisis mediation services have played an important role in our work with families. Our workers utilize this service to help reduce teenagers in placements as well as reduce the need for formal DHS or JCO intervention. Feedback from our families has been very positive. This service continues to be a need in the Johnson County Area. It is especially helpful in our rural communities in Johnson County as there is less access to resources."

There are a number of issues for low-income youth in North Liberty, including transportation and after school program access. We have been made aware of additional struggles with youth in the area, by Liberty and Rec Center staff, and through anecdotes from individuals living in North Liberty. It is our goal that North Liberty is well-versed in all the services UAY provides, and how to access them to ensure that there are no unmet needs or unserved youth.

In FY18 UAY received funding from DECAT to work with youth and staff at Liberty High School, ICCSD's newest school. At that point, Liberty was struggling with student discipline, morale, and behavioral issues, along with staff fatigue and declining morale. UAY made significant progress at Liberty, and continues to have a presence at the school, though less extensive than last year. According to one staff at Liberty, "the work you guys (UAY) have done is paying off. Things are really starting to feel better at Liberty. I wish you would have started sooner."

UAY staff are also trained in working with youth from diverse backgrounds. Their ability to build rapport, and make youth feel comfortable, is one of the biggest strengths of the program. There is a long standing mistrust of the health profession, especially the mental health profession, among African Americans (Simpson et al., 2009). UAY works to combat this stigma by using a culturally sensitive approach.

3. How many North Liberty residents will you be serving with this program/project?

150 youth and 200 parents

4. Provide a succinct, specific description of your primary target population(s).

The program would work primarily with youth in middle and high school who are referred by outside agencies such as ICCSD, DHS, the City of North Liberty, etc... Youth could also self-refer.

5. What percentage of the program/project benefits North Liberty residents?

100% of the program would benefit North Liberty residents

6. How will this program/project benefit the community of North Liberty?

Youth who have developed meaningful positive relationships with other adults in the community have demonstrated better social and emotional development (Brennan, Barnett, and McGrath 2009). In addition, they also demonstrated increased social participation and community action. Meaningful positive relationships help to transform the community from a shared space to a set of psychological bonds between its members.

When youth realize their voices and opinions are being considered, they feel that they are a true part of the community. The community then becomes a place where youth and adults share the common interest of making their shared space a better place. Youth will increasingly become more comfortable with sharing ideas and suggestions because they now see themselves as vital members of the community (Brennan, Barnett, and Lesmeister 2007). Overall, youth internalize the idea that they are making a meaningful contribution to the community and have done so by working productively with other members of the society (Pearrow, 2008).

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Outreach would occur primarily to schools and other North Liberty community organizations. We already have strong partnerships with ICCSD, we are currently working with Journey Above Poverty, and the North Liberty Library and Rec Center on new programming. We believe UAY is in the perfect position to begin a program like this in North Liberty and make a strong and lasting impact on the community.

Accessibility would not be an issue because this individual would be able to meet with youth and families wherever it is most convenient for them.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

If funding is not available, the community will continue to struggle to work with youth and families in crisis.

9. List all amounts and years of funds previously received from the City of North Liberty.

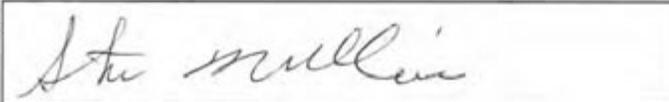
NA

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

NA

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature



Date

12/14/2018

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.



SOCIAL SERVICES FUNDING APPLICATION – FY 2019

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General Information

Agency Name: **Rape Victim Advocacy Program (RVAP)**

Agency Contact: **Adam Robinson**

Position: **Executive Director**

Address: **332 S. Linn Street (Suite 100), Iowa City, IA 52240**

Phone: **319-335-6001**

Email: **adam-robinson@uiowa.edu**

Website: **www.rvap.org**

Agency Mission Statement:

Our mission is to provide free, confidential, trauma-informed advocacy to all affected by sexual violence and promote social change through prevention education.

Our vision is a community free of sexual violence

As an agency, we hold the following core values: empowerment, inclusion, Integrity, prevention, and resiliency.

Tax Status:

42-6004813

Program/Project Information

Program/Project Title:

Sexual Assault Prevention Education (SafeDates Healthy Relationship Education, Raise the Bar)

Program/Project Expenditures

Expense (List all expenses by category, using another sheet if necessary)	Amount
Personnel	\$3,000
Total:	\$4,000

Sources of Program/Project Funds

Source of Funds (List all sources, using another sheet if necessary)	Amount/Percentage of total cost
JP Morgan Anonymous Foundation	\$1,000 / 25%
City of North Liberty	\$3,000 / 75%
Total:	\$4,000

Anticipated/Actual start date:

July 1, 2019

Anticipated Program/Project completion date:

June 15, 2019

Application Information

1. Describe the program/project.

City of North Liberty provides the Rape Victim Advocacy Program (RVAP) with resources to provide comprehensive primary prevention education to residents in North Liberty. RVAP offers evidence-based comprehensive prevention curriculum in schools in North Liberty. In FY18, RVAP provided multi-session prevention curriculum to 264 students at North Central Junior High. Additionally, we facilitated our new Healthy Relationships Course, created in collaboration with Iowa City Community School District staff, to 185 students at Liberty High School. Continued funding from the City of North Liberty ensures that we will be able to provide the prevention strategies necessary to make our community and schools safer as we work to change culture surrounding sexual violence.

In addition to the prevention work we provide in local schools, RVAP also developed a prevention curriculum for owners and employees of businesses that serve alcohol. Alcohol is the most frequently used weapon used to commit sexual assault, so informing staff serving alcohol is key in intervening to help prevent sexual violence from occurring. The training educates participants about ways that alcohol is often a factor in sexual assaults, the dynamics of sexual assault, and how alcohol-facilitated sexual assault occurs. Staff members are also taught how to recognize perpetrator motivations and red flags in a bar setting, and how people in each specific role (wait staff, bartenders, bouncers, etc.) can respond. City of North Liberty funding will help RVAP expand our Raise The Bar training to establishments in the North Liberty community, where we hope to have similar success from what we've experienced in Iowa City.

2. What specific need in the community is the Agency addressing with this program/project? (Describe the extent of the problem, and the major factors in the community contributing to the problem.)

Sexual violence is an issue that impacts every individual and all communities. According to the Department of Justice and The Centers for Disease Control and Prevention, a sexual assault (defined as sexual contact without consent) occurs every 109 seconds. Broken down by gender identity, we see that 1 in 4 cisgender women, 1 in 6 cisgender men, and 1 in 2 transgender individuals will experience some form of sexual violence in their lifetime (CDC, 2012 and FORGE, 2004). At RVAP, we view violence as a community wide problem: while an individual might personally experience sexual assault, every individual in our community knows one or multiple people who have experienced this type of violence. The need for direct services in our communities is high. This has been important because RVAP experienced a continued increase in new direct service clients and total advocacy/counseling sessions in FY18. Specifically, RVAP saw a 49% increase in new clients and a 122% increase in total client sessions (advocacy, counseling, and therapy). Please see the table below: 1st, 2nd, and 3rd Quarter Statistics FY12 FY13 FY14 FY15 FY16 FY17 FY18 New Clients 81 75 102 43 41 87 130 Total Sessions 414 272 301 83 93 368 820 The community need for primary prevention interventions is very high. Best practice in primary prevention includes multiple touchpoints through comprehensive educational modalities. Research shows that the average age of first time perpetration of sexual violence is 16 years-old (Ybarra and Mikell, 2013). Primary prevention is most effective when it is reaching audiences before and around this age range. The CDC statistics show that the majority of sexual assault survivors never seek professional help (2012). We know that the number of clients we see is only a small fraction of the survivors in our community. The last few years have seen an unprecedented level of national media attention on the issue of sexual violence, which is often followed by more people experiencing the courage to come forward and tell their story. RVAP remains committed to working every day to support all who seek our services while we remain focused on our goal of ultimately ending sexual violence.

3. How many North Liberty residents will you be serving with this program/project?

400-500

4. Provide a succinct, specific description of your primary target population(s).

RVAP's prevention and education programming is targeted to all populations, but focuses on youth ages 12-22. Prevention populations for this funding source will be all eighth grade students at North Central Junior High, as well as students at Liberty High School. Our Raise The Bar curriculum targets owners and employees at bars and restaurants serving alcohol.

5. What percentage of the program/project benefits North Liberty residents?

Of this specific funding source, 100% will benefit North Liberty residents.

6. How will this program/project benefit the community of North Liberty?

RVAP's Raise The Bar, and the evidence-based SafeDates curriculum provide a statistically significant increase in changes to participants' attitudes, behaviors, and beliefs surrounding healthy relationships and interpersonal violence. These changes are the foundation for future experiences and social interactions, which have a lasting effect on the whole community.

RVAP's ultimate goal is to stop violence before it begins. Our Prevention & Education Team utilizes The Center for Disease Control's (CDC) four-level social-ecological model to better understand violence and the effect of potential prevention strategies. This model considers the complex interplay between individual, relationship, community, and societal factors. It allows us to understand the range of factors that put people at risk for violence or protect them from experiencing or perpetrating violence. Besides helping to clarify these factors, the model also suggests that in order to prevent violence, it is necessary to act across multiple levels of the model at the same time. This approach is more likely to sustain prevention efforts over time than any single intervention.

7. Describe your efforts to outreach to residents of North Liberty in providing accessibility to your programs and services.

Our prevention programming works in conjunction with Personal Development classes at North Central Junior High School. This collaboration gives RVAP access to all enrolled eighth graders at the school and additionally any NCJH students who would like to meet with us. The new Healthy Relationships class at Liberty High School that RVAP influenced, was created in partnership with staff from the Iowa City Community School District.

Additionally, RVAP has a list of community centers and businesses in which we post notices of our services and upcoming support groups. Included in that list are multiple North Liberty locations including the Recreation Center, restaurants, coffee shops, and also on social media.

8. If this funding is not available, describe the impact of that decision on the Agency and the program/project these funds would have supported.

With prevention requests increasing year over year, it has been difficult to maintain our current level of prevention programming without local support. While RVAP will continue to foster our relationship with North Liberty schools, we cannot guarantee full request coverage. As always, we are committed to doing all that we can to support all students.

9. List all amounts and years of funds previously received from the City of North Liberty.

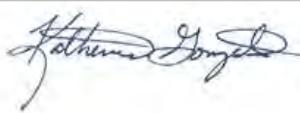
FY2018: \$2,000
FY2017: \$1,000
FY2016: \$500

10. If you have previously participated in the City of North Liberty's social services funding opportunity, have you completed required reports?

Yes

I give permission to the City of North Liberty to reproduce and use any photographs taken at my program/project and/or that are submitted as part of our program summary report.

Signature

 Katherine Gonzales
acting for John Keller

Date

12.12.2018

John Keller, Interim Vice President for Research, The University of Iowa

Send one grant application via email to Tracey Mulcahey at tmulcahey@northlibertyiowa.org. Do not send any hard copies of applications.

Submission deadline: Applications will be accepted until December 14, 2018 with awards made at a Council meeting in early 2019.

Annual reports on awarded projects/programs are due by August 31, 2020. Reminder notices will be emailed in July.

Sanitary Sewer Upgrades Bid Package #3



April 2, 2019

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

RE: North Liberty Sanitary Sewer Upgrades – Bid Package 3

Dear Mr. Heiar:

On April 2, 2019 at 10:00 am in the North Liberty City Administration building three bids were received and opened for the above-referenced project.

The low lump sum bid was received from Maxwell Construction, Inc. of Iowa City, Iowa, in the amount of \$475,000.00. The design professional's estimate was \$488,000.00.

Subject to submitting acceptable bonds, insurance and the Agreement, we recommend award of contract to Maxwell Construction, 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.



Brent J. Amelon, PE

BJA/bad

Enc. Bid Tabulation

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



SHIVE-HATTERY, INC.
 2839 Northgate Drive
 Iowa City, Iowa 52245-9568
 (319) 354-3040 FAX (319) 354-6921

TABULATION OF BIDS

Client: City of North Liberty
 Project Name: NL Sanitary Sewer Upgrades - Bid Package #3
 S-H Project #: 1122480

Bid Date: April 2, 2019
 Location: NL City Administration Building
 Page No.: 1

NAME AND ADDRESS OF BIDDER	Maxwell Construction, Inc. 3011 Sierra Court SW Iowa City, Iowa 52240	Legacy Corporation 16322 Barstow Road East Moline, Illinois 61244	Boomerang Corp. 12536 Buffalo Road Amamosa, Iowa 52205	Design Professional's Estimate
Bid Security - 5%	Yes	Yes	Yes	
Bidder Status & Authorization to Transact Business Forms	Yes	Yes	Yes	
<i>TOTAL LUMP SUM BID PRICE</i>	\$475,000.00	\$598,000.00	\$657,000.00	\$488,000.00

Resolution No. 2019-45

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING
EXECUTION OF THE CONTRACT FOR THE SANITARY SEWER
UPGRADES – BID PACKAGE 3 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 Sanitary Sewer Upgrades – Bid Package 3 Project;

WHEREAS, three contractors submitted bids for the project; and

WHEREAS, the low bid for the project was from Maxwell Construction, Inc. in the amount of \$475,000.00; and

NOW, THEREFORE, BE IT RESOLVED that the Sanitary Sewer Upgrades – Bid Package 3 Project is authorized and the bid from Maxwell Construction, Inc. is hereby accepted and approved for the project at an amount of \$475,000.00 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 9th day of April, 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

Prepared by and Return to:
Erek P. Sttig, 123 N Linn St, Ste 300, Iowa City, IA 52245, 319-354-0331

TEMPORARY CONSTRUCTION EASEMENT AGREEMENT

This agreement is made and entered into by and between RANDOM COMMERCIAL PROPERTIES, LLC, owner of the real estate described herein (hereinafter referred to as "Property Owner," which expression shall include, his, her, or their heirs, agents, successors or assigns), and the CITY OF NORTH LIBERTY, IOWA, a municipal corporation, (hereinafter referred to as "City," which expression shall include its agents, successors or assigns).

IT IS HEREBY AGREED AS FOLLOWS:

For the sum of Ten Thousand Dollars (\$10,000.00) plus other valuable consideration, the receipt of which is hereby acknowledged, the Property Owner hereby grants and conveys to the City a temporary construction easement for the public purpose of improving the North Liberty sanitary sewer system and related infrastructure in calendar year 2019 (the "Project"), under, over, through and across the area described in Exhibit A, which is attached, and legally described as:

Part of Lot 1, Lindner First Addition to North Liberty, Iowa (Plat recorded in Plat Book 32, Page 329 at the Johnson County Recorder's Office), commencing as a point of reference at the northwest corner of said Lot 1; thence South $1^{\circ}19'48''$ East 15.00 feet along the west line of said Lot 1 (assumed bearing for this description only) to the point of beginning; thence continuing South $1^{\circ}19'48''$ East 210.00 feet along said west line; thence North $88^{\circ}38'52''$ East 40.00 feet; thence North $1^{\circ}19'48''$ West 185.02 feet; thence North $88^{\circ}38'52''$ East 273.52 feet to a point of intersection with an easterly line of said Lot 1 and the west line of Lot 2 of said Lindner First Addition; thence North $0^{\circ}43'25''$ East 25.02 feet along said easterly line and said west line to a point of intersection with the south line of an existing 15 foot wide utility easement; thence South $88^{\circ}38'52''$ West 314.42 feet along said south line to the point of beginning and containing 15,250 square feet more or less (the "Easement Area").

Further, the City agrees as part of the consideration noted above that the Property Owner will not be assessed for any costs for the design and construction of the Project, plans for which are on file at City Hall. In addition, Property Owner shall not be charged any tap on fees in the event Property Owner connects to the sanitary sewer system in the future. As a part of constructing the Project, the City will provide, at the City's expense, one sanitary sewer stub at a location to be

agreed upon prior to the construction plans being finalized, unless the Property Owner unreasonably withholds consent. This provision shall survive the termination of this Agreement.

The Property Owner and the City further agree that:

1. The City shall be fully responsible for the costs of designing, constructing and maintaining the Project.
2. The Property Owner shall not erect any landscaping, fences, or structures over, under or within the easement area without obtaining the prior written approval of the City Engineer.
3. The Property Owner shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City Engineer.
4. The City shall have the right to access the Easement Area and shall cause the least practical damage and inconvenience to Property Owner and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the easement area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected on the easement area.
5. City covenants and agrees that existing driveways, underground drainage tile, graveled areas or other site features, with the exception of fence, trees, shrubs and brush which are removed or disturbed, shall, to the extent reasonably possible, be replaced by City to conform with features or items removed during construction. City further agrees that all grassed areas disturbed by the construction shall be seeded within a reasonable time after construction is complete.
6. The City covenants and agrees to remove and stockpile within the Easement Area, or within an existing permanent easement, existing topsoil from areas to be excavated, to be used in the event of any repair. Following installation of the public improvement, all areas within the Easement Areas which are disturbed will be graded to form a uniform slope, and topsoil shall be replaced and respread over disturbed areas, thereby restoring said Easement Area to substantially the same condition as existed prior to the commencement of construction operations, with the exception of the replacement of fences, trees, shrubs and brush, which shall be the sole responsibility of the Property Owner.
7. The City shall install a temporary construction fence within or along the outer boundaries of the Easement Area to demarcate the Easement Area and ensure all work remains within the Easement Area. The City shall remove the temporary construction fence upon completion of work in the Easement Area.
8. As part of the Project, the City will remove and dispose of a permanent fence within an existing permanent easement located on the Property Owner's property. As compensation for the removal of the fence, the City will pay to Property Owner the amount of \$4,200.00 along with the consideration for the temporary construction easement as compensation for

the fence. The City will not be liable to Property Owner for any other damages or payment related to the removal of the fence.

- 9. The City shall indemnify and hold harmless Property Owner against any loss, damage, expense, cost, third party claims or other liabilities which may occur or arise as a result of acts or omissions in the exercise of its easement rights or performance of its obligations hereunder. This indemnification and hold harmless shall include, but is not limited to, reasonable legal fees and cost of defense incurred by Property Owner.
- 10. The rights as described above in the temporary construction easement shall be effective thirty (30) days after the City has notified the Property Owner in writing that it intends to begin work and shall cease and terminate following the completion of the construction of the Project upon final acceptance by the City, no more than seven (7) calendar months after the effective date. In no event shall the temporary construction easement extend beyond December 31, 2019, without the written authorization of the Property Owner. The notice to the Property Owner required by this section shall be deemed complete when it is deposited in a U.S. Postal Service collection box with adequate postage affixed addressed to the Property Owner at 107 5th Street, Suite 200, Coralville, IA, 52241.

The Property Owner does hereby covenant with the City that the Property Owner holds said real estate described in this easement by title in fee simple; that the Property Owner has good and lawful authority to convey the same; and that the Property Owner covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever. Further, each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this easement.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated this 4th day of April, 2019^{AM}

PROPERTY OWNER:
Random Commercial Properties, LLC

CITY:

By: 
Bradford Houser, Manager

Signed: _____
Terry L. Donahue _____, Mayor

Signed: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSONCOUNTY: ss

This instrument was acknowledged before me on this 04 day of April, 2019^{AM} by

Bradford Houser, as Manager of Random Commercial Properties, LLC.



[Handwritten Signature]
Notary Public in and for said State

STATE OF IOWA, JOHNSON COUNTY: ss

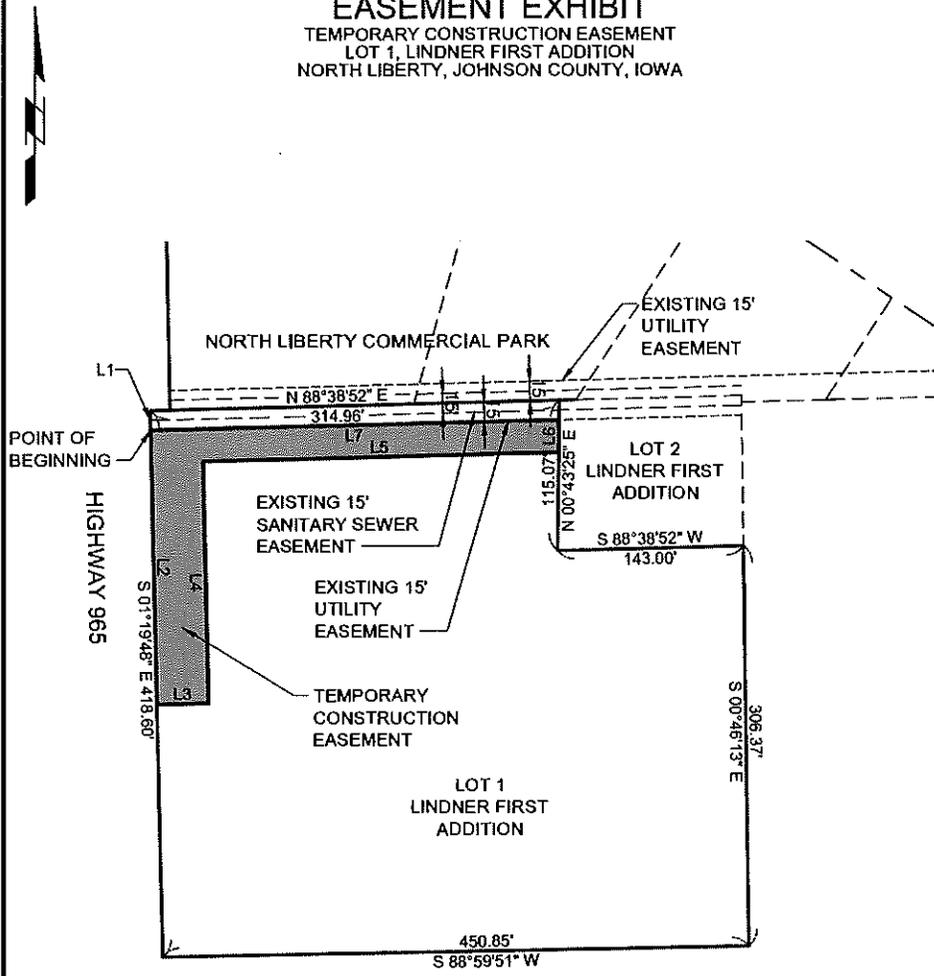
On this _____ day of _____, 201~~9~~²⁰, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ Terry L. Donahue and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation, and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the _____ day of _____, 201~~9~~, and that _____ Terry L. Donahue and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

EXHIBIT A

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EASEMENT EXHIBIT
 TEMPORARY CONSTRUCTION EASEMENT
 LOT 1, LINDNER FIRST ADDITION
 NORTH LIBERTY, JOHNSON COUNTY, IOWA



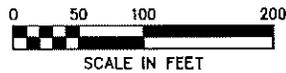
LINE TABLE			LINE TABLE		
LINE	DIRECTION	LENGTH	LINE	DIRECTION	LENGTH
L1	S 01°19'48" E	15.00'	L5	N 88°38'52" E	273.52'
L2	S 01°19'48" E	210.00'	L6	N 00°43'25" E	25.02'
L3	N 88°40'12" E	40.00'	L7	S 88°38'52" W	314.42'
L4	N 01°19'48" W	185.02'			

SEE SHEET 2 FOR DESCRIPTION

PROPERTY ADDRESS:
 495 W. CHERRY ST.
 NORTH LIBERTY, IOWA

PROPERTY OWNER:
 RANDOM COMMERCIAL
 PROPERTIES

TEMPORARY EASEMENT
 REQUESTED BY:
 THE CITY OF NORTH LIBERTY



SHIVEHATTERY

ARCHITECTURE+ENGINEERING

Iowa | Illinois | Missouri

<http://www.shive-hattery.com>

ILLINOIS FRM NUMBER: 184-000214

EASEMENT EXHIBIT
 LOT 1, LINDNER FIRST ADDITION
 NORTH LIBERTY, IOWA

PROJECT NO.
 112248-0

DATE	8/03/18	SCALE	AS SHOWN
DRAWN	JSB	FIELD BOOK	N/A
APPROVED	JSB	REVISION	

SHEET NO.
1 of 2

EXHIBIT A

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EASEMENT EXHIBIT
 TEMPORARY CONSTRUCTION EASEMENT
 LOT 1, LINDNER FIRST ADDITION
 NORTH LIBERTY, JOHNSON COUNTY, IOWA

DESCRIPTION

A temporary construction easement on that part of Lot 1, Lindner First Addition to North Liberty, Iowa (Plat recorded in Plat Book 32, Page 329 at the Johnson County Recorder's Office), described as follows:

Commencing as a point of reference at the northwest corner of said Lot 1;

thence South 1°19'48" East 15.00 feet along the west line of said Lot 1 (assumed bearing for this description only) to the point of beginning;

thence continuing South 1°19'48" East 210.00 feet along said west line;

thence North 88°38'52" East 40.00 feet;

thence North 1°19'48" West 185.02 feet;

thence North 88°38'52" East 273.52 feet to a point of intersection with an easterly line of said Lot 1 and the west line of Lot 2 of said Lindner First Addition;

thence North 0°43'25" East 25.02 feet along said easterly line and said west line to a point of intersection with the south line of an existing 15 foot wide utility easement;

thence South 88°38'52" West 314.42 feet along said south line to the point of beginning and containing 15,250 square feet more or less.

PROPERTY ADDRESS:
 495 W. CHERRY ST.
 NORTH LIBERTY, IOWA

PROPERTY OWNER:
 RANDOM COMMERCIAL
 PROPERTIES

TEMPORARY EASEMENT
 REQUESTED BY:
 THE CITY OF NORTH LIBERTY

SHIVEHATTERY
 ARCHITECTURE + ENGINEERING

Iowa | Illinois | Missouri

<http://www.shive-hattery.com>

ILLINOIS FIRM NUMBER: 184-000214

EASEMENT EXHIBIT
 LOT 1, LINDNER FIRST ADDITION
 NORTH LIBERTY, IOWA

PROJECT NO.
 112248-0

DATE	8/03/18	SCALE	AS SHOWN	SHEET NO.
DRAWN	JSB	FIELD BOOK	N/A	2 of 2
APPROVED	JSB	REVISION		

Resolution No. 2019-46

**A RESOLUTION APPROVING THE TEMPORARY
CONSTRUCTION EASEMENT AGREEMENT BETWEEN
RANDOM COMMERCIAL PROPERTIES, LLC AND THE CITY
OF NORTH LIBERTY**

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

WHEREAS, the City of North Liberty is planning the Sanitary Sewer Upgrades Bid Package #3 Project adjacent to property owned by Random Commercial Properties, LLC;

WHEREAS, a temporary construction easement is necessary for the project;

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding concerning the agreement for the project.

NOW, THEREFORE, BE IT RESOLVED that that the attached agreement between the City of North Liberty and Random Commercial, LLC is approved for the Sanitary Sewer Upgrades Bid Package #3 Project, North Liberty, Iowa.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said agreement.

APPROVED AND ADOPTED this 9th day of April, 2019.

CITY OF NORTH LIBERTY:

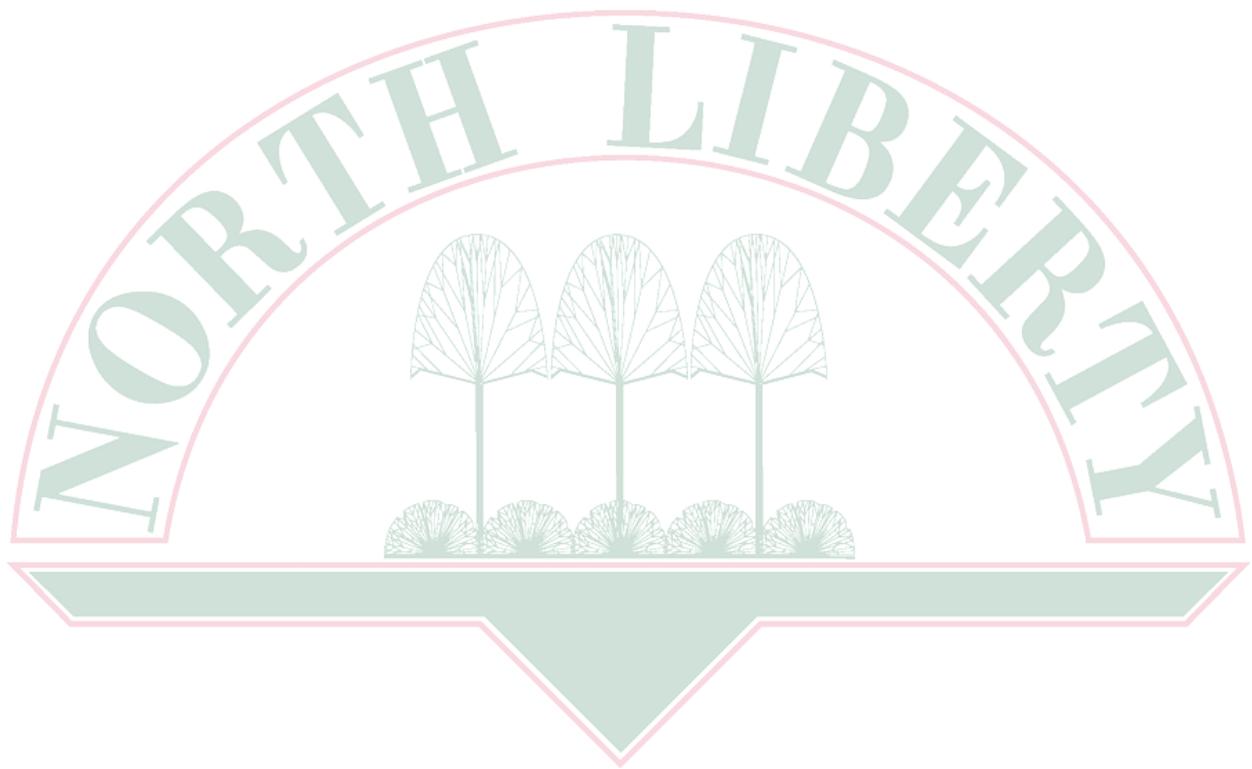
TERRY L. DONAHUE, MAYOR

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

Main Street Project



Prepared by and Return to:
City of North Liberty, 3 Quail Creek Circle, P.O. Box 77, North Liberty, IA 52317 319-626-5767

TEMPORARY CONSTRUCTION EASEMENT AGREEMENT

This agreement is made and entered into by and between SLUGS2, L.L.C., owner of the real estate described herein (hereinafter referred to as "Property Owner," which expression shall include its heirs, agents, successors or assigns), and the CITY OF NORTH LIBERTY, IOWA, a municipal corporation, (hereinafter referred to as "City," which expression shall include its agents, successors or assigns).

IT IS HEREBY AGREED AS FOLLOWS:

For the sum of one dollar plus other valuable consideration, the receipt of which is hereby acknowledged, the Property Owner hereby grants and conveys to the City a temporary construction easement for the public purpose of improving Main Street (the "Project"), under, over, through and across the areas described as follows:

see attached Exhibit A.

Further, the City agrees *as part of the consideration noted above that the Property Owner will not be assessed for any costs* for the design and construction of the Project, plans for which are on file at City Hall.

The Property Owner and the City further agree that:

1. The City shall be fully responsible for the costs of designing, constructing and maintaining the Project.
2. The Property Owner shall not erect any landscaping, fences, or structures over, under or within the easement area without obtaining the prior written approval of the City Administrator.
3. The Property Owner shall not change the grade, elevation or contour of any part of the easement area without obtaining the prior written consent of the City Administrator.
4. The City shall have the right of access to the easement area and have all rights of ingress

and egress reasonably necessary for the use and enjoyment of the easement area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected on the easement area.

5. Following the construction and installation of the Project and final acceptance by the City, the City shall restore the temporary easement area to substantially the same condition as existed prior to the commencement of construction operations.
6. The rights as described above in the temporary construction easement shall cease and terminate following the completion of the construction of the Project upon final acceptance by the City. In no event shall the temporary construction easement extend beyond October 1, 2020.

The Property Owner does hereby covenant with the City that the Property Owner holds said real estate described in this easement by title in fee simple; that the Property Owner has good and lawful authority to convey the same; and that the Property Owner covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever. Further, each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this easement.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated this _____ day of _____, 20__.

PROPERTY OWNER:

CITY:

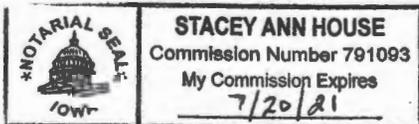
Signed: *Faye P. Swift*
Faye P. Swift, Member/Manager

Signed: _____
Terry L. Donahue, Mayor

Signed: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 20__, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Faye P. Swift and John R. Swift, to me personally known, who, being by me duly sworn, did say that they are the Members/Managers or Agents of Slugs2, L.L.C., an Iowa corporation, and that the instrument was signed on behalf of the corporation by the authority of its members, and that Faye P. Swift acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.



Stacey Ann House
Notary Public in and for the State of Iowa

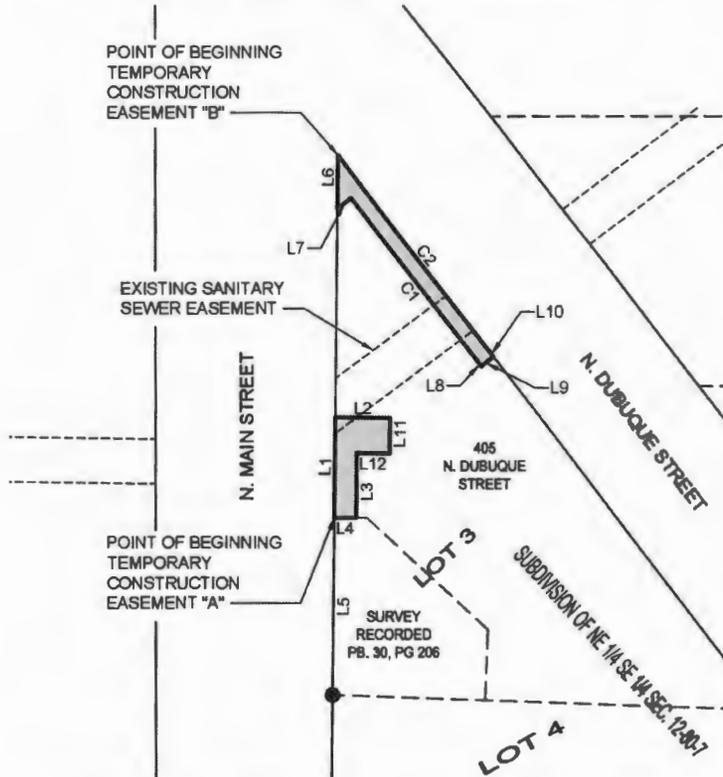
STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Terry L. Donahue and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation, and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the _____ day of _____, 20____, and that Terry L. Donahue and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Exhibit A

**EASEMENT EXHIBIT
 TEMPORARY CONSTRUCTION EASEMENT**
 IN A PART OF LOT 3, OF A SUBDIVISION OF
 THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF
 SECTION 12-80-7
 NORTH LIBERTY, JOHNSON COUNTY, IOWA



LINE TABLE			LINE TABLE			LINE TABLE		
LINE	DIRECTION	LENGTH	LINE	DIRECTION	LENGTH	LINE	DIRECTION	LENGTH
L1	N 00°35'50" E	45.00'	L6	S 00°35'50" W	24.00'	L11	S 00°35'50" W	16.00'
L2	S 89°24'10" E	25.00'	L7	N 52°19'37" E	7.83'	L12	N 89°24'10" W	15.00'
L3	S 00°35'50" W	29.00'	L8	S 37°47'20" E	3.00'			
L4	N 89°24'10" W	10.00'	L9	N 51°26'22" E	7.00'			
L5	S 00°35'50" W	80.00'	L10	N 37°47'20" W	2.90'			

CURVE TABLE					
CURVE	DELTA	LENGTH	RADIUS	CHORD BRG	CHORD
C1	000°55'00"	93.82'	5836.00'	S 38°07'57" E	93.81
C2	001°06'17"	112.39'	5829.00'	N 38°02'25" W	112.39



EASEMENT REQUESTED BY: THE CITY OF NORTH LIBERTY
 PROPERTY OWNER: SLUGS2, LLC

SHIVEHATTERY ARCHITECTURE+ENGINEERING 2839 Northgate Drive Iowa City, Iowa 52245 319.354.3040 www.shive-hattery.com Iowa Illinois Indiana Illinois Firm Number: 184-000214	EASEMENT EXHIBIT TEMPORARY CONSTRUCTION EASEMENT 405 N. DUBUQUE STREET NORTH LIBERTY, JOHNSON COUNTY, IOWA		PROJECT NO. 118152-0
	DATE: 11/2/18	SCALE: AS SHOWN	SHEET NO.
	DRAWN: JSB	FIELD BOOK: -	1 of 2
APPROVED: JSB	REVISION: 1/10/18		

**EASEMENT EXHIBIT
 TEMPORARY CONSTRUCTION EASEMENT
 IN A PART OF LOT 3, OF A SUBDIVISION OF
 THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF
 SECTION 12-80-7
 NORTH LIBERTY, JOHNSON COUNTY, IOWA**

DESCRIPTION
 TEMPORARY CONSTRUCTION EASEMENT A

A temporary construction easement on that part of Lot 3 of a Subdivision of the Northeast Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West of the 5th P.M. (Plat recorded in Plat Book 1, Page 2 at the Johnson County Recorder's Office), North Liberty, Johnson County, being more particularly described as follows:

Beginning at the northwest corner of a survey recorded in Plat Book 30, Page 206, said point being on the easterly right-of-way line of North Main Street;

thence North 0°35'50" East 45.00 feet along said easterly right-of-way line (assumed bearing for this description only);

thence South 89°24'10" East 25.00 feet;

hence South 0°35'50" West 16.00 feet;

thence North 89°24'10" West 15.00 feet;

thence South 0°35'50" West 29.00 feet to a point of intersection with the north line of said survey;

thence North 89°24'10" West 10.00 feet along said north line to the point of beginning and containing 690 square feet more or less.

DESCRIPTION
 TEMPORARY CONSTRUCTION EASEMENT B

A temporary construction easement on that part of Lot 3 of a Subdivision of the Northeast Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West of the 5th P.M. (Plat recorded in Plat Book 1, Page 2 at the Johnson County Recorder's Office), North Liberty, Johnson County, being more particularly described as follows:

Beginning at the intersection of the easterly right-of-way of North Main Street and the southwesterly right-of-way of North Dubuque Street;

thence South 0°35'50" West 24.00 feet along said easterly right-of-way of North Main Street (assumed bearing for this description only);

thence North 52°19'37" East 7.83 feet;

thence southeasterly 93.62 feet along the arc of a 5836.00 foot radius curve concave southwesterly (chord bearing South 38°07'57" East 93.61 feet);

thence South 37°47'20" East 3.00 feet;

thence North 51°22'22" East 7.00 feet to a point of intersection with the southwesterly right-of-way of said North Dubuque Street;

thence North 37°47'20" West 2.95 feet along said southwesterly right-of-way;

thence northwesterly 112.39 feet along said right-of-way and the arc of a 5829.00 foot radius curve concave southwesterly (chord bearing North 38°02'26" West 112.39 feet) to the point of beginning and containing 816 square feet more or less.

EASEMENT REQUESTED BY: THE CITY OF NORTH LIBERTY PROPERTY OWNER: SLUGS2, LLC

SHIVEHATTERY
 ARCHITECTURE + ENGINEERING
 2839 Northgate Drive | Iowa City, Iowa 52245
 319.354.3040 | www.shive-hattery.com
 Iowa | Illinois | Indiana Illinois Firm Number: 184-000214

EASEMENT EXHIBIT TEMPORARY CONSTRUCTION EASEMENT 408 N. DUBUQUE STREET NORTH LIBERTY, JOHNSON COUNTY, IOWA			PROJECT NO. 118182-0
DATE	11/2/18	SCALE	AS SHOWN
DRAWN	JSB	FIELD BOOK	-
APPROVED	JSB	REVISION	1/1019
			SHEET NO. 2 of 2

Resolution No. 2019-47

**A RESOLUTION APPROVING THE TEMPORARY
CONSTRUCTION EASEMENT AGREEMENT BETWEEN
SLUGS2, LLC AND THE CITY OF NORTH LIBERTY**

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

WHEREAS, the City of North Liberty is planning the Main Street Project adjacent to property owned by SLUGS2, LLC;

WHEREAS, a temporary construction easement is necessary for the project;

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding concerning the agreement for the project.

NOW, THEREFORE, BE IT RESOLVED that that the attached agreement between the City of North Liberty and SLUGS2, LLC is approved for the Main Street Project, North Liberty, Iowa.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said agreement.

APPROVED AND ADOPTED this 9th day of April, 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

Women's Locker Room Remodel



March 26, 2019

City of North Liberty
ATTN: Mr. Ryan Heiar, City Administrator and Ms. Shelly Simpson, Recreation Director
P.O. Box 77
North Liberty, Iowa 52317

RE: North Liberty Recreation Center- Remodel Women's Locker Room

Dear Mr. Heiar and Ms. Simpson:

On March 20, 2019 prior to 2:00 pm Brian Motley, Assistant Recreation Director for North Liberty, received three competitive quotations and one withdraw via email for the above-referenced project.

The low base quotation was received from Done Done Services, L.C., Cedar Rapids, Iowa in the amount of \$99,893. Done Done Services also submitted quotes of \$13,278 for Alternate #1 and \$3,005 for Alternate #2.

The next lowest quotation was Apex Construction Company, Inc, base quotation \$100,500, Alternate #1- \$14,840 and Alternate #2- \$2,703. The proximity of Done Done's and Apex's quotation amounts seem to validate the current market cost of the work.

The design professional's estimate for base quotation was \$100,000, Alternate #1- \$ 14,000 and Alternate #2- \$4,000.

Done Done Services is the apparent low bidder taking any combination of base quotation and alternates.

Subject to submitting acceptable bonds, insurance and the Agreement, we recommend award of contract to Done Done Services based upon their lowest quotation. We understand that the low base quotation is close to the budget amount so there will need to be a determination if any alternates will be included in the project. Upon 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.

Todd W. McNall, AIA, LEED AP BD&C

TWM/bad

Enc.: Bid Tabulation



Copy: Tracey Mulcahey, Assistant City Administrator
Scott Peterson, City Attorney
Brian Motley, Assistant Recreation Director
Kevin Trom, S-H

SHIVE-HATTERY, INC.

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

COMPETITIVE QUOTES OPENING

Client: City of North Liberty
Project Name: Women's Locker Room Remodel
S-H Project #: 1191040-70

Quote Date: March 20, 2019, 2:00 PM
Location: NL City Administration Building
Page No.: 1

NAME AND ADDRESS	Done Done Services, L.C.	Apex Construction Company, Inc.	Woodruff Construction, LLC	Design Professional's Estimate
TOTAL BASE COMPETITIVE QUOTE PRICE	\$99,893.00	\$100,500.00	\$134,780.00	\$100,000.00
ALTERNATE #1: New Columbia Lockers in lieu of refurbishing existing lockers. QUOTE PRICE	\$13,278.00	\$14,840.00	\$10,000.00	\$14,000.00
ALTERNATE #2: New Columbia toilet partitions in lieu of reinstalling existing partitions. QUOTE PRICE	\$3,005.00	\$2,703.00	\$4,000.00	\$4,000.00
TOTAL COMPETITIVE QUOTE PRICE	\$116,176.00	\$118,043.00	\$148,780.00	\$118,000.00

Resolution No. 2019-48

RESOLUTION ACCEPTING THE QUOTATION AND AUTHORIZING EXECUTION OF THE CONTRACT FOR THE RECREATION CENTER-REMODEL WOMEN'S LOCKER ROOM PROJECT NORTH LIBERTY, IOWA

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

WHEREAS, City staff sought quotations for the Recreation Center – Remodel Women’s Locker Room Project;

WHEREAS, three contractors submitted quotations for the project; and

WHEREAS, the low quotation for the project was from Done Done Services LC in the amount of \$99,893.00 for the base amount, \$13,278.00 for Alternate #1, \$3,005.00 for Alternate #2; and

NOW, THEREFORE, BE IT RESOLVED that the Recreation Center – Remodel Women’s Locker Room Project is authorized and the quotation from Done Done Services LC is hereby accepted and approved for the project at an amount of \$99,893.00 for the base amount, \$13,278.00 for Alternate #1, \$3,005.00 for Alternate #2 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 9th day of April, 2019.

CITY OF NORTH LIBERTY:

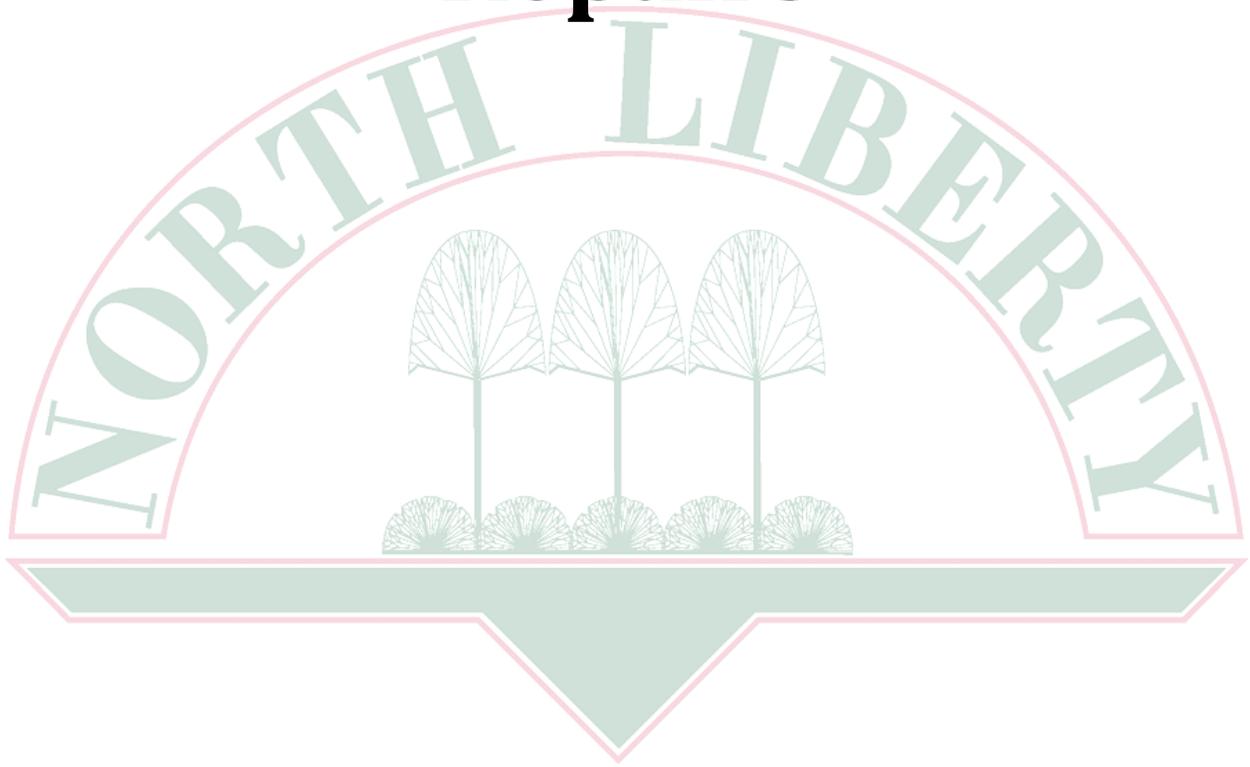
TERRY L. DONAHUE, MAYOR

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

Well Number Five Repairs



Task Order No. 3373-19A

**Task Order No. 3373-19A
consisting of 4 pages.**

Task Order

In accordance with paragraph 1.01 of the Master Agreement between Owner and Engineer for Professional Services dated December 1, 2013 ("Agreement"), Owner and Engineer agree as follows:

Specific Project Data

- A. Title:** Well 5 Re-Casing - North Liberty, Iowa
- B. Description:** The City of North Liberty has determined that the existing Well 5 casing is corroded to the point that the well can no longer be used. It's reported that there are holes in the casing and the bottom portion of the casing has broken off and fallen into the open hole portion of the well. The city needs this well for water production, and has decided to proceed with re-casing the well and replacing the pump and motor for the new, smaller size casing. The project will include re-casing the existing Jordan well with approximately 1188 feet of 10 $\frac{3}{4}$ " O.D. stainless steel casing. The existing pitless adapter unit will be removed and a new unit installed at the top of the new casing. Testing pumping of the well will be completed after re-casing. The design will also a new pump and motor to be installed once re-casing is complete. The existing variable frequency drive and electrical components will be re-used for the new pump.
- 1. Services of Engineer** - Services of Engineer for this Task Order No. 3373-19A shall be as per Exhibit A of the Master Agreement except as modified below (*Paragraph and Sub-paragraph numbering below coincides with the particular Paragraph and Sub-paragraph numbering of Exhibit A of the Master Agreement for which modifications are hereby made*):

Part 1 -- Basic Services

A1.01 Study and Report Phase – N/A

A1.02 Preliminary Design Phase - As per Exhibit A, but with the following additions or modifications:

- A.2. No field survey, topographic, or utility mapping will be required for this project.
- A.6. Furnish an electronic PDF of the Preliminary Design Phase documents and any other deliverables to Owner.

A1.03 Final Design Phase - As per Exhibit A, but with the following additions or modifications:

- A.2 Include the following as part of the Final Design Phase:
 - a. Engineer shall prepare IDNR Construction Permit Applications and Well Water Pollution Prevention Plan. Permit forms to be executed and submitted by Owner.
 - b. Project funding will be from City's utility fund or other available sources (no SRF, CDBG, or other special funding requirements).
- A.5. Furnish two (2) paper copies and an electronic PDF of the Final Design Phase documents and any other deliverables to Owner.
- C. The number of prime contracts for Work designed or specified by Engineer upon which the Engineer's compensation has been established is one (1).

Task Order No. 3373-19A

A1.04 Bidding or Negotiating Phase - As per Exhibit A, but with the following additions or modifications:

A.1. Costs for bid document printing and distribution will be paid by the Owner as an additional expense.

A1.05 Construction Phase - As per Exhibit A, but with the following additions or modifications:

A.2 Provide the part-time services of an RPR at the Site of the Project to assist the Engineer and to provide more extensive observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth in the in the Master Agreement, Exhibit D, "Duties, Responsibilities and Limitations of Authority of Resident Project Representative". Exhibit D shall apply to this project in its entirety.

A1.06 Commissioning and Post-Construction Phase - As per Exhibit A, but with the following additions or modifications:

A.7 Prepare and furnish to Owner, in the format agreed to, Record Drawings showing appropriate record information based on project annotated record documents received from Contractor.

Part 2 -- Additional Services

A2.01 Additional Services Requiring Owner's Authorization in Advance - As per Exhibit A of the Master Agreement, except for services specifically identified in this document as part of the Basic Services, and with the following clarifications:

A.1. Funding Assistance as described in the Master Agreement under A2.01.A.1 and other services required to comply with funding requirements as requested by the Owner (e.g. assistance with archaeological and historical investigations, SRF Davis-Bacon wage requirements, contractor payroll submittals, contractor employee pay interviews, American Iron & Steel Provisions).

A.16 Providing Construction Phase services beyond the original date for final completion of the Work.

A.28 Services related to easement creation or acquisition (except as described under basic services), temporary easements or property access for construction on private property, and/or property acquisition related services.

2. Owner's Responsibilities - Owner Responsibilities for this Task Order shall be as per Exhibit B of the Master Agreement and as modified below:

B.2.01. As per Exhibit B, but with the following additional responsibilities:

C.4. The Owner shall be responsible for all property and easement acquisitions as per B.2.01.C.3, if required. The Owner will be responsible for all property appraisals.

F. Owner shall arrange for Engineer and Engineer's Consultants to access public and private properties for survey and other work that may be required for Engineer to perform services under this Task Order.

H. The Owner shall pay for all permit fees associated with the project as a Direct Reimbursement to the Engineer.

Task Order No. 3373-19A

- O. The Owner shall pay for all Special Inspections and testing required during the construction phase.

3. Times for Rendering Services - Phases of work shall be provided as follows:

Engineer and Owner are aware that there are factors outside the Engineer's control that may affect the Engineer's schedule for completing the services to be provided under this Agreement. The Engineer shall perform these services with reasonable diligence and expediency consistent with sound professional practices.

Phase	Anticipated Completion Date
Preliminary & Final Design Phase	Deliver to Owner within 30 days of authorization to proceed
Bidding Phase	Estimated 30 days after acceptance of final design
Construction Phase	As required for construction (estimated 4 months)
Commissioning & Post Construction	Two years after completion of construction.

4. Payments to Engineer for Services and Reimbursable Expenses

Payments to Engineer shall be in accordance with Exhibit C of the Master Agreement. Specifically, Owner shall pay Engineer for services as follows:

	Fee Basis	Amount
Basic Services		
Preliminary & Final Design Phase	Method A. Lump Sum	\$15,830
IDNR Permit Fee	Direct Reimbursement (estimated)	\$1,200
Bidding Phase	Method A. Lump Sum	\$4,600
Bidding Documents	Direct Reimbursement (estimated)	\$800
Construction Phase	Method B. Standard Hourly Rates + Reimbursable Expenses	\$26,500
RPR Services	Method B. Standard Hourly Rates + Reimbursable Expenses	\$2,500 (estimated; approx. 25 hrs)
Commissioning and Post-Construction Phase	Method B. Standard Hourly Rates + Reimbursable Expenses	\$5,100 (estimated)
Additional Services		To Be Determined, if needed

Notes:

- (1) Method A Lump Sum fees noted above include appropriate amounts for direct expenses for each item.
- (2) Standard hourly billing rates and charges for 2019 are included on Attachment 1.
- (3) Amounts listed above that are based on Standard Hourly Rates and Reimbursable Expenses are estimates only; actual fees and charges for those items may differ from the estimated amounts.
- (4) Total lump sum and hourly estimated fee is \$56,530.

5. Engineer's Consultants:

- (1) Riesberg Engineering - electrical

6. Other Modifications to Master Agreement:

The term of the Master Agreement is hereby extended to the completion date of the work under this Task Order if that should extend beyond the current term of the Agreement.

Task Order No. 3373-19A

7. Attachments:

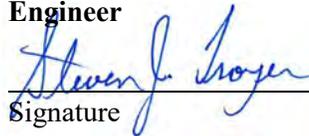
Attachment 1 to Exhibit C – 2019 Fee Schedule

8. Documents Incorporated By Reference - None

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Agreement. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 2019.

Engineer

 4-2-19
Signature Date

Steven J. Troyer, P.E.
Name

Principal
Title

Owner

Signature Date

Name

Title

Authorized Representative for Task Order:

Steven J. Troyer, P.E.
Name

Vice President / Project Manager
Title

414 South 17th Street, Suite 107, Ames, IA 50010
Address

stroyer@foxeng.com
E-Mail Address

515-233-0000
Phone

515-233-0103
Fax

Authorized Representative for Task Order:

Name

Title

Address

E-Mail Address

Phone

Fax

Resolution No. 2019-49

RESOLUTION APPROVING TASK ORDER NUMBER 3373-19A BETWEEN THE CITY OF NORTH LIBERTY AND FOX ENGINEERING FOR THE WELL NUMBER FIVE IMPROVEMENTS PROJECT

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

WHEREAS, the City Council desires to make repairs to an existing well by installing new casing, pump and motor;

WHEREAS, Fox Engineering has presented a proposal for services relating to the project; and

NOW, THEREFORE, BE IT RESOLVED that the Task Order presented by Fox Engineering is approved for the Well Number Five Improvements Project at a lump sum fee of \$56,530 plus estimated costs of expenses is hereby approved as set forth therein.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and ordered to execute the agreement with said engineering firm for the scope of work.

APPROVED AND ADOPTED this 9th day of April, 2019.

CITY OF NORTH LIBERTY:

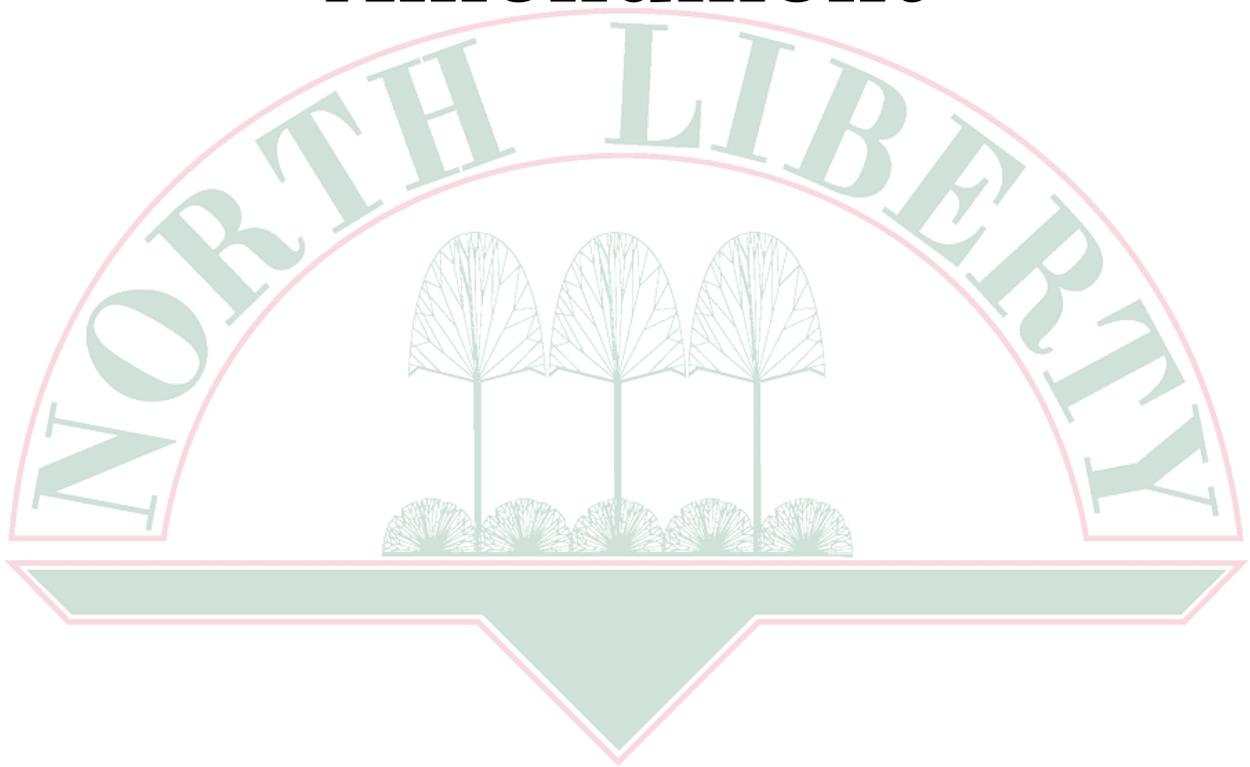
TERRY L. DONAHUE, MAYOR

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

Fence Ordinance Amendment



Amendment proposal to disallow most barbed wire and electric fence in North Liberty.

Changes shown in red.

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. **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

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.

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,~~ not be permitted in any other district.
- 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, when allowed in the limited circumstances specified within sections A and B of this section, are prohibited in any zoning district or in conjunction with any use or operation when any such fence is, are prohibited from being located 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:

- A. Wooden snow fence;
- B. Welded wire fence;
- C. Panel fence;
- D. Plastic snow/safety fence; and
- E. 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.

ORDINANCE NO. 2019-04

AN ORDINANCE AMENDING CHAPTER 169, ZONING CODE - DEVELOPMENT REGULATIONS OF THE NORTH LIBERTY CODE OF ORDINANCES TO REVISE REGULATIONS ON BARBED WIRE AND ELECTRIC FENCES

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

SECTION 1. AMENDMENTS.

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. 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

- 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.
- 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 not be permitted in any other district.
 - 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 Fences. Barbed wire and electric fences, when allowed in the limited circumstances specified within sections A and B of this section, are prohibited from being 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:

- A. Wooden snow fence;
- B. Welded wire fence;
- C. Panel fence;
- D. Plastic snow/safety fence; and
- E. 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.

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 March 12, 2019.
Second reading on March 26, 2019.
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. 2019-04 in the North Liberty *Leader* on the ___ day of _____, 2019.

TRACEY MULCAHEY, CITY CLERK

Open Burning Ordinance Amendment



Additions

Deletions

105.05 OPEN BURNING RESTRICTED.

No person shall allow, cause or permit open burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack, except that open burning is permitted in the following circumstances:

1. Disaster Rubbish. The open burning of rubbish and landscape waste created by a disaster in the City but only for the duration of the official community disaster period as declared by the Mayor.
2. Recreational Fires and Fire Pits. Open fires for cooking, heating and recreation (e.g., small campfires).
 - A. Such fires shall not cause a nuisance to the public.
 - B. Such fires shall be constantly attended and supervised by a person 18 years or older until the fire has been completely extinguished. A portable fire extinguisher with a minimum 4-A rating or garden hose must be readily available.
 - C. Only dry seasoned natural firewood or commercial logs may be burned. Burning of rubber tires, lumber, pallets, scrap wood, green wood, tree trimmings with leaves, leaves, yard waste, paper, cardboard, garbage and other refuse is not permitted.
 - D. The pile size of the dry seasoned natural firewood or commercial logs cannot exceed three feet in diameter and two feet in height.
 - E. All open fires shall be performed in an approved container constructed of steel, brick or masonry or in below ground fire pits.
 - F. Portable fire pits and portable fireplaces shall be used in accordance with the manufacturer's specifications and these regulations. Portable fire pits and portable fireplaces must have a screen and a cover to prevent flying embers. Portable fire pits and portable fireplaces shall not be located less than 15 feet away from any structures or combustible materials, or on any paved or surfaced street, alley, or sidewalk.
 - G. Below ground fire pits shall be at least four inches in depth and shall be surrounded on the outside, above ground, by a noncombustible material such as steel, brick, or masonry. Below ground fire pits shall have a cover to prevent flying embers. Below ground fire pits shall not be located less than 25 feet away from any structures or combustible materials.
 - H. No burning is permitted if wind speeds exceeds (15) mph.
3. Ceremonial Fires. Generally larger fires for ceremonies or events.
 - A. Ceremonial fires require written permission of the Fire Chief and payment of the permit fee. The permit shall include a specific date and time period for the ceremonial fire.
 - B. Any person interested in conducting a ceremonial fire shall submit an application to the Fire Chief a minimum of fourteen (14) days in advance of the proposed date for the ceremonial fire.
 - C. Such fires shall not cause a nuisance to the public.

D. Such fires shall be constantly attended and supervised by a person 18 years or older until the fire has been completely extinguished. A portable fire extinguisher with a minimum 4-A rating or garden hose must be readily available.

E. Only dry seasoned natural firewood or commercial logs may be burned. Burning of rubber tires, lumber, pallets, scrap wood, green wood, tree trimmings with leaves, leaves, yard waste, paper, cardboard, garbage and other refuse is not permitted.

F. The fire shall not be located less than 50 feet away from any structures or combustible materials and no less than 25 feet from any property lines. Conditions which could cause a fire to spread within 50 feet of a structure shall be eliminated prior to ignition.

4. Training Fires. Fires set for the purpose of bona fide training of public employees and/or members of the volunteer fire department in firefighting methods, provided that the Fire Chief has received a written request and has granted permission for such burning.

5. Native Prairie Burns. Sites that are dominated by native prairie species or have been planted to native prairie species. Weedy sites may be burned in which prairie species have been planted but are not yet dominant.

A. Any person interested in conducting a native prairie burn shall submit an application to the Fire Chief a minimum of ~~twenty-one~~ fourteen (14) days in advance of the proposed burn.

B. The Fire Chief shall ensure that persons conducting the native prairie burns possess the experience and training necessary to conduct such burning safely.

C. The Fire Chief shall ~~determine~~ approve sites, dates and times for the burning to occur.

D. ~~The Fire Chief shall develop posting and notification requirements.~~

E. ~~In addition,~~ All the following conditions must be met:

1. Full compliance with all state and county laws, regulations and rules;
2. Full compliance with prairie burn standards set by the Fire Chief; and
3. Issuance of a permit by the Fire Chief, subject to any conditions and limitations set by the Fire Chief.

F. Any owner who burns prairie sites as permitted by this section shall be fully responsible for conducting the open burning safely and in accordance with applicable fire department, city, county and state standards at all times; shall be liable for any damages to persons or property that arise from the open burning; and shall hold the City harmless for any such damages.

~~6. Prairie Burn Procedures.~~

~~A. The Fire Chief shall develop City application forms, posting, notification, posting and mailing forms, and standards for native prairie burns, subject to review and approval by the City Administrator. Any person interested in conducting a prairie burn shall submit an application to the Fire Chief a minimum of twenty-one (21) days in advance of the planned burn.~~

~~B. If a burn permit is issued, the permit is contingent upon the applicant posting notice on the applicant's property and notifying adjacent property owners notifying by mail all~~

affected property owners whose properties are within one-quarter (1/4) mile of the proposed burn site and all residents of the same properties a minimum of ten (10) days prior to the proposed burn. In the event one or more persons required to be notified as set out in this section object to the prairie burn and the Fire Chief finds that one or more objections are valid in terms of potential health or safety issues presented or created by the prairie burn, the Fire Chief reserves the right to modify or revoke the permit.

C. Any owner who burns prairie sites as permitted by this section shall be fully responsible for conducting the open burning safely and in accordance with applicable fire department, city, county and state standards at all times; shall be liable for any damages to persons or property that arise from the open burning; and shall hold the City harmless for any such damages.

7. Extinguishment Authority. The Fire Chief or any authorized representative of the North Liberty Fire Department is authorized to order the extinguishment of any burning that is deemed to create a nuisance, hazard, or dangerous condition or situation, due to atmospheric conditions or other unanticipated factors or circumstances. Where open burning creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the Fire Chief is authorized to order the extinguishment of the open burning operation.

8. Fees. Permit fees for ceremonial burns and prairie burns shall be set by resolution of the City Council.

ORDINANCE NO. 2019-05

AN ORDINANCE AMENDING CHAPTER 105, SOLID WASTE CONTROL OF THE NORTH LIBERTY CODE OF ORDINANCES TO REVISE REGULATIONS ON OPEN BURNING RESTRICTIONS

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

SECTION 1. AMENDMENTS.

105.05 OPEN BURNING RESTRICTED.

No person shall allow, cause or permit open burning of combustible materials where the products of combustion are emitted into the open air without passing through a chimney or stack, except that open burning is permitted in the following circumstances:

1. Disaster Rubbish. The open burning of rubbish and landscape waste created by a disaster in the City but only for the duration of the official community disaster period as declared by the Mayor.
2. Recreational Fires and Fire Pits. Open fires for cooking, heating and recreation (e.g., small campfires).
 - A. Such fires shall not cause a nuisance to the public.
 - B. Such fires shall be constantly attended and supervised by a person 18 years or older until the fire has been completely extinguished. A portable fire extinguisher with a minimum 4-A rating or garden hose must be readily available.
 - C. Only dry seasoned natural firewood or commercial logs may be burned. Burning of rubber tires, lumber, pallets, scrap wood, green wood, tree trimmings with leaves, leaves, yard waste, paper, cardboard, garbage and other refuse is not permitted.
 - D. The pile size of the dry seasoned natural firewood or commercial logs cannot exceed three feet in diameter and two feet in height.
 - E. All open fires shall be performed in an approved container constructed of steel, brick or masonry or in below ground fire pits.
 - F. Portable fire pits and portable fireplaces shall be used in accordance with the manufacturer's specifications and these regulations. Portable fire pits and portable fireplaces must have a screen and a cover to prevent flying embers. Portable fire pits and portable fireplaces shall not be located less than 15 feet away from any structures or combustible materials, or on any paved or surfaced street, alley, or sidewalk.
 - G. Below ground fire pits shall be at least four inches in depth and shall be surrounded on the outside, above ground, by a noncombustible material such as steel, brick, or masonry. Below ground fire pits shall have a cover to prevent flying embers. Below ground fire pits shall not be located less than 25 feet away from any structures or combustible materials.
 - H. No burning is permitted if wind speeds exceeds (15) mph.
3. Ceremonial Fires. Generally larger fires for ceremonies or events.
 - A. Ceremonial fires require written permission of the Fire Chief and payment of the permit fee. The permit shall include a specific date and time period for the ceremonial fire.
 - B. Any person interested in conducting a ceremonial fire shall submit an application to the Fire Chief a minimum of fourteen (14) days in advance of the proposed date for the ceremonial fire.
 - C. Such fires shall not cause a nuisance to the public.

D. Such fires shall be constantly attended and supervised by a person 18 years or older until the fire has been completely extinguished. A portable fire extinguisher with a minimum 4-A rating or garden hose must be readily available.

E. Only dry seasoned natural firewood or commercial logs may be burned. Burning of rubber tires, lumber, pallets, scrap wood, green wood, tree trimmings with leaves, leaves, yard waste, paper, cardboard, garbage and other refuse is not permitted.

F. The fire shall not be located less than 50 feet away from any structures or combustible materials and no less than 25 feet from any property lines. Conditions which could cause a fire to spread within 50 feet of a structure shall be eliminated prior to ignition.

4. Training Fires. Fires set for the purpose of bona fide training of public employees and/or members of the fire department in firefighting methods, provided that the Fire Chief has received a written request and has granted permission for such burning.

5. Native Prairie Burns. Sites that are dominated by native prairie species or have been planted to native prairie species. Weedy sites may be burned in which prairie species have been planted but are not yet dominant.

A. Any person interested in conducting a native prairie burn shall submit an application to the Fire Chief a minimum of fourteen (14) days in advance of the proposed burn.

B. The Fire Chief shall ensure that persons conducting the native prairie burns possess the experience and training necessary to conduct such burning safely.

C. The Fire Chief shall approve sites, dates and times for the burning to occur.

D. The Fire Chief shall develop posting and notification requirements.

E. All the following conditions must be met:

1. Full compliance with all state and county laws, regulations and rules;

2. Full compliance with prairie burn standards set by the Fire Chief; and

3. Issuance of a permit by the Fire Chief, subject to any conditions and limitations set by the Fire Chief.

F. Any owner who burns prairie sites as permitted by this section shall be fully responsible for conducting the open burning safely and in accordance with applicable fire department, city, county and state standards at all times; shall be liable for any damages to persons or property that arise from the open burning; and shall hold the City harmless for any such damages.

6. Extinguishment Authority. Where open burning creates or adds to a hazardous situation, or a required permit for open burning has not been obtained, the Fire Chief is authorized to order the extinguishment of the open burning operation.

7. Fees. Permit fees for ceremonial burns and prairie burns shall be set by resolution of the City Council.

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 March 26, 2019.
Second reading on _____.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

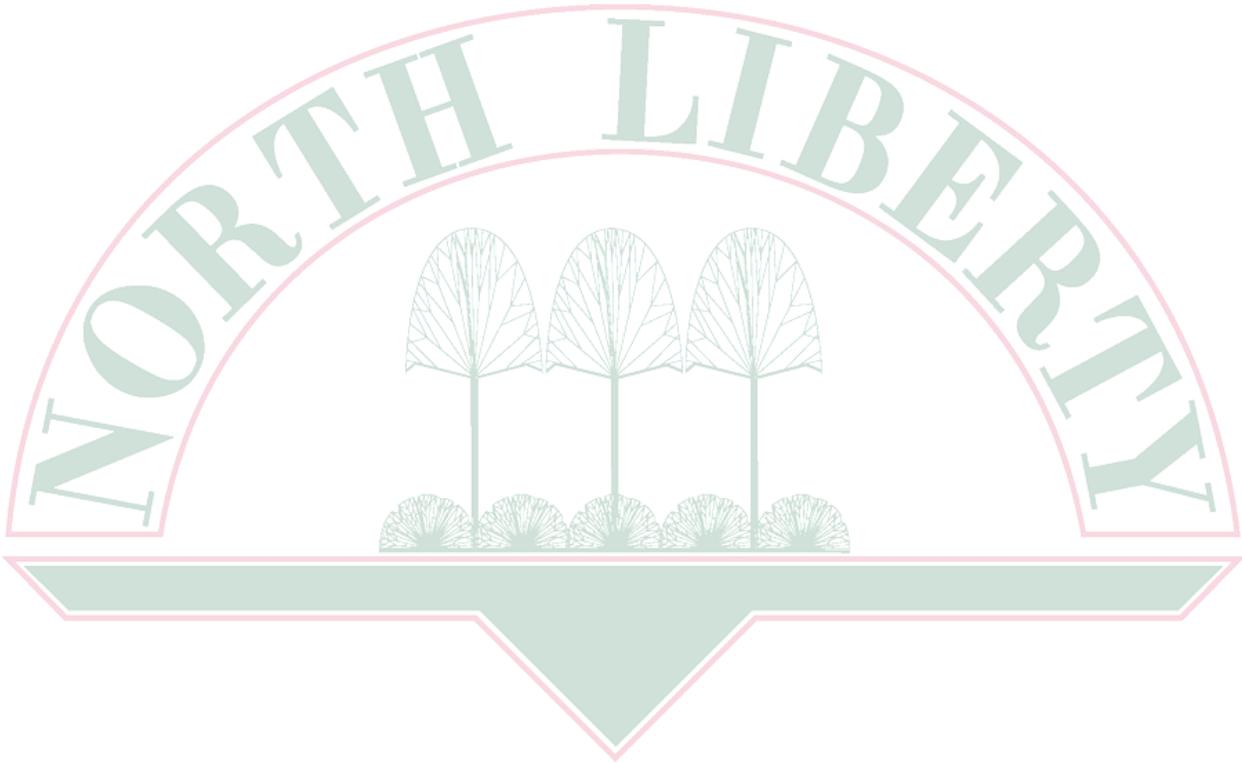
I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2019-05 in the North Liberty *Leader* on the ___ day of _____, 2019.

TRACEY MULCAHEY, CITY CLERK

Small Cell Guidelines



City of North Liberty, Iowa Small Cell Guidelines

SECTION I: PURPOSE

The purpose of these guidelines is to establish general procedures and standards, consistent with applicable federal and state laws, for the siting, construction, installation, collocation, modification, relocation, operation, and removal of small cell wireless technology within the City's rights of way. The goals of these guidelines are to:

- A. Provide standards, technical criteria, and details for small cell facilities in the City's right, of way to be uniformly applied to all applicants and owners of small cell facilities or support structures for such facilities.
- B. Enhance the ability of wireless communications carriers to deploy small cell wireless technology in the City quickly, effectively, and efficiently so residents, businesses, and visitors benefit from ubiquitous and robust wireless service availability.
- C. Preserve the character of the City's neighborhoods and corridors.
- D. Ensure small cell facilities and support structures conform with all applicable health and safety regulations and will blend into their environment to the greatest extent possible.
- E. Comply with, and not conflict with or preempt, all applicable state and federal laws.

SECTION II: DEFINITIONS

Abandoned means any small cell facilities or wireless support structures that are unused for a period of three hundred sixty-five (365) days without the operator otherwise notifying the City and receiving the City's approval.

Antenna means communications equipment that transmits or receives radio frequency signals in the provision of wireless service.

Applicant means any Person applying for a Permit hereunder.

Architectural Review District means City-designated Historic Districts, Landmark Sites and Conservation Districts as well as National Register of Historic Places Historic Districts and Sites.

City means the City of North Liberty, Iowa.

City property means property other than Right of Way owned by the City.

Collocation or *Collocate* means to install, mount, maintain, modify, operate, or replace wireless facilities on a wireless support structure.

County means Johnson County, Iowa.

Decorative Pole means a pole, arch, or structure other than a street light pole placed in the right of way specifically designed and placed for aesthetic purposes and on which no appurtenances or attachments have been placed except for any of the following (a) electric lighting; (b) specially designed informational or directional signage; (c) temporary holiday or special event attachments.

Industrial Area means an industrially-zoned area on the Official Zoning Map of the City of North Liberty.

Operator means a wireless service provider, cable operator, or a video service provider that operates a small cell facility and provides wireless service. Operator includes a wireless service provider, cable operator, or a video service provider that provides information services as defined in the Telecommunications Act of 1996, 110 Stat. 59, 47 U.S.C. § 153, and services that are fixed in nature or use unlicensed spectrum.

Ornamental Pole means a pole or structure placed in the right of way to support traffic signals and/or street lights which has been specifically designed and placed for aesthetic purposes. Ornamental Poles often include appurtenances or attachments for flags, banners, planters and/or other aesthetic features.

Permit means the non-exclusive grant of authority issued by the City of North Liberty to install a small cell facility and/or a wireless support structure in a portion of the Right of Way in accordance with these guidelines.

Permittee means the owner and/or operator issued a Permit pursuant to these guidelines.

Person means any natural person or any association, firm, partnership, joint venture, corporation, or other legally recognized entity, whether for-profit or not-for-profit.

Retail and Commercial Areas means a commercially-zoned area on the Official Zoning Map of the City of North Liberty.

Residential Area means a residentially-zoned area on the Official Zoning Map of the City of North Liberty.

Right of Way means the surface of, and the space within, through, on, across, above, or below, any public street, public road, public highway, public freeway, public lane, public alley, public court, public boulevard, public parkway, public drive, public utility easement, and any other land dedicated or otherwise designated for a compatible public use, which is owned or controlled by the City of North Liberty.

Small Cell Facility means a wireless facility that meets both of the following requirements:

1. Each antenna is located inside an enclosure of not more than six (6) cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an enclosure of not more than six (6) cubic feet in volume.
2. All other wireless equipment associated with the facility is cumulatively not more than twenty-eight (28) cubic feet in volume. The calculation of equipment volume shall not include electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

State means the State of Iowa.

Toll means the pause or delay of the running of the required time period.

Utility Pole means a structure that is designed for, or used for the purpose of, carrying lines, cables, or wires for electric or telecommunications service. "Utility pole" excludes street signs and decorative poles.

Wireless Support Structure means a pole, such as a monopole, either guyed or self-supporting, street light pole, traffic signal pole, a fifteen (15) foot or taller sign pole, or utility pole capable of supporting small cell facilities.

SECTION III: REQUIREMENT TO COMPLY

Placement, modification, operation, relocation and removal of a small cell facility and/or wireless support structure shall comply with these Guidelines at the time the permit for installation, modification, relocation, or removal is submitted for approval and as amended from time to time.

SECTION IV: LOCATIONS OF SMALL CELL FACILITIES, RELATED GROUND EQUIPMENT, AND WIRELESS SUPPORT STRUCTURES

Collocation Preference

It is the City's strong preference that whenever an applicant proposes to place a new wireless support structure with a small cell facility within two hundred fifty (250) feet from an existing wireless support structure, the applicant either collocate with the existing facility or demonstrate that a collocation is either not technically feasible or space on the existing facility is not potentially available.

Order of Preference for Locations

The following list indicates the order of preference for new small cell facilities from most preferred to least preferred:

- A. Industrial Areas if not adjacent to a municipal park, residential area, or architectural review district.
- B. Highway Rights of Way areas if not adjacent to a municipal park, residential area, or architectural review district.
- C. Retail and Commercial Areas if not adjacent to a municipal park, residential area, or architectural review district.
- D. Residential Areas (including mixed-use areas incorporating residential uses).
- E. Municipal Parks.
- F. Architectural Review Districts.

Order of Preference for Wireless Support Structures

The following list indicates the order of preference for wireless support structures for small cell facilities:

- A. *Existing Utility Poles*: It is the City's preference that small cell facilities be installed on existing utility poles (electric or telephone) or lashed onto existing telephone lines between existing utility poles.
- B. *Non-Ornamental Municipal Service Poles*: If the applicant does not have the right to use existing utility poles or lines under reasonable terms and conditions or the utilization imposes technical limits, the City prefers that the applicant next look to existing non-ornamental municipal street lights or traffic signal structures.

- C. *New Poles*: If the first two (2) options above have proven to be unavailable, the City prefers the installation of a new pole to serve as a wireless support structure.
- D. *Ornamental Municipal Service Poles*: The use of ornamental municipal street lights and traffic signals as wireless support structures is strongly discouraged. These should only be proposed if the three (3) options above are unavailable, no other options exist for providing service to a location, or when requested by the City based on the proposed location. When collocating on ornamental traffic signal mast arms, the preferred collocation spot is on the traffic signal pole without attached street signs, with the antenna placed at the top of the vertical pole immediately below the finial. The small cell facility must not interfere with the attachment of flags, hanging planters and/or banners or similar enhancements. Each proposed collocation will be subject to a site-specific review.
- E. *Sign Poles* (15 feet or taller): The only sign poles that may be considered are those that are at least fifteen (15) feet tall. These are the least preferred option for a wireless support structure.

New Wireless Support Structures

If existing utility poles are not available for collocation, operators may propose a new wireless support structure. New wireless support structures that will be more than twenty (20) feet in height shall match the design of the City's existing signal mast arms. New wireless support structures that will be twenty (20) feet or less in height shall match the City's existing streetlights. These requirements are to ensure new wireless support structures conform to existing structures within the area. Information on the manufacturer and model identification and detailed drawings of these support structures can be provided by the City.

Residential Areas: In residential areas, new wireless support structures should be located to avoid obstructing the view of building facades by placing the wireless support structure at a corner, intersection, or along a lot line. New wireless support structures should be located in the yard location where other overhead utilities are located unless it is not technically feasible to do so. Applicants shall clearly explain the rationale for requests that deviate from this expectation.

In order to meet the service needs of operators, the City will consider requests to locate small cell facilities on other City property, such as municipal parking lots, at reasonable lease rates, fees, and terms.

SECTION V: ALTERNATE LOCATIONS

The City reserves the right to propose an alternate wireless support structure to the one proposed in the application. The City may also propose an alternate location for a new wireless support structure within one hundred (100) feet of the proposed location or within a distance that is equivalent to the width of the right of way in or on which the new wireless support structure is proposed, whichever is greater, which the operator shall use if it has the right to use the alternate location on reasonable terms and conditions and the alternate location does not impose technical limits or additional costs.

SECTION VI: GUIDELINES ON PLACEMENT

Generally, an applicant shall construct and maintain small cell facilities and wireless support structures in a manner that does not: (1) obstruct, impede, or hinder the usual travel or public safety on a right of way; (2) obstruct the legal use of a right of way by other utility providers; (3) violate nondiscriminatory applicable codes; (4) violate or conflict with the City of North Liberty Code of Ordinances or these Guidelines; and (5) violate the federal Americans with Disabilities Act.

The City desires to promote cleanly organized and streamlined facilities using the smallest and least intrusive means available to provide wireless services to the community. Generally, a small cell facility and/or wireless support structure shall match and be consistent with the materials and finish of the adjacent municipal poles of the surrounding area adjacent to their location. In the absence of adjacent municipal poles, the wireless support structure shall match the materials and finish of the adjacent utility poles.

Antennas on Existing or Replaced Utility Poles or Municipal Poles

The antenna(s) associated with collocation on existing or replaced utility poles or municipal poles must have concealed cable connections, antenna mount, and other hardware. The maximum dimensions for antennas shall not be more than six (6) cubic feet in volume, including any enclosure for the antenna.

Minimization of Impact

Small cell facilities and wireless support structures and related equipment shall be placed, as much as possible, in line with other utility features and in a location that minimizes any obstruction, impediment, or hindrance to the usual travel or public safety on a right of way.

Height Above Ground

Small cell facilities: Small cell facilities shall be installed at least ten (10) feet above the ground. If a small cell facility attachment is projecting toward the street, for the safety and protection of the public and vehicular traffic the City may require the attachment to be installed no less than twenty-five (25) feet above the ground.

New wireless support structures: In areas where there are no wireless support structures or utility poles taller than thirty (30) feet in height above ground level and the maximum allowable height for building construction in the underlying zoning district is thirty (30) feet in height above ground level or less, the overall height of a new wireless support structure and any collocated antennas shall not be more than thirty (30) feet in height above ground level.

In all other areas, the overall height of a new wireless support structure and any collocated antennas shall not be more than forty (40) feet in height above ground level.

Existing wireless support structures: For an existing wireless support structure, the antenna and any associated shroud or concealment material are permitted to be collocated at the top of the existing wireless support structure and shall not increase the height of the existing wireless support structure by more than five (5) feet.

Protrusion

No protrusions from the outer circumference of the existing or new structure or pole shall be more than two (2) feet. The pole and all attachments to the pole that are projecting, or any equipment or appurtenance mounted on the ground, shall comply with Americans with Disabilities Act and shall not obstruct an existing or planned sidewalk or walkway. The City, at its option, may waive the requirement to limit the protrusion to no more than two (2) feet.

Location of Equipment - General

Small cell facilities and related equipment shall not impede pedestrian or vehicular traffic in the right of way. If any small cell facility or wireless support structure is installed in a location that is not in accordance with the plans approved by the City, impedes pedestrian or vehicular traffic and/or does not

comply or otherwise renders the right of way non-compliant with applicable laws, including the Americans with Disabilities Act, then the operator shall promptly remove the small cell facilities and/or wireless support structure. If the operator does not complete removal in a reasonable timeframe, the City will remove it and bill the operator for the cost of the removal.

The applicant is required to incorporate ambient noise suppression measures and/or to place the equipment in locations less likely to impact adjacent residences or businesses to ensure compliance with all applicable noise regulations and so as not to create a nuisance.

Utility Lines: Service lines must be undergrounded whenever feasible to avoid additional overhead lines. For metal poles, undergrounded cables and wires must transition directly into the pole base without any external junction box.

Spools and Coils: To reduce clutter and deter vandalism, excess fiber optic or coaxial cables for small cell facilities shall not be spooled, coiled, or otherwise stored on the pole except within the approved enclosure such as a cage or cabinet.

Above-Ground Conduit: On wood poles, all above-ground wires, cables and connections shall be encased in the smallest section or smallest diameter PVC channel, conduit, u-guard, or shroud feasible, with a maximum dimension of four (4) inches in diameter. Such conduit shall be finished in zinc, aluminum, or stainless steel, or colored to match those metal finishes.

Location of Ground Mounted Equipment

Ground equipment should be minimal and the least intrusive. It should be placed to minimize any obstruction, impediment, or hindrance to the usual travel or public safety on a right of way, maximize the line of sight required to add to safe travel of vehicular and pedestrian traffic and maximize that line of sight at street corners and intersections and minimize hazards at those locations. The City may deny a request that negatively impacts vehicular and/or pedestrian safety.

The equipment shroud or cabinet must contain all the equipment associated with the facility other than the antenna. All cables and conduits associated with the equipment must be concealed from view, routed directly through the metal pole (with the exception of wood power poles) and undergrounded between the pole and the ground-mounted cabinet.

Location of Pole Mounted Equipment

All pole-mounted equipment must be installed as flush to the pole as possible. Equipment attached to metal poles must be installed using stainless steel banding straps. Equipment attached to wood poles may be bolted to the pole or installed using stainless steel banding straps. When the straps are attached to a metal pole, they must match the color of the pole. Through-bolting or use of lag bolts is prohibited. All pole mounted equipment shall be located as close together as technically possible and if possible, on the same side of the pole.

When pole-mounted equipment is either permitted or required, all equipment other than the antenna(s), electric meter, and disconnect switch must be concealed within an equipment cage. Equipment cabinet may not extend more than twenty-four (24) inches from the face of the pole. The equipment cabinet must be non-reflective, colored to match the existing pole if attached to a metal pole, and in the color of brushed aluminum if attached to a wood pole. Equipment cabinets should be mounted as flush to the pole as possible. Any standoff mount for the equipment cabinet may not exceed four (4) inches.

Electric Meter: The City strongly encourages site operators to use flat-rate electric service when it would eliminate the need for a meter. When a meter is necessary, site operators shall use the smallest and least

intrusive electric meter available. Whenever permitted by the electric service provider, the electric meter base should be painted to match the pole.

Telephone/Fiber Optic Utilities: Cabinets for telephone and/or fiber optic utilities may not extend more than twenty-four (24) inches from the face of the pole, and must be painted, wrapped or otherwise colored to match the pole. Microwave or other wireless backhaul is discouraged when it would involve a separate and unconcealed antenna.

Undergrounded Equipment Vaults

Equipment in an environmentally controlled underground vault may be required in some areas where technologically feasible and appropriate for the location.

New Wireless Support Structures

Spacing: The City strongly discourages more than one (1) new wireless support structure per block and will not approve more than one (1) per two hundred fifty (250) feet on each side of the street to minimize the hazard of poles adjacent to roadways and minimize visual clutter and distractions to vehicular traffic. An exemption may be granted if the applicant can demonstrate that this restriction has the effect of preventing wireless service to this location. Wireless support structures shall be spaced apart from utility poles or wireless support structures supporting small cell facilities at the same spacing between utility poles in the immediate proximity.

If multiple requests are received to install two (2) or more poles that would violate the spacing requirement or to collocate two (2) or more small cell facilities on the same wireless support structure, priority will be given to the first request received that meets these guidelines.

Alignment with Other Poles: The centerline of any new wireless support structure must be aligned, as much as possible, with the centerlines of existing poles on the same street segment, but only if the new structure's height does not conflict with overhead power utility lines and facilities, and the pole may be offset sufficiently to avoid such conflict.

General Restrictions on New Wood Poles: In all locations, the City reserves the right to require a metal pole rather than a wood pole based on the built and/or natural environmental character of the proposed site location. The City will not approve any new wood poles in an Architectural Review District.

Wood Pole Footings and Foundations: All new wood poles must be direct buried to a depth determined, stamped, sealed, and signed by a professional engineer licensed and registered by the State of Iowa, and subject to the City's review and approval.

Metal Pole Footings and Foundations: All new metal poles must be supported with a reinforced concrete pier. The design including the pier, footings, and anchor bolts shall be stamped, sealed, and signed by a professional engineer licensed and registered by the State of Iowa, and subject to the City's review and approval. All anchor bolts must be concealed from public view with an appropriate pole boot or cover subject to the City's prior approval.

Metal Pole Material: All new metal poles must be constructed from hot-dip galvanized steel or other corrosion-resistant materials approved by the City and finished in accordance with these guidelines to avoid rust stains on adjacent sidewalks, buildings, or other improvements.

Metal Pole Finish: All new metal poles must match the finish of the adjacent poles. The applicant may select a paint or powder coat system in compliance with ASTM standards.

Lighting, Planters, Flags, Banners: The City may require the applicant to install functional streetlights and/or brackets to hold hanging flower planters, flags and/or banners when technically feasible and the City determines that such additions will enhance the overall appearance and usefulness of the proposed facility. The City may install hanging flower planters, flags and/or banners or similar enhancement features utilizing the brackets.

City-Owned Wireless Support Structures

Required Load Analysis: Installations on all City-owned poles, including traffic signals and street lights, shall have an industry standard pole load analysis completed, sealed, and signed by a professional engineer licensed and registered by the State of Iowa and submitted to the City with each permit application indicating that the City-owned pole to which the small cell facility will be attached will safely support the load.

Height of Attachments: All attachments on all City-owned poles shall be at least ten (10) feet above grade, and if a small cell facility is projecting toward the street the City may require the attachment to be installed no less than twenty-five (25) feet above the ground for the safety and protection of the public and vehicular traffic.

Power Source: A small cell facility on a City-owned wireless support structure may use the same power source that provides power for the original purpose of the wireless support structure. The City will provide a proposed flat rate for anticipated annual cost of power.

Installations on Traffic Signals and Street Lights: Installations on all traffic signal structures or street lights must not interfere with the integrity of the facility in any way that may compromise the safety of the public. The installation must not interfere with other existing uses on the pole such as traffic signals, street lights, hanging flower planters, flags, and/or banners or similar enhancements. Installation of small cell facilities on any traffic signal structure or street light shall: (a) be encased in a separate conduit than the traffic light electronics; (b) have a separate electric power connection than the traffic signal/street light structure; and (c) have a separate access point than the traffic signal/street light structure.

Installations on Sign Poles (15 feet or taller): Installation on sign poles may only occur if the sign pole is fifteen (15) feet or taller.

Reservation of Space for Future Public Safety or Transportation Uses: An application for space on a City owned or operated wireless support structure that conflicts with space reserved for future public safety or transportation uses documented in an approved plan in place at the time of the application will be denied unless the operator pays for the replacement of the pole or wireless support structure and the replaced pole or wireless support structure will accommodate the future use and the small cell facility.

SECTION VII: UNDERGROUNDING REQUIREMENTS

The City may deny requests to install structures and facilities in the right of way or on City property in an area where the City has required all structures and facilities except those owned by the City to be placed underground or elsewhere in the right of way or a utility easement. These areas are easily identifiable as those locations where electric has been placed underground; however, if an applicant is uncertain as to whether such facilities have been placed underground in the area, the applicant should contact the City for clarification before applying for or installing any wireless support structures and/or small cell facilities in the area. The applicant may request a waiver if the operator is unable to achieve its service objective using a location in the right of way or on City property where the prohibition does not apply, in a utility easement the operator has the right to access, or in or on other suitable locations or structures made available by the City at reasonable lease rates, fees, and terms.

SECTION VIII: AESTHETIC REQUIREMENTS

Concealment

New Wireless Support Structures: It is the City's preference that all new wireless support structures be camouflaged, except for those located in an area that is predominantly industrial. The applicant shall submit its proposal for camouflage with the permit application.

Small Cell Facilities: Small cell facilities shall be concealed or enclosed as much as possible in an equipment box, cabinet, or other unit that may include ventilation openings. Unless approved by the City in writing, there shall be no external cables and wires hanging off a pole. The approved ones shall be sheathed or enclosed in a conduit, so that wires are protected and not visible or visually minimized to the extent possible.

Equipment Enclosures: Equipment enclosures, including electric meters, shall be as small as possible. Ground-mounted equipment shall incorporate concealment elements into the proposed design. Concealment may include, but shall not be limited to, landscaping, strategic placement in less obtrusive locations and placement within existing or replacement street furniture.

Landscaping: Landscape screening shall be provided and maintained around ground mounted equipment enclosures. The planting quantity and size should be such that 100% screening is achieved within two (2) years of installation. The City may grant an exemption from this landscaping requirement based on the characteristics of the specific location for the equipment enclosure. Tree "topping" or the improper pruning of trees is prohibited. Any proposed pruning or removal of trees, shrubs, or other landscaping already existing in the right of way, or proposed root pruning or other impacts to underground vegetation, must be noted in the application and must be approved by the City. Removal shall be strongly discouraged and shall only be allowed when there are no other feasible alternatives.

When underground vaults are proposed, they shall be located to minimize disruption to the placement of street trees. Adequate planting depth shall be provided between the top of the vault and the finished grade to allow plants to grow in a healthy condition.

Colors

All colors shall match the background of any wireless support structure that the facilities are located upon. In the case of existing wood poles, finishes of conduit shall be zinc, aluminum, or stainless steel, or colored to match those metal finishes, and equipment cabinets shall be the color of brushed aluminum. Ground mounted equipment cabinets shall be the color of brushed aluminum.

Signage/Lights/Logos/Decals/Cooling Fans

Signage: Operator shall post its name, location identifying information, and emergency telephone number in an area on the cabinet of the small cell facility that is visible to the public. Signage required under this section shall not exceed 4" x 6", unless otherwise required by law (e.g., RF ground notification signs) or the City. If no cabinet exists, the signage shall be placed at the base of the pole.

Lights: New small cell facilities and wireless support structures shall not be illuminated, except in accordance with state or federal regulations, or unless illumination is integral to the camouflaging strategy such as design intended to look like a street light pole.

Logos/Decals: New small cell facilities and wireless support structures shall not include advertisements and may only display information required by a federal, state or local agency. Utilize the smallest and lowest visibility radiofrequency (RF) warning sticker required by government or electric utility

regulations. Place the RF sticker as close to the antenna as possible and remove or paint over unnecessary equipment manufacturer decals.

Cooling Fans: In residential areas, use a passive cooling system. In the event a fan is needed, use a cooling fan with a low noise profile.

SECTION IX: GENERAL PROVISIONS

Tree Maintenance

Operator, its contractors, and agents shall obtain written permission from the City before trimming trees in the right of way hanging over its small cell facility and/or wireless support structure to prevent branches of such trees from contacting an attached small cell facility. When trimming such trees on private property is desired, then before commencing any such work the operator, its contractors, and agents shall notify the property owner and the City and obtain the owner's permission. When directed by the City, operator shall trim under the supervision and direction of the City. The City shall not be liable for any damages, injuries, or claims arising from operator's actions under this section.

Minor Technical Exceptions

The City recognizes that in some circumstances strict compliance with these guidelines may result in undesirable aesthetic outcomes and that minor deviations should be granted when the need for such deviation arises from circumstances outside the applicant's control.

Waivers If Requirements Have the Effect of Prohibiting the Provision of Wireless Service to a Location

In the event any applicant asserts that strict compliance with any provision in these guidelines, as applied to a specific proposed small cell facility, would effectively prohibit the provision of personal wireless services, the City may grant limited waivers from strict compliance.

Application and Recurring Fees

Application fees for permits to site small cell facilities shall conform to the requirements of Iowa Code §8C.7A and recurring annual fees per small wireless facility shall be fixed at the presumptively reasonable rate of \$270/year as provided in the FCC Declaratory Ruling and Order 18-133 at ¶79. The City, however, reserves the right to conduct cost studies and to adjust such fees, from time to time, to the extent permitted by applicable state and federal laws and regulations.

Severability

If any term or provision of these guidelines is held to be invalid or unenforceable, the remaining terms and provisions shall not be affected.

Effective Date

These guidelines shall take effect on the date approved by the City Council and shall apply to all applications for small cell siting, construction, installation, collocation, modification, relocation, operation, and removal filed after the effective date.

Resolution No. 2019-50

RESOLUTION ADOPTING GUIDELINES FOR THE SMALL CELL FACILITIES

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

WHEREAS, the Federal Communications Commission (“FCC”) has adopted a declaratory ruling and order (“Order”) that imposes new and significant limitations on the City’s ability to regulate small cell facilities within its rights-of-way and upon its infrastructure, including but not limited to limitations on fees, and the institution of deadlines for acting on permit applications;

WHEREAS, the Order permits municipalities to establish guidelines governing the aesthetics, undergrounding, and spacing of small cell facilities to be installed within its rights-of-way;

WHEREAS, the Order is effective April 15, 2019;

WHEREAS, there is attached to this Resolution proposed Small Cell Guidelines for the City of North Liberty, Iowa, which as amended from time to time, will apply to all applications to install small cell facilities within the City’s rights-of-way and upon its infrastructure; and

WHEREAS, preserving as much local authority as is permitted by state and federal law over the installation of small cell facilities in the City’s rights-of-way and upon its infrastructure is critical to effective right-of-way management.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA, AS FOLLOWS:

SECTION 1: *Adoption of Small Cell Guidelines:* The City Council approves and adopts the Small Cell Guidelines attached to this Resolution.

SECTION 2: *Publication:* The City Clerk is hereby directed to publish the Small Cell Guidelines by posting the same to the City’s website, or by other means, at the earliest possible opportunity.

SECTION 3: *When Effective.* This Resolution shall be effective upon its passage and approval as provided by law.

APPROVED AND ADOPTED this 9th day of April, 2019.

CITY OF NORTH LIBERTY:

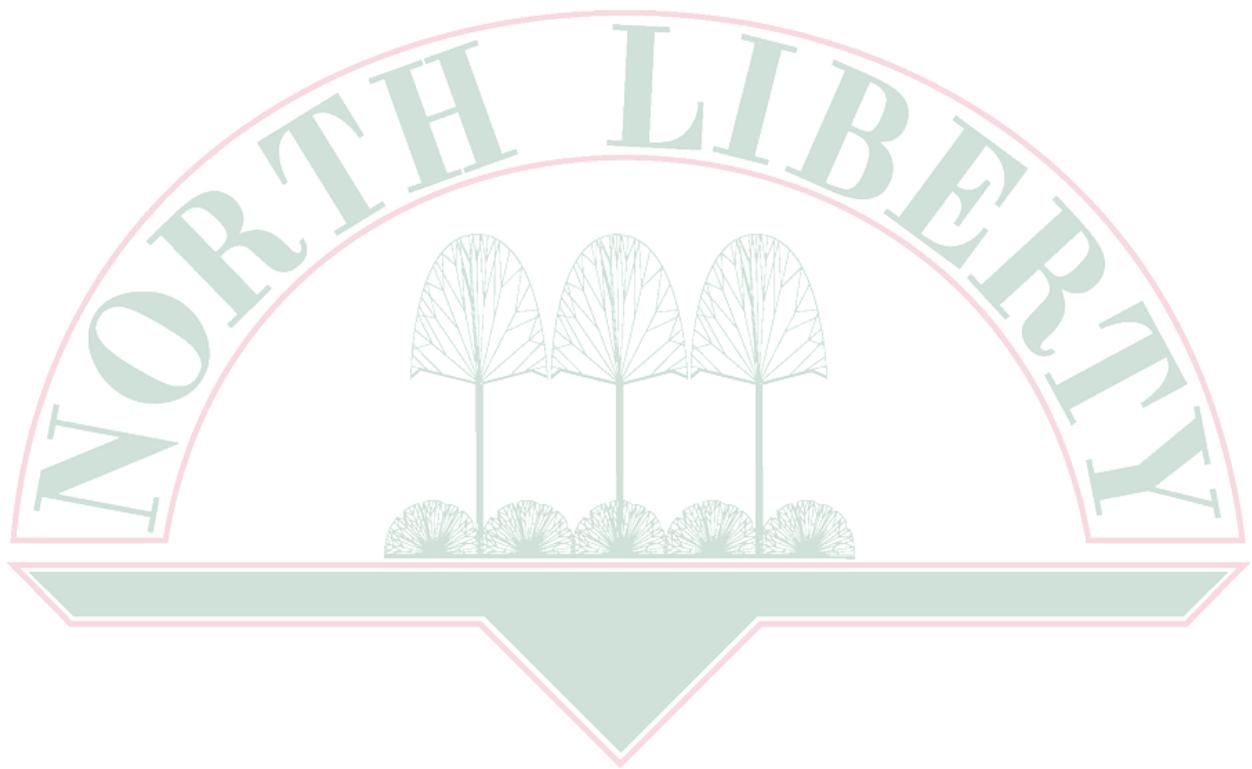
TERRY L. DONAHUE, MAYOR

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

Additional Information



To: Mayor and City Council
From: Tom Palmer, Building Official
CC: City Administrator
Date: 4/3/2018
Re: Monthly Report

March Permit Report:

Seventy-one permits were issued in March with estimated construction value of \$2,999,661.00. Seven permits issued for new single family dwelling units. Staff completed 296 inspections.

Certificate of Occupancy:

Seventeen certificates issued for various projects including new dwelling units, commercial unit and several renovation projects.

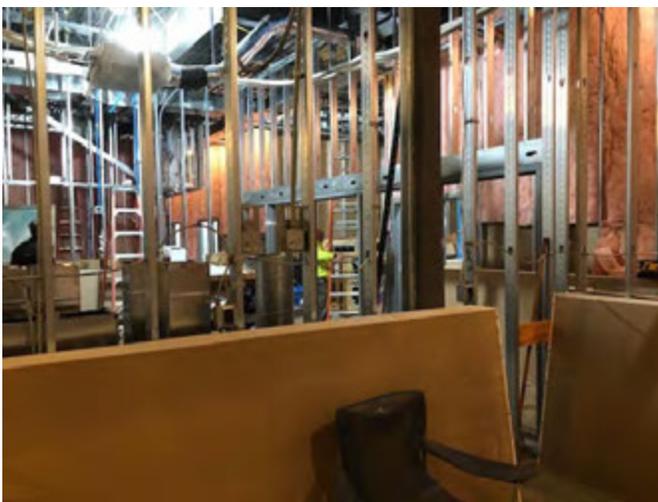
Rental/Code Enforcement:

Five rental permit applications were received in March. Fifty-eight rental inspections were completed along with one-hundred fifty-seven code enforcement complaints were handled in March. One-hundred eleven cases involved unsafe public sidewalks that were discovered during the MPO public sidewalk survey provided to Inspection Department last November.

AAA Mechanical project:

Structural contractor has completed the exterior wall and roof covering for the shop. Office roof is installed. Masonry work will start soon. Crew is onsite installing drywall board in the office area. The shop plumbing drainage system and concrete floor slab to be completed before the end of April.

AAA Mechancial Project
Stoner Court





**March 2019
 Monthly Permit Report**

Code	Permit Purpose	Permits	Construction Value	Permit Fees	Bldgs.	Units	Notes
1	New Single Family Dwelling	7	\$2,720,967.00	\$24,384.46	7	7	
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	5	\$61,525.00	\$1,065.44			
9	Residential Addition	1	\$55,000.00	\$678.75			
10	Commercial Alteration	2	\$5,000.00	\$134.75			
11	Commercial Addition	0	\$0.00	\$0.00			
12	Industrial Alteration	0	\$0.00	\$0.00			
13	Industrial Addition	0	\$0.00	\$0.00			0
14	Other	56	\$157,169.60	\$6,896.00			
15	Public	0	\$0.00	\$0.00			
16	Manufactured Home	0	\$0.00	\$0.00	0	0	
	Totals	71	\$2,999,661.60	\$33,159.40	7	7	

SFD Attached are zero lot line units
 Townhouse are 3 or more units with shared side walls and have a rear yard area



Certificate of Occupancy Report

03/01/2019 - 03/31/2019

Primary Contractor	Parcel Address	Project Description	Date C.O. Issued
ReConstruction 380	406 Churchill Drive	Insurance repair from water damage-Insulation,	3/26/2019
Bushong Construction Company, Inc.	760 Nathan Avenue Unit 2	Finishing out Unit #2 with office/restroom, storage mezzanine and installing one hr fire wall between Units 2 & 3.	3/11/2019
Parker Plumbing	391 N. Main St.	Rebuild unit from fire damage. New breaker box, new furnace, new hot water heater. No structural	3/21/2019
Peter Schwabe Inc.	675 Pacha Parkway Suite A	New seating layout new finishes, lighting and ceilings. New front counter. Restroom renovations/improvements for ada compliance	3/13/2019
TD Builders LLC	595 Country Lane Suite 2	Build out of Suite 2-Chiropractic office	3/18/2019
Price Industrial Electric	720 Pacha Parkway Suite 4 & 5	Renovation of Suites 4 & 5	3/12/2019
Owner	325 E. Hickory Street	New deck	3/19/2019
Hodge Construction	1872 Carroll Court	New Zero lot with attached two stall garage	3/28/2019
Robison Construction Inc.	9 Hawkeye Drive-East Building	Commercial S-1 units . Exterior Zoning Code requirements will be	3/1/2019
Property Owner and Occupant	254 Alydar Drive	Finishing the lower level of townhouse	3/18/2019
Home Town Restyling	480 Lockmoor Avenue	Enclosed existing screen porch	3/20/2019
K & A Homes LLP	1325 E. Tartan Drive	New SFD with an attached three stall garage	3/20/2019
BOK Storage-Bryan Dixon	910 Grouse Court	New Single Family Dwelling with an attached three stall garage	3/22/2019

McComas-Lacina Construction	230 N. Dubuque St.	Subdivide existing rooms into classrooms	3/15/2019
Martin Construction	465 Camden Street	Master bedroom and closet addition over the garage	3/7/2019
Bushong Construction Company, Inc.	900 W. Penn St.	Remodel existing offices, build new offices in existing space and remodel convenience store kitchen area.	3/12/2019
Property Owner and Occupant	235 E. Hickory Street	Finishing bathroom in the lower level	3/13/2019



New Business Report

03/01/2019 - 03/31/2019

Tenant Name	Parcel Address	Description
Face Aesthetics	175 N. Highway 965 Unit 2	Retail Space
Next Level Games LLC	4 Hawkeye Drive Unit 101	Retail Space

Total Records: 2

Code Enforcement Report

03/01/2019 - 03/31/2019

Case Date	Case #	Complaint
3/1/2019	3334	sign is too large for the property
3/1/2019	3335	Sump Pump Discharge
3/1/2019	3336	Sump Pump Discharge
3/5/2019	3328	No Zoning Compliance permit application
3/5/2019	3337	dumpster is not in the required enclosure and is in the fire lane
3/6/2019	3338	past due annual backflow perventer test report
3/6/2019	3339	past due annual backflow perventer test report
3/6/2019	3340	past due annual backflow perventer test report
3/6/2019	3341	vehicle parked on the landscaped area of the property
3/7/2019	3342	Transport America signs are still there
3/7/2019	3343	trailer parked on the landscaped area of the property
3/7/2019	3344	illegal advertising signs
3/7/2019	3345	past due annual backflow perventer test report
3/7/2019	3346	outside storage
3/7/2019	3347	dumpsters are not in the required enclosures and are in the fire lane
3/8/2019	3348	snow & ice accumulation on sidewalk
3/11/2019	3349	Gravel addition to driveway.
3/11/2019	3350	Deficient roof covering
3/12/2019	3351	snow & ice accumulation on sidewalk
3/12/2019	3352	snow & ice accumulation on sidewalks
3/12/2019	3353	renting without a permit
3/12/2019	3354	Failed to obtain building permit
3/14/2019	3355	dumpsters are not in the required enclosure
3/14/2019	3356	vehicle parked on the landscaped area of the property
3/14/2019	3357	vehicle parked on the landscaped area of the property
3/15/2019	3358	parts of the tree in the back yard have fallen onto the neighbors yard
3/15/2019	3359	vehicle parked on the landscaped area of the property
3/21/2019	3360	past due annual backflow perventer test report
3/21/2019	3361	past due annual backflow perventer test report
3/21/2019	3362	past due annual backflow perventer test report
3/25/2019	3363	provide annual test report for the fire sprinkler backflow preventer

3/25/2019	3364	Expired Permit
3/25/2019	3365	Socks are not allowing the water to drain properly
3/25/2019	3366	tree over sidewalk & sidewalk was broken
3/25/2019	3367	construction equipment in drive. Running construction company out of home
3/26/2019	3368	vehicle parked on the landscaped area of the property
3/26/2019	3369	have added to driveway without the required permits
3/26/2019	3370	vehicle parked on the landscaped area of the property
3/26/2019	3371	vehicle parked on the landscaped area of the property
3/26/2019	3372	vehicle parked over the sidewalk
3/26/2019	3373	vehicle parked on the landscaped area of the property
3/26/2019	3374	have placed a POD on the property without the required permits
3/27/2019	3375	Unsafe sidewalk has created a trip hazard
3/27/2019	3376	Unsafe sidewalk has created a trip hazard
3/27/2019	3377	Unsafe sidewalk has created a trip hazard
3/27/2019	3378	Unsafe sidewalk has created a trip hazard
3/27/2019	3379	Unsafe sidewalk has created a trip hazard
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3/27/2019	3399	Unsafe sidewalk has created a trip hazard
3/27/2019	3400	Unsafe sidewalk has created a trip hazard
3/27/2019	3401	Unsafe sidewalk has created a trip hazard
3/27/2019	3402	Unsafe sidewalk has created a trip hazard
3/27/2019	3403	Unsafe sidewalk has created a trip hazard
3/27/2019	3404	Unsafe sidewalk has created a trip hazard
3/27/2019	3405	Unsafe sidewalk has created a trip hazard
3/27/2019	3406	Unsafe sidewalk has created a trip hazard
3/27/2019	3407	Unsafe sidewalk has created a trip hazard
3/27/2019	3408	Unsafe sidewalk has created a trip hazard
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3/27/2019	3434	Unsafe sidewalk has created a trip hazard

3/27/2019	3435	Unsafe sidewalk has created a trip hazard
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3/27/2019	3481	Unsafe sidewalk has created a trip hazard
3/27/2019	3482	Unsafe sidewalk has created a trip hazard
3/27/2019	3483	Unsafe sidewalk has created a trip hazard
3/27/2019	3484	Unsafe sidewalk has created a trip hazard
3/27/2019	3485	Unsafe sidewalk has created a trip hazard
3/28/2019	3486	Owner installed stone parking pad
3/28/2019	3487	No Zoning Compliance permit application
3/28/2019	3488	Void
3/28/2019	3489	No Zoning Compliance permit application



North Liberty Fire Department 2019 Monthly/YTD Response Report

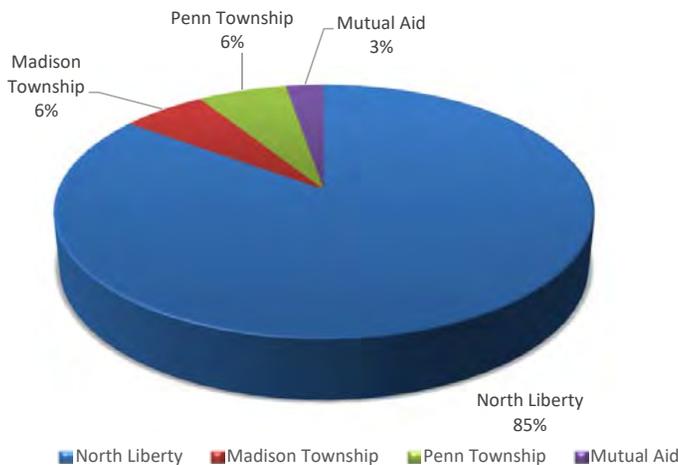
North Liberty Fire Department Responses By Fire District

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
North Liberty	100	99	85										284	85.03%
Madison Township	8	6	6										20	5.99%
Penn Township	7	5	9										21	6.29%
Mutual Aid	3	3	3										9	2.69%
Total Responses	118	113	103										334	

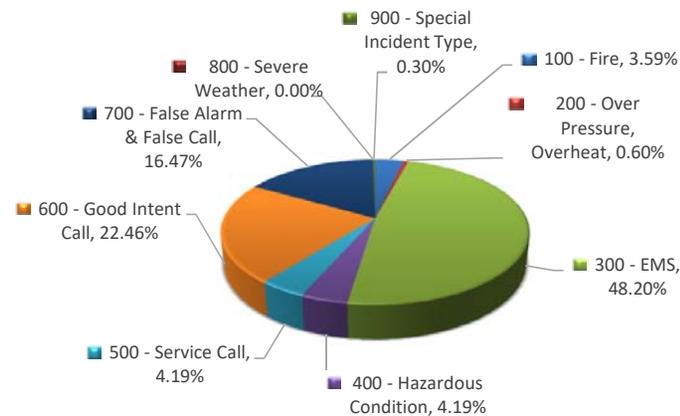
North Liberty Fire Department Responses By Type of Incident

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
100 - Fire	3	3	6										12	3.59%
200 - Over Pressure, Overheat		2											2	0.60%
300 - EMS	49	56	56										161	48.20%
400 - Hazardous Condition	10	1	3										14	4.19%
500 - Service Call	8	2	4										14	4.19%
600 - Good Intent Call	23	29	23										75	22.46%
700 - False Alarm & False Call	25	19	11										55	16.47%
800 - Severe Weather														
900 - Special Incident Type		1											1	0.30%
Total Responses	118	113	103										334	

2019 District Responses YTD
(Rounded Percentage)



2019 Type of Incidents YTD
(Percentage)

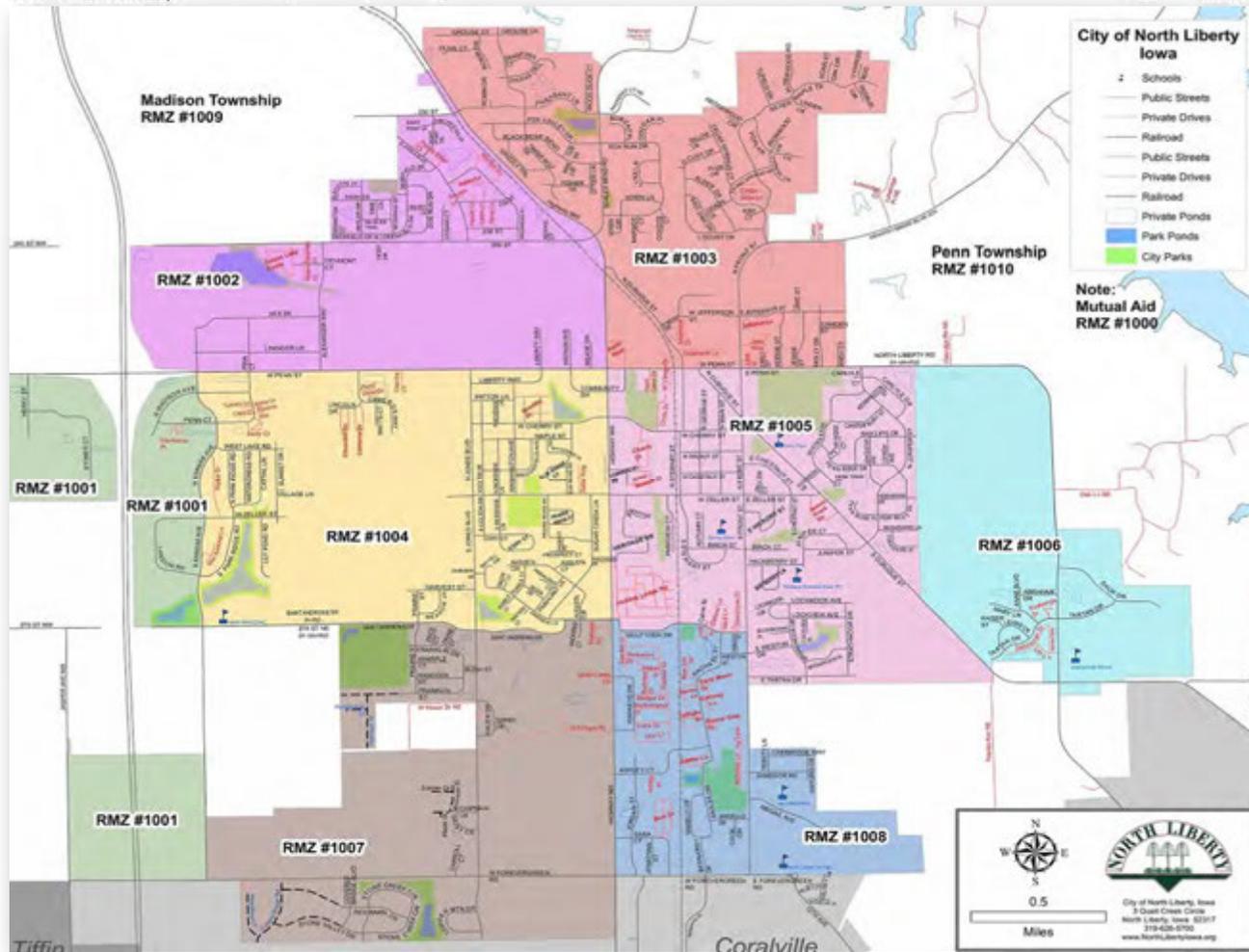




North Liberty Fire Department 2019 Monthly/YTD Response Report

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	3										9	2.69%
1001 - City of North Liberty	6	5	3										14	4.19%
1002 - City of North Liberty	8	6	6										20	5.99%
1003 - City of North Liberty	22	15	19										56	16.77%
1004 - City of North Liberty	19	28	13										60	17.96%
1005 - City of North Liberty	23	20	21										64	19.16%
1006 - City of North Liberty	3		1										4	1.20%
1007 - City of North Liberty	5	12	12										29	8.68%
1008 - City of North Liberty	14	13	10										37	11.08%
1009 - Madison Township	8	6	6										20	5.99%
1010 - Penn Township	7	5	9										21	6.29%





North Liberty Fire Department 2019 Monthly/YTD Response Report

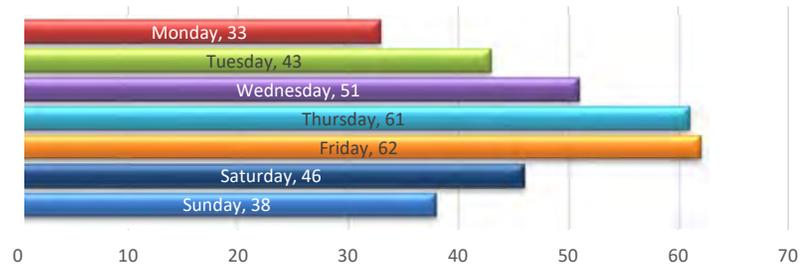
North Liberty Fire Department Overlapping Incidents

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
Overlapping Incidents	29	20	17										66	19.76%
Total Responses	118	113	103										334	

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	113	103										334	
Barnev, Mallory	19	7	10										36	10.78%
Burleson, Lvnn	11	9	10										30	8.98%
Chiles, Branden	7	4	5										16	4.79%
Coleman, Leah	2	0	0										2	0.60%
Covle, Jim*	1	0	0										1	0.30%
Dolezal, Dan	3	12	2										17	5.09%
DuBay, Rob	16	13	12										41	12.28%
English, Joseph	13	10	21										44	13.17%
Hardin, Bryan	22	21	11										54	16.17%
Jaeger, Jeff	32	26	33										91	27.25%
Johnston, Mike	9	8	3										20	5.99%
Keitel, Brad	2	1	8										11	3.29%
Kelchen, Jessica	13	9	2										24	7.19%
Kochanny, Chris	23	15	19										57	17.07%
Kramer, Adam	6	2	3										11	3.29%
Lundquist, Jonathan	31	19	12										62	18.56%
Marks, Isaac	27	15	9										51	15.27%
McDonald, James	12	26	12										50	14.97%
Messinger, Matt	11	15	19										45	13.47%
Miller, Jordan	16	11	24										51	15.27%
Moliterno, Brad	3	1	8										12	3.59%
Newkirk, Richard	7	0	14										21	6.29%
Pecora, Tyler	4	5	4										13	3.89%
Place, Alexander	10	15	15										40	11.98%
Platz, Brian	38	37	39										114	34.13%
Reasner, Rich	7	6	7										20	5.99%
Rennekamp, Brvan	11	6	12										29	8.68%
Rhomberg, Peter	8	2	0										10	2.99%
Schellenberg, Phillip	10	12	14										36	10.78%
Schmooke, Bill	17	11	7										35	10.48%
Schoening, Austin	9	8	14										31	9.28%
Schultz, Christine	3	8	10										21	6.29%
Scott, Sam	10	10	3										23	6.89%
Smith, Landon	31	34	34										99	29.64%
Storv, Carson	11	9	9										29	8.68%
Voparil, Craig	4	2	3										9	2.69%
Welter, Jonathan	0	0	0										0	0.00%
White, Austin	51	44	38										133	39.82%
White, Geoffery	17	21	19										57	17.07%
Wichmann, Megan	12	15	8										35	10.48%
Williams, Justin	6	1	5										12	3.59%

* Fire Dept. Chaplain



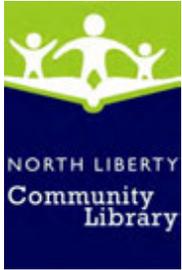
North Liberty Fire Department 2019 Monthly/YTD Response Report

Top 5 Calls Made by Members by Month

	Jan	Feb	Mar	Apr	May	Jun
1	White, A 51	White, A 44	Platz 39			
2	Platz 38	Platz 37	White, A 38			
3	Jaeger 32	Smith 34	Smith 34			
4	Lundquist Smith 31	Jaeger McDonald 26	Jaeger 33			
5	Marks 27	Hardin White, G 21	Miller 24			
	Jul	Aug	Sept	Oct	Nov	Dec
1						
2						
3						
4						
5						

2019 - Top 5 Calls Made by Year-To-Date

1	White	133	39.82%
2	Platz	114	34.13%
3	Smith	99	29.64%
4	Jaeger	91	27.25%
5	Lundquist	62	18.56%



TO: City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE April 4, 2019
SUBJECT: Library Monthly Report

At a Glance

Computer Usage	3320
Database Use	8231
Meeting Room Use	1827
Door Count	16344

Library News

We are pleased to welcome Kayla Hodgson to the staff as the new full-time youth and teen services assistant librarian. Kayla is completing her masters at the University of Iowa this year and we're excited to have her join the team. We also welcome two new part-time library assistants, Lora and Lisa, to fill Kayla's former part-time spot and one vacated by a library assistant who recently left for a full-time job opportunity.

The library's Stork Storytime initiative has gotten local and national attention. Our assistant director, Jennifer, has been invited to offer a poster session at the American Library Association Conference this year in Washington DC and several Iowa libraries and out of state library have begun offering similar programs. We were pleased to be featured on KWWL in March for the program: <https://kwwl.com/news/top-stories/2019/03/28/stork-storytime-initiative-reading-to-your-baby-during-pregnancy/>

If you haven't seen our Stork Storytime page since we rebranded (formerly Womb Literacy), you should take a look: <https://northlibertylibrary.org/adult/stork-storytime/>. The toolkit allows libraries anywhere to duplicate the program easily. We would like to thank Mercy Hospital Iowa City for their generous three-year sponsorship commitment to this innovative program.

Our library, much like many libraries nationwide, is supporting early literacy and through healthy, intergenerational play activities that contribute to the development of fine and gross motor skills. Libraries have shifted to be true community gathering places and a third space for many.

Scroll down for program highlights of some of the diverse programs offered at the library in March.

March Program Highlights



1 Neurodivergent adults participated in STEM activities during a weekly Integration in Motion program in March



2 Pool party for winter reading participants.



3 Family Yoga Night. Two of our staff are certified in youth yoga.



4 Tots and their adults get moving at Zumba



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

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

Date: April 2, 2019

Re: Monthly Report

We performed building maintenance as needed this month. All Park buildings are officially open for the season.

We continue to pick up trash receptacles and pet waste stations.

We have performed equipment repairs as well as regular maintenance of equipment. All of the mowing and ground maintenance equipment is now ready for the season.

We have begun weekly maintenance of ball field in preparation of evening and weekend ball field rentals. The soccer program is now underway and Parks staff will continue to prepare the fields during the spring soccer season.

We continue to purchase supplies for turf grass maintenance and will begin aerating and applying fertilizer soon. We continue to make progress on our many landscaping areas in preparation of the upcoming growing season.

On March 30th the North Liberty Youth Baseball/Softball league, Babe Ruth league, Liberty High baseball team and the Parks Department participate in the annual ball field cleanup day. I would like to thank everyone who helped out with the clean-up efforts. A lot was accomplished in a short amount of time.

The first annual DNR trout stocking and trout fishing event was held at Liberty Centre pond on March 30th. 1500 rainbow/brook trout were released in the pond that arrived from the Manchester, Iowa state hatchery. In the past this event was held at the Terry Trueblood recreation area in Iowa City. The family fishing event will continue to be held at Liberty Centre pond in the future. We had approximately 100 plus people attend this event.

The annual Muddy Creek and Bike Trail clean-up is scheduled for April 6th, 9:00 am at the Rec Center north parking lot. The public is welcomed to join in along with the Tree & Storm Water Board, City Staff, Boy Scouts and Cub Scouts.

Work continues at the new dog park. The timber line trees have been removed and chipped up. The next step will be grading and leveling the site to gain acreage and prepare for the dog park fencing.

We made preparations and hired a contractor to remove the concrete rope climbing attachment wall at the outdoor pool. The wall is being removed to enhance lifeguard visibility. A stainless steel framework will take its place.

I attended multiple meetings in preparation of the new roundabouts and new trails projects that will be completed this summer.

We conducted interviews for the Seasonal Parks Maintenance Workers positions. All positions have been filled for the season.



North Liberty Police Monthly Report March 2019

Training:

- Canine, Bomb Squad, Dive team and SERT team trainings were attended for the month. (40 hours)
- Two officers attended a week long training for ground fighting instructors at the Regional Training Center in East Moline. They will instruct our officers later this year (80 hours)
- Our bomb squad member attended a week long Haz Mat class in Anniston, Alabama. This course is required for the FBI bomb tech certification. (40 hours)
- One officer attended the Iowa Narcotics Officer Conference in Des Moines (24 hours)
- Four newer officers attended a 2 hour course on Storm Spotter training in Coralville (8 hours)
- The investigator attended a two day class on identifying and responding to reports of stalking. This was sponsored by the International Association of Chief of Police. (16 hours)
- An officer attended training on Trauma-Informed Investigations sponsored by ILEA and Nevada Police Department (8 hours)
- Supervisors were able to attend a webinar on completing Performance Evaluations from Dolan Consulting. (4 hours)

Traffic Contacts	473
Parking Contacts	30
Vehicle Inspections	26
Vehicle Unlocks	21
Crash Investigations	20
Public Assists	380
Assist Other Agency	99
Crimes Against Persons Report	12
Crimes Against Property Report	22
Other Reports	58
Arrests	51
Warrants	17
Alcohol/Narcotics Charges	37
Crimes Against Persons Charges	5
Crimes Against Property Charges	0
Other Charges	29
Animal Calls	48
Total Calls for Service	2147
*Total Calls for Service for the year	6717

Public Relations:

- Officers attended the NL Optimist Pancake Breakfast.
- Officer Tygart represented NLPD at the NLPD's Learning Initiatives Sunday seminar.
- Chief attended the Law Enforcement Legislative Day at the State Capitol.
- Two officers are participating in a Law Enforcement Contact Study with kids with Autism for a National research project focusing on needs, training, and resources for Police Officers.
- Our representative continues to work at the Citizen Police Academy every Monday night.
- Our certified car seat inspector conducted 4 Child safety seat inspections/installations this month.

Equipment:

- Received our final patrol car for the current budget cycle, which will be outfitted and put in service.
- Purchased equipment for the new hires (uniform, tasers, duty belt gear)
- Records staff members are researching printer companies for the best price and service. We currently work with two vendors and want to switch to one.

Enforcement:

- Conducted a search warrant for narcotics at 2270 West Lake Road. This was a building with multiple reports of individuals smoking marijuana in the building from neighbors and management over the prior three weeks. Items were seized and subjects were charged with possession of marijuana.
- Officers continue to take reports of a missing juvenile. She has been located and returned several times. Family, school, our School Resource Officers and social services providers are working with everyone involved to help remedy the situation.
- Officers worked extra traffic enforcement details. This is covered under a State grant.
- Two stolen motor vehicles reported out of other jurisdictions were recovered from West Lake.
- An officer handled an ongoing parking complaint by neighbors concerning a vehicle and a trailer blocking the sidewalk or parked on the public street. They were able assist with arrangements and recommendations for the issue.

Department Admin:

- New officer, Jacob Minick, started. He will be attending the ILEA basic academy starting April 29th and will graduate on August 16th.
- Work began at the site for the new PD. Fencing was put up and trees are being removed from the lot. There was a delay due to some permits not being obtained and activity will commence once they are in place. We have installed a time lapse camera and the communications department will share any construction progress with the public.
- Work continues with the Architect on design features, like selecting the exterior brick, dealing with discontinued carpet and tile options that were already selected, and assisting the lockers/storage shelving vendor for getting orders placed and in the pipeline to be manufactured.
- Working on rules for what the PD will be involved with regarding the new dog park. For example, our response to any injuries that occur to a pet or person by another dog and issues after hours.
- Chief and Lieutenant attended several planning meetings for events hosted in town.
- Attended several pre-construction planning events for major road projects that will begin soon.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 4/3/2019

To: Mayor, City Council and City Administrator
From: Shelly Simpson, Recreation Director
Date: April 1, 2019

Monthly Report – March 2019

Recreation Update:

March included a couple of popular special events; Optimist Pancake Breakfast and NCJH Ski Trip. I worked with Nick in making final changes and submitting the Summer Brochure for print and placed all activities into our registration software for registration the first week of April. Ordering candy and planning for Easter Egg Hunt – April 13.

Bids were received for the women's lockerroom remodel to be awarded April 9th with work to begin shortly thereafter.

Now that weather is turning nicer; building maintenance projects were approved such as roof snow gem fence, roof gas line supports, fire sprinkler system repairs and paging systems. Timeline on work has not been confirmed to date.

Pool Update:

Indoors, Arthritis Aqua and Aqua Zumba are two programs that continue with strong participation. The indoor pool was busy during swim break week with open swim times.

New outdoor pool play feature is in production with install planned around April 24. Pool wall work is planned for April as well.

Next session of indoor swim lessons begins April 15.

Miscellaneous:

See attached reports for more information.

Submitted by Shelly Simpson

To: Mayor and City Council

From: Michael Pentecost, Street Superintendent

Re: March 2019 Monthly Report

April 1, 2019

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

- Locating of City Utilities (216 job tickets) ongoing
 - a. This is a 17% decrease from March 2018 but an increase of 178 tickets from previous month
- Continued animal control services (12 responses to animal issues)
- Cemetery plot locates (0 in total)
- Large damaged tree removed at Penn St / Dubuque St intersection completed before project detour started
- Front St/Dubuque St road repair work
 - a. Street staff removed large section of road damaged from frost thaw, prepped subbase, poured and finish over 24 yards of concrete to get section of road open before Penn/Front Street detour began
- Projects
 - a. 965 Phase 3 walk through conducted with IDOT, contractors, Shive-Hattery, and city staff
 - b. Forevergreen Rd (both projects) spring start up meeting held with IDOT, contractors, Shive-Hattery, and city staff
 - c. Kansas Ave spring start up meeting held with contractors, Shive-Hattery, and city staff
 - d. Penn St / Front St Corridor Improvement Project
 - i. Pre-con meeting held and work has begun
 - e. Main St Project
 - i. Pre-con meeting held and utility relocate work continues
 - f. North Bend Drive Project
 - i. Pre-con meeting held and utility relocate work continues
- Staff training
 - a. Stormwater Pollution Prevention, Bloodborne Pathogens, Workzone Safety and Flagger Safety
- Staff conducted monthly safety inspections for all street equipment and buildings
- Cold patched pot holes throughout town
- All holiday décor was removed from Ranshaw Way light fixtures and safely place in storage
- Overhead street lights were repaired at Penn Street / Alexander Way intersection
- Winter Weather events seems to concluded for the season
 - a. Finally received last 570 tons of road salt (23 semi-truck loads)
 - i. This completes our 800 ton order and leaves inventory for 2019-2020 winter season in good shape

- b. All brine systems (brine maker, truck fill, application truck and trailer, and all 6 pre-wet tanks and pumping systems on plow trucks) were serviced, cleaned and prepared for off-season storage



North Front Street repair south of Cherry St intersection

Communications Department Report

Submitted to the North Liberty City Council

March 29, 2019, for the month of March 2019

Placemates

We announced Placemates, a program to help residents of North Liberty get to know their neighbors by matching residents for potluck dinners held concurrently in homes throughout North Liberty. The program helps preserve the small-town feel in our growing community, is free, and is open to anyone who lives in town.

We'll collect some basic information from interested residents through an online questionnaire. The brief survey asks if a participant wants to host or attend a potluck, what stage of life they are in, the area of town they reside in and other prompts. Residents are then matched based on their responses and introduced via email.

The first Placemates event will be Thursday, June 20, from 6 to 8 p.m. with the theme "famous family recipes". It asks hosts to provide the entree and guests to share a side dish that is a staple in their households. Registration will be available from April 1 through April 30, with matches being emailed mid-May.

Activity Guide

We completed the summer activity guide, which primarily covers recreation programming for the months of May, June, July and August, but also includes library and community events, such as Blues & BBQ. We've talked with the recreation staff about moving the timetable for the next guide, covering fall, up a month to both give patrons more time with the guide and proceed some big potential changes with registration software slated for July.

Blues & BBQ

We held our first all-committee meeting in late March. Volunteer opportunities will open in April, main stage announcement will come in May. We had 23 vendors — many more than we can accommodate — apply to sell food at the event and will be considering those application in April. Volunteer opportunities will be available in April. Tickets for the Pig & Pint Prelude fundraiser on Friday, July 12, will go on sale in May. The main event is scheduled for July 13 and details will be available at northlibertyblues.org as they're released.

Infrastructure Projects

As construction starts up in March and April, we spent time in pre-construction meetings and working to help residents and other stakeholders understand to impacts and inconveniences. Added to our arsenal this year: a large sign to place on site listing the general contractor, general timeline, contract award date and amount, and a phone number, (319) 626-5786, folks can call

to leave comments and questions. The sign can be updated for future projects. Project overviews and updates for this year are posted at northlibertyiowa.org/projects.

Other items

Staff had interviews with KCJJ, the Gazette and the Iowa City Press-Citizen about various city projects and updates.

We produced and submitted City Council meetings to the Iowa City government channel and legislative forums to the Iowa City and Coralville channels.

Staff represented the city in meetings with Run CRANDIC, the Iowa City Area Chamber of Commerce, a marketing exchange group, and the PCI clinic’s open house, and attended a Let’s Get Digital session on video at Merge in Iowa City.

We worked with the library to explore ways to refine and increase the reach of its Stork Storytime Talks podcast.

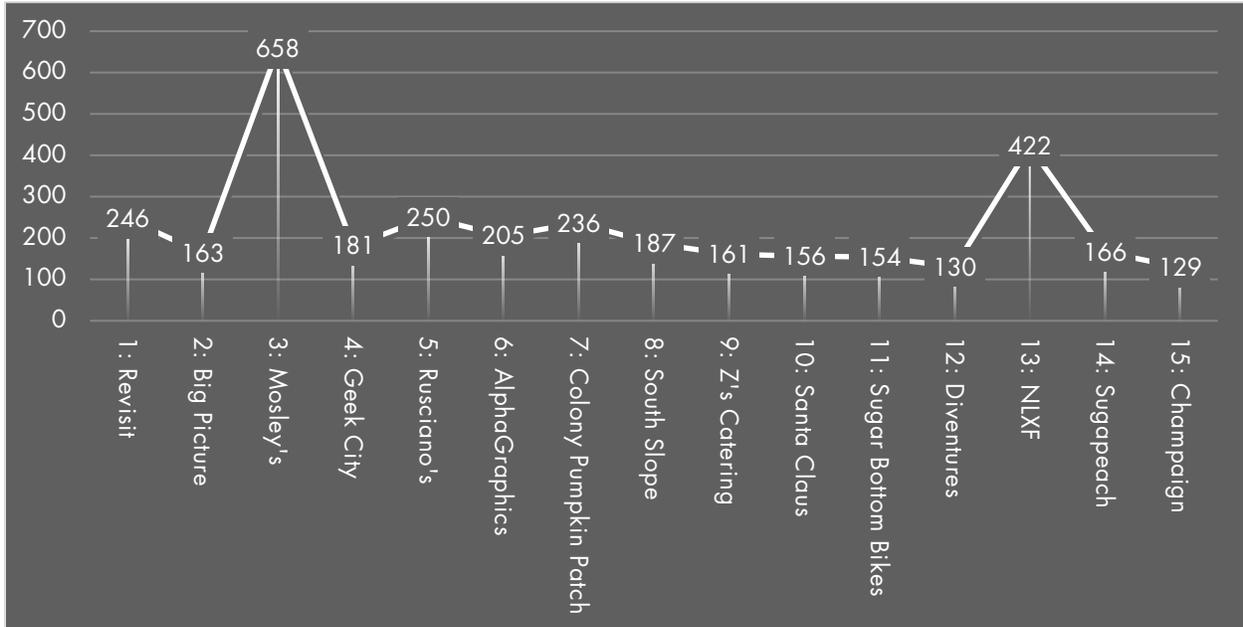
We sent news releases about projects, trout stocking, the recreation programming and more.

Completed Videos

Title	Requested By	Date Completed	Duration
Communications Advisory Commission	City Administration	March 4	0:20
Social: Optimists Pancake Breakfast	Communications	March 5	0:01
Planning and Zoning Commission	City Administration	March 5	0:17
Parks and Recreation Commission	City Administration	March 7	0:48
City Council	City Administration	March 12	0:37
Library Board of Trustees	City Administration	March 18	1:05
Social: Book Madness Hype	Communications	March 14	0:03
Legislative Forum	League of Women Voters	March 23	1:50
Social: Spring Cleanup Day	Communications	March 26	0:01
Social: Free Fishing	Communications	March 26	0:01
Social: Kites for Kids	Communications	March 26	0:01
Social: Library Egg Hunt	Communications	March 26	0:01
Social: Pantry Events	Communications	March 26	0:04
City Council	City Administration	March 26	0:36
Total completed productions: 14	Duration of new video: 5.75 hours		

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
March 2019	44	29,403	35	37,600	36 (1503)	3,571
Feb 2019	138	47,462	26	42,500	34 (1503)	3,443
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)	

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
March 2019	18,133	8,395	43,353	2.39	1:40
Feb 2019	19,034	13,083	45,011	2.36	1:36
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

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.

Water Pollution Control Plant



Iowa

TO: City Council, Mayor and City Administrator

FROM: Drew Lammers

DATE: April 1, 2019

SUBJECT: March 2019 Water Pollution Control Plant (WPCP) Report

1. All scheduled preventative maintenance at the plant and lift stations was completed. Staff also stayed very busy with numerous operational jobs throughout the month. .
2. This month's staff safety meeting was on personal protective equipment. Employees completed the target solutions tasks as well as reviewed safety training topics and procedures as a group. Staff discussed additional safety options for various jobs and a few additional safety devices were added to our inventory.
3. Staff worked hard troubleshooting operational equipment for project warranty work throughout the month. We are discussing solutions with the manufactures for the remaining issues. The facility is operating well without this equipment and staff is doing a great job monitoring operations and maintenance.
4. Maintenance staff tested all spare lift station a digester submersible pumps. Each pump is wired into a control panel in the maintenance shop then lowered into a recirculating water pit and ran. All pumps operated and tested well for amperage, seal failure, and over-temp alarms.
5. All winter snow equipment has been cleaned up and inspected before storing until next winter. Staff also has all of the spring yard cleanup nearly completed at the plant. We will continue to clean up the appearance of all of our lift stations in the upcoming months.
6. Congratulations to Anthony Tonarelli for passing his IDNR Grade 3 Wastewater Exam. He has diligently worked hard and studied for all of his water and wastewater tests the past couple of years. Tony holds an Operator 2 position within our 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

April 4, 2019

We read 8,417 radio reads last month. We had to re-read approximately 14 accounts.

We had a very busy month with 117 finals, 48 water shut-offs, 53 re-connects for water service, 155 notices delivered, 4 new meter set inspections, 17-meter change outs, 19 MIU change outs, assisted 21 customers, and 77 calls for service. Our monthly total service work averaged 24 calls per day.

For the month of March, we treated a total of 64,009,000 gallons of water. Our average daily flow was 2,065,000 gallons, and our maximum daily flow was 2,601,000 gallons. We injected a total of 27,622,000 gallons of water into the ASR well. We should finish the injection process in the next two weeks. The total amount of water used in the distribution system was 5.04% higher than last March.

With the warmer weather the last couple of weeks we were able to start removing the ground storage tank and aerator from the old water plant site, all of the steel has been removed, next week we'll start removing the concrete footing.

We have finished all of the yearly maintenance at the water plant and put together a written program detailing the different types of fluids and a list of procedures to follow, having that information put together in one place will make things much easier in the future.

I've been working on updating our safety programs for the water department, when those are all finished, we'll start the training process.

With the warmer weather we've been very busy helping contractors with locates and some water shut downs.

Water Superintendent,
Greg Metternich



NORTH LIBERTY PLANNING COMMISSION

Minutes

April 2, 2019

North Liberty City Council Chambers, 1 Quail Creek Circle

Roll Call

Chair Ronda Detlefsen called the April 2, 2019 Regular Session of the North Liberty Planning Commission to order. Commission members present: Jennifer Bleil, Ronda Detlefsen, Adam Gebhart, Jason Heisler, Kylie Pentecost, Patrick Staber; absent: Rebecca Keogh.

Others present: Dean Wheatley, Ryan Heiar, Tracey Mulcahey, Kevin Trom, Joel Miller, Brian Watts, Duane Musser, Carter Kurdle and other interested parties.

Agenda Approval

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

The Preserve, Lot 1 Site Plan

Staff Presentation

Wheatley presented the request of Watts Group Development Inc to approve a multi-family site plan for Lot 1 of "The Preserve" at the southeast corner of Kansas Avenue and St. Andrews Drive. Staff recommends approval with no conditions.

Applicants Presentation

Brian Watts, The Watts Group, was present on behalf of the applicant and offered to answer questions.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including parking, the size of the shelter, open space, price point, connectivity to area open spaces, storage of trash bins in the garage, layout, and extra sidewalks.

Recommendation to the City Council

Pentecost moved, Heisler seconded to recommend approval of The Preserve, Lot 1 Site Plan to the City Council with no conditions. The vote was: ayes – Detlefsen, Bleil, Pentecost, Heisler; nays – Staber, Gebhart. Motion carried.

North Liberty Road Street Partial ROW Vacation

Staff Presentation

Wheatley presented the request of the City of North Liberty to approve an unneeded portion of right-of-way associated with the reconstruction of North Liberty Road.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including additional necessary right of way vacations.

Recommendation to the City Council

Bleil moved, Gebhart seconded to recommend approval of the partial ROW vacation on North Liberty Road. The vote was: ayes – Heisler, Bleil, Staber, Detlefsen, Gebhart, Pentecost; nays – none. Motion approved.

Commercial Land Use Discussion

Staff Presentation

Wheatley led the discussion and possible recommendation to City Council regarding commercial land use and zoning. Staff recommendations were presented.

Discussion with Commission

The Commission discussed the proposed revisions. Staff will work through the discussion tonight and will bring back a revised plan.

Approval of Previous Minutes

Staber moved, Bleil seconded to approve the minutes of the March 5, 2019 Regular Session. The vote was all ayes. Minutes approved.

Old Business

Wheatley reported on the multiuse buildings on Kansas Avenue.

New Business

No new business was presented.

Adjournment

At 7:48 p.m., Staber moved, Gebhart seconded to adjourn. The vote was all ayes. Meeting adjourned.

North Liberty Parks & Recreation Committee Meeting
Thursday, April 4, 2019
Proposal of Agenda
7:00PM

NEW BUSINESS:

1. Approve minutes: Approve March 7 meeting minutes.
2. Welcome New Board Member: Richard Grugin, newly appointed member.
3. Public Comments/Concerns: Guest introduction and concern.
4. Pickleball Advocates: Advocates to provide summary of attendance and Inquiry to dedicated outdoor pickleball courts.
5. Building & Grounds Report: Parks Monthly Report
6. Summer Brochure: Registration has begun, programs offered May-August
7. Upcoming Events:

Community Gardens Sign up	2018 plot holders: April 5
	New plot holders: April 12
Easter Egg Hunt	April 13
Spring Shed Scavenger Hunt	April 26
Celebration Belle Trip	April 26
Run Crandic	April 28
8. Any new issues not on agenda?

OLD BUSINESS:

1. Recreation Monthly Report: Recreation Review from previous month.
CIP Projects for FY20
Public forums/committees – research continues
2. Any old issues not on agenda?

CONCLUSION:

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

North Liberty Parks & Recreation Committee Meeting

Thursday, March 7, 2019

Board Members Present: Matthew Eckhardt, Jami Maxson, Jerry Stimmel, Megan Lehman, Amalia Gedney-Lose

Others Present: Shelly Simpson, Guy Goldsmith, Tim Hamer

Meeting called to order: 6:57 pm

NEW BUSINESS:

1. **Approve minutes:** Minutes from February 7 meeting approved.
2. **Public Comments-** Brent Smith, candidate for City Council, introduced self, was past part-time employee for Parks Dept, open to concerns and needs related to city parks and recreation.
3. **Board Member Vacancy-** Seven applications received, appointed March 12.
4. **Park and Rec Synopsis-** City administration wants to hold off on Recreation Master Plan, discussed synopsis sent out for review.
Q1 Re Parks plan - need to reframe list as many projects have been completed. Park and Rec Committee can prioritize list, but would like public input. Proposal made to establish subcommittee to work on reviewing 5 year CIP and present to board, including public (perhaps board applicants not selected).
Q2 Re Aquatic Plan Addendum A - board members agree with current plan, realizing is work in progress.
Q3 Re Recreation Site Feasibility - board agrees with need to evaluate, have staff assess possibilities for facility and parking additions, recognizing need to fairly soon decide on mid to long range plans.
Synopsis - discussed working on vision plan, again with input from the public, seeking what they see as needs for the community. Brainstormed re how to facilitate public engagement, again discussing subcommittee to meeting laws.
5. **Outdoor Pool Play Feature:** Replacement of main play feature anticipated this spring, as well as changes to wall for floatable walk.
6. **Building and Grounds Report:** Busy with snow and ice removal; anxious for it to be gone to get parks ready for spring activities. Helped at Beat the Bitter. Interviewing seasonal workers. Waiting for weather to allow timberline tree removal at dog park.
7. **Baseball/Softball Update:** Registration deadlines approaching. Brian held lottery for use of Quail Ridge and Koser fields. Liberty will still need to use Babe Ruth field this year.
8. **Summer 2019 Brochure:** rough draft coming soon for May-August programs.
9. **Upcoming Events:**

Community Garden signup	April 5/April 12
Easter Egg Hunt	April 13
Spring Shed Scavenger Hunt	April 26
Celebration Belle trip	April 26
Run Crandic	April 28

OLD BUSINESS:

1. **Recreation Monthly Report:** Reviewed. Swim lessons had 89 on waiting list in past. Shelly will get more info on these numbers, as well as comparison of package usage (current v past).

CONCLUSION:

1. **Next Meeting** **Thursday, April 4, 2019 at 7:00PM;** City Council Chambers at 1 Quail Creek Circle
2. Adjourned at 7:45 pm

Minutes submitted by Jami Maxson

**To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator**
From: Shelly Simpson, Recreation Director
Date: April 1, 2019
Re: Monthly Report – March 2019

Program Summaries – March

Swim Lessons:

Adult Lessons: April – next session
Parent Tot: April – next session
Tadpoles: April – next session
Level 1: April – next session
Level 2: April – next session
Level 3: April – next session
Level 4: April – next session
Level 5: April – next session
Level 6: April – next session
Private - T: April – next session
TH: April – next session
Totaling; April – next session

Pool Programs:

Early Bird Aqua Aerobics: 3 participants, plus drop-ins.
Easy Does It: 4 participants, plus drop-ins.
Water Resistance AM: 3 participant, plus drop-ins.
Aqua Boot Camp: 4 participants, plus drop-ins.
Arthritis Foundation Aqua: 25 participants, plus drop-ins.
Noodle Triathlon Workout: 2 participants, plus drop-ins.
Aqua Zumba: 10am 6 participants, plus drop-ins.
11am 11 participants, plus drop-ins.
7:15pm 13 participants, plus drop ins.
Aqua Aerobics, Toning: 2 participants, plus drop-ins.
Rec Swim Team – T: 10 participants
TH: 10 participants

Jr. Lifeguard Class: no enrollment
First Aid: 2 participants
Mermaid Class: 12 participants
Safety Swim Saturday: 49 participants

Preschool:

Pee Wee Baseball: AM Class 12 participants; wait list 2
PM Classes 34 participants; wait list 14
Kids Campsite: This month; 931 participants
Lucky Duck: This month \$.00 collected
Wiggle Worms: 3 participants, plus drop-ins.
Music & Movement: 5 participants, plus drop-ins.
Kinder Club - T: 9 participants, plus drop-ins.
TH: 6 participants, plus drop-ins.
Tippi Toes: Baby Ballet 17 participants
Ballet Tap Jazz: 15 participants
Hip Hop Jazz: 3 participants

Tippi Toes - Toddler & Me: 5 participants
Princess Camp: 9 participants

Youth Programs:

Recsters AM = 15 participants; PM = 65 participants; totals 80
Recsters Spring Break: March 18-22; each day ranged from 7-12 participants

Spring Break Cooking Class: canceled due to lack of enrollment

Parents Night Out (Mar 8): 21 participants

Youth Sports:

Tae Kwon Do M/TH: 0 participants
Tae Kwon Do T/W: 9 participants

Youth Outdoor Soccer: 56 participants

Adult Sports/Programs:

Co-ed Volleyball League: Resumes in Fall
Men's Basketball: Resumes in Fall

Adult Fitness:

Cardio Pump: 6 participants, plus drop-ins.
Kickboxing: 2 participants, plus drop-ins.
Boot Camp/Cross: 1 participant, plus drop-ins.
Body Blast: Drop-ins only.
Body Sculpt: 1 participant, plus drop-ins.
Yoga Sculpt: Drop-ins only.

Senior Citizens:

Senior Dining:	Mar 1	20
	Mar 8	13
	Mar 15	22
	Mar 22	17
	Mar 29	24
	Total for month:	96 participants

Special Events:

Optimist Pancake Breakfast: Annual community event held at Community Center.

ActiveNet Totals: Gross Income = \$ 114,006.61

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

GL Account: Aquatic Programs/ Classes, Baseball/ Softball, Before/After School, Classes/Programs, Conf. Center Rental, Daily Pool Fees, 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 Mar 1, 2019 through Mar 31, 2019
 Revenue Site: North Liberty Recreation Department

Account Name	Account #	Regular Sales +	POS Sales +	Total Deposits -	Total Discount =	Total Income	Total Refs/ Credits/ - Paid-Outs -	Total Expense =	Net Revenue	Other Information			
										Unpaid Amounts	Paid Amounts	Deferred Revenue	POS QTY
Aquatic Programs/ Classes	010-4-1-4575	\$2,993.50	\$1,238.00	\$0.00	\$0.00	\$4,231.50	(\$488.08)	\$0.00	\$3,743.42	\$0.00	\$3,743.42	\$0.00	358
Before/After School	010-4-1-4566	\$82,842.50	\$0.00	\$0.00	(\$765.00)	\$82,077.50	(\$1,847.00)	\$0.00	\$80,230.50	\$0.00	\$80,230.50	\$0.00	
Classes/Programs	010-4-1-4564	\$5,737.50	\$3,209.50	\$0.00	(\$20.00)	\$8,927.00	(\$1,685.31)	\$0.00	\$7,241.69	\$0.00	\$7,241.69	\$0.00	756
Daily Pool Fees	010-4-1-4573	\$0.00	\$5,436.00	\$0.00	\$0.00	\$5,436.00	\$0.00	\$0.00	\$5,436.00	\$0.00	\$5,436.00	\$0.00	1599
Membership	010-4-1-4572/010-4-1-4563	\$0.00	\$26.00	\$0.00	\$0.00	\$26.00	\$0.00	\$0.00	\$26.00	\$0.00	\$26.00	\$0.00	13
Pool Passes	010-4-1-4572	\$4,212.00	\$0.00	\$0.00	\$0.00	\$4,212.00	(\$216.00)	\$0.00	\$3,996.00	\$0.00	\$3,996.00	\$0.00	
Rec. Rentals	010-4-1-4589	\$75.00	\$16.50	\$0.00	\$0.00	\$91.50	\$0.00	\$0.00	\$91.50	\$0.00	\$91.50	\$0.00	33
Swim Lessons	010-4-1-4574	\$697.50	\$0.00	\$0.00	\$0.00	\$697.50	(\$510.00)	\$0.00	\$187.50	\$0.00	\$187.50	\$0.00	
Weight Fees	010-4-1-4563	\$10,493.00	\$2,760.00	\$0.00	\$0.00	\$13,253.00	(\$199.00)	\$0.00	\$13,054.00	\$0.00	\$13,054.00	\$0.00	706
Grand Total:		\$107,051.00	\$12,686.00	\$0.00	(\$785.00)	\$118,952.00	(\$4,945.39)	\$0.00	\$114,006.61	\$0.00	\$114,006.61	\$0.00	3465

* Linked account credits

Recreation Revenue Summary; March 1-31, 2019

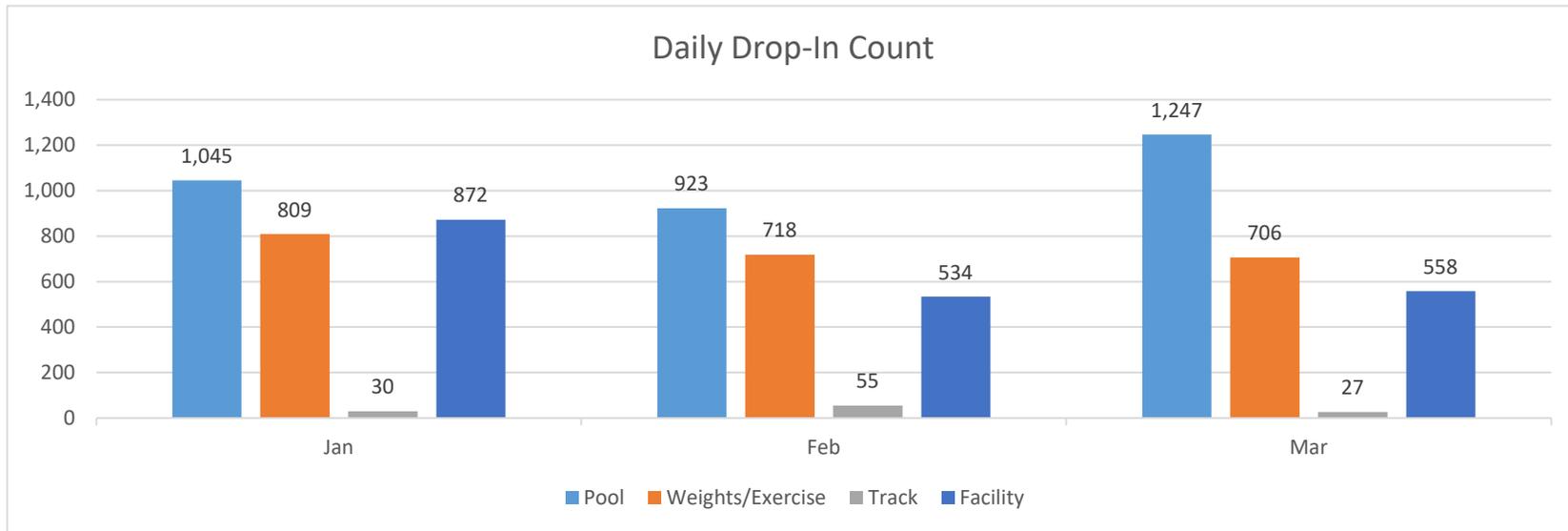
<u>Date</u>	<u>Class/Prgms</u>	<u>Weight Fees</u>	<u>BASP</u>	<u>League Fees</u>	<u>Rentals</u>	<u>Park Fees</u>	<u>GCC Fees</u>	<u>BB / SB</u>	<u>Misc/Don</u>	<u>Totals</u>
Fri., March 1	\$ 185.00	\$ 587.00	\$ 5,255.00	\$ (20.00)	\$ 2.00	\$ -	\$ -	\$ -	\$ -	\$ 6,009.00
Sat., March 2	\$ 641.00	\$ 1,086.00	\$ -	\$ -	\$ 41.00	\$ -	\$ -	\$ -	\$ -	\$ 1,768.00
Sun., March 3	\$ 367.50	\$ 458.00	\$ -	\$ -	\$ 1,141.50	\$ -	\$ -	\$ -	\$ -	\$ 1,967.00
Mon., March 4	\$ 355.00	\$ 1,240.00	\$ 16,000.00	\$ -	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ 17,625.00
Tues., March 5	\$ 434.00	\$ 462.00	\$ 2,415.00	\$ -	\$ (154.50)	\$ -	\$ -	\$ -	\$ -	\$ 3,156.50
Wed., March 6	\$ 345.00	\$ 441.00	\$ 1,820.00	\$ -	\$ 642.50	\$ 20.00	\$ -	\$ -	\$ -	\$ 3,268.50
Thurs., Mar 7	\$ 33.50	\$ 287.00	\$ 3,135.00	\$ -	\$ 25.50	\$ -	\$ -	\$ -	\$ -	\$ 3,481.00
Fri., March 8	\$ 450.00	\$ 466.00	\$ 1,470.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,386.00
Sat., March 9	\$ 432.00	\$ 338.00	\$ 3,675.00	\$ -	\$ 170.50	\$ -	\$ -	\$ -	\$ -	\$ 4,615.50
Sun., Mar 10	\$ 161.00	\$ 275.00	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 436.50
Mon., Mar 11	\$ 146.50	\$ 673.00	\$ 260.00	\$ -	\$ 181.00	\$ -	\$ -	\$ -	\$ -	\$ 1,260.50
Tues., Mar 12	\$ 221.00	\$ 497.00	\$ 1,905.00	\$ -	\$ 380.00	\$ -	\$ -	\$ -	\$ (1.00)	\$ 3,002.00
Wed., Mar 13	\$ 4.00	\$ 159.00	\$ 785.00	\$ -	\$ 51.00	\$ -	\$ -	\$ -	\$ 30.00	\$ 1,029.00
Thurs., Mar 14	\$ 236.00	\$ 436.00	\$ 1,102.50	\$ -	\$ 247.50	\$ -	\$ -	\$ -	\$ -	\$ 2,022.00
Fri., Mar 15	\$ 193.50	\$ 217.00	\$ 3,457.00	\$ -	\$ 74.50	\$ -	\$ -	\$ -	\$ -	\$ 3,942.00
Sat., Mar 16	\$ 289.00	\$ 252.00	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ 661.00
Sun., Mar 17	\$ 192.00	\$ 325.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 517.00
Mon., Mar 18	\$ 291.00	\$ 454.15	\$ 1,275.00	\$ -	\$ 15.50	\$ 30.00	\$ -	\$ -	\$ -	\$ 2,065.65
Tues., Mar 19	\$ 222.00	\$ 690.00	\$ 1,175.00	\$ -	\$ 547.00	\$ 20.00	\$ -	\$ -	\$ -	\$ 2,654.00
Wed., Mar 20	\$ 428.50	\$ 502.00	\$ 923.00	\$ -	\$ 280.00	\$ -	\$ -	\$ -	\$ -	\$ 2,133.50
Thurs., Mar 21	\$ 213.50	\$ 242.00	\$ 2,147.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,603.00
Fri., Mar 22	\$ 323.00	\$ 781.85	\$ 4,840.00	\$ -	\$ 1.50	\$ -	\$ -	\$ -	\$ -	\$ 5,946.35
Sat., Mar 23	\$ 201.00	\$ 181.00	\$ -	\$ -	\$ 590.50	\$ -	\$ -	\$ -	\$ 113.00	\$ 1,085.50
Sun., Mar 24	\$ 44.00	\$ 122.00	\$ 280.00	\$ -	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 447.00
Mon., Mar 25	\$ 221.00	\$ 424.00	\$ 6,660.00	\$ -	\$ 195.00	\$ 15.00	\$ -	\$ -	\$ -	\$ 7,515.00
Tues., Mar 26	\$ 173.50	\$ 361.00	\$ 4,777.50	\$ -	\$ 730.00	\$ -	\$ -	\$ -	\$ 5.00	\$ 6,047.00
Wed., Mar 27	\$ 175.00	\$ 138.00	\$ 2,330.00	\$ -	\$ 60.50	\$ -	\$ -	\$ -	\$ (1.00)	\$ 2,702.50
Thurs., Mar 28	\$ 320.50	\$ 250.00	\$ 1,365.00	\$ -	\$ 390.00	\$ 20.00	\$ -	\$ -	\$ 40.00	\$ 2,385.50
Fri., Mar 29	\$ 95.00	\$ 252.00	\$ 6,699.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,046.50
Sat., Mar 30	\$ 285.00	\$ 243.00	\$ 7,380.00	\$ -	\$ 30.50	\$ -	\$ -	\$ -	\$ -	\$ 7,938.50
Sun, Mar 31	\$ 131.00	\$ 255.00	\$ 1,615.00	\$ -	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 2,002.00
Totals	\$ 7,810.00	\$ 13,095.00	\$ 82,747.00	\$ (20.00)	\$ 5,795.50	\$ 105.00	\$ -	\$ -	\$ 186.00	\$ 109,718.50

Pool Revenue Summary; March 1-31, 2019

Date	Pool Passes	Daily Fees	Swim Lessons	Aqua Prgms	Concessions	Rentals	Misc/Don	Totals
Fri., March 1	\$ -	\$ 85.00	\$ (70.00)	\$ 280.50	\$ -	\$ -	\$ -	\$ 295.50
Sat., March 2	\$ 504.00	\$ 325.00	\$ -	\$ 190.00	\$ -	\$ -	\$ -	\$ 1,019.00
Sun., March 3	\$ 36.00	\$ 321.00	\$ -	\$ 196.50	\$ -	\$ -	\$ -	\$ 553.50
Mon., March 4	\$ 385.00	\$ 46.00	\$ 35.00	\$ 218.50	\$ -	\$ -	\$ -	\$ 684.50
Tues., March 5	\$ 261.00	\$ 61.00	\$ 30.00	\$ 131.50	\$ -	\$ 180.00	\$ -	\$ 663.50
Wed., March 6	\$ 1.00	\$ 67.00	\$ 22.50	\$ 117.00	\$ -	\$ 90.00	\$ -	\$ 297.50
Thurs., Mar 7	\$ 1.00	\$ 74.00	\$ 30.00	\$ 72.00	\$ -	\$ -	\$ -	\$ 177.00
Fri., March 8	\$ 27.00	\$ 81.00	\$ 30.00	\$ 77.50	\$ -	\$ 90.00	\$ -	\$ 305.50
Sat., March 9	\$ -	\$ 406.00	\$ (67.50)	\$ 8.00	\$ -	\$ -	\$ -	\$ 346.50
Sun., Mar 10	\$ 146.00	\$ 257.00	\$ 60.00	\$ 91.50	\$ -	\$ -	\$ -	\$ 554.50
Mon., Mar 11	\$ 135.00	\$ 41.00	\$ 120.00	\$ 70.00	\$ -	\$ (90.00)	\$ -	\$ 276.00
Tues., Mar 12	\$ 45.00	\$ 17.00	\$ 22.50	\$ 107.50	\$ -	\$ -	\$ -	\$ 192.00
Wed., Mar 13	\$ 1.00	\$ 83.00	\$ 30.00	\$ 96.00	\$ -	\$ -	\$ -	\$ 210.00
Thurs., Mar 14	\$ 477.00	\$ 75.00	\$ -	\$ 44.00	\$ -	\$ 90.00	\$ -	\$ 686.00
Fri., Mar 15	\$ 31.00	\$ 125.00	\$ -	\$ 400.00	\$ -	\$ 180.00	\$ -	\$ 736.00
Sat., Mar 16	\$ -	\$ 216.00	\$ 35.00	\$ 56.00	\$ -	\$ -	\$ -	\$ 307.00
Sun., Mar 17	\$ 28.00	\$ 163.00	\$ 7.50	\$ 32.00	\$ -	\$ 90.00	\$ -	\$ 320.50
Mon., Mar 18	\$ 99.15	\$ 289.00	\$ -	\$ 47.00	\$ -	\$ 90.00	\$ -	\$ 525.15
Tues., Mar 19	\$ 1.00	\$ 289.00	\$ -	\$ 240.00	\$ -	\$ -	\$ -	\$ 530.00
Wed., Mar 20	\$ 36.00	\$ 271.00	\$ -	\$ 48.50	\$ -	\$ -	\$ -	\$ 355.50
Thurs., Mar 21	\$ 855.00	\$ 360.00	\$ -	\$ 166.00	\$ -	\$ -	\$ -	\$ 1,381.00
Fri., Mar 22	\$ 375.85	\$ 324.00	\$ -	\$ 86.50	\$ -	\$ -	\$ -	\$ 786.35
Sat., Mar 23	\$ 495.00	\$ 343.00	\$ -	\$ 72.00	\$ -	\$ -	\$ -	\$ 910.00
Sun., Mar 24	\$ 2.00	\$ 286.00	\$ -	\$ 24.00	\$ -	\$ -	\$ -	\$ 312.00
Mon., Mar 25	\$ 1.00	\$ 54.00	\$ 27.50	\$ 138.92	\$ -	\$ -	\$ -	\$ 221.42
Tues., Mar 26	\$ 39.00	\$ 60.00	\$ -	\$ 120.50	\$ -	\$ -	\$ -	\$ 219.50
Wed., Mar 27	\$ -	\$ 96.00	\$ -	\$ 171.00	\$ -	\$ -	\$ -	\$ 267.00
Thurs., Mar 28	\$ -	\$ 56.00	\$ 30.00	\$ 71.00	\$ -	\$ -	\$ -	\$ 157.00
Fri., Mar 29	\$ 27.00	\$ 128.00	\$ -	\$ 47.00	\$ -	\$ -	\$ -	\$ 202.00
Sat., Mar 30	\$ -	\$ 175.00	\$ -	\$ 51.00	\$ -	\$ -	\$ -	\$ 226.00
Sun., Mar 31	\$ 205.00	\$ 30.00	\$ 410.50	\$ -	\$ -	\$ -	\$ -	\$ 645.50
Totals	\$ 4,214.00	\$ 5,204.00	\$ 753.00	\$ 3,471.92	\$ -	\$ 720.00	\$ -	\$ 14,362.92

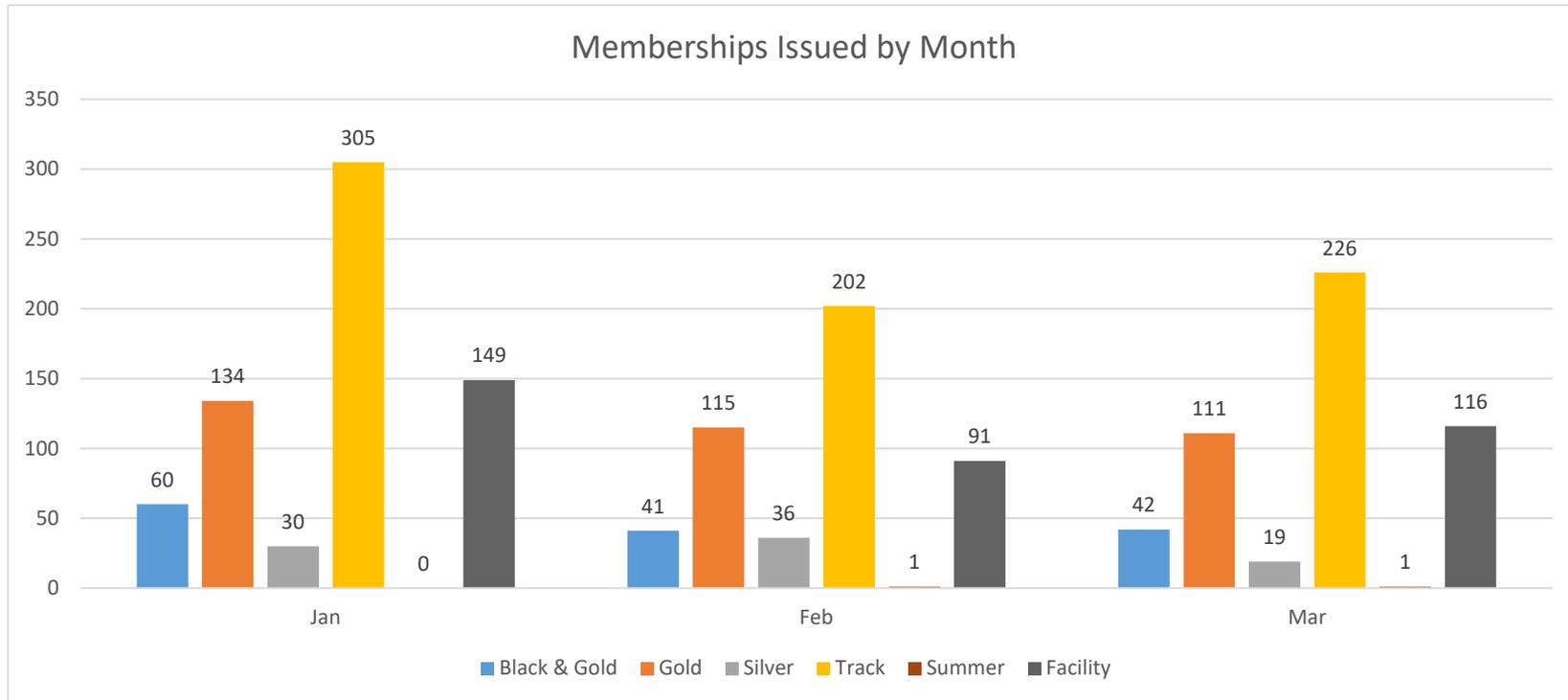
Daily Drop-in Count by Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Pool	8,776	6,545	1,452	962	626	922	1,045	923	1,247			
Weights/Exercise	902	853	625	412	490	646	809	718	706			
Track	0	0	0	8	31	26	30	55	27			
Open Gym Activities	359	376	368	0	0	0	0	0	0			
Facility	0	0	0	276	524	765	872	534	558			
Total	10,037	7,774	2,445	1,658	1,671	2,359	2,756	2,230	2,538			



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	41	42			
Gold	82	83	90	116	110	117	134	115	111			
Silver	126	45	50	21	26	19	30	36	19			
Track	72	63	127	126	240	215	305	202	226			
Basketball	4	4	2	0	0	0	0	0	0			
Pickleball	20	22	13	0	0	0	0	0	0			
Volleyball	0	0	0	0	0	0	0	0	0			
Summer	1	0	0	0	0	0	0	1	1			
Facility	0	0	0	259	161	158	149	91	116			
Total	348	266	309	574	564	552	678	486	515			



Membership Usage by Month: Scanned entries

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	445	500	504	665	622	680			
Gold	2,119	2,342	2,704	3,016	2,561	2,926			
Silver	833	849	741	809	779	835			
Track	2,105	3,130	3,350	2,345	2,539	2,412			
Summer	0	0	0	0	0	1			
Facility	0	1,469	1,791	2,026	1,454	1,676			
Total	5,502	8,290	9,090	8,861	7955	8530			

