



**North Liberty City Council
Regular Session
June 9, 2020**



City Administrator Memo



To **Mayor and City Council**
From **Ryan Heiar, City Administrator**
Date **June 5, 2020**
Re **City Council Agenda – June 9, 2020**

Meeting Note

Tuesday's meeting will be held virtually via Zoom.us and live streamed at [Watch Meetings Live](#) as well as available on the City's Facebook Page. Councilors, staff and other meeting participants will log into the meeting in order to conduct business while the public will be able to watch the debate and decisions being made.

Meetings & Events

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

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

Tuesday, June 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 (05/26/20)
- Claims
- Liquor License Renewals
 - Kum & Go
- Pay Application #11, Police Department Project, Tricon Construction Group, \$72,717.99
- Change Order #2, Penn & Front Street Construction Project, All American Concrete Inc., (\$2,951.38)
- FINAL Pay Application #8 and Project Acceptance, Penn & Front Street Construction Project, All American Concrete Inc., \$30,455.42

MOXIE Solar Presentation

Jason Hall, owner of MOXIE Solar, will be on Tuesday's meeting to discuss an idea for a future project and request assistance, in the form of a \$50,000 forgivable loan, to relocate MOXIE's operations to 323 Cherry Street. Included in the packet is a slide deck that Mr. Hall will speak from, highlighting ideas for a green district in North Liberty. Mr. Hall is looking to move operations in 2020 and proceed with the green district concept within five years. If the City Council agrees to move forward with a loan, staff will work with Mr. Hall on a forgivable loan agreement that would include hitting project milestones within a timely fashion.

Board & Commission Appointments

The Mayor is asking the City Council to approve his appointments to various boards and commission.

Planning Commission: Rebecca Keogh (I) - Barry A'Hearn - Jessica Marks

Parks & Recreation Commission: Richard Grugin (I) - Shannon Greene - Craig Sundell

Tree/Storm Water Board: Kevin McGrane

Library Board: Jessica Beck (I)

Communications Commission: Mike Nicholls

Zoning Ordinance Updates, Second Reading

This is a staff initiated amendment to the Zoning Ordinance, which addresses unenforceable regulations regarding the definition of family, redundant language and updates the sign regulations to formally allow commercial window signs.

2020A Bond Sale

Staff has been working with the City's financial advisor and bond counsel to prepare for selling bonds to cover the costs of projects that have been or will be completed in the near future. The chart below identifies the projects and amounts. There is a public hearing and one resolution on Tuesday's agenda. After the public hearing, Council will be asked to consider a resolution to take additional action to enter into a general obligation loan agreement. Staff recommends approval of the resolution.

2020A Bond Sale - Summary of Projects		
Project	Amount	Type
Ranshaw Way, Phase 2	\$750,000	GO/TIF Bond
Ranshaw Way, Phase 3 & 4	\$2,797,000	GO/TIF Bond
Penn/Front Corridor Improvements	\$1,000,000	GO/TIF Bond
Sub Total	\$4,547,000	
Trails	\$623,000	GO Bond
Dog Park	\$215,000	GO Bond
Penn/Front Corridor Improvements	\$1,000,000	GO Bond
Wastewater Collections Improvements [^]	\$813,000	GO Bond
Police Station	\$2,750,000	GO Bond
Sub Total	\$5,401,000	
Total	\$9,948,000	

[^]To be repair with wastewater funds

CDBG Policies

Anytime the City receives CDBG funds, it is required to update and/or reapprove

policies that are required by the CDBG program. Included in the packet are the more recent policies that CDBG requires, most of which have no direct relationship to the daycare funding received. One of the required policies is Excessive Force, which is certainly timely and on the minds of many in our community and country. In addition to

that general policy, included in the packet is the Police Department's current Use of Force policy, which is consistent with the CDBG policy. Staff recommends approval of the CDBG policies.

Water Rate Increase Ordinance

The water utility financial model, which includes the most recent water revenue projections, can be found in the packet. As previously mentioned, actual revenues are very close to what was budgeted. Expenses are currently on track to come in as budgeted or slightly lower. Staff is recommending a 3% water rate increase to ensure that the City remains compliant with the debt service ratio defined in the loan agreements. The model shows that with a 3% rate increase, the city will have a debt service ratio of approximately 1.32 and will stay above the required 1.20 ratio. In addition, the proposed increase will sustain a moderate fund balance reserve, which is also a priority. For reference, the packet also includes the wastewater and storm water models. Rate increases are not proposed in either of these enterprise funds at this time.

Dohnovan Estates Storm Water Agreement

Staff is recommending approval of an amendment to the original storm water agreement with Dohnovan Estates. There are two home owner associations (HOA) within the development and the proposed amendment clarifies that one HOA is responsible for the NW detention basin and the other is responsible for the SE basin.



Agenda



City Council
June 9, 2020
Regular Session
6:30 p.m.

NOTICE: Due to the COVID-19 pandemic, public health and safety concerns require City of North Liberty public meetings to be held electronically, so as to limit the spread of the virus. The public is invited to submit questions and comments in advance of the meeting for consideration submitting them to the City Clerk Tracey Mulcahey via email at tmulcahey@northlibertyiowa.org.

This meeting may be accessed by the public as follows:

By internet video:

- On the City of North Liberty website, viewable below.
- On Facebook, at [facebook.com/northliberty/](https://www.facebook.com/northliberty/)
- On YouTube, at www.youtube.com/channel/UCrCw6ipAPjJnd-olpRgPJcg

By phone:

- Call 1 (312) 626 6799. You will need a touchtone phone and to enter the meeting ID: 837 0783 2558 and then the password: 074033.

Meetings are rebroadcast on cable and available on-demand on northlibertyiowa.org.

1. Call to order
2. Roll call
3. Approval of the Agenda
4. Consent Agenda
 - A. City Council Minutes, Regular Session, May 26, 2020
 - B. Claims
 - C. Liquor License Renewal, Kum & Go
 - D. Police Department Construction Project, Pay Application Number 11, Tricon General Construction, \$72,717.99
 - E. Penn and Front Construction Project, Change Order Number 7, All American Concrete, Inc., (\$2,951.38)

- F. Penn and Front Construction Project, Pay Application Number 8, All American Concrete, Inc., \$30,455.42
- G. Penn and Front Construction Project, Final Acceptance
- 5. City Engineer Report
- 6. City Administrator Report
- 7. Mayor Report
- 8. Moxie Solar
 - A. Presentation by Jason Hall
 - B. Discussion and possible action on funding request
- 9. Board/Commission Appointments
 - A. Discussion and possible action on Mayoral Board and Commission appointments
- 10. Zoning Ordinance Updates
 - A. Second consideration of Ordinance Number 2020-03, An Ordinance amending Chapter 167 Code of Ordinances of North Liberty, Iowa, entitled "Zoning Code – Definitions" by amending Section 167.01, entitled "Definitions" by Deleting the definitions "Congregate Residence", "Family" And "Sign" and by amending the definition " Dwelling Unit" and Amending Chapter 173 Code of Ordinances of North Liberty, Iowa, entitled "Zoning Code – Sign Regulations" by amending Section 173.02, entitled "Definitions" by amending the definition "Sign" and adding the definition "Sign, Window" and by amending Section 173.05, entitled "Exempt Signs" by amending Subsection 12 pertaining to window informational signs
- 11. 2020A Bond Sale
 - A. Public Hearing on proposal to enter into a General Purpose Loan Agreement
 - B. Resolution Number 2020-50, A Resolution taking additional action on General Purpose Loan Agreement, setting date for the sale of General Obligation Corporate Purpose Bonds, Se
- 12. CDBG – Emergency Childcare Program
 - A. Public Hearing regarding the City's awarded CDBG Project for the Emergency Childcare Program
 - B. Resolution Number 2020-51, A Resolution approving the policies required by the Community Development Block Grant Program for the Emergency Childcare Program

13. Water Rate Update
 - A. Public Hearing regarding proposed water rate increase
 - B. First consideration of Ordinance Number 2020-04, An Ordinance amending Chapter 92.02, entitled "Rates for Service," of the Municipal Code of North Liberty by adopting a new section 92.02 to increase the charges for water used

14. Dahnovan Estates Storm Water Management Facility Maintenance Agreement
 - A. Resolution Number 2020-52, A Resolution approving the amendment of the Storm Water Management Facility Maintenance Agreement and Easement for Dahnovan Estates

15. Old Business

16. New Business

17. Adjournment



Consent Agenda



City Council
May 26, 2020
Regular Session
6:30 p.m.

NOTICE: Due to the COVID-19 pandemic, public health and safety concerns require City of North Liberty public meetings to be held electronically, so as to limit the spread of the virus.

Call to order

Mayor Terry Donahue called the May 26, 2020 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: RaQuishia Harrington, Chris Hoffman, Annie Pollock, Brent Smith and Brian Wayson.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Kevin Trom, Alan Weiskamp, Derek Blackman and other interested parties.

Approval of the Agenda

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

Consent Agenda

Pollock moved, Smith seconded to approve the Consent Agenda including the City Council Minutes from the Regular Session on May 12, 2020; the attached list of Claims; April Revenues; April Treasurers Report; Liquor License Renewal, LD Express; Liquor License Renewal, Casey's General Store 2479; Liquor License Renewal, Jimmy Jacks; Police Department Project, Pay Application Number 10, Tricon Construction Group, \$313,500.05; and St. Andrews Drive Project, Pay Application Number 2, Metro Pavers, Inc., \$467,467.73. The vote was all ayes. Consent Agenda approved.

City Engineer Report

City Engineer Kevin Trom reported that St. Andrews Drive construction continues, but has been slowed by recent rains. The first phase of paving will be installed next week. Ranshaw Way, Phase 5 first plan submittal is due Friday with a City staff meeting on June 4. For the Dubuque Street, Phase 2 Project, Trom, Rusnak and Heiar have met with eight property owners. Trom summarized the meetings. Council discussed the report with staff.

City Administrator Report

City Administrator Ryan Heiar reported that staff are continuing to plan for reopening of City buildings. Staff will be back on June 1. Other details are still being worked out. Due to Memorial Day this week, all trash is being picked up on Wednesday city-wide. Heiar presented the FY 2020 Financial Update. Council discussed the update with staff.

Mayor Report

Mayor Donahue read the Proclamation of High School Senior Day – May 29, 2020. He spoke of the communication received from Mothers against Gun Violence. Councilor Harrington related her personal experiences relating to gun violence. June 5 is National Gun Violence Awareness Day recognized for Hadiya Pendleton. Everyone is encouraged to wear orange to raise awareness. For the use of ballfields, the City is looking at June 8 to open fields for practice and June 15 for opening for games. There are still some details to be ironed out.

City Hall Assessment Report

Alan Weiskamp presented the City Hall Assessment Report. Council discussed the report with Weiskamp and staff. Heiar reported he will be visiting with the landlord in the next month and will have a better idea of the goals in exiting the facility. After the conversation with the landlord, this item will be brought back to Council with plans and costs for direction.

Ranshaw House Project

Harrington moved, Hoffman seconded to approve Resolution Number 2020-48, A Resolution approving the Services Agreement between the City of North Liberty and Shive-Hattery, Inc. for the Ranshaw House Restoration Phase 2 Project. The vote was: ayes – Hoffman, Pollock, Harrington, Smith, Wayson; nays -none. Motion carried.

Zoning Ordinance Updates

Rusnak presented the Planning Commission recommendation of approval of the ordinance amendments with no conditions.

At 7:31 p.m., Mayor Donahue opened the public hearing regarding proposed Zoning Ordinance updates. No oral or written comments were received. The public hearing was closed.

Hoffman moved, Harrington seconded to approve the first consideration of Ordinance Number 2020-03, An Ordinance amending Chapter 167 Code of Ordinances of North Liberty, Iowa, entitled "Zoning Code – Definitions" by amending Section 167.01, entitled "Definitions" by Deleting the definitions "Congregate Residence", "Family" And "Sign" and by amending the definition "Dwelling Unit" and Amending Chapter 173 Code of Ordinances of North Liberty, Iowa, entitled "Zoning Code – Sign Regulations" by amending Section 173.02, entitled "Definitions" by amending the definition "Sign" and adding the definition "Sign, Window" and by amending Section 173.05, entitled "Exempt Signs" by amending Subsection 12 pertaining to window informational signs. The vote was: ayes – Pollock, Smith, Hoffman, Harrington, Wayson; nays – none. Motion carried.

2020A Bond Sale

At 7:33 p.m., Mayor Donahue opened the public hearing on proposal to enter into an Essential Corporate Purpose Loan Agreement. No oral or written comments were received. The public hearing was closed.

Hoffman moved, Wayson seconded to approve Resolution Number 2020-46, A Resolution authorizing and taking additional action on proposal to enter into General Obligation Loan

Agreement. The vote was: ayes – Hoffman, Wayson, Smith, Harrington, Pollock; nays – none. Motion carried.

Pollock moved, Wayson seconded to approve Resolution Number 2020-47, A Resolution setting the date for public hearing on proposal to enter into General Obligation Loan Agreement. The vote was: ayes – Pollock, Smith, Hoffman, Wayson, Harrington; nays – none. Motion carried.

Social Services Funding

Pollock moved, Harrington seconded to approve Resolution Number 2020-49, A Resolution affirming Social Service Grant Allocations for Fiscal Year 2020-21. After discussion, the vote was: ayes – Smith, Hoffman, Harrington, Pollock, Wayson; nays – none. Motion carried.

Old Business

No old business was presented.

New Business

Councilor Smith congratulated all the local high school graduates. Councilor Wayson congratulated the college graduates. Councilor Smith provided a Project Better Together brief update. Mayor Donahue reported that the first meeting in June will be on Zoom with more discussion on future meetings.

Adjournment

Mayor Donahue adjourned the meeting at 7:40 p.m.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

Applicant License Application (LE0001872)

Name of Applicant: <u>Kum & Go LC</u>
Name of Business (DBA): <u>Kum & Go #507</u>
Address of Premises: <u>610 N Kansas Avenue</u>
City <u>North Liberty</u> County: <u>Johnson</u> Zip: <u>52317</u>
Business <u>(319) 626-2412</u>
Mailing <u>1459 Grand Avenue</u>
City <u>West Des Moines</u> State <u>IA</u> Zip: <u>50266</u>

Contact Person

Name <u>Jody Deiter</u>
Phone: <u>(515) 457-6249</u> Email <u>licenses@kumandgo.com</u>

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 07/01/2020

Expiration Date: 06/30/2021

Privileges:

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

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

Ownership

Krause Holdings Inc

First Name: Krause **Last Name:** Holdings Inc
City: West Des Moines **State:** Iowa **Zip:** 50266
Position: shareholder
% of Ownership: 100.00% **U.S. Citizen:** Yes

Craig Bergstrom

First Name: Craig **Last Name:** Bergstrom
City: Johnston **State:** Iowa **Zip:** 50131
Position: CFO
% of Ownership: 0.00% **U.S. Citizen:** Yes

Charles Campbell

First Name: Charles **Last Name:** Campbell

City: Urbandale **State:** Iowa **Zip:** 50323
Position: Secretary
% of Ownership: 0.00% **U.S. Citizen:** **Yes**
Kyle Krause
First Name: Kyle **Last Name:** Krause
City: Waukee **State:** Iowa **Zip:** 50263
Position: CEO
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>07/01/2020</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective Date:	Temp Transfer Expiration Date:



State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: _____

Name of Business (DBA):

Kum & Go #507

Address of Business: _____

Business Phone: _____

Email: _____

State of Iowa ABD License #: _____

Johnson County Health Department:

The above referenced business possesses a valid Johnson County Public Health food license.

Name: James Lacina

Title: Env Health Manager

Date: 5/1/20

Signature: James Lacina



North Liberty Police Department

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

May 13, 2020

Liquor License Check

Business: Kum & Go #507
610 Kansas Ave
North Liberty, IA 52317

Owners: Krause Holdings Inc
Craig Bergstrom (DOB: 1959)
Charles Campbell (DOB: 1977)
Kyle Krause (DOB: 1963)

The North Liberty Police Department does not have any documented contacts with the owner(s) or premise in conflict with their liquor license.

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.



Date: 5/20/20

Name of Business: Kum & Go 507 North Liberty

Address: 610 N Kansas



Fire Inspection Form

SITE	Code Section	Yes	No	
1) Address #s are Posted & Visible	IFC 505.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2) Keys in Knox Box are Current	IFC 506.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3) Premise is Free of Waste Accumulation	IFC 304.1.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ASSEMBLY OCCUPANCIES	Code Section	Yes	No	N/A
4) Occupant Load Sign(s) are Posted	IFC 1004.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FIRE EXTINGUISHERS	Code Section	Yes	No	
5) Fire Extinguishers have Current Annual Inspection Tag	IFC 901.6.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6) Fire Extinguishers have been Visually Checked Monthly (Date & Initial Tag)	NFPA 7.2.1.2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7) Fire Extinguishers are Unobstructed & Unobscured	IFC 906.6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8) Fire Extinguishers are Mounted on a Bracket or in a Fire Extinguisher Cabinet	IFC 906.7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
EMERGENCY & EXIT LIGHTS	Code Section	Yes	No	
9) Emergency Lights Illuminate when Tested (Use Test Button)	IFC 1008.3.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10) Exit Signs are Illuminated	IFC 1013.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11) Exit Signs Illuminate when Tested (Use Test Button)	IFC 1013.3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
ELECTRICAL	Code Section	Yes	No	N/A
12) Electrical Panels have at least 3 Feet of Clearance in Front of Panel	IFC 605.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13) There is No Exposed Wiring	IFC 605.6	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14) Extension Cords are Not being Used for Permanent Wiring	IFC 605.5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15) Surge Protectors are Mounted/Secured and Plugged Directly into an Outlet	IFC 605.4.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EXIT ACCESS & DOORS	Code Section	Yes	No	
16) Exits are Unobstructed Exit Signs are Illuminated	IFC 1031.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17) Corridors & Aisles are Unobstructed	IFC 1003.6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
18) Exit Doors Open Freely	IFC 1010.1.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
STORAGE	Code Section	Yes	No	N/A
19) Storage is at least 18" below Sprinkler Heads in Sprinklered Buildings	IFC 315.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20) Storage is at least 24" below Ceiling in Non-Sprinklered Buildings	IFC 315.3.1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21) Kitchen Cleaning Rags are Disposed of in a Non-Combustible Container	IFC 304.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMPRESSED CYLINDERS	Code Section	Yes	No	N/A
22) Compressed Gas Cylinders are Secured or Chained	IFC 5303.5.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Stacked back up

Provide Explanation for any "No" Answers Below

• Fire extinguishers are being repaired and will be coming forward
• Spoke in a work ticket to have exit sign illuminated - nothing happens with the test button.

Inspection Completed by: Connie McFarland

Signature: Connie McFarland

**APPLICATION AND CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702**

TO OWNER:
City of North Liberty
3 Quail Creek Circle
North Liberty, IA 52317

PROJECT:
North Liberty Police Department
North Liberty, Iowa

APPLICATION NO: 11
APPLICATION DATE: 05/27/20
PERIOD TO: 05/27/20
PROJECT NO: 1713

Distribution to:
OWNER
CONSTRUCTION
MANAGER
ARCHITECT
CONTRACTOR
OTHER
OTHER

FROM CONTRACTOR:
Tricon General Construction
2245 Kerper Blvd, Ste 2
Dubuque, IA 52001

CONTRACT DATE: 01/08/19

CONTRACT FOR: General Construction

VIA ARCHITECT: Police Facility Design Grp, 500 Grand Blvd, Ste 201A, Kansas City, MO 6410

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$5,567,000.00
2. Net change by Change Orders	(\$680,909.84)
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$4,886,090.16
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$4,611,284.56
5. RETAINAGE:	
a. 5% of Completed Work (Column D + E on G703)	\$230,564.23
b. 5% of Stored Material (Column F on G703)	\$0.00
TOTAL RETAINAGE (Lines 5a + 5b or Total in Column I of G703)	\$230,564.23
6. TOTAL EARNED LESS RETAINAGE	\$4,380,720.33
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$4,308,002.34
8. CURRENT PAYMENT DUE	\$72,717.99
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$505,369.83

CONTRACTOR: Tricon Construction Group

By: Betty Keuter Date: 5/27/2020

State of: Iowa County of: Dubuque
Subscribed and sworn to before me this 27th day of May 2020
Notary Public:

Mary K. Stone



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 72,717.99

(Attach explanation if amount certified differs from amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT

By: AMP Date: 6/3/2020

This Certificate is not negotiable. the AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$19,638.16	\$700,548.00
Total approved this Month		
TOTALS:	\$19,638.16	\$700,548.00
NET CHANGES by Change Order:	(\$680,909.84)	

CHANGE ORDER
For Local Public Agency Projects

No.: 7

Non-Substantial: N/A
Substantial: Administering Office
Concurrence Date

Accounting ID No. (5-digit number): N/A

Project Number: 1181770

Contract Work Type: NL Penn and Front Improvements

Local Public Agency: City of North Liberty

Contractor: All American Concrete, Inc.

Date Prepared: March 18, 2020

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

8018 - ADD an item for "Liquidated Damages"
8019 - ADD an item for "Temporary Power"

B - Reason for change:

8018 - Substantial Completion and Final Completion milestones were achieved after the specified contract dates.
8019 - Temporary power was required for the north roundabout lighting until Alliant could install a permanent feed.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

8018 - Contract Unit Price
8019 - Agreed Lump Sum Price

D - Justification for cost(s) (See I.M. 3.805, Attachment D, Chapter 2.36, for acceptable justification):

8018 - Unit price (per calendar day) specified in the contract.
8019 - An agreed upon lump sum price for the work was established. Cost considered reasonable based on materials, labor and equipment needed to perform the work. Refer to Change Order Request #21. Cost includes 5% prime contractor markup per Article 11.04 (General Conditions).

E - Contract time adjustment: No Working Days added Working Days added: _____ Unknown at this time
Justification for selection:

Accounting ID No.(5-digit number): _____

Change Order No.: 7

F - Items included in contract:

Participating			For deductions enter as "-x.xx"			
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>				TOTAL		

G - Items not included in contract:

Participating				For deductions enter as "-x.xx"			
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		CO-7	8018	Liquidated Damages	(\$1,500.00)	3.000	-\$4,500.00
		CO-8	8019	Temporary Power	\$1,548.62	1.000	\$1,548.62
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>				TOTAL			-\$2,951.38

H. Signatures

Agreed:

Godi Simon
Contractor

3-19-20
Date

Recommended:

Project Engineer

Date

Approved:

Person in Responsible Charge

Date

Other (optional)

Title

Date

PAYMENT APPLICATION

TO: City of North Liberty, Iowa 3 Quail Creek Circle North Liberty, Iowa 52317 Attn:	PROJECT NAME AND LOCATION: NL Penn & Front Corridor Imprv North Liberty Penn & Front Corridor Improvemer North Liberty, Iowa 52317	APPLICATION # 8 Final Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776	ARCHITECT: Shive Hattery 2839 Northgate Drive Iowa City, Iowa 52245	PERIOD THRU: 06/01/2020 PROJECT #s: DATE OF CONTRACT: 02/14/2019
FOR: NL Penn & Front Corridor Improvements		

CONTRACTOR'S SUMMARY OF WORK

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

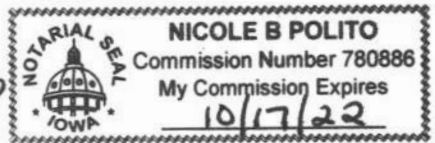
1. CONTRACT AMOUNT	\$2,792,945.90
2. SUM OF ALL CHANGE ORDERS	\$19,287.17
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$2,812,233.07
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$2,743,753.38
5. RETAINAGE:	
a. 0.00% of Completed Work (Columns D + E on Continuation Page)	\$0.00
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$0.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$2,743,753.38
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$2,713,297.96
8. PAYMENT DUE	\$30,455.42
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$68,479.69

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$23,158.55	(\$920.00)
Total approved this month	\$1,548.62	(\$4,500.00)
TOTALS	\$24,707.17	(\$5,420.00)
NET CHANGES	\$19,287.17	

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: 6-3-20
Jodi Simon

State of: Iowa
County of: Muscatine
Subscribed and sworn to before me this 3rd day of June 2020



Notary Public: Nicole Polito
My Commission Expires: 10/17/22

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 complete 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..... \$30,455.42

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

ARCHITECT:
By: _____ Date: 06/03/20

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.




Moxie Solar



THE MOXIE DISTRICT

MOXIE - AMERICA'S SOLAR COMPANY

A laptop screen is shown with a dark overlay. On the screen, there is a line graph with a blue line and a pie chart with a blue and green segment. The text is overlaid in white.

Mission statement:
Obsessively leading
the change to a
sustainable world

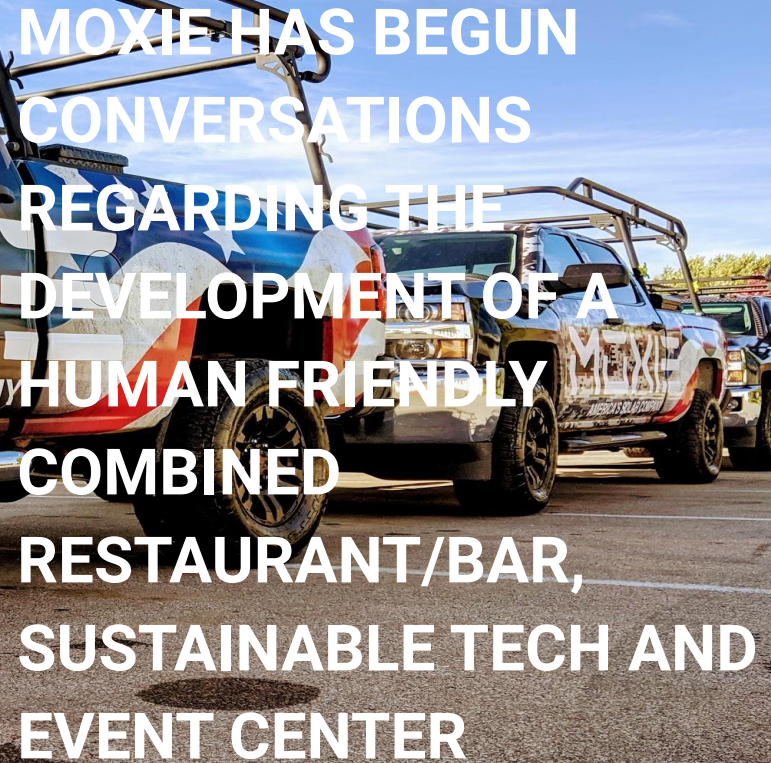


The problem

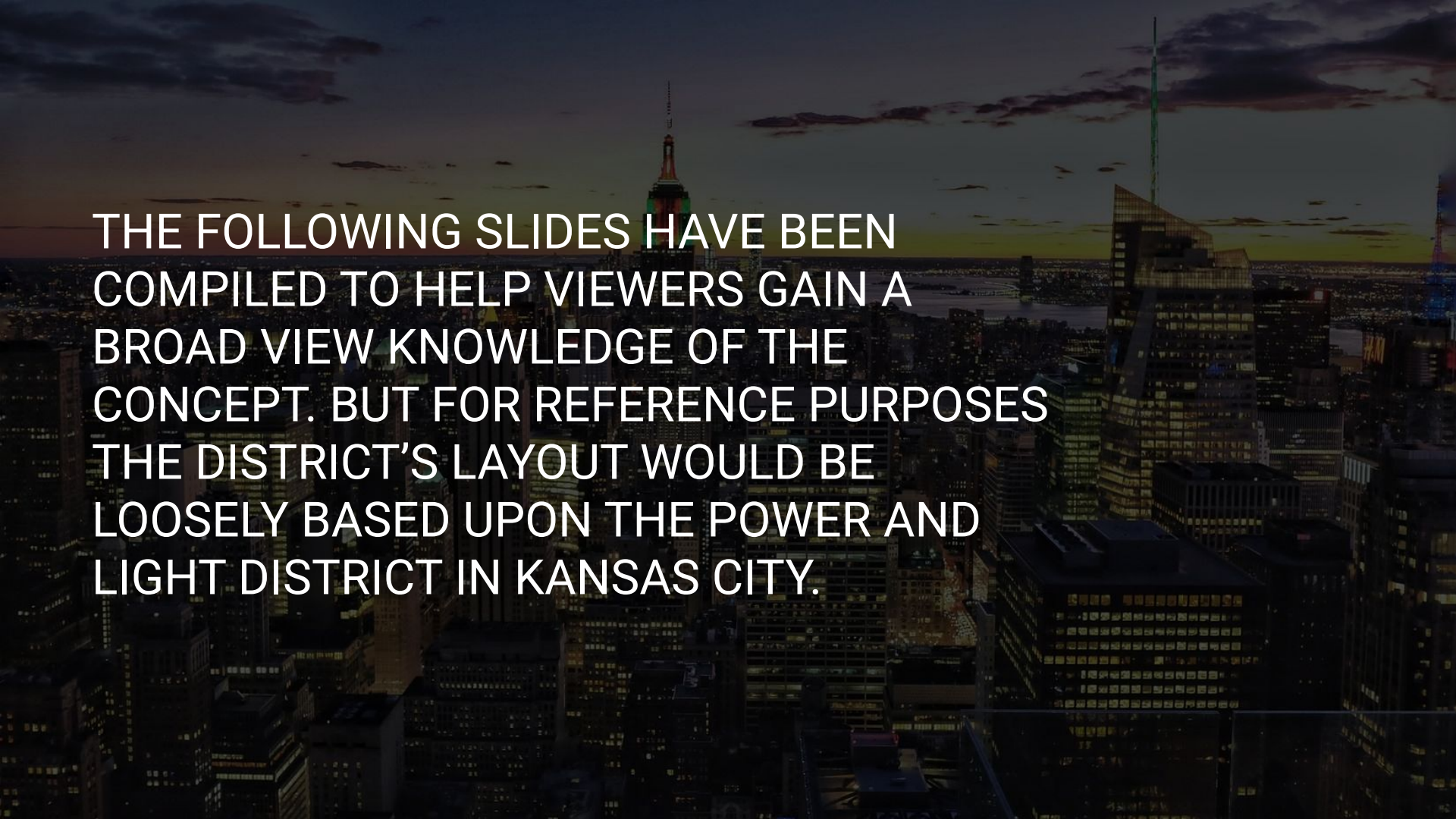
- MOXIE HAS OUTGROWN ITS CURRENT SPACE
 - MOXIE IS NOT THE HIGHEST AND BEST USE OF THE REAL ESTATE WE CURRENTLY OCCUPY
 - THE SPACE AT 323 WEST CHERRY STREET THAT SPANS FROM CHERRY STREET TO ZELLER HAS NOT BEEN DEVELOPED BUT SHOULD BE A PRIMARY DRAW AND FOCAL POINT FOR THE CITY OF NORTH LIBERTY
-

A close-up photograph of a person's hand pointing at a document or map. The background is blurred, showing what appears to be an office or meeting environment.

The solution

A line of pickup trucks parked in a lot. The truck in the foreground is decorated with a large American flag graphic and the word 'MOXIE' in large letters. Other trucks in the line also have 'MOXIE' branding. The scene is set outdoors under a clear blue sky.

**MOXIE HAS BEGUN
CONVERSATIONS
REGARDING THE
DEVELOPMENT OF A
HUMAN FRIENDLY
COMBINED
RESTAURANT/BAR,
SUSTAINABLE TECH AND
EVENT CENTER**

An aerial photograph of a city skyline at dusk or dawn. The sky is dark with some clouds, and the city lights are visible. The Empire State Building is prominent in the center. The text is overlaid in white, bold, sans-serif font.

THE FOLLOWING SLIDES HAVE BEEN
COMPILED TO HELP VIEWERS GAIN A
BROAD VIEW KNOWLEDGE OF THE
CONCEPT. BUT FOR REFERENCE PURPOSES
THE DISTRICT'S LAYOUT WOULD BE
LOOSELY BASED UPON THE POWER AND
LIGHT DISTRICT IN KANSAS CITY.



SUBJECT PROPERTY

The lots with the yellow borders

Combined the parcels are 5.5 acres

Development of the South parcel has been difficult in the past as a portion lies in a floodplain.



CANOPIED CENTRAL COURTYARD

The canopied concept is a smart design allowing 3 seasons activity and protection from mild weather events.

The MOXIE DISTRICT would have translucent solar panels forming the canopy.



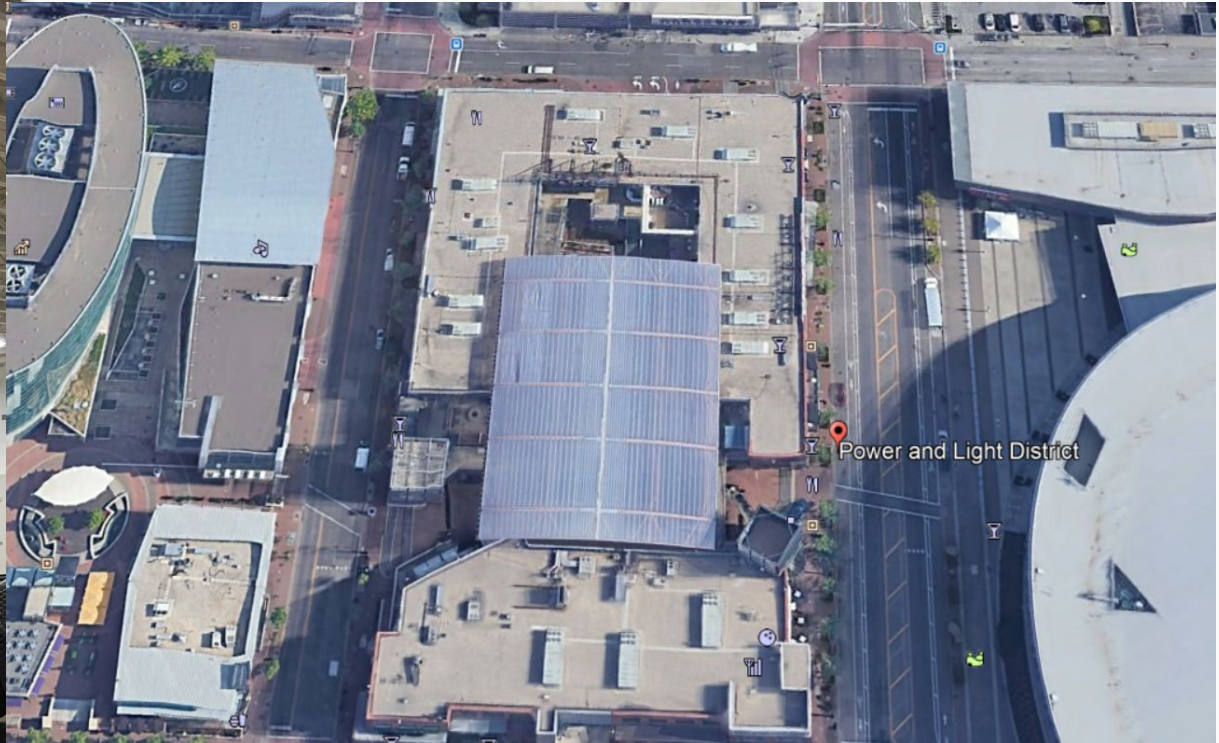
TWO STORIES OF INDOOR SPACE

Based upon our preliminary assessments, the project should have a U shaped building that wraps around the central courtyard. This building should be a minimum of 2 stories minimum.



AERIAL VIEW

- HERE IS AN AERIAL VIEW THAT GIVES A GENERAL IDEA OF THE U SHAPED RETAIL SPACE THAT SURROUNDS THE CENTRAL COURTYARD
- THE LOWER BUILDING WOULD HOUSE MOXIE MANUFACTURING, THE INSTALLATION COMPANY AS WELL AS R&D AND ADMINISTRATION.





RETAIL SHOPS

MANAGEMENT OF
THE MOXIE DISTRICT

WILL FOCUS ON
BOTH HIGHLY

DESIRABLE BUT
ENVIRONMENTAL

RETAILERS TO FILL
SPACES WHERE WE

ARE ABLE.



**MICROBREWERY/
DISTILLERY
NOTHING DRAWS
PEOPLE TO AN AREA
BETTER THAN A
CONCENTRATION OF
HIGH QUALITY
DRINKING AND DINING
EXPERIENCES. THERE
ARE RUMORS THAT
MOXIE HAS THEIR OWN
SECRET BEER RECIPE.
WE GUESS YOU'LL JUST
HAVE TO FIND OUT FOR
YOURSELF!**



CUTTING EDGE TECH

EVERY TIME WE TELL
PEOPLE WE OFFER
ARTIFICIALLY INTELLIGENT
SELF PROPELLED MOWERS,
THEY SAY "WOW I DIDN'T
KNOW THOSE EXISTED!"
TECHNOLOGY IS
DEVELOPING SO QUICKLY,
THE MOXIE DISTRICT WILL
ALWAYS SHOWCASE THE
LATEST INNOVATIONS!



**MANUFACTURING
DOESN'T NEED TO
BE DIRTY**

**WHILE THE SOUTH
BUILDING WILL HOUSE
MANUFACTURING, R&D,
THE INSTALLATION
TEAMS AND
ADMINISTRATION; IT MAY
ACTUALLY BE PRETTIER
THAN THE NORTH
BUILDING. AND WE
ENCOURAGE OUR
VISITORS TO TAKE TOURS
OF ALL OF IT.**





CONCLUSION:

**MOXIE HAS ALWAYS BEEN KNOWN AS
“THE NORTH LIBERTY SOLAR
COMPANY” AND WE’RE PROUD OF OUR
ROOTS.**

**WE ARE EXCITED TO EXPLORE A
WORKING RELATIONSHIP BETWEEN
MOXIE AND THE CITY OF NORTH
LIBERTY TO USHER IN A NEW, ONE OF A
KIND; SMART, SEXY AND SUSTAINABLE
EXPERIENCE THAT DRAWS AND KEEPS
PEOPLE RIGHT HERE IN THIS GREAT
CITY!**



Board/Commission Appointments

**Recommended Appointments & Vacancies
For Positions on Boards and Commissions
For terms beginning 7/1/2020**

Planning and Zoning Commission (3 positions)

Gender Balance of current appointees: F- 4; M- 3 (7 member board)

- Rebecca Keogh (I)
- Barry A'Hearn
- Jessica Marks

Board of Adjustment (2 open positions – need applicants for two positions)

Gender Balance of current appointees: F- 1; M- 2 (5 member board)

Parks & Recreation Commission (3 positions)

Gender Balance of current appointees: F- 4; M-3 (7 member board)

- Richard Grugin (I)
- Shannon Greene
- Craig Sundell

Tree/Stormwater (2 positions – need applications for one position)

Gender Balance of current appointees: F- 1; M- 3 (5 member board)

- Kevin McGrane

Library Board (1 position)

Gender Balance of current appointees: F-3; M- 2 (6 member board)

- Jessica Beck (I)

*County appoints to the vacant position.

Communications Advisory (2 positions – need applications for one position)

Gender Balance of current appointees: F- 1; M-3 (5 member board)

- Mike Nicholls

Cemetery Board (1 position – need applications for one position)

Gender Balance of current appointees: F- 1; M- 1 (3 member board)

Board of Appeals (4 positions – need applications for four positions)

Gender Balance of current appointees: F- 0; M- 1 (5 member board)



Planning & Zoning Commission

Application for
BOARD or COMMISSION
Appointment

Name: _____

Address: _____

Phone: _____ Email: _____ Gender: Male Female

I would like to volunteer to serve on the:

___ Board of Adjustment

___ Parks & Recreation Commission

___ Board of Appeals

___ Planning & Zoning Commission

___ Cemetery Board

___ Telecommunications Commission

___ Citizen Task Force

___ Tree and Storm Water Board

___ Library Board of Trustees

Place of employment and position:

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: _____

Please give a brief statement of why you would like serve on this Board or Commission:

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

Signature of Applicant: _____ Date: _____

Application for
BOARD or COMMISSION
Appointment

Name: Barry A'Hearn

Address: 520 Lockmoor Ave

Phone: 319.533.0207 Email: barrypahearn@gmail.com Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

Multiple. Primary is Marcus & Millichap Real Estate Investment Service, Broker Associate

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 13 years

Please give a brief statement of why you would like serve on this Board or Commission:

As a real estate professional, resident, and father of two young children, North Liberty's growth and development are often on my mind. I feel I can offer valuable perspectives on the issues and challenges the Commission faces.

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

My wife and I own one residential rental property in North Liberty; a condo in Liberty Centre. My line of work does make it possible that a client I represent or subject property may come before the City Council. Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

In addition to the above, I have been involved in construction and development, mainly in the Cedar Rapids area, for over 15 years. I also served on the Cedar Rapids Board of Appeals prior to moving

Signature of Applicant: Barry A'Hearn Date: 5/18/20

Clarifying Addendum to Barry A'Hearn's P&Z Board Application 5-18-20

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

I own one residential rental property in North Liberty, a condo in Liberty Centre. My line of work does make it possible that a client I represent or subject property may come before the Commission. However, my business focuses mainly on the brokerage of existing investment properties throughout the state of Iowa, and I do not perform lease transactions, so such a matter is highly unlikely. In such an event, I may be obliged to recuse myself from any vote and potentially abstain from comment. I am happy to answer any questions in this regard.

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

In addition to the above, I have been involved in construction and development, mainly in the Cedar Rapids area, for over 15 years. I also served on the Cedar Rapids Board of Appeals prior to moving to North Liberty. I have been in front of boards and commissions and so have experience that brings balance and perspective to my views. Along those lines, I also watch real estate trends across the state and country, and have knowledge of issues and challenges that other cities face related to development and growth. I feel these factors, combined with my professional education, would allow me to be an asset to the Commission.

Application for
BOARD or COMMISSION
Appointment

Name: Jessica Marks

Address: 1680 Stone Creek Circle

Phone: 937-902-4297 Email: jessim@gmail.com Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

College Board, Director

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 8 years

Please give a brief statement of why you would like serve on this Board or Commission:

I am interested in serving on a city board because I feel it is important most interested in Library Board or Parks and Rec Commission, as my family makes frequent use of these facilities. I think the planning and zoning commission is extremely important to guide the direction of the city and I'd love to be involved. I'd be happy to continue serving on the tree and storm water board.

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

I've served 3 years on the tree and stormwater board; hold an M.Ed in Mathematics Education, and expect to complete my MBA in 2021.

Signature of Applicant: jmarks Digitally signed by jmarks
Date: 2020.04.29 09:22:47 -05'00' Date: 4/29/2020



Parks and Recreation Commission

Application for
BOARD or COMMISSION
Appointment

Name: Richard Grugin

Address: 1570 Deerfield Drive West

Phone: 319-331-4986 Email: richardgrugin@gmail.com Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

Retired

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 13 years

Please give a brief statement of why you would like serve on this Board or Commission:

I would like to continue to serve on the Parks & Recreation Commission to continue to be a voice for all ages and segments of the North Liberty Community. In my short tenure, I have appreciated becoming more informed about the background and workings of recreational resources in North Liberty. With the continued growth of the city and the challenges that are faced relating to quality of life, I believe it is important to have a voice in the community. Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

No property or commercial interest other than personal residence.

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

I currently serve on the North Liberty Community Fund Board, Inside Out Reentry Community of Johnson County board, and am active in the North Liberty United Methodist Church. Retired from

Signature of Applicant: Richard Grugin Date: 05/01/2020

Application for
BOARD or COMMISSION
Appointment

Name: Shannon Greene

Address: 865 Fairview Lane

Phone: 319-471-0223 Email: shannon72072@northliberty.org Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

Operations Director, Ronald McDonald House Charities of Eastern Iowa & Western Illinois

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 20 years

Please give a brief statement of why you would like serve on this Board or Commission:

My educational background is in Physical Education and Sport, Health & Leisure Services. Back in the 1990s, I worked part-time at the Recreation Center for 10 years. I really enjoyed being a part of the Rec during those initial years. Prior to joining the Ronald McDonald House, I served as Project Manager for Iowa City's Blue Zones Project which focused on changing city policies and the built environment. Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest: +

My husband is a certified official who referees youth and adult basketball for City of North Liberty programs. My step daughter has worked for the City at the pool concessions and Recsters. Please give any other background or personal information that you feel would be helpful to the City Council in making their decision: +

I'm really proud of our city and would love to be a part of the continued excellence with parks and recreation programs. I'd like to give back through service on this commission. +

Signature of Applicant: Shannon Greene Digitally signed by Shannon Greene
Date: 2020.05.08 09:13:06 -05'00' Date: 5/8/20

Application for
BOARD or COMMISSION
Appointment

Name: Craig Sundell

Address: 1870 Stone Creek Circle, North Liberty, IA 52317

Phone: 3194402514 Email: craigsundell@g Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 5 mos


Please give a brief statement of why you would like serve on this Board or Commission:

I have a strong desire to give back to the communities where I live and work. Since moving here almost 5 months ago, I have gained an appreciation for what North Liberty is and where it is going and I'd very much like to participate in the process. I spent 16 years in a city in Texas (Frisco) which grew from a sleepy little town to home of the Dallas Cowboys, PGA Tour and many other venues. I was actively involved in many capacities and also volunteered to assist where help was needed, There is no better way to help shape a community than to be actively involved.

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:
None

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

I served on the Arts of Collin County Commission in North Texas for two years. This was a three city, \$80 million arts project and I represented the City of Allen, TX. I also served in many capacities in church organizations including Hurricane Harvey cleanup.

Signature of Applicant: 

Date: 5/13/20



Tree & Stormwater Board

Application for
BOARD or COMMISSION
Appointment

Name: Kevin McGrane

Address: 1640 Grizzly Trl

Phone: 319-404-8520 Email: kmcgrane85@gmail.com Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:
UIHC as nurse practitioner

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 12 years

Please give a brief statement of why you would like serve on this Board or Commission:

I feel that trees can bring a lot of beauty, serenity, and structure to a community. In a fast growing community like North Liberty it is important to protect current plantings as well as to continue new plantings to provide benefits for generations to come. The fast growing aspect of our city also means managing storm water from continued development which I would like to continue to improve upon.

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

I have no real estate, business, or commerical interests within the city

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

My wife and I, along with our 3 kids, look forward to calling North Liberty home for many years so I am looking to better our community not only for my lifetime. but for theirs as well.

Signature of Applicant:  Date: 5/14/2020



Library Board

Application for
BOARD or COMMISSION
Appointment

Name: Jessica Beck

Address: 1298 Nicholas Ln NL

Phone: 319-530-2441 Email: jessi.l.phillips@gmail.com Gender: Male Female

I would like to volunteer to serve on the:

Board of Adjustment

Board of Appeals

Cemetery Board

Citizen Task Force

Library Board of Trustees

Parks & Recreation Commission

Planning & Zoning Commission

Telecommunications Commission

Tree and Storm Water Board

Place of employment and position:

Johnson Co. Social Services- General Assistance Specialist

Are you a citizen 18 years of age or older? YES NO

Are you a resident of North Liberty? YES NO

Length of residence in North Liberty: 9.5 years


Please give a brief statement of why you would like serve on this Board or Commission:

I am applying for a second term on the library board, I currently sit as the president. I have loved getting to know the library staff, and about all of the wonderful work in our community. I hope to continue offering my input and support for an additional term.

Please note any real estate, business or commercial interests within the City, other than your primary residence, for the purpose of identifying any actual or potential conflicts of interest:

N/A

Please give any other background or personal information that you feel would be helpful to the City Council in making their decision:

Signature of Applicant: 

Date: 4/23/2020



Zoning Ordinance Amendments



May 6, 2020

Terry L. Donahue, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of the City of North Liberty for an ordinance amending several sections of the Code of Ordinances of North Liberty, Iowa, including Section 167.01, entitled “Definitions” by deleting and amending certain definitions, Section 173.02, entitled “Definitions” by amending and adding certain definitions and Section 173.05, entitled “Exempt Signs” by providing regulations for window signs.

Mayor Danahue:

The North Liberty Planning Commission considered the above-reference request at its May 5, 2020 meeting. The Planning Commission took the following action:

Findings:

1. The Zoning Ordinance amendments would achieve consistency with the Iowa State Code, which prohibits the City from enforcing land use regulations based on a family; and
2. The Zoning Ordinance amendments would omit redundant language and revise language to reflect a common noncommercial sign practice.

Recommendation:

The Planning Commission accepted the two listed findings and forwards the following request to the City Council with a recommendation for approval:

Request of the City of North Liberty for an ordinance amending Chapter 167 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Definitions” by amending Section 167.01, entitled “Definitions” by deleting the definitions “congregate residence”, “family” and “sign” and by amending the definition “dwelling unit” and amending Chapter 173 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Sign Regulations” by amending Section 173.02, entitled “Definitions” by amending the definition “sign” and adding the definition “sign, window” and by amending Section 173.05, entitled “Exempt Signs” by amending subsection 12 pertaining to window informational signs.

The vote for approval was unanimous (6-0).

Becky Keogh, Chairperson
North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **May 5, 2020**
Re **Request of the City of North Liberty for an ordinance amending Chapter 167 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Definitions” by amending Section 167.01, entitled “Definitions” by deleting the definitions “congregate residence”, “family” and “sign” and by amending the definition “dwelling unit” and amending Chapter 173 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Sign Regulations” by amending Section 173.02, entitled “Definitions” by amending the definition “sign” and adding the definition “sign, window” and by amending Section 173.05, entitled “Exempt Signs” by amending subsection 12 pertaining to window informational signs.**

North Liberty City staff offers comments presented in this memo. The staff review team includes the following personnel:

Ryan Heiar, City Administrator
Tracey Mulcahey, Assistant City Administrator
Grant Lientz, City Attorney
Tom Palmer, City Building Official
Kevin Trom, City Engineer
Ryan Rusnak, Planning Director

Proposed Zoning Ordinance amendments:

Section 167.01, entitled “Definitions.

- Delete the definition “congregate residence”.
Rational for amendment: the Iowa State Code prohibits the City from enforcing land use regulations based on a family.
- Delete the definition “family”.
Rational for amendment: the Iowa State Code prohibits the City from enforcing land use regulations based on a family.
- Delete the definition “sign”.
Rational for amendment: the definition is redundant as there is a definition for “sign” in Chapter 173, entitled “Sign Regulations”.
- Amend the definition “dwelling unit”.
Rational for amendment: the Iowa State Code prohibits the City from enforcing land use regulations based on a family.

Section 173.02, entitled “Definitions.

- Amend the definition “sign”.
Rational for amendment: The definition was modeled after the International Municipal Layers Association Model Sign Ordinance with some language deleted.
- Add the definition “sign, window”.
Rational for amendment: the Zoning Ordinance does not define window signs.

Section 173.05(12).

- Amend the definition “Window Information Signs”.
Rational for amendment: the Zoning Ordinance does not allow windows signs other than minor informational signs. The amendment allows for a reasonable amount of signage on a window.

Findings:

1. The Zoning Ordinance amendments would achieve consistency with the Iowa State Code, which prohibits the City from enforcing land use regulations based on a family; and
2. The Zoning Ordinance amendments would omit redundant language and revise language to reflect a common noncommercial sign practice.

Recommendation:

City staff recommends the Planning Commission accept the two listed findings and forward the following request to the City Council with a recommendation for approval:

Request of the City of North Liberty for an ordinance amending Chapter 167 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Definitions” by amending Section 167.01, entitled “Definitions” by deleting the definitions “congregate residence”, “family” and “sign” and by amending the definition “dwelling unit” and amending Chapter 173 Code of Ordinances of North Liberty, Iowa, entitled “Zoning Code – Sign Regulations” by amending Section 173.02, entitled “Definitions” by amending the definition “sign” and adding the definition “sign, window” and by amending Section 173.05, entitled “Exempt Signs” by amending subsection 12 pertaining to window informational signs.

Suggested motion:

I move that the Planning Commission accept the two listed conditions and forward the Zoning Ordinance amendments to the City Council with a recommendation for approval.

ORDINANCE NO. 2020-

AN ORDINANCE AMENDING CHAPTER 167 CODE OF ORDINANCES OF NORTH LIBERTY, IOWA, ENTITLED "ZONING CODE – DEFINITIONS" BY AMENDING SECTION 167.01, ENTITLED "DEFINITIONS" BY DELETING THE DEFINITIONS "CONGREGATE RESIDENCE", "FAMILY" AND "SIGN" AND BY AMENDING THE DEFINITION "DWELLING UNIT" AND AMENDING CHAPTER 173 CODE OF ORDINANCES OF NORTH LIBERTY, IOWA, ENTITLED "ZONING CODE – SIGN REGULATIONS" BY AMENDING SECTION 173.02, ENTITLED "DEFINITIONS" BY AMENDING THE DEFINITION "SIGN" AND ADDING THE DEFINITION "SIGN, WINDOW" AND BY AMENDING SECTION 173.05, ENTITLED "EXEMPT SIGNS" BY AMENDING SUBSECTION 12 PERTAINING TO WINDOW INFORMATIONAL SIGNS.

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

SECTION 1. AMENDMENT. That Section 167.01 Code of Ordinances of North Liberty, Iowa, entitled "definitions" (definitions for congregate residence, dwelling unit, family and sign only) is hereby amended by deleting the definitions "congregate residence", "family" and "sign" and by amending the definition "dwelling unit" as follows:

~~"Congregate residence" means any building or portion thereof which contains facilities for living, sleeping, and sanitation as required by this code, and may include facilities for eating and cooking, for occupancy by other than a family. A congregate residence may be a shelter, convent, monastery, dormitory, fraternity, or sorority house, but does not include jails, hospitals, nursing homes, hotels, or lodging houses.~~

~~"Dwelling unit" means any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking, and sanitation, as required by this code, for not more than one family, or a congregate residence for six or fewer persons. A dwelling unit shall have a minimum width of 20 feet over 75 percent of its length and a minimum roof pitch of 4:12. Also see definition of "Dwelling Unit, Rental" and occupancy limitations of rental housing units in Chapter 169.~~

~~"Family" means one person or two or more persons related by blood, marriage, adoption, or placement by a governmental social service agency, occupying a dwelling unit as an individual housekeeping organization. A family may also be two (but not more than two) persons not related by blood, marriage, or adoption.~~

~~"Sign" means an advertising message, announcement, declaration, demonstration, display, illustration, insignia, surface, or space erected or maintained in view of the observer thereof for identification, advertisement, or promotion of the interests of any person, entity, product or service, including the sign structure, supports, lighting system, and any attachments, ornaments, or other features used to draw the attention of observers.~~

SECTION 2. AMENDMENT. That Section 173.02 Code of Ordinances of North Liberty, Iowa, entitled “Definitions” is hereby amended by amending the definition “sign” and adding the definition “sign, window” as follows:

“Sign” means any medium, including its structure and component parts, which is used or intended to be used to attract attention to the subject matter for advertising or other purpose a name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business.

“Sign, window” means a sign that is attached to, placed upon, or printed on the interior or exterior of a window or door of a building, or displayed on the interior within two feet of a window intended for viewing from the exterior of such a building. A window sign may be either permanent or temporary. Shadowbox design within display windows, where the window display is designed with a background enclosure against which signs are mounted that blocks view into the establishment, is considered a window sign and the entire area of the shadowbox is subject to the maximum sign area limitation.

SECTION 3. AMENDMENT. That Section 173.05(12) Code of Ordinances of North Liberty, Iowa is hereby amended as follows:

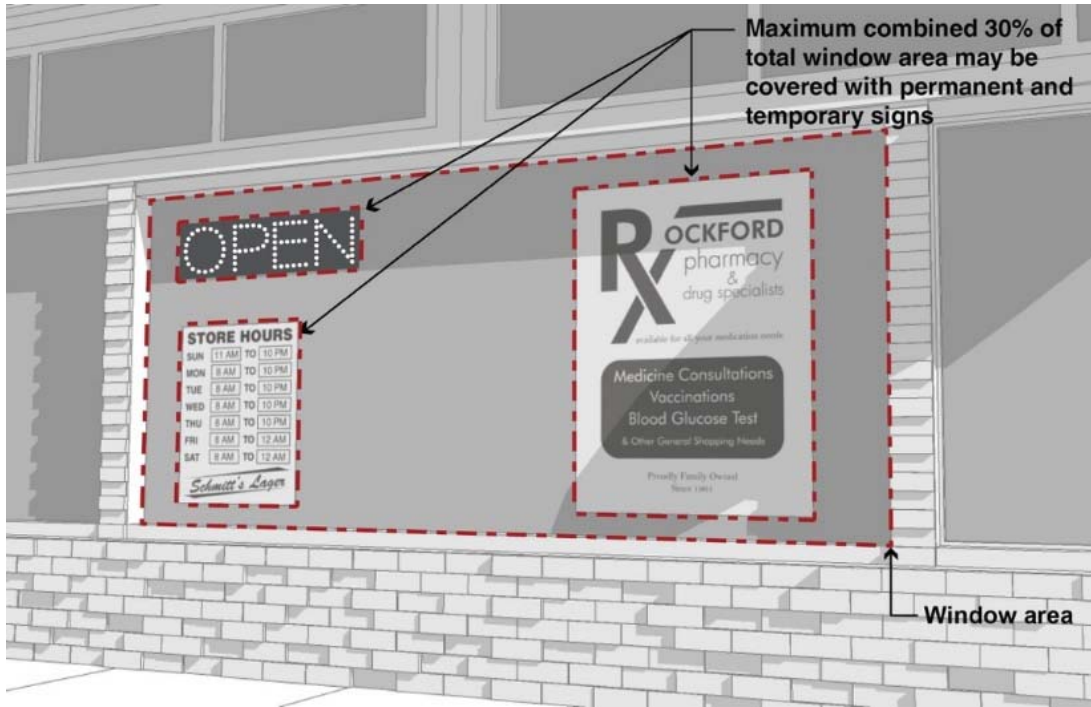
12. ~~Window Informational Signs. Window informational sign displaying information about the operation of the business, such as days and hours of operation, telephone number, and credit cards accepted. Such signs shall not exceed a maximum area of two square feet.~~

A. Window signs are permitted for all nonresidential uses in all districts.

B. All window signs, whether temporary or permanent, are limited to no more than 30% of the surface of each window area. Window area is counted as a continuous surface until divided by an architectural or structural element. Mullions are not considered an element that divides window area.

C. Window signs include neon or LED signs. Flashing neon or LED is prohibited.

Window Sign



SECTION 4. REPEALER. All Ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. 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 6. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.

Second reading on _____.

Third reading _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

Ordinance No. 2020-03

AN ORDINANCE AMENDING CHAPTER 167 CODE OF ORDINANCES OF NORTH LIBERTY, IOWA, ENTITLED "ZONING CODE - DEFINITIONS" BY AMENDING SECTION 167.01, ENTITLED "DEFINITIONS" BY DELETING THE DEFINITIONS "CONGREGATE RESIDENCE", "FAMILY" AND "SIGN" AND BY AMENDING THE DEFINITION "DWELLING UNIT" AND AMENDING CHAPTER 173 CODE OF ORDINANCES OF NORTH LIBERTY, IOWA, ENTITLED "ZONING CODE - SIGN REGULATIONS" BY AMENDING SECTION 173.02, ENTITLED "DEFINITIONS" BY AMENDING THE DEFINITION "SIGN" AND ADDING THE DEFINITION "SIGN, WINDOW" AND BY AMENDING SECTION 173.05, ENTITLED "EXEMPT SIGNS" BY AMENDING SUBSECTION 12 PERTAINING TO WINDOW INFORMATIONAL SIGNS

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

SECTION 1. AMENDMENT. That Section 167.01 Code of Ordinances of North Liberty, Iowa, entitled "definitions" (definitions for congregate residence, dwelling unit, family and sign only) is hereby amended by deleting the definitions "congregate residence", "family" and "sign" and by amending the definition "dwelling unit" as follows:

"Dwelling unit" means any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking, and sanitation, as required by this code. A dwelling unit shall have a minimum width of 20 feet over 75 percent of its length and a minimum roof pitch of 4:12. Also see definition of "Dwelling Unit, Rental" and occupancy limitations of rental housing units in Chapter 169.

SECTION 2. AMENDMENT. That Section 173.02 Code of Ordinances of North Liberty, Iowa, entitled "Definitions" is hereby amended by amending the definition "sign" and adding the definition "sign, window" as follows:

"Sign" means a name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business.

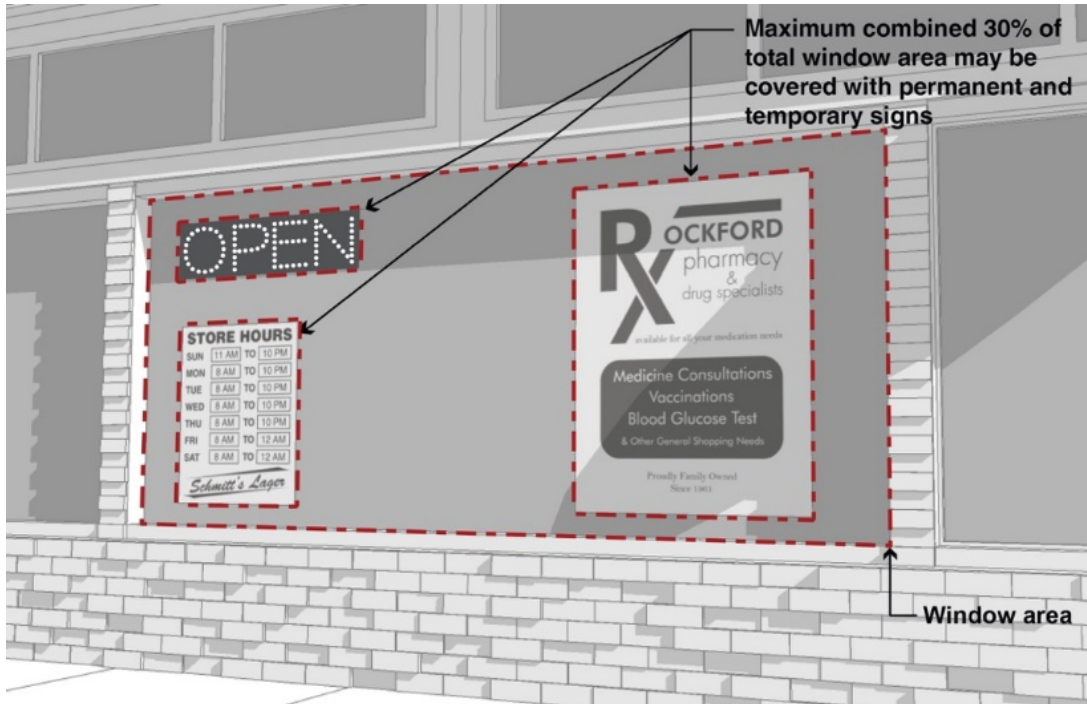
"Sign, window" means a sign that is attached to, placed upon, or printed on the interior or exterior of a window or door of a building, or displayed on the interior within two feet of a window intended for viewing from the exterior of such a building. A window sign may be either permanent or temporary. Shadowbox design within display windows, where the window display is designed with a background enclosure against which signs are mounted that blocks view into the establishment, is considered a window sign and the entire area of the shadowbox is subject to the maximum sign area limitation.

SECTION 3. AMENDMENT. That Section 173.05(12) Code of Ordinances of North Liberty, Iowa is hereby amended as follows:

12. Window Signs.

- A. Window signs are permitted for all nonresidential uses in all districts.
- B. All window signs, whether temporary or permanent, are limited to no more than 30% of the surface of each window area. Window area is counted as a continuous surface until divided by an architectural or structural element. Mullions are not considered an element that divides window area.
- C. Window signs include neon or LED signs. Flashing neon or LED is prohibited.

Window Sign



SECTION 4. REPEALER. All Ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 6. 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 7. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on May 26, 2020.

Second reading on _____.

Third reading _____.

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 2020-03 in the *North Liberty Leader* on _____.

TRACEY MULCAHEY, CITY CLERK



2020A Bond Sale

MINUTES TO HOLD HEARING ON
LOAN AGREEMENT, COMBINE LOAN
AGREEMENTS AND AUTHORIZE PRE-
LIMINARY OFFICIAL STATEMENT FOR
SALE OF BONDS

421033-79

North Liberty, Iowa

June 9, 2020

The City Council of the City of North Liberty, Iowa, met on June 9, 2020, at 6:30 P.M. via Zoom.us, North Liberty, Iowa.

The City Council met electronically via Zoom.us, which was accessible at the following:

By internet video:

- On the City of North Liberty website, viewable below.
- On Facebook, at [facebook.com/northliberty/](https://www.facebook.com/northliberty/)
- On YouTube, at www.youtube.com/channel/UCrCw6ipAPjJnd-olpRgPJcg

By phone:

- Call 1 (312) 626 6799. You will need a touchtone phone and to enter the meeting ID: 837 0783 2558 and then the password: 074033.

The City Council is conducting this meeting electronically due to federal and state government recommendations in response to COVID-19 pandemic conditions. Electronic access information was included in the posted agenda of this public meeting.

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

Present: _____

Absent: _____.

This being the time and place specified for taking action on the proposal to enter into a General Purpose Loan Agreement, as defined in the attached resolution, in a principal amount not to exceed \$350,000, the City Clerk announced that no petition

had been filed asking that the question of entering into the loan agreement be submitted to the registered voters of the City, and that the City Council may proceed with the authorization of the loan agreement. Whereupon, the Mayor called for any written or oral objections, and there being none, the Mayor closed the public hearing.

After due consideration and discussion, Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____.

The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____

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

•••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

TERRY L. DONAHUE, MAYOR

ATTEST:

TRACEY MULCAHEY, CITY CLERK

Resolution No. 2020-50

RESOLUTION TAKING ADDITIONAL ACTION ON GENERAL OBLIGATION LOAN AGREEMENT, COMBINING LOAN AGREEMENTS, SETTING THE DATE FOR SALE OF GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A AND AUTHORIZING THE USE OF A PRELIMINARY OFFICIAL STATEMENT IN CONNECTION THEREWITH

WHEREAS, the City of North Liberty (the "City"), in Johnson County, State of Iowa heretofore proposed to enter into a loan agreement (the "Essential Purpose Loan Agreement"), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$7,280,000 for the purpose of paying the costs, to that extent, of constructing street, water system, sanitary sewer system, storm water drainage and sidewalk/pedestrian walkway improvements; and acquiring and installing street signage, lighting and signalization (the "Essential Purpose Projects"), and pursuant to law and duly published notice of the proposed action has held a hearing thereon on May 26, 2020; and

WHEREAS, the City previously proposed to enter into a loan agreement (the "Original Urban Renewal Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$5,000,000 for the purpose of paying the cost, to that extent, of constructing, furnishing and equipping a municipal police station, and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of June 27, 2017, no petition had been filed with the City asking that the question of entering into the Original Urban Renewal Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the "Supplemental Urban Renewal Loan Agreement," and together with the Original Urban Renewal Loan Agreement, the "Urban Renewal Loan Agreements"), and to borrow money thereunder in a principal amount not to exceed \$1,500,000 pursuant to the provisions of Section 384.24A and Section 384.24(3)(q) of the Code of Iowa, for the purpose of paying the costs, to that extent, of constructing, furnishing and equipping a municipal police station (the "Urban Renewal Project" and together with the Essential Purpose Projects and the General Purpose Project, the "Projects") (such amount being supplemental of and additional to the \$5,000,000 previously authorized for this purpose by the City Council under the Original Urban Renewal Loan Agreement), has published notice of the proposed action and has held a hearing thereon, on December 11, 2018, and as of such date, no petition had been filed with the City asking that the

question of entering into the Supplemental Urban Renewal Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the "General Purpose Loan Agreement"), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$350,000 for the purpose of paying the costs, to that extent, of constructing and equipping a new municipal dog park facility (the "General Purpose Project"), and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of June 9, 2020, no petition had been filed with the City asking that the question of entering into the General Purpose Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to Section 384.28 of the Code of Iowa, the City Council intends to combine the Essential Purpose Loan Agreement, the Urban Renewal Loan Agreements and the General Purpose Loan Agreement (together, the "Loan Agreement") and to issue General Obligation Corporate Purpose Bonds, Series 2020A (the "Bonds") in evidence of its obligations thereunder; and

WHEREAS, a Preliminary Official Statement (the "P.O.S.") has been prepared to facilitate the sale of the Bonds, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Independent Public Advisors, LLC as financial advisor (the "Financial Advisor") to the City; and

WHEREAS, furthermore, it is now necessary to set the date for the sale of the Bonds and to make provision for the advertisement thereof; and

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

Section 1. The Essential Purpose Loan Agreement, the Urban Renewal Loan Agreements and the General Purpose Loan Agreement are hereby combined into the Loan Agreement. The City Council hereby determines to enter into the Loan Agreement in the future and orders that the Bonds be issued at such time, in evidence thereof. The City Council further declares that this resolution constitutes the "additional action" required by Section 384.24A of the Code of Iowa.

Section 2. The City Clerk is hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of the Dorsey & Whitney LLP (the "Disclosure Counsel"), to prepare the P.O.S. describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 3. The use by the Financial Advisor of the P.O.S. relating to the Bonds in substantially the form as has been presented to and considered by the City is hereby approved, and the Financial Advisor, together with Disclosure Counsel, is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds, and the City Clerk is hereby authorized and directed to execute a final Official Statement for the Bonds, if requested by the Financial Advisor. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 4. Sealed bids for the purchase of the Bonds shall be received and canvassed on behalf of the City until 10:00 a.m. on June 23, 2020, at the office of the City Clerk, at the City Hall, in the City, and the City Council shall meet on the same date at 6:30 p.m., via Zoom.us North Liberty Iowa, for the purpose of considering such bids received and considering and passing a resolution providing for the award of the Bonds, and the Financial Advisor is hereby authorized and directed to disseminate the notice of said sale, in compliance with the Internal Revenue Service regulations governing "Issue Price" determinations, such notice to minimally contain information regarding Establishment of Issue Price set forth in the "Terms of Offering" attached to the P.O.S. and to be in such form as the Financial Advisor may deem to be appropriate.

Section 5. Pursuant to Section 75.14 of the Code of Iowa, the City Council hereby authorizes the use of electronic bidding procedures for the sale of the Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this bond sale.

Section 6. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

APPROVED AND ADOPTED this 9th day of June, 2020.

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

ATTESTATION CERTIFICATE

STATE OF IOWA
COUNTY OF JOHNSON
CITY OF NORTH LIBERTY

SS:

I, the undersigned, City Clerk of the City of North Liberty, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records relating to a public hearing and additional action on the proposal to enter into a certain Loan Agreement, combining Loan Agreements and to issue General Obligation Corporate Purpose Bonds in evidence of the City's obligation under the Loan Agreement, including authorization of a debt service property tax levy and the approval of a preliminary official statement, and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

WITNESS MY HAND this _____ day of _____, 2020.

TRACEY MULCAHEY, CITY CLERK



CDBG Emergency Childcare Program

RESIDENTIAL ANTI DISPLACEMENT & RELOCATION ASSISTANCE PLAN

This Residential Anti-displacement and Relocation Assistance Plan is prepared by the City of North Liberty in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹, UDAG and/or HOME-assisted projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the City of North Liberty will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are “lower-income dwelling units” (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The City of North Liberty will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the [CDBG and/or HOME] Program[s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

One-for-One Replacement of Lower-Income Dwelling Units

The City will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375. Before entering into a contract committing City to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of North Liberty will make public by publication in a newspaper of general circulation and submit to HUD, the State, under the State CDBG Program the following information in writing:

A description of the proposed assisted project;

The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;

A time schedule for the commencement and completion of the demolition or conversion;

To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. NOTE: See also 24 CFR 42.375(d).

5. The source of funding and a time schedule for the provision of the replacement dwelling units; The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and

Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the City will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the City may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The City Clerk, 319/626-5700 is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period. The is responsible for providing relocation payments and other relocation assistance to any lower lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

ADOPTED AND APPROVED THIS DATE: _____

Signed _____

Attest: _____

EXCESSIVE FORCE POLICY

WHEREAS, the City of North Liberty has received federal funding through the Community Development Block Grant (CDBG) program; and,

WHEREAS, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient’s jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

WHEREAS, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

WHEREAS, the City of North Liberty endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy,

NOW, THEREFORE, BE IT RESOLVED, the City of North Liberty hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, the City of North Liberty agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration. the City of North Liberty further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that the City of North Liberty has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by the Police Chief at 319/626-5724.

Adopted by the City of North Liberty this 9th day of June, 2020

Signed

Terry L. Donahue, Mayor

EQUAL OPPORTUNITY POLICY

DATE: 06/09/2020

It is the policy of the City of North Liberty to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped and to administer its programs in a manner that does not discriminate against any person because of race, creed, color, religion, sex, national origin, disability, age, familial status, political affiliation, citizenship or sexual orientation.

The Mayor has ultimate responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the Mayor's responsibility. The Mayor will review all policies and procedures as they affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right of appeal and recourse is guaranteed by the City of North Liberty. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administered by the City of North Liberty because of race, creed, color, religion, sex, national origin, age, disability, political affiliation, sexual orientation, or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by the City Clerk, who can be contacted at 319/626-5700

This Equal Opportunity Policy of the City shall be posted in conspicuous places within the facility, distributed to all employees, contractors and to the persons of all advisory and policy-making groups.

Terry L. Donahue

Mayor

AFFIRMATIVE FAIR HOUSING POLICY

This notice is published pursuant to the requirements of Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance, and with Title VIII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in the provision of housing because of race, color, creed, religion, sex, national origin, disability or familial status.

The City of North Liberty advises the public that it will administer its assisted programs and activities relating to housing and community development in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

The City of North Liberty shall assist individuals who believe they have been subject to discrimination in housing through the resources of the Iowa Civil Rights Commission or the U.S. Department of Housing and Urban Development.

The City of North Liberty has designated the following person as the contact to coordinate efforts to comply with this policy. Inquiries should be directed to: City Clerk 319/626-5700.



NAME: City Clerk

OFFICE: City Hall

ADDRESS: 3 Quail Creek Circle/P.O. Box 77

CITY/STATE/ZIP CODE: North Liberty, Iowa 52317

PHONE NUMBER: 319/626-5700

HOURS: Monday through Friday 7 a.m. – 4 p.m.

CODE OF CONDUCT

PURPOSE

The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 2 CFR Part 200.318 and other applicable federal and state standards, regulations, and laws.

APPLICATION

This Code of Conduct applies to all officers, employees, or agents of the City of North Liberty engaged in the award or administration of contracts supported by federal grant funds.

REQUIREMENTS

No officer, employee, or agent of the City of North Liberty shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or

An organization which employs or is about to employ any of the above; or, has a financial or other interest in the firm selected for award.

City of North Liberty officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

FRAUD, WASTE AND ABUSE

City of North Liberty has zero tolerance for the commission or concealment of acts of fraud, waste, or abuse. All officers, employees, or agents shall notify the (Recipient) of suspected actions.

Allegations of such acts will be investigated and pursued to their logical conclusion, including legal action where warranted. Concerns may be reported to the City Administrator, 319/626-5700, P.O. Box 77; 3 Quail Creek Circle, North Liberty, IA 52317

REMEDIES

To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against City of North Liberty officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

Passed and adopted this 9th day of June, 2010.

Signed: _____ Terry L. Donahue, Mayor

Attest: _____ Tracey Mulcahey, City Clerk

PROCUREMENT POLICY

PURPOSE

The purpose of this Procurement Policy is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, construction, and services are obtained efficiently and economically and in compliance with applicable federal law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

APPLICATION

This policy applies to the procurement of all supplies, equipment, construction, and services of and for the City of North Liberty related to the implementation and administration of the CDBG award. All procurement will be done in accordance with 2CFR Part 200 and Appendix II to Part 200.

POLICY

GENERAL PROCUREMENT PRACTICES

The City of North Liberty will adhere to the following general procurement practices: document procurement standards; maintain oversight of contractors to ensure performance in accord with standards; avoid acquisition of unnecessary or duplicative items; encourage procurement or use of shared goods and services; use Federal excess and surplus property when feasible; encourage value-engineering clauses in construction contracts; award contracts only to responsible contractors; limit use of time and materials contracting; and use good administrative judgment to settle all contractual and administrative issues.

COMPETITION

The City of North Liberty will provide full and open competition; publishing in the newspaper ; prohibit use of state or local geographical preferences; develop written procedures for procurement transactions to ensure competition is not restricted; and ensure that pre-qualified lists are current.

FIVE METHODS OF PROCUREMENT

Procurement under grants shall be made by one of the following methods, as described herein: (a) micro-purchase; (b) small purchase procedures; (c) sealed bids (formal advertising/published); (d) competitive proposals; (e) noncompetitive proposals.

- A. Micro-purchase includes the acquisition of supplies or services that do not exceed \$3,000 (or \$2,000 for acquisitions for construction subject to Davis-Bacon Act)
- B. Small purchase procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$150,000. If small purchase procedures are used for a procurement under a grant, then a price or rate quotations (minimum of 2) shall be obtained from an adequate number of qualified sources.
- C. In sealed bids (formal advertising), sealed bids are publicly solicited (published) and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all of the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the required method for procuring construction.

1. In order for formal advertising to be feasible, appropriate conditions must be present, including, at a minimum, the following:
 - a) A complete, adequate and realistic specification or purchase description is available.
 - b) Two or more responsible bidders are willing and able to compete effectively for the City of North Liberty business; and
 - c) The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally on the basis of price.
 2. When sealed bids are used for a procurement under a grant, the following requirements apply:
 - a) A sufficient time prior to the date set for opening of bids, bids shall be solicited (publicly advertised/published) from an adequate number of known suppliers.
 - b) The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids.
 - c) All bids shall be opened publicly at the time and place stated in the invitation for bids.
 - d) A firm-fixed-price contract award shall be made by written notice to that responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience of the City of North Liberty indicates that such discounts are generally taken.
 - e) Any or all bids may be rejected if there are sound documented business reasons in the best interest of the program.
- D. Procurement by competitive proposals (RFP or RFQ) is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for a procurement under a grant, the following requirements apply:
1. Requests for Proposals shall be publicized (publicly advertised/published) and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical.
 2. Requests for Proposals shall be solicited from an adequate number of qualified sources.
 3. The City of North Liberty shall have a method for conducting evaluations of the proposals received and for selecting awardees.
 4. Awards will be made to the responsible offeror whose proposal will be most advantageous to the procuring party, with price (other than architectural/engineering – no price in RFQ's) and other factors considered. Unsuccessful offerors will be promptly notified in writing.
 5. The City of North Liberty should use competitive proposal procedures for qualification-based procurement of architectural/engineering (A/E) professional services whereby competitor's qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in the procurement of A/E professional services. It cannot be used to procure other types of services (e.g., administration professional services) even though A/E firms are a potential source to perform the proposed effort.

E. Noncompetitive proposal is procurement through solicitation of a proposal from only one source, or after solicitation from a number of sources, competition is determined inadequate. A noncompetitive proposal means a procurement through either a "sole source," when the Recipient solicits an offer from one source, or a "single source," when the Recipient solicits offers from multiple sources but receives only one or the competition is determined inadequate. Noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids (formal advertising), or competitive proposals. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to the following:

1. The item is available from only a single source;
2. After solicitation of a number of sources, competition is determined inadequate;
3. A public exigency or emergency exists when the urgency for the requirement will not permit a delay incident to competitive solicitation; and
4. The awarding agency (IEDA) authorizes noncompetitive proposals. (Sole or single source procurement for supplies, equipment, construction, and services valued at \$25,000 or more must have prior approval of the Iowa Economic Development Authority).

Sole or single source procurement is unusual and the circumstances and rationale for its use must be fully documented. Additionally, IEDA must approve in advance sole or single source procurement for contracts or purchases valued at \$25,000 or more.

F. The City of North Liberty will provide, to the greatest extent possible, that contracts be awarded to qualified small and minority firms, women business enterprises, and labor surplus area firms whenever they are potential sources.

G. Any other method of procurement must have prior approval of the Iowa Economic Development Authority.

RECYCLED MATERIALS

The City of North Liberty will procure items with recycled content following the requirements of Code of Iowa chapter 8A.315-317 and Iowa Administrative Code chapter 11-117.6(5) – Recycled Product and Content.

BID LANGUAGE - PROCUREMENT OF RECOVERED MATERIALS

Recipients shall include in all request for proposals and bid documents the following language.

"The contractor agrees to comply with all the requirements of Code of Iowa chapter 8A.315-317 and Iowa Administrative Code chapter 11-117.6(5) – Recycled Product and Content."

CONTRACT PRICING

- A. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.

B. The City of North Liberty shall perform some form of cost/price analysis for every procurement action, including modifications, amendments or change orders.

PROCUREMENT RECORDS

The City of North Liberty shall maintain records sufficient to detail the significant history of a procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. (Recipient) shall make technical specifications and procurement documents available for review upon request.

BONDING REQUIREMENTS

Bonding requirements for construction or facility improvement contracts must meet the federal minimum requirements or receive a determination that the federal interest is adequately protected.

Passed and adopted this 9th day of June, 2020.

Terry L. Donahue, Mayor

ATTEST:

Tracey Mulcahey, City Clerk

Use of Force

300.1 PURPOSE AND SCOPE

This policy provides guidelines on the reasonable use of force. While there is no way to specify the exact amount or type of reasonable force to be applied in any situation, every member of this department is expected to use these guidelines to make such decisions in a professional, impartial and reasonable manner.

300.1.1 DEFINITIONS

Definitions related to this policy include:

Deadly force - Force reasonably anticipated and intended to create a substantial likelihood of causing death or very serious injury.

Force - The application of physical techniques or tactics, chemical agents or weapons to another person. It is not a use of force when a person allows him/herself to be searched, escorted, handcuffed or restrained.

Imminent - Ready to take place; impending. Note that imminent does not mean immediate or instantaneous.

300.2 POLICY

The use of force by law enforcement personnel is a matter of critical concern, both to the public and to the law enforcement community. Officers are involved on a daily basis in numerous and varied interactions and, when warranted, may use reasonable force in carrying out their duties.

Officers must have an understanding of, and true appreciation for, their authority and limitations. This is especially true with respect to overcoming resistance while engaged in the performance of law enforcement duties.

The North Liberty Police Department recognizes and respects the value of all human life and dignity without prejudice to anyone. Vesting officers with the authority to use reasonable force and to protect the public welfare requires monitoring, evaluation and a careful balancing of all interests.

300.2.1 DUTY TO INTERCEDE

Any officer present and observing another officer using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of unreasonable force. An officer who observes another employee use force that exceeds the degree of force permitted by law should promptly report these observations to a supervisor.

300.3 USE OF FORCE

Officers shall use only that amount of force that reasonably appears necessary given the facts and circumstances perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose.

North Liberty Police Department

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Use of Force

The reasonableness of force will be judged from the perspective of a reasonable officer on the scene at the time of the incident. Any evaluation of reasonableness must allow for the fact that officers are often forced to make split-second decisions about the amount of force that reasonably appears necessary in a particular situation, with limited information and in circumstances that are tense, uncertain and rapidly evolving.

Given that no policy can realistically predict every possible situation an officer might encounter, officers are entrusted to use well-reasoned discretion in determining the appropriate use of force in each incident.

It is also recognized that circumstances may arise in which officers reasonably believe that it would be impractical or ineffective to use any of the tools, weapons or methods provided by this department. Officers may find it more effective or reasonable to improvise their response to rapidly unfolding conditions that they are confronting. In such circumstances, the use of any improvised device or method must nonetheless be reasonable and utilized only to the degree that reasonably appears necessary to accomplish a legitimate law enforcement purpose.

While the ultimate objective of every law enforcement encounter is to avoid or minimize injury, nothing in this policy requires an officer to retreat or be exposed to possible physical injury before applying reasonable force.

300.3.1 USE OF FORCE TO EFFECT AN ARREST

A law enforcement officer may use reasonable force to arrest a person or execute a warrant (Iowa Code § 804.8).

300.3.2 FACTORS USED TO DETERMINE THE REASONABLENESS OF FORCE

When determining whether to apply force and evaluating whether an officer has used reasonable force, a number of factors should be taken into consideration, as time and circumstances permit. These factors include, but are not limited to:

- (a) Immediacy and severity of the threat to officers or others.
- (b) The conduct of the individual being confronted, as reasonably perceived by the officer at the time.
- (c) Officer/subject factors (e.g., age, size, relative strength, skill level, injuries sustained, level of exhaustion or fatigue, the number of officers available vs. subjects).
- (d) The effects of drugs or alcohol.
- (e) Individual's mental state or capacity.
- (f) Proximity of weapons or dangerous improvised devices.
- (g) The degree to which the individual has been effectively restrained and his/her ability to resist despite being restrained.
- (h) The availability of other options and their possible effectiveness.

North Liberty Police Department

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Use of Force

- (i) Seriousness of the suspected offense or reason for contact with the individual.
- (j) Training and experience of the officer.
- (k) Potential for injury to officers, suspects and others.
- (l) Whether the individual appears to be resisting, attempting to evade arrest by flight or is attacking the officer.
- (m) The risk and reasonably foreseeable consequences of escape.
- (n) The apparent need for immediate control of the individual or a prompt resolution of the situation.
- (o) Whether the conduct of the individual being confronted no longer reasonably appears to pose an imminent threat to the officer or others.
- (p) Prior contacts with the individual or awareness of any propensity for violence.
- (q) Any other exigent circumstances.

300.3.3 PAIN COMPLIANCE TECHNIQUES

Pain compliance techniques may be effective in controlling a physically or actively resisting individual. Officers may only apply those pain compliance techniques for which they have successfully completed department-approved training. Officers utilizing any pain compliance technique should consider:

- (a) The degree to which the application of the technique may be controlled given the level of resistance.
- (b) Whether the individual can comply with the direction or orders of the officer.
- (c) Whether the individual has been given sufficient opportunity to comply.

The application of any pain compliance technique shall be discontinued once the officer determines that compliance has been achieved.

300.3.4 USE OF FORCE TO SEIZE EVIDENCE

In general, officers may use reasonable force to lawfully seize evidence and to prevent the destruction of evidence. However, officers are discouraged from using force solely to prevent a person from swallowing evidence or contraband. In the instance when force is used, officers should not intentionally use any technique that restricts blood flow to the head, restricts respiration or which creates a reasonable likelihood that blood flow to the head or respiration would be restricted. Officers are encouraged to use techniques and methods taught by the North Liberty Police Department for this specific purpose.

300.4 DEADLY FORCE APPLICATIONS

Use of deadly force is justified in the following circumstances involving imminent threat or imminent risk:

North Liberty Police Department

Policy Manual

Use of Force

- (a) An officer may use deadly force to protect him/herself or others from what he/she reasonably believes would be an imminent threat of death or serious bodily injury.
- (b) An officer may use deadly force to stop a fleeing subject when the officer has probable cause to believe that the individual has committed, or intends to commit, a felony involving the infliction or threatened infliction of serious bodily injury or death, and the officer reasonably believes that there is an imminent risk of serious bodily injury or death to any other person if the individual is not immediately apprehended. Under such circumstances, a verbal warning should precede the use of deadly force, where feasible.

Imminent does not mean immediate or instantaneous. An imminent danger may exist even if the suspect is not at that very moment pointing a weapon at someone. For example, an imminent danger may exist if an officer reasonably believes that the individual has a weapon or is attempting to access one and intends to use it against the officer or another person. An imminent danger may also exist if the individual is capable of causing serious bodily injury or death without a weapon, and the officer believes the individual intends to do so.

300.4.1 SHOOTING AT OR FROM MOVING VEHICLES

Shots fired at or from a moving vehicle are rarely effective. Officers should move out of the path of an approaching vehicle instead of discharging their firearm at the vehicle or any of its occupants. An officer should only discharge a firearm at a moving vehicle or its occupants when the officer reasonably believes there are no other reasonable means available to avert the threat of the vehicle, or if deadly force other than the vehicle is directed at the officer or others.

Officers should not shoot at any part of a vehicle in an attempt to disable the vehicle.

300.5 REPORTING THE USE OF FORCE

Any use of force by a member of this department shall be documented promptly, completely and accurately in an appropriate report, depending on the nature of the incident. The officer should articulate the factors perceived and why he/she believed the use of force was reasonable under the circumstances. To collect data for purposes of training, resource allocation, analysis and related purposes, the Department requires the completion of additional Use of Force form, as specified in department policy.

[See attachment: Use of Force Report I.pdf](#)

300.5.1 NOTIFICATIONS TO SUPERVISORS

Supervisory notification shall be made as soon as practicable following the application of force in any of the following circumstances:

- (a) The application caused a visible injury.
- (b) The application would lead a reasonable officer to conclude that the individual may have experienced more than momentary discomfort.
- (c) The individual subjected to the force complained of injury or continuing pain.

North Liberty Police Department

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Use of Force

- (d) The individual indicates intent to pursue litigation.
- (e) Any application of the TASER (TM) or control device.
- (f) Any application of a restraint device other than handcuffs, shackles or belly chains.
- (g) The individual subjected to the force was rendered unconscious.
- (h) An individual was struck or kicked.
- (i) An individual alleges any of the above has occurred.
- (j) The media is calling for a review or comment on an officer's response to resistance or expecting the incident will be on social media websites.

300.6 MEDICAL CONSIDERATIONS

Prior to booking or release, medical assistance shall be obtained for any person who exhibits signs of physical distress, has sustained visible injury, expresses a complaint of injury or continuing pain, or was rendered unconscious. Any individual exhibiting signs of physical distress after an encounter should be continuously monitored until he/she can be medically assessed.

Based upon the officer's initial assessment of the nature and extent of the individual's injuries, medical assistance may consist of examination by an emergency medical services provider or medical personnel at a hospital or jail. If any such individual refuses medical attention, such a refusal shall be fully documented in related reports and, whenever practicable, should be witnessed by another officer and/or medical personnel. If a recording is made of the contact or an interview with the individual, any refusal should be included in the recording, if possible.

The on-scene supervisor or, if the on-scene supervisor is not available, the primary handling officer shall ensure that any person providing medical care or receiving custody of a person following any use of force is informed that the person was subjected to force. This notification shall include a description of the force used and any other circumstances the officer reasonably believes would be potential safety or medical risks to the subject (e.g., prolonged struggle, extreme agitation, impaired respiration).

Individuals who exhibit extreme agitation, violent irrational behavior accompanied by profuse sweating, extraordinary strength beyond their physical characteristics and imperviousness to pain (sometimes called "excited delirium"), or who require a protracted physical encounter with multiple officers to be brought under control, may be at an increased risk of sudden death. Calls involving these persons should be considered medical emergencies. Officers who reasonably suspect a medical emergency should request medical assistance as soon as practicable and have medical personnel stage away (see the Medical Aid and Response Policy).

300.7 SUPERVISOR RESPONSIBILITIES

When a supervisor is able to respond to an incident in which there has been a reported application of force, the supervisor is expected to:

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- (a) Obtain the basic facts from the involved officers. Absent an allegation of misconduct or excessive force, this will be considered a routine contact in the normal course of duties.
- (b) Ensure that any injured parties are examined and treated.
- (c) When possible, separately obtain a recorded interview with the individual upon whom force was applied. If this interview is conducted without the individual having voluntarily waived his/her *Miranda* rights, the following shall apply:
 - 1. The content of the interview should not be summarized or included in any related criminal charges.
 - 2. The fact that a recorded interview was conducted should be documented in a property or other report.
 - 3. The recording of the interview should be distinctly marked for retention until all potential for civil litigation has expired.
- (d) Once any initial medical assessment has been completed or first aid has been rendered, ensure that photographs have been taken of any areas involving visible injury or complaint of pain, as well as overall photographs of uninjured areas.
 - 1. These photographs should be retained until all potential for civil litigation has expired.
- (e) Identify any witnesses not already included in related reports.
- (f) Review and approve all related reports.
- (g) Review all recordings or other collected evidence.
- (h) Determine if there is any indication that the individual may pursue civil litigation.
 - 1. If there is an indication of potential civil litigation, the supervisor should complete and route a notification of a potential claim through the appropriate channels.
- (i) Evaluate the circumstances surrounding the incident and initiate an administrative investigation if there is a question of policy noncompliance or if for any reason further investigation may be appropriate.

In the event that a supervisor is unable to respond to the scene of an incident involving the reported application of force, the supervisor is still expected to complete as many of the above items as circumstances permit.

300.7.1 SHIFT SUPERVISOR RESPONSIBILITY

The Shift Supervisor shall review each use of force by any personnel within his/her command to ensure compliance with this policy and to address any training issues.

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300.8 TRAINING

Officers will receive periodic training on this policy and demonstrate their knowledge and understanding.

Officers will receive additional training about Use of Force during:

- (a) Driver training
- (b) Taser Training
- (c) Blue Courage Training
- (d) Scenario based and decision making training
- (e) Defensive Tactics and control devices training
- (f) Firearms and training
- (g) Annual MATS update
- (h) Monthly online seminars

300.9 USE OF FORCE ANALYSIS

At least annually, the Patrol Lieutenant should prepare an analysis report on use of force incidents. The report should be submitted to the Chief of Police. The report should not contain the names of officers, suspects or case numbers, and should include:

- (a) The identification of any trends in the use of force by members.
- (b) Training needs recommendations.
- (c) Equipment needs recommendations.
- (d) Policy revision recommendations.

Attachments

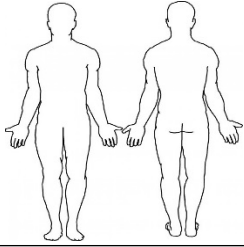
Use of Force Report I.pdf



North Liberty Police Department Use of Force Report

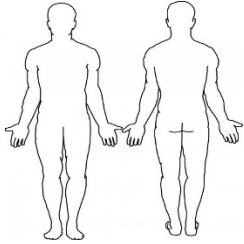
Date / /	Time:	Location:	Case Number:
Subjects Name		DOB / /	Height Weight Phone Number
Reason The Use of Force Was Necessary (check all that apply)			
<input type="checkbox"/> To Effect An Arrest <input type="checkbox"/> To Defend Self <input type="checkbox"/> Prevent Escape <input type="checkbox"/> To Defend Another Officer/Person <input type="checkbox"/> Protective Custody <input type="checkbox"/> To Dispatch Animal <input type="checkbox"/> Other _____			
List Most Serious Offense(s) At Time Force Was Used			
Was the Subject Injured? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was Reporting Officer Injured? <input type="checkbox"/> Yes <input type="checkbox"/> No Describe Injuries:	Medical Treatment Provided To/By	Photos Taken By
Subjects That Resisted	Officers Present	Supervisor Notified/Time/By Whom	
At the Time of the Arrest, the Subject Was:			
<input type="checkbox"/> Suspected to be Under the Influence of Alcohol or Drugs <input type="checkbox"/> Mentally Impaired/Emotionally Disturbed <input type="checkbox"/> Under the Influence of Alcohol or Drugs <input type="checkbox"/> Other:			
Officer's Perception of Individual's Actions (Use Narrative to Describe Perceived Threat(s) Posted By Individual):			
<input type="checkbox"/> Passive Resistance-Dead weight or non-compliance to Officer's lawful verbal direction, but offering no actively resistive movement <input type="checkbox"/> Active or Escape Resistance-Actions such as pushing, pulling, evasive arm movement, flailing, flight, muscle tension, etc. to avoid control. (Does not include attempts to harm the officer) <input type="checkbox"/> Assaultive-Agitated, combative state, physically assaultive actions and/or behavior that poses threat of injury to another (e.g., punching, kicking, clenching of fists, etc) <input type="checkbox"/> Life Threatening/Serious Bodily Injury-Actions that may result in death or serious bodily injury			
<input type="checkbox"/> Presence <input type="checkbox"/> Full Uniform <input type="checkbox"/> Partial Uniform <input type="checkbox"/> Plain Clothes Note: Officers not in full uniform, describe means of visual police identification (e.g., raid vest or jacket, displayed badge/ID, etc) <input type="checkbox"/> Verbal Commands (Describe Details in Narrative Report) <input type="checkbox"/> Compliance Techniques (Describe Details in Narrative Report) (Force used to gain control-restraint, come-alongs, takedowns-use of hands, arms, feet, legs) <input type="checkbox"/> Chemical Spray/Chemical Agent (Describe Details in Narrative Report) Number of Bursts: _____ Duration of Bursts: _____ Distance From Subject: _____ Impact Location: _____ Time Between Application/decontamination: _____ <input type="checkbox"/> Impact Weapon/Temporary Incapacitation (Describe Details in Narrative Report) <input type="checkbox"/> Electronic Control Device (Describe Details in Narrative Report) <input type="checkbox"/> Laser Only <input type="checkbox"/> Spark Check <input type="checkbox"/> Drive Stun <input type="checkbox"/> Probe Deployment Impact Location _____ Number of Cycles _____ Taser Unit # _____ Serial # _____ Cartridge Serial # _____ Distance From Subject _____ <input type="checkbox"/> Point A Firearm (Describe the Details in the Narrative) <input type="checkbox"/> Deadly Force-Firearm or other (Describe the Details in the Narrative) <input type="checkbox"/> Other: _____ <input type="checkbox"/> Foot Pursuit <input type="checkbox"/> Vehicle Pursuit <input type="checkbox"/> Stop Sticks <input type="checkbox"/> Shield <input type="checkbox"/> MRAP Used <input type="checkbox"/> TAC			
Restraint Method Used <input type="checkbox"/> Hand or Flex Cuffs <input type="checkbox"/> Leg Restraints <input type="checkbox"/> Body Guard <input type="checkbox"/> Spit Shield <input type="checkbox"/> None <input type="checkbox"/> Other:			
Officer Reporting:		Shift Supervisor(s):	
Other Witness(es)/Person(s) Present At Scene:		Shift Officers:	
Audio-Visual Evidence <input type="checkbox"/> Yes <input type="checkbox"/> No (If no explain)		Supervisor(s) Who Responded to Scene:	

Death Occured <input type="checkbox"/> Yes <input type="checkbox"/> No If no, was subject(s) injured? <input type="checkbox"/> Yes <input type="checkbox"/> No (Complete Diagram below)	Officer(s) Taking Photos	Total Photos	Recordings <input type="checkbox"/> In Car <input type="checkbox"/> BWC
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Describe the Extent of Subject's Injuries and Place on the diagram: **Subject #1 Name:** _____

Was Officer(s) Injured? Yes No (complete diagram below)



Describe the Extent of Officer's Injuries and Place on the Diagram: **Officer #1 Name:** _____

Witness(es) or Person(s) With Knowledge	Address	Phone
1		
2		
3		
4		

Officer's Narrative: Did officer prepare a detailed incident report describing the facts and circumstances leading to use of force? Yes No
 If no, explain:

Supervisory/Command Review

Reporting Supervisor (Name and Badge #)	Date and Time of Supervisor Response	Location
Officer Who Used Force (Name and Badge #)	Was Subject(s) Injured? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was Officer(s) Injured? <input type="checkbox"/> Yes <input type="checkbox"/> No

Supervisor's Narrative (Document steps taken to review and evaluate officer's use of force)

A/V Evidence Available <input type="checkbox"/> Yes <input type="checkbox"/> No Reviewed By Supervisor/Date _____	A/V Evidence Available <input type="checkbox"/> Yes <input type="checkbox"/> No Reviewed By Officer/Date _____	A/V Evidence Available <input type="checkbox"/> Yes <input type="checkbox"/> No Reviewed By LT/Date _____
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Lieutenant Review Narrative (Confirm proper and complete investigation was conducted)

Officer Review (Print/Sign) Date _____	Supervisory Review (Print/Sign) Date _____	Lieutenants Review (Print/Sign) Date _____
--	--	--

Supervisory/Command: Review and Critique Use of Force with Involved Officer(s)
Note Findings Above and Forward Completed Packet to Chief of Police

Use of force requires an ON-SCENE review, including a narrative report from the responding supervisor. This is REQUIRED for incidents involving Chemical Spray, ECD probe deployment or drive stun; any incident resulting in injury or complaint of injury; or any other time deemed appropriate by a supervisor.

Resolution No. 2020-51

**RESOLUTION APPROVING THE POLICIES REQUIRED BY
THE COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM FOR THE EMERGENCY CHILDCARE
PROGRAM**

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

WHEREAS, the City applied for CDBG funds for the Emergency Childcare program; and

WHEREAS, the City was awarded \$12,000 to assist with the program; and

WHEREAS, the program requires adoption of the following policies:

1. Residential Anti-Displacement and Relocation Assistance Plan (RARA)
2. Excessive force resolution
3. Equal Opportunity Policy
4. Fair Housing Policy
5. Code of Conduct
6. Procurement Policy; and

WHEREAS, the policies have been reviewed by staff and recommended for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA, that the required CDBG policies are approved and authorized for use effective upon action.

APPROVED AND ADOPTED this 9th day of June, 2020.

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



Water Rate Ordinance Amendment

Water Utility Budget & Forecast

	FY19 Actual	FY20 Budget	FY21 Budget	FY22 Estimated	FY23 Estimated	FY24 Estimated	FY25 Estimated	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	FY30 Estimated	FY31 Estimated
Budget Inflation Rate		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Number of Accounts	8,844	9,021	9,201	9,385	9,573	9,764	9,960	10,159	10,362	10,569	10,781	10,996	11,216
Gallons Sold	361,780,000	373,000,000	380,460,000	388,069,200	395,830,584	403,747,196	411,822,140	420,058,582	428,459,754	437,028,949	445,769,528	454,684,919	463,778,617
Proposed Rate Increase	3.5%	3.0%	3.0%	3.0%	3.0%	3.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.0%
Base Rate	\$ 16.12	\$ 16.60	\$ 17.10	\$ 17.61	\$ 18.14	\$ 18.68	\$ 18.68	\$ 18.68	\$ 18.68	\$ 18.68	\$ 18.68	\$ 18.68	\$ 19.06
Rate/1000 Gallons	\$ 6.51	\$ 6.67	\$ 6.87	\$ 7.08	\$ 7.29	\$ 7.51	\$ 7.51	\$ 7.51	\$ 7.51	\$ 7.51	\$ 7.51	\$ 7.51	\$ 7.66
Revenues													
Water Sales	\$ 3,433,351	\$ 3,642,838	\$ 3,823,118	\$ 4,012,519	\$ 4,211,505	\$ 4,420,559	\$ 4,507,370	\$ 4,595,918	\$ 4,686,236	\$ 4,778,361	\$ 4,872,328	\$ 4,968,174	\$ 5,165,657
Sales Tax	\$ 222,745	\$ 224,410	\$ 229,387	\$ 240,751	\$ 252,690	\$ 265,234	\$ 270,442	\$ 275,755	\$ 281,174	\$ 286,702	\$ 292,340	\$ 298,090	\$ 309,939
Connection Fees/Permits	\$ 156,632	\$ 85,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000	\$ 108,000
Use of Money	\$ 34,838	\$ 30,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 7,130	\$ 10,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ (12,885)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 3,841,811	\$ 3,992,248	\$ 4,181,005	\$ 4,361,771	\$ 4,572,695	\$ 4,794,293	\$ 4,886,312	\$ 4,980,173	\$ 5,075,910	\$ 5,173,562	\$ 5,273,168	\$ 5,374,765	\$ 5,584,096
Expenditures													
Budget Inflation Rate		2.41%	9.71%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 566,723	\$ 669,961	\$ 688,958	\$ 723,406	\$ 759,576	\$ 797,555	\$ 837,433	\$ 879,304	\$ 923,270	\$ 969,433	\$ 1,017,905	\$ 1,068,800	\$ 1,122,240
Services & Commodities	\$ 1,401,385	\$ 1,315,832	\$ 1,134,295	\$ 1,191,010	\$ 1,250,560	\$ 1,313,088	\$ 1,378,743	\$ 1,447,680	\$ 1,520,064	\$ 1,596,067	\$ 1,675,870	\$ 1,759,664	\$ 1,847,647
Capital	\$ 151	\$ 50,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000
Transfers													
Equipment Revolving	\$ 237,000	\$ 130,000	\$ 35,000	\$ 81,000	\$ 8,000	\$ 85,000	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Capital Reserve	\$ 80,000	\$ 165,000	\$ 200,000	\$ 180,000	\$ 80,000	\$ 220,000	\$ 210,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Revenue Debt	\$ 969,285	\$ 1,034,275	\$ 1,727,505	\$ 1,524,255	\$ 1,501,168	\$ 1,272,818	\$ 1,601,848	\$ 1,603,588	\$ 1,484,660	\$ 1,484,780	\$ 1,486,420	\$ 1,484,560	\$ 1,485,220
GO Debt	\$ 390,900	\$ 393,350	\$ 320,750	\$ 319,800	\$ 243,900	\$ 249,400	\$ 249,700	\$ 249,900	\$ -	\$ -	\$ -	\$ -	\$ -
Billing & Accounting	\$ 320,546	\$ 303,049	\$ 274,255	\$ 245,015	\$ 210,490	\$ 221,015	\$ 232,065	\$ 243,668	\$ 255,852	\$ 268,645	\$ 282,077	\$ 296,181	\$ 310,990
Upcoming Projects													
SW Growth Utilities	\$ -	\$ -	\$ -	\$ 143,603	\$ 143,103	\$ 144,542	\$ 143,792	\$ 144,943	\$ 143,863	\$ 144,653	\$ 143,165	\$ 143,561	\$ 144,000
Maintenance Facility Addition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,683	\$ 137,341	\$ 137,864	\$ 138,262	\$ 138,485	\$ 135,304
Control Bldgs & Generators (4&5)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 159,671	\$ 159,114	\$ 160,715	\$ 159,880	\$ -
Plant Expansion & Well(s)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,296	\$ 307,221	\$ 310,311	\$ -
Total Expenditures	\$ 3,965,990	\$ 4,061,467	\$ 4,455,763	\$ 4,483,089	\$ 4,271,797	\$ 4,378,418	\$ 4,828,581	\$ 5,055,767	\$ 4,815,049	\$ 5,111,113	\$ 5,536,109	\$ 5,684,186	\$ 5,840,592
Net Change in Fund Balance	\$ (124,179)	\$ (69,219)	\$ (274,758)	\$ (121,318)	\$ 300,898	\$ 415,875	\$ 57,732	\$ (75,594)	\$ 260,861	\$ 62,450	\$ (262,941)	\$ (309,421)	\$ (256,495)
Beginning Fund Balance	\$ 1,499,991	\$ 1,375,812	\$ 1,306,593	\$ 1,031,835	\$ 910,517	\$ 1,211,414	\$ 1,627,289	\$ 1,685,021	\$ 1,609,427	\$ 1,870,288	\$ 1,932,738	\$ 1,669,797	\$ 1,360,375
Ending Fund Balance	\$ 1,375,812	\$ 1,306,593	\$ 1,031,835	\$ 910,517	\$ 1,211,414	\$ 1,627,289	\$ 1,685,021	\$ 1,609,427	\$ 1,870,288	\$ 1,932,738	\$ 1,669,797	\$ 1,360,375	\$ 1,103,880
% Reserved	34.69%	32.17%	23.16%	20.31%	28.36%	37.17%	34.90%	31.83%	38.84%	37.81%	30.16%	23.93%	18.90%
Total Personnel Costs	\$ 566,723	\$ 669,961	\$ 688,958	\$ 723,406	\$ 759,576	\$ 797,555	\$ 837,433	\$ 879,304	\$ 923,270	\$ 969,433	\$ 1,017,905	\$ 1,068,800	\$ 1,122,240
% of Water Utility Expenditures	14.29%	16.50%	15.46%	16.14%	17.78%	18.22%	17.34%	17.39%	19.17%	18.97%	18.39%	18.80%	19.21%
Debt Service Coverage													
Net Revenue/All Revenue Debt	1.93	1.89	1.32	1.56	1.66	2.05	1.62	1.61	1.72	1.71	1.70	1.68	1.73
Required Coverage	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
Desired Coverage	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Difference (Actual vs. Required)	0.73	0.69	0.12	0.36	0.46	0.85	0.42	0.41	0.52	0.51	0.50	0.48	0.53
ACCOUNT FOR Well #5 recasing	ACCOUNT FOR new debt coming online		ADD GIS utility database (\$45K), spare valves & flow meters (\$75K) REPLACE membranes (\$80K)						ADD vacuum trailer (\$35K w/ sewer, waste & streets)				

Water Utility Budget & Forecast

Water Rate Increase Analysis																					
		Monthly Water Costs Based on Usage																			
		FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31							
Consumption in Gallons	3,000	\$ 29.14	\$ 29.94	\$ 30.84	\$ 31.76	\$ 32.72	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 33.70	\$ 34.37	
	5,000	\$ 42.16	\$ 43.28	\$ 44.58	\$ 45.92	\$ 47.29	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 48.71	\$ 49.69	
	8,000	\$ 61.69	\$ 63.29	\$ 65.19	\$ 67.14	\$ 69.16	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 71.23	\$ 72.66	
	11,000	\$ 81.22	\$ 83.30	\$ 85.80	\$ 88.37	\$ 91.02	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75	\$ 95.63	
	15,000	\$ 107.26	\$ 109.98	\$ 113.28	\$ 116.68	\$ 120.18	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 123.78	\$ 126.26	
	3,000		\$ 0.80	\$ 0.90	\$ 0.93	\$ 0.95	\$ 0.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.67
	5,000		\$ 1.12	\$ 1.30	\$ 1.34	\$ 1.38	\$ 1.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.97
	8,000		\$ 1.60	\$ 1.90	\$ 1.96	\$ 2.01	\$ 2.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.42
	11,000		\$ 2.08	\$ 2.50	\$ 2.57	\$ 2.65	\$ 2.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.88
	15,000		\$ 2.72	\$ 3.30	\$ 3.40	\$ 3.50	\$ 3.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.48
	3,000		\$ 9.60	\$ 10.78	\$ 11.10	\$ 11.43	\$ 11.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8.09
	5,000		\$ 13.44	\$ 15.58	\$ 16.05	\$ 16.53	\$ 17.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11.69
	8,000		\$ 19.20	\$ 22.78	\$ 23.47	\$ 24.17	\$ 24.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17.10
	11,000		\$ 24.96	\$ 29.99	\$ 30.89	\$ 31.81	\$ 32.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22.50
	15,000		\$ 32.64	\$ 39.59	\$ 40.78	\$ 42.00	\$ 43.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29.71

Waste Water Utility Budget & Forecast

	FY19 Actual	FY20 Budget	FY21 Budget	FY22 Estimated	FY23 Estimated	FY24 Estimated	FY25 Estimated	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	FY30 Estimated	FY31 Estimated
Budget Inflation Rate		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Number of Accounts	8,596	8,768	8,943	9,122	9,305	9,491	9,680	9,874	10,072	10,273	10,478	10,688	10,902
Gallons Sold	361,131,000	371,000,000	378,420,000	385,988,400	393,708,168	401,582,331	409,613,978	417,806,258	426,162,383	434,685,630	443,379,343	452,246,930	461,291,868
Proposed Rate Increase	3%	1%	0%	0%	0%	0%	0%	1%	1%	0%	0%	0%	0%
Base Rate	\$ 30.93	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.55	\$ 31.87	\$ 31.87	\$ 31.87	\$ 31.87	\$ 31.87
Rate/1000 Gallons	\$ 5.57	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.68	\$ 5.74	\$ 5.74	\$ 5.74	\$ 5.74	\$ 5.74
Revenues													
Waste Water Sales	\$ 4,616,525	\$ 4,749,202	\$ 4,827,423	\$ 4,923,972	\$ 5,022,451	\$ 5,122,900	\$ 5,225,358	\$ 5,383,164	\$ 5,545,736	\$ 5,656,650	\$ 5,769,783	\$ 5,885,179	\$ 6,002,883
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees/Permits	\$ 42,875	\$ 20,000	\$ 35,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Use of Money	\$ 50,564	\$ 40,000	\$ 20,000	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Miscellaneous	\$ 15,096	\$ 16,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ (16,801)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 4,708,259	\$ 4,825,202	\$ 4,888,423	\$ 4,955,272	\$ 5,053,751	\$ 5,154,200	\$ 5,256,658	\$ 5,414,464	\$ 5,577,036	\$ 5,687,950	\$ 5,801,083	\$ 5,916,479	\$ 6,034,183
Expenditures													
Budget Inflation Rate		8.18%	4.68%	10.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 581,731	\$ 712,183	\$ 754,543	\$ 829,997	\$ 871,497	\$ 915,072	\$ 960,826	\$ 1,008,867	\$ 1,059,310	\$ 1,112,276	\$ 1,167,890	\$ 1,226,284	\$ 1,287,598
Services & Commodities	\$ 735,279	\$ 1,025,975	\$ 1,055,975	\$ 1,161,573	\$ 1,219,651	\$ 1,280,634	\$ 1,344,665	\$ 1,411,899	\$ 1,482,494	\$ 1,556,618	\$ 1,634,449	\$ 1,716,172	\$ 1,801,980
Capital	\$ -	\$ 50,000	\$ 9,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers													
Equipment Revolving	\$ 87,000	\$ 65,000	\$ 125,000	\$ 84,750	\$ 90,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Capital Reserve	\$ 485,000	\$ 530,388	\$ 570,083	\$ 370,000	\$ 370,000	\$ 370,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 565,000	\$ 290,000	\$ 565,000	\$ 290,000
Revenue Debt	\$ 1,828,789	\$ 1,725,139	\$ 1,778,283	\$ 1,779,164	\$ 1,780,726	\$ 1,782,472	\$ 1,785,516	\$ 1,786,354	\$ 1,789,735	\$ 1,557,153	\$ 1,575,477	\$ 1,576,119	\$ 1,576,457
GO Debt	\$ 476,400	\$ 472,350	\$ 473,200	\$ 468,800	\$ 469,300	\$ 469,600	\$ 469,650	\$ 469,450	\$ 139,050	\$ -	\$ -	\$ -	\$ -
Billing & Accounting	\$ 320,546	\$ 303,049	\$ 274,255	\$ 245,015	\$ 210,490	\$ 221,015	\$ 232,065	\$ 243,668	\$ 255,852	\$ 268,645	\$ 282,077	\$ 296,181	\$ 310,990
Upcoming Projects													
Sewer Lines & Generator	\$ -	\$ -	\$ 71,540	\$ 71,885	\$ 72,159	\$ 72,367	\$ 72,484	\$ 70,819	\$ 70,787	\$ 72,339	\$ 72,044	\$ 71,651	\$ 71,651
SW Growth Utilities	\$ -	\$ -	\$ -	\$ 281,879	\$ 280,851	\$ 283,131	\$ 281,670	\$ 283,449	\$ 281,415	\$ 282,567	\$ 283,308	\$ 283,670	\$ 285,000
Mid/Long Term Projects	\$ -	\$ -	\$ -	\$ 206,675	\$ 206,638	\$ 206,438	\$ 206,438	\$ 206,438	\$ 206,438	\$ 206,438	\$ 206,438	\$ 206,438	\$ 206,550
Total Expenditures	\$ 4,514,745	\$ 4,884,084	\$ 5,112,479	\$ 5,499,738	\$ 5,571,312	\$ 5,675,728	\$ 5,828,314	\$ 5,955,944	\$ 5,760,081	\$ 5,696,036	\$ 5,586,682	\$ 6,016,514	\$ 5,833,575
Net Change in Fund Balance	\$ 193,514	\$ (58,882)	\$ (224,056)	\$ (544,466)	\$ (517,561)	\$ (521,528)	\$ (571,656)	\$ (541,480)	\$ (183,045)	\$ (8,085)	\$ 214,401	\$ (100,035)	\$ 200,608
Beginning Fund Balance	\$ 4,213,817	\$ 4,407,331	\$ 4,348,449	\$ 4,124,394	\$ 3,579,928	\$ 3,062,367	\$ 2,540,839	\$ 1,969,183	\$ 1,427,703	\$ 1,244,658	\$ 1,236,573	\$ 1,450,973	\$ 1,350,938
Ending Fund Balance	\$ 4,407,331	\$ 4,348,449	\$ 4,124,394	\$ 3,579,928	\$ 3,062,367	\$ 2,540,839	\$ 1,969,183	\$ 1,427,703	\$ 1,244,658	\$ 1,236,573	\$ 1,450,973	\$ 1,350,938	\$ 1,551,546
% Reserved	97.62%	89.03%	80.67%	65.09%	54.97%	44.77%	33.79%	23.97%	21.61%	21.71%	25.97%	22.45%	26.60%
Total Personnel Costs	\$ 581,731	\$ 712,183	\$ 754,543	\$ 829,997	\$ 871,497	\$ 915,072	\$ 960,826	\$ 1,008,867	\$ 1,059,310	\$ 1,112,276	\$ 1,167,890	\$ 1,226,284	\$ 1,287,598
% of Waste Water Utility Expenditures	12.89%	14.58%	14.76%	15.09%	15.64%	16.12%	16.49%	16.94%	18.39%	19.53%	20.90%	20.38%	22.07%
Debt Service Coverage													
Net Revenue/All Revenue Debt	1.85	1.76	1.73	1.67	1.66	1.66	1.65	1.68	1.70	1.94	1.90	1.89	1.87
Required Coverage	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
Desired Coverage	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Difference (Actual vs. Required)	0.65	0.56	0.53	0.47	0.46	0.46	0.45	0.48	0.50	0.74	0.70	0.69	0.67

ADD vacuum trailer (\$35K w/ sewer, water & streets) **REPLACE** pickup truck (\$65K), lawn mower (\$25K) **ADD** GIS utility database (\$105,083) **REHAB** manholes (\$70K), sewer main (\$175K) **REPLACE** membranes

Waste Water Utility Budget & Forecast

Waste Water Rate Increase Analysis																					
		Monthly Waste Water Costs Based on Usage																			
		FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31							
Consumption in Gallons	3,000	\$ 42.07	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.49	\$ 42.92	\$ 43.34	\$ 43.34	\$ 43.34	\$ 43.34	\$ 43.34	\$ 43.34	\$ 43.34	
	5,000	\$ 53.21	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 53.74	\$ 54.28	\$ 54.82	\$ 54.82	\$ 54.82	\$ 54.82	\$ 54.82	\$ 54.82	\$ 54.82	
	8,000	\$ 69.92	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 70.62	\$ 71.33	\$ 72.04	\$ 72.04	\$ 72.04	\$ 72.04	\$ 72.04	\$ 72.04	\$ 72.04	
	11,000	\$ 86.63	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 88.37	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	\$ 89.25	
	15,000	\$ 108.91	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 111.10	\$ 112.21	\$ 112.21	\$ 112.21	\$ 112.21	\$ 112.21	\$ 112.21	\$ 112.21	
	3,000		\$ 0.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.42	\$ 0.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	5,000	Additional Waste Water Cost/Month	\$ 0.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.54	\$ 0.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	8,000		\$ 0.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.71	\$ 0.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	11,000		\$ 0.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.87	\$ 0.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	15,000		\$ 1.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.10	\$ 1.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	3,000		\$ 5.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.10	\$ 5.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	5,000	Additional Waste Water Cost/Year	\$ 6.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6.45	\$ 6.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	8,000		\$ 8.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8.47	\$ 8.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	11,000		\$ 10.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.50	\$ 10.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	15,000		\$ 13.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13.20	\$ 13.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Storm Water Utility #1

	FY19 Actual	FY20 Budget	FY21 Budget	FY22 Estimated	FY23 Estimated	FY24 Estimated	FY25 Estimated
Budget Inflation Rate		2.02%	2.00%	2.00%	2.00%	2.00%	2.00%
Number of Accounts	8,593	8,767	8,942	9,121	9,304	9,490	9,679
Base Rate	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
Revenues							
Storm Water Fees	\$ 208,266	\$ 210,408	\$ 214,616	\$ 218,908	\$ 223,287	\$ 227,752	\$ 232,307
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees/Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Money	\$ 1,774	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 1,524	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 211,564	\$ 211,408	\$ 215,616	\$ 219,908	\$ 224,287	\$ 228,752	\$ 233,307
Expenditures							
Budget Inflation Rate		-14.74%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 89,702	\$ 99,526	\$ 103,395	\$ 108,565	\$ 113,993	\$ 119,693	\$ 125,677
Services & Commodities	\$ 44,990	\$ 54,800	\$ 85,600	\$ 89,880	\$ 94,374	\$ 99,093	\$ 104,047
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers							
Equipment Revolving	\$ 64,000	\$ 23,000	\$ 70,000	\$ -	\$ 40,750	\$ 87,500	\$ 82,500
Capital Reserve	\$ 20,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -
Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Billing & Accounting	\$ 33,742	\$ 31,900	\$ 28,696	\$ 25,791	\$ 22,157	\$ 23,265	\$ 24,428
Total	\$ 252,434	\$ 215,226	\$ 287,691	\$ 224,236	\$ 271,274	\$ 329,550	\$ 336,653
Net Change in Fund Balance	\$ (40,870)	\$ (3,818)	\$ (72,075)	\$ (4,327)	\$ (46,987)	\$ (100,798)	\$ (103,345)
Beginning Fund Balance	\$ 199,383	\$ 158,513	\$ 154,695	\$ 82,620	\$ 78,293	\$ 31,306	\$ (69,492)
Ending Fund Balance	\$ 158,513	\$ 154,695	\$ 82,620	\$ 78,293	\$ 31,306	\$ (69,492)	\$ (172,838)
% Reserved	62.79%	71.88%	28.72%	34.92%	11.54%	-21.09%	-51.34%
A Breakdown of Storm Water Utility							
Total Personnel Costs	\$ 89,702	\$ 99,526	\$ 103,395	\$ 108,565	\$ 113,993	\$ 119,693	\$ 125,677
% of Storm Water Utility Expenditures	35.53%	46.24%	35.94%	48.42%	42.02%	36.32%	37.33%

Storm Water Utility #2

	FY19 Actual	FY20 Budget	FY21 Budget	FY22 Estimated	FY23 Estimated	FY24 Estimated	FY25 Estimated
Budget Inflation Rate		2.02%	2.00%	2.00%	2.00%	2.00%	2.00%
Number of Accounts	8,593	8,767	8,942	9,121	9,304	9,490	9,679
Base Rate	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
Revenues							
Storm Water Fees	\$ 208,266	\$ 210,408	\$ 214,616	\$ 218,908	\$ 223,287	\$ 227,752	\$ 232,307
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees/Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Money	\$ 1,774	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 1,524	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 211,564	\$ 211,408	\$ 215,616	\$ 219,908	\$ 224,287	\$ 228,752	\$ 233,307
Expenditures							
Budget Inflation Rate		-14.74%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 89,702	\$ 99,526	\$ 103,395	\$ 108,565	\$ 113,993	\$ 119,693	\$ 125,677
Services & Commodities	\$ 44,990	\$ 54,800	\$ 85,600	\$ 89,880	\$ 94,374	\$ 99,093	\$ 104,047
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers							
Equipment Revolving	\$ 64,000	\$ 23,000	\$ 70,000	\$ 48,750	\$ 37,500	\$ 37,500	\$ 82,500
Capital Reserve	\$ 20,000	\$ 6,000	\$ 179,000	\$ 240,000	\$ 78,000	\$ 90,000	\$ 125,000
Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Billing & Accounting	\$ 33,742	\$ 31,900	\$ 28,696	\$ 25,791	\$ 22,157	\$ 23,265	\$ 24,428
Total	\$ 252,434	\$ 215,226	\$ 466,691	\$ 512,986	\$ 346,024	\$ 369,550	\$ 461,653
Net Change in Fund Balance	\$ (40,870)	\$ (3,818)	\$ (251,075)	\$ (293,077)	\$ (121,737)	\$ (140,798)	\$ (228,345)
Beginning Fund Balance	\$ 199,383	\$ 158,513	\$ 154,695	\$ (96,380)	\$ (389,457)	\$ (511,194)	\$ (651,992)
Ending Fund Balance	\$ 158,513	\$ 154,695	\$ (96,380)	\$ (389,457)	\$ (511,194)	\$ (651,992)	\$ (880,338)
% Reserved	62.79%	71.88%	-20.65%	-75.92%	-147.73%	-176.43%	-190.69%
A Breakdown of Storm Water Utility							
Total Personnel Costs	\$ 89,702	\$ 99,526	\$ 103,395	\$ 108,565	\$ 113,993	\$ 119,693	\$ 125,677
% of Storm Water Utility Expenditures	35.53%	46.24%	22.15%	21.16%	32.94%	32.39%	27.22%

ADD vacuum trailer (\$35K w/ waste, water & streets)
REPLACE wide area mower (\$35K)

MAINTAIN/CLEAN
 Biocells at Centennial Park, Penn Meadows, Ranshaw Way (\$19K)
 Muddy Creek Flood Control: Segment 1 of 7 (\$25K)
 Penn Meadows Biocell Repair (\$27K)

Utility Rate Analysis

Waste Water Rate Increase Analysis					
		FY20	FY21	Difference	
Base Rate	\$	31.24	\$ 31.24	\$ (0.00)	
Rate/1000 gallons	\$	5.63	\$ 5.63	\$ (0.00)	
Consumption (in gallons)	Cost per Month			FY21 Increase	
		FY20	FY21	%	\$
3,000	\$	42.50	\$ 42.49	0%	\$ (0.01)
5,000	\$	53.76	\$ 53.74	0%	\$ (0.02)
8,000	\$	70.65	\$ 70.62	0%	\$ (0.03)
11,000	\$	87.54	\$ 87.50	0%	\$ (0.04)

Water Rate Increase Analysis					
		FY20	FY21	Difference	
Base Rate	\$	16.60	\$ 17.10	\$ 0.50	
Rate/1000 gallons	\$	6.71	\$ 6.87	\$ 0.16	
Consumption (in gallons)	Cost per Month			FY21 Increase	
		FY20	FY21	%	\$
3,000	\$	30.02	\$ 30.84	3%	\$ 0.82
5,000	\$	43.44	\$ 44.58	3%	\$ 1.14
8,000	\$	63.57	\$ 65.19	3%	\$ 1.62
11,000	\$	83.70	\$ 85.80	3%	\$ 2.10

Storm Water Rate Increase Analysis					
		FY20	FY21	Difference	
Base Rate	\$	2.00	\$ 2.00	\$ -	
Rate/1000 gallons	\$	-	\$ -	\$ -	
Consumption (in gallons)	Cost per Month			FY21 Increase	
		FY20	FY21	%	\$
3,000	\$	2.00	\$ 2.00	0%	\$ -
5,000	\$	2.00	\$ 2.00	0%	\$ -
8,000	\$	2.00	\$ 2.00	0%	\$ -
11,000	\$	2.00	\$ 2.00	0%	\$ -

Utility Rates Increase Analysis					
Consumption (in gallons)	Cost per Month			FY21 Increase	
		FY20	FY21	%	\$
3,000	\$	74.52	\$ 75.33	1%	\$ 0.81
5,000	\$	99.20	\$ 100.32	1%	\$ 1.12
8,000	\$	136.22	\$ 137.81	1%	\$ 1.59
11,000	\$	173.24	\$ 175.30	1%	\$ 2.06

Ordinance No. 2020-04

AN ORDINANCE AMENDING CHAPTER 92.02, ENTITLED "RATES FOR SERVICE," OF THE MUNICIPAL CODE OF NORTH LIBERTY BY ADOPTING A NEW SECTION 92.02 TO INCREASE THE CHARGES FOR WATER USED

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

SECTION 1. AMENDMENT Chapter 92.02 "Rates for Service," of the Municipal Code of North Liberty be, and the same is hereby amended, by repealing Section 92.02 therein, and enacting in lieu thereof new sections to be codified the same to read as follows:

92.02 RATES FOR SERVICE.

Gallons Used Per Month	Rate
First 1,000 gallons	\$ 17.10
All over 1,000 gallons	\$ 6.87

Service to industrial establishments may be by contract, if the City finds such an arrangement to be in the best interest of the City.

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

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

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

First reading on _____.

Second reading on _____.

Third and final reading _____.

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. 2020-04 in *The Leader* on the ___ day of _____, 2020.

TRACEY MULCAHEY, CITY CLERK



Dahnovan Estates Stormwater Agreement

Prepared by and after recording return to:

Matthew J. Adam
Simmons Perrine Moyer Bergman PLC

1150 5th Street, Suite 170
Coralville, IA 52241

(319) 354-1019
FAX (319) 354-1760

**AMENDMENT TO STORM WATER MANAGEMENT FACILITY MAINTENANCE
AGREEMENT AND EASEMENT FOR DAHNOVAN ESTATES**

THIS AMENDMENT TO STORM WATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT AND EASEMENT FOR DAHNOVAN ESTATES (the "Amendment") is made and entered into by and between the City of North Liberty, Iowa, a municipal corporation, (hereinafter referred to as "City"), Zoned Development, Inc., Roller Development, LLC and Kaiser Holdings, LLC ("Owners" or "Developer"), Urban Villas at Dahnovan Estates Condominiums Homeowner's Association ("Urban Villas HOA") and Dahnovan Estates Homeowner's Association, hereinafter referred to as ("Dahnovan HOA").

WHEREAS, the City and Owners entered into a Storm Water Management Facility Maintenance Agreement and Easement for Dahnovan Estates ("Agreement"), which governs maintenance and repair obligations for two storm water detention facilities (the "Facilities") located on the real estate described therein. Said document was recorded as a part of the Subdivision Proceedings for Dahnovan Estates, North Liberty, Iowa in Book 5579, Page 527, records of the Johnson County Recorder's Office.

WHEREAS, construction of the Facilities has been completed, and Section 3 of the Agreement sets forth the repair and maintenance obligations of the Facilities, which includes Outlot A and a detention pond located on Lot 72.

WHEREAS, Owners have established a Homeowner's Association known as Dahnovan Estates Homeowner's Association for the purpose of maintaining and repairing the storm water management facility located on Outlot A.

WHEREAS, Owners have established a Homeowner's Association known as Urban Villas at Dahnovan Estates Condominiums Homeowner's Association for the purpose of maintaining and repairing the Storm Water Management facility located on Lot 72.

WHEREAS, the Parties wish to amend the Agreement to clearly allocate responsibility for maintaining and repairing the storm water management facility located on Outlot A to Dahnovan HOA and responsibility for maintaining and repairing the storm water management facility located on Lot 72 to Urban Villas HOA.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree to as follows:

1. **RECITALS.** The above-recitals are a substantive portion of this document and are incorporated herein by this reference.
2. **OUTLOT A.** Dahnovan HOA shall be solely responsible for maintaining and repairing the Storm Water Management Facility located on Outlot A and hereby assumes all obligations as set forth in the Agreement as it relates to the maintenance and repair of Outlot A.
3. **LOT 72.** Urban Villas HOA shall be solely responsible for maintaining and repairing the Storm Water Management Facility located on Lot 72 and hereby assumes all obligations as set forth in the Agreement as it relates to the maintenance and repair of the stormwater detention pond located on Lot 72.
4. **AMENDMENT.** The Parties further acknowledge and agree that to the extent the Agreement or the Developer's Agreement entered into between the Owners and the City on March 22, 2016, and recorded in Book 5499, Page 890 records of the Johnson County Recorder's office (the "Developer's Agreement") conflict with the terms of this Amendment, the terms of the Amendment shall prevail. Except as otherwise amended by this Amendment, the terms of the Developer's Agreement and Agreement shall remain in full force and effect.

Dated this __ day of _____, 2020.

CITY OF NORTH LIBERTY, IOWA

ZONED DEVELOPMENT, INC.

By: _____
Terry L. Donahue, Mayor

By: _____
Ryan Abraham, President

Attest: _____
Tracey Mulcahey, City Clerk

KAISER HOLDINGS, LLC

DAHNOVAN ESTATES HOMEOWNER'S ASSOCIATION

By: _____
Matthew Adam, Manager

By: _____
Ryan Abraham, President

ROLLER DEVELOPMENT, LLC

URBAN VILLAS AT DAHNOVAN ESTATES CONDOMINIUMS HOMEOWNER'S ASSOCIATION

By: _____
Ryan Abraham, Manger

By: _____
Ryan Abraham, President

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

On this _____ day of _____, 2020, 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 _____, 2020, 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

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on this ____ day of _____, 2020 by Ryan Abraham as President of Zoned Development, Inc.

Notary Public in and for said State

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on this ____ day of _____, 2020 by Matthew Adam as Manager of Kaiser Holdings, LLC.

Notary Public in and for said State

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on this ____ day of _____, 2020 by Ryan Abraham as Manager of Roller Development, LLC.

Notary Public in and for said State

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on this ____ day of _____, 2020 by Ryan Abraham as President of Dahnovan Estates Homeowner’s Association.

Notary Public in and for said State

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on this ____ day of _____, 2020 by Ryan Abraham as President of Urban Villas at Dahnovan Estates Condominiums Homeowner’s Association.

Notary Public in and for said State

Resolution No. 2020-52

**A RESOLUTION APPROVING THE AMENDMENT OF STORM
WATER MANAGEMENT FACILITY MAINTENANCE
AGREEMENT AND EASEMENT FOR DAHNOVAN ESTATES**

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

WHEREAS, the City of North Liberty previously executed a Storm Water Management Facility Maintenance Agreement and Easement for the Dahnovan Estates subdivision; and

WHEREAS, the owners of said subdivision, the representatives of the associated homeowners' associations located therein, and the City each seek to clarify the rights and responsibilities of each such entity with respect to the repair and maintenance of each of the storm water detention basins located within said subdivision; and

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding concerning the amendment of that agreement.

NOW, THEREFORE, BE IT RESOLVED that that the attached Amendment to Storm Water Management Facility Maintenance Agreement and Easement for Dahnovan Estates is approved.

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

APPROVED AND ADOPTED this 9th day of June, 2020.

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: 6/3/2020
Re: Monthly Report

May Permit Report:

90 permits were issued in May with estimated construction value of 4.45 million dollars. Eight new housing permits were issued with contraction value of 1.8 million dollars. Staff completed 199 inspections during the month of May.

Rental/Code Compliance Cases:

5 new rental permit applications received in May. A total of 25 code compliance cases were processed in May.

Liberty High School Addition:

The contractor McComas Lacina has finished the Liberty High addition and requested building and fire inspection staff to begin final inspection of the addition. The two story 73,280 square foot project was started December 2019.

ABRA Body Shop:

Watts Group obtain a building permit to begin work on a new body shop located south of Junge Auto Dealership. The project is one story building with 2,580 square foot office space and 15, 420 square foot body repair shop.

May 2020 Monthly Permit Report

Code	Permit Purpose	Permits	Construction Value	Permit Fees	Bldgs.	Units	Notes
1	New Single Family Dwelling	2	\$400,000.00	\$4,853.44	2	2	
2	New Single Family Dwelling Attached	4	\$898,957.00	\$9,961.04	2	4	
3	New Townhouse	4	\$519,848.00	\$7,538.04	1	4	
4	New Multi-Family Housing	0	\$0.00	\$0.00	0	0	
5	New Commercial	1	\$1,900,000.00	\$13,094.97	0	0	
6	New Industrial	0	\$0.00	\$0.00	0	0	
7	School	0	\$0.00	\$0.00			
8	Residential Alteration	13	\$103,684.85	\$1,917.33			
9	Residential Addition	6	\$26,190.00	\$572.91			
10	Commercial Alteration	3	\$82,671.00	\$938.70			
11	Commercial Addition	0	\$0.00	\$0.00			
12	Industrial Alteration	0	\$0.00	\$0.00			
13	Industrial Addition	0	\$0.00	\$0.00			
14	Other	57	\$524,149.00	\$2,800.67			
15	Public	0	\$0.00	\$0.00			
16	Manufactured Home	0	\$0.00	\$0.00			
	Totals	90	\$4,455,499.85	\$41,677.10	5	10	

SFD Attached are zero lot line units

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

Zoning Permits

05/01/2020 - 05/31/2020

Project Description	Applicant	Parcel Address
Re-occupying daycare	Lionheart Early Learning Center	740 Community Drive



Permit Summary Report Inspection Type

Schedule Date 01/01/2020 TO 05/31/2020

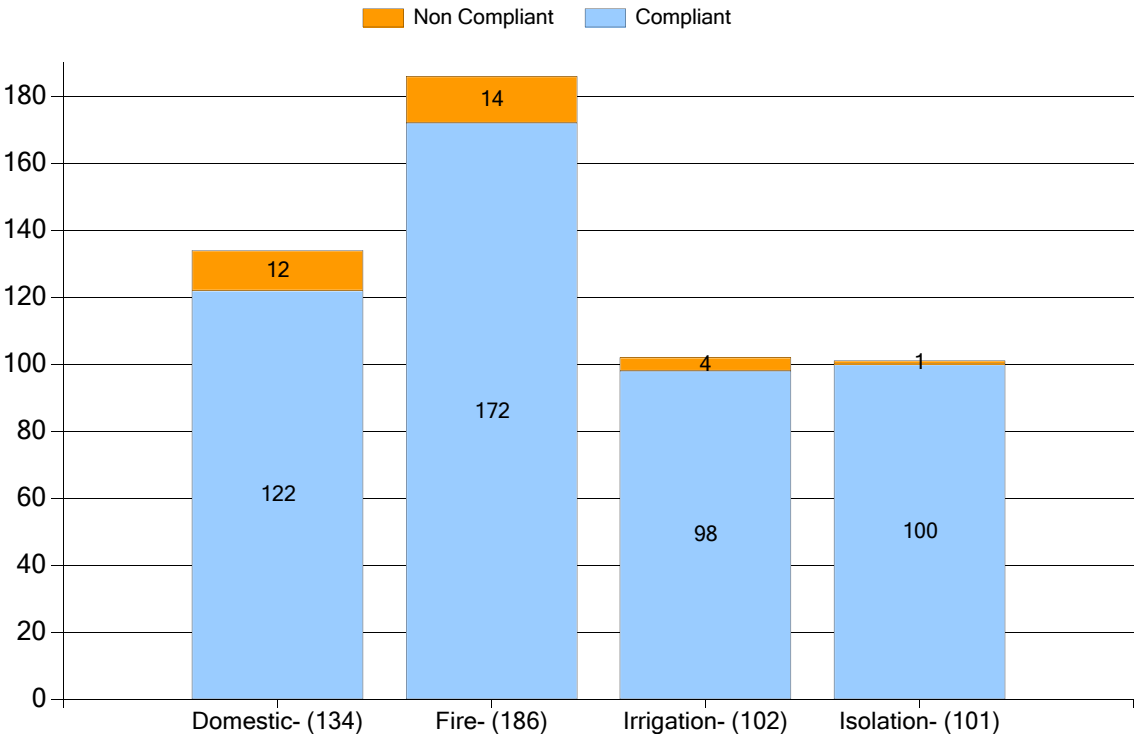
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
Inspection request	7	10	15	20	15	0	0	0	0	0	0	0		67
Re-inspection	35	40	29	32	22	0	0	0	0	0	0	0		158
1st SWPPP	1	1	13	9	4	0	0	0	0	0	0	0		28
Above Suspended Ceiling	0	1	1	0	0	0	0	0	0	0	0	0		2
Automatic Sprinkler System	2	2	1	0	5	0	0	0	0	0	0	0		10
Automatic Sprinkler System - Preconcealment	0	6	0	0	0	0	0	0	0	0	0	0		6
Backflow Preventer	0	2	1	0	0	0	0	0	0	0	0	0		3
Building Sewer	0	0	0	1	0	0	0	0	0	0	0	0		1
Commercial Final	1	0	1	1	0	0	0	0	0	0	0	0		3
Commercial Rough-In	1	1	0	0	0	0	0	0	0	0	0	0		2
Deck, Porch, Sunroom Footings	2	4	4	10	17	0	0	0	0	0	0	0		37
Final	4	0	1	3	2	0	0	0	0	0	0	0		10
Final (Alterations and additions)	2	3	2	1	8	0	0	0	0	0	0	0		16
Fire Alarm Installation	5	0	1	1	0	0	0	0	0	0	0	0		7
Fire Dept. Acceptance	3	1	1	2	6	0	0	0	0	0	0	0		13
Footings/Slabs	1	0	11	8	6	0	0	0	0	0	0	0		26
Foundation Dampproofing	1	0	6	6	6	0	0	0	0	0	0	0		19
Foundation Wall	1	0	9	7	6	0	0	0	0	0	0	0		23
Framing	0	0	1	0	0	0	0	0	0	0	0	0		1
Gas service release	12	18	8	3	8	0	0	0	0	0	0	0		49
Grading	0	0	0	22	2	0	0	0	0	0	0	0		24
Kitchen Hood Suppression System Installation	0	0	0	1	1	0	0	0	0	0	0	0		2
Meeting	1	1	1	1	0	0	0	0	0	0	0	0		4
Notice of Termination CSR	0	0	0	9	11	0	0	0	0	0	0	0		20
Other	24	66	6	2	1	0	0	0	0	0	0	0		99
Permanent Electric Service Release	28	12	5	7	5	0	0	0	0	0	0	0		57
Plumbing below slab	8	0	7	9	7	0	0	0	0	0	0	0		31
Rental	0	0	0	0	1	0	0	0	0	0	0	0		1
Residential final (New Construction)	8	7	8	11	20	0	0	0	0	0	0	0		54
Residential Photovoltaic (PV) Solar System	4	4	2	1	5	0	0	0	0	0	0	0		16
Residential Rough-in (New Construction)	12	21	4	8	3	0	0	0	0	0	0	0		48
Rough In (Alterations and additions)	4	2	4	3	4	0	0	0	0	0	0	0		17
Rough-in	0	1	1	0	0	0	0	0	0	0	0	0		2
Sewer & Water Service	2	1	13	7	6	0	0	0	0	0	0	0		29
Sidewalk Release	1	0	8	5	9	0	0	0	0	0	0	0		23
Sign location & footings	0	1	0	0	0	0	0	0	0	0	0	0		1
Sump Pump Discharge Line	4	0	3	4	6	0	0	0	0	0	0	0		17
Temporary Electric Service	3	0	7	7	6	0	0	0	0	0	0	0		23
Water Heater	5	1	0	0	0	0	0	0	0	0	0	0		6
Witness air pressure test and piping inspection	13	22	3	4	7	0	0	0	0	0	0	0		49
Zoning Department Acceptance	0	0	3	0	0	0	0	0	0	0	0	0		3
Totals:	195	228	180	205	199	0	0	0	0	0	0	0		1007

Code Compliance Report

05/01/2020 - 05/31/2020

Case Date	Case #	Status	Complaint
5/1/2020	4048	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/1/2020	4049	Closed	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/1/2020	4050	Closed	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/1/2020	4051	Closed	trees overhanging fence and property at 25 N. Front
5/7/2020	4052	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/13/2020	4053	Closed	MH park mowers blowing grass on City trail and onto passing trail users
5/18/2020	4055	Closed	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/19/2020	4061	Closed	grass exceeding 6" height limit
5/20/2020	4056	Open	Install pool without permit
5/20/2020	4057	Open	Install pool without permit
5/20/2020	4058	Open	Construction without obtaining permit
5/21/2020	4059	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/21/2020	4060	Void	
5/26/2020	4062	Open	fence installed in violation of code and not per approved permit #5399
5/26/2020	4063	Open	grass exceeding 6" height limit
5/26/2020	4064	Open	grass exceeding 6" height limit
5/26/2020	4065	Open	grass exceeding 6" height limit
5/26/2020	4066	Open	grass exceeding 6" height limit
5/28/2020	4067	Open	Grass exceeding 6"
5/28/2020	4068	Open	grass exceeding 6" height limit
5/28/2020	4069	Open	grass exceeding 6" height limit
5/28/2020	4070	Open	Grass exceeding 6" in height in area up to 20' from street and any area between rights-of-way and crops
5/29/2020	4071	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit
5/29/2020	4072	Open	Siding on home was never completed/ Phone box is hanging off the wall.
5/29/2020	4073	Void	
5/29/2020	4074	Closed	Not picking up dog waste - 55.05(4)
5/29/2020	4075	Closed	Not picking up dog waste - 55.05(4) -

Breakdown of Backflow Preventer Compliance



Fire = Fire Protection / Fire Detector Bypass
Domestic = Domestic / Domestic Bypass
Irrigation = Lawn Irrigation
Isolation = All Others



To **Mayor, City Council, Communications Advisory Commission**
CC **City Administrator Ryan Heiar**
From **Communications Director Nick Bergus**
Date **June 4, 2020**
Re **Communications Staff Report for May**

George Floyd, Policing and Equity

We began engaging in some overdue conversations internally and with our community in May around topics of race, policing, and equity. More to come.

COVID-19

As the global pandemic plateaued, it became a smaller part of our workload, if not concerns. We spent time talking through next steps, including remote delivery of summer programming, the easing of restrictions and other details.

Blues & BBQ

We began conversations about what a socially distanced festival would look like for this year and started laying plans. We'll have some announcements in June.

Cyber Security

We've continued to implement recommendations coming from our cyber risk assessment earlier this year. The new IT support ticketing system has been very successful, and helpful to both users and IT staff. We completed a software inventory.

High School Senior Day

We helped produced ads, a proclamation, and a video congratulations for North Liberty seniors.

Project Open House

We prepared to host our first Virtual Project Open House in June to talk about the future realignment of Front and Dubuque streets. We're setting this up to operate away from Facebook or YouTube and solely as a Zoom webinar.

Other Items

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

Derek kept up a brisk podcast pace with three new COVID-19-related episodes of 52317.

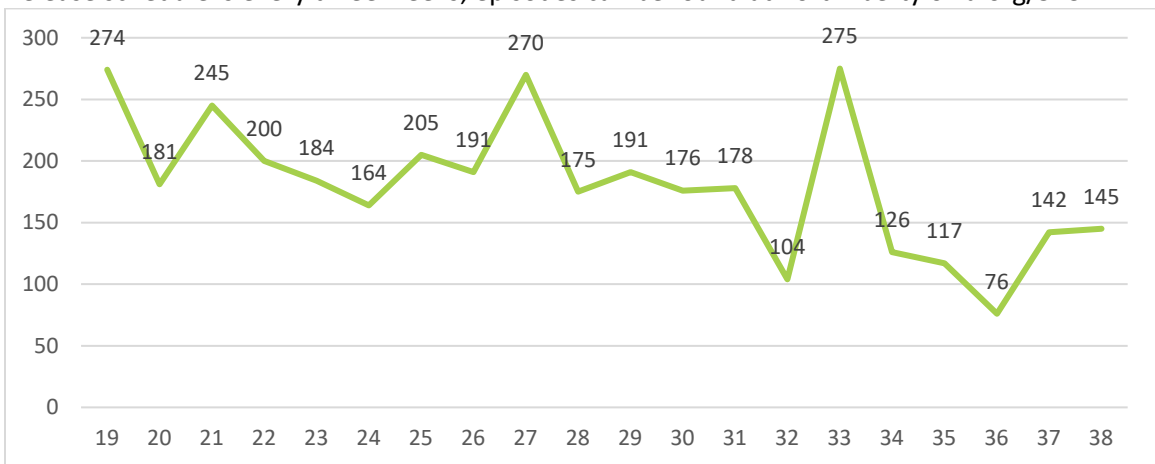
We sent news releases about city programming and service changes, Census 2020, High School Senior Day, commission openings, Test Iowa and other COVID-19 issues, Spring Cleanup Day alternatives and more.

Completed Videos

Title	Requested By	Completed	Duration
Social: ONE Pack	Communications	May 1	0:01
Eye on North Liberty: Library	Communications	May 1	0:05
Communications Advisory Commission	City Administration	May 4	0:16
Planning and Zoning Commission	City Administration	May 5	0:36
City Council	City Administration	May 12	1:10
Library Board of Trustees	City Administration	May 18	0:39
City Council	City Administration	May 12	2:13
Eye on North Liberty: Communications	Communications	May 26	0:03
High School Senior Day	Communications	May 29	0:01
Total completed productions: 9	Duration of new video: 5.0 hours		

52317 Podcast

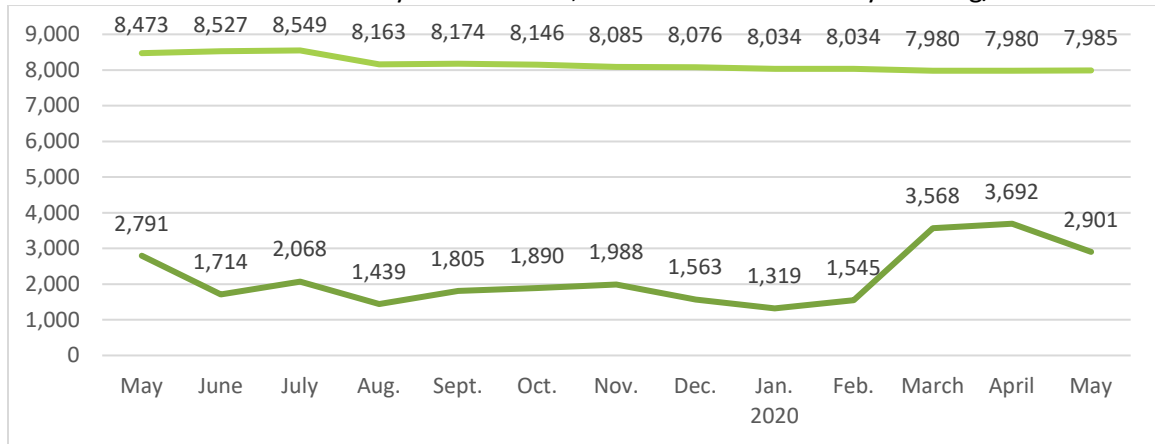
Release schedule is every three weeks; episodes can be found at northlibertyiowa.org/52317.



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. **Episodes** 38: Vanilla Beans & Daydreams; 37: North Liberty Fire Department; 36: ; 35: Realtor Ashley Bermel; 34: We Run; 33: South Slope (archive); 32: Heat Yoga Studio & Spa; 31: New Pioneer Co-op; 30: Learning Begins; 29: Bluebird Café; 28: GEICO; 27: Smash Juice Bar; 26: All the Way Up Studio; 25: Stoakes & Fell; 24: The Leaderboard; 23: Frontier Co-op; 22: Café Muse; 21: Heyn's Ice Cream; 20: North Liberty Aquatics; 19: Citywide Garage Sales

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.

Subject lines May: How's everyone doing?; April: This is something else; March: Smell that smell; Feb: Mythbuster; Jan: New decade, new us.; Dec: Dreaming of a non-polar vortex winter; Nov: Pretty sure you didn't listen/Let's try this again; Oct: Between a rock and a soft place; Sept: Live your best lawn; Aug: 🍷 🍷 Let's show 'em what we've got; July: Decade-long forecast; June: What about jetpacks?; May: No, you're a faceless bureaucracy

Social Media

Month	Facebook		Twitter		Instagram	Nextdoor
	New likes	Reach	New follows	Impressions	Followers	Members
May 2020	98	14,541	8	51,800	2,044	4,487
April 2020	43	15,703	25	73,500	1,996	4,455
March 2020	84	25,857	26	47,500	1,961	4,404
Feb. 2020	31	16,868	17	23,800	1,911	4,340
Jan. 2020	72	25,797	34	42,100	1,901	4,321
Dec 2019	34	11,762	12	34,100	1,868	4,280
Nov 2019	73	42,067	24	46,400	1,840	4,240
Oct 2019	104	36,908	23	49,700	1,820	4,219
Sept 2019	81	42,951	7	36,800	1,780	4,143
Aug 2019	72	18,317	8	40,000	1,760	3,993
July 2019	59	32,810	21	47,100	1,732	3,946
June 2019	97	36,203	27	31,500	1,691	3,845
May 2019	51	24,463	28	39,500	1,668	3,793
April 2019	81	30,549	16	47,400	1,597	3,746

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

Month	Sessions	Users	Pageviews	Pgs/Session	Avg Session
May 2020	14,669	11,451	39,087	1.9	1:1
April 2020	18,727	13,796	34,990	1.36	1:10
March 2020	26,268	18,454	46,350	1.76	1:01
Feb 2020	14,211	10,558	29,875	2.10	1:18
Jan 2020	21,993	15,082	47,300	2.15	1:46
Dec 2019	17,879	12,571	38,918	2.18	1:23
Nov 2019	17,947	12,622	35,334	2.14	1:25
Oct 2019	20,233	14,122	43,473	2.15	1:24
Sept 2019	17,656	12,738	37,830	2.14	1:23
Aug 2019	20,191	13,891	44,800	2.22	1:30
July 2019	27,821	18,649	58,879	2.12	1:27
June 2019	30,713	20,378	65,434	2.13	1:19
May 2019	22,546	15,171	50,184	2.27	1:27

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. **Pgs/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.



TO: City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE: June 4, 2020
SUBJECT: Monthly Library Report

At a glance

Services	March 17-31	April	May	Total
Library Hop - curbside materials pickup	118	343	381	842
Printing	n/a	5	24	29
Laptop checkout	n/a	3	14	17
Mask distribution	n/a	n/a	41	41
Seed library distribution	n/a	n/a	2	2
New library cards	2	4	4	10
Total curbside services				935

Our curbside services have expanded throughout the pandemic closure to include added access. We operate currently curbside Monday-Friday from 8am to 5pm.

Library News

The library continues to offer interim services through curbside deliver, virtual programming, and databases. Our database use in May was 4787, which doesn't include the New York Times as they are generally a couple weeks behind in providing those numbers to us and we aren't able to access the statistics. We have nearly 300 wireless users, which includes some of our staff but also we've seen quite a bit of use from our parking lot and now that the weather has gotten nicer, we're seeing some patio use.

Most recently, the library put out a call for donations of masks that we are now distributing to community members who have the need. We had a call from someone in North Liberty who didn't have a mask and was looking for one and we'd had several offers previously for donations so we thought it was a perfect opportunity to get masks into people hands but provide information on the purpose of wearing a mask and combat misinformation.

The Flamingo Flocking fundraiser has come to an end. This was the second year we've offered this event and it was sold out in the first few days of the month. Melanie Harrison, our Marketing Coordinator, is the lead on the fundraiser and does most of it single handedly – staging the flock at one house, then picking it up and moving it the next night after 10pm. She started both years saying she wasn't opening weekends and has opened them due to demand both years. So she did 31 days of flocking that yielded nearly \$1000 for the library's endowment. Kudos to Melanie!

Our virtual programming continues with a steady audience. We had 40 kiddos attend our Tippy Toes Dance event, including a girl in Oregon who joined her cousins in Iowa on the Zoom event. We also had a special guest at our adult story time event (see photo). The kids' programs are growing in popularity and craft programs for adults are also very popular and fill up quickly.

We're gearing up for guest presenters for Summer Reading Program that started June 1 and will continue through eight weeks this summer.

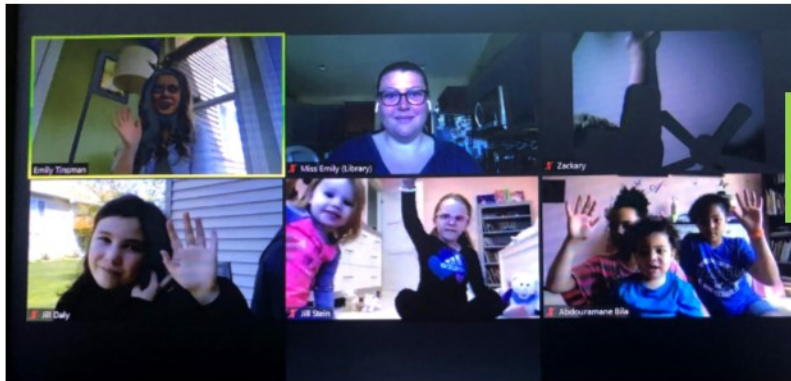
The programming team worked really hard to program in the realm of the pandemic and reach the audiences both online and without access. A team of four librarians are handing out weekly activity packets to all ages at Summer Lunch distribution locations. They put together 500 packets for the first week and distributed almost all of them. Fifty adult packets and over 430 kids' packets. We also have packets available for curbside pickup.

The library will have a new look in some areas when we're able to safely reopen including new carpeting on the youth side of the building and freshly painted meeting rooms, study rooms, and restrooms.

After over five years of dealing with safety and aesthetic issues with the recycled flooring that was bubbling, shifting, and overlapping on the east side of the library, which had been the existing space prior to the addition and renovation (past the pillars), an industrial carpet was installed that is used in high traffic buildings such as airports. This project meant moving over 23,000 pieces of library material and coordinating disassembly and reassembly of shelves over a two-week period with the carpet installation team. The staff did a lot of work and huge thanks goes to our collection development librarian, Andrew Frisbie, for mapping all of the books out to move and re-shelve seamlessly.



Special guest, Earl the llama unicorn surprised Amy during Adult Story Time



Miss Iowa was a popular guest storytime presenter for the kiddos.

Tippy Toes was an exciting program for over 40 kids who attended.



The carpet installation process went smoothly but was definitely a big team effort





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

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

Date **June 2, 2020**

Re **Monthly Report**

The Parks Department continues to make sure that our trails and outdoor spaces are safe for our residents that use our trails and parks. Our trails continue to be heavily used while playgrounds and organized sports have been off limit to the public.

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

We maintained equipment as needed this month.

We performed various building maintenance tasks as needed this month.

We continue to maintain ball fields and facilities. We are now making additional preparations for the upcoming startup of baseball/softball practice and games.

A great deal of time was spent mowing and trimming this past month. It has been a challenge due to the cooler temperatures and abundance of rain. We continue to mow approximately 275 acres weekly and some areas require a second weekly mowing.

We performed ground and landscape maintenance. We applied turf grass fertilizer and landscaping pre-emergent as needed. The 92 planter boxes at Liberty Centre pond have been planted with flowers and hand watered daily. Landscape maintenance continues on Highway 965, Penn Street, Dubuque Street Roundabout, Kansas Street Roundabout, Front Street Roundabouts, Golf View Drive, St. Andrews Drive intersection, Rec Center, Zeller Street, Old Town Park, Penn Meadows Park and rain gardens and the Centennial Park bio-swale and parking lot landscaping. We have been trimming and pruning trees as needed. We completed the annual EAB treatment of our Parks inventory of ash trees.

We finished the grading and seeding at Red Fern Dog Park early May. The timing was perfect with all the rain after the initial seeding. The seed is now growing and is filling in the area nicely. We are anticipating a soft opening of the dog park later this fall to allow for turf grass establishment prior to opening.

Parks staff completed various training requirements this past month.

We now have all of our Seasonal Parks Maintenance Worker on staff and working. We continue with the team 1 and team 2 Covid-19 plan. Team 1 is working out of the Penn Meadows concessions building and barn and team 2 is working from the Parks maintenance facility.



North Liberty Police Monthly Report May 2020

Training:

- Members reviewed and signed off the new citywide policy manual. (40 hours)
- Officers took online training classes for heat exhausting and mental health training titled “Self-Improvement = Community Improvement” (40 hours).

Public Relations:

- Marco’s Pizza dropped off some pizza and excellent brownies for Police Officer memorial Week.
- Staff attended a funeral procession for a retired administrative assistant after 42 years from CVPD. Karen was always willing to help out any officer or any other agency. She will be missed.
- Received several thanks, food donations, and even hand sanitizer from community members for the police officers for COVID, and for the Police Officer Memorial Week.
- We also received 144 gallons of hand sanitizer donated by Iowa Prison Industries. This was for any City Building and shared with other municipal governments.
- We attended several birthday rolling parades when asked by the public to have police cars/officers involved.

Equipment:

- The lab equipment, whiteboards, tv’s, fitness equipment, and computer equipment was delivered to the new police station.

Enforcement:

- We have received five COVID- open or gathering complaints this month. All parties were warned about social distancing and large gatherings.

Department Admin:

- Justin Jacobi started with the department. He was employed for 3 days before being deployed with the Iowa National Guard for a 10-month tour. Once he returns, he will attend the Iowa Law enforcement Academy.
- We received another Governor’s Traffic Enforcement Safety Grant (GTSB) for another year.

Traffic Contacts	22
Parking Contacts	7
Vehicle Inspections	0
Vehicle Unlocks	18
Crash Investigations	12
Public Assists	223
Assist other Agency	101
Crimes Against Persons Report	9
Crimes Against Property Report	10
Other Reports	13
Arrests	4
Warrants	0
Alcohol/Narcotics Charges	3
Crimes Against Persons Charges	3
Crimes Against Property Charges	0
Other Charges	1
Animal Calls	55
Total Calls for Service	1108
*Total Calls for Service for the year	8441

North Liberty Police Monthly Report Continuation --- May 2020

- We continue with slow progress on the new police station. It is about 95% done and we now are hoping to be in July 1st.
- The Chief attended the Emergency Operation Center (EOC) meetings, hosted by Johnson County EMA to bring back and share information with the city.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 6/5/2020



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **June 3, 2020**
Re **Monthly Report – May 2020**

Operations continue to be strange as we roll with COVID19 pandemic and take a dial, phased approach to re-opening.

COVID19 Update - May:

We continue as split staff teams, alternating working from office and home since March 22, 2020. The facility remains closed to public. Recreation & Library took lead roles in providing emergency childcare at the Community Center.

Programs:

Most programs offered in May were canceled and refunded. Some fitness classes are being offered virtually. Registration has been postponed, indefinitely. Staff continues to research new ways to provide recreation programs.

Emergency Childcare / Summer Camp:

Rec Staff continued to provide emergency childcare during the month of May and working hard in planning for summer camp program. We sent a letter out to summer camp parents stating that operations will be different during pandemic (no field trips, no swimming, wearing masks) and it was individual decisions to attend. We had approximately 60 registered each week and that number dropped to about 40 per week and continues to drop as the start date nears in June. Staffing may become an issue as we near June as well.

We have refunded close to \$60,000 in program and summer camp fees this month.

Swim Lessons:

The first summer session of lessons to begin in June were canceled. We are making decisions on if the July session of swim lessons will take place. Staffing has become an issue for pool operations.

Indoor Pool:

Indoor Pool remains closed to public. Ashley is working on plan of action / staffing plan if given approval to open.

Outdoor Pool:

We are making decisions on if we should or should not plan on opening the outdoor pool. We have not taken steps to clean/fill this pool until the decision is made. Staffing has become an issue for outdoor pool operations.

Parks:

Parks remain closed to large group gatherings and field use for practice and games were denied. Playgrounds remain closed to public and use of gathering places were not recommended.

Daily Fees:

No daily fees to report due to closure.

Memberships:

As facility remains closed we have had requests for membership refunds. We have refunded close to \$3,500 in membership fees this month.

Our active number of memberships has dropped from 3,373 in February to 2,823 as of May.

Additional Reports:

Recdesk Monthly Revenue

Membership and Dashboard Summary

Membership Summary prior to and during pandemic; totals by month

☰ Summary By Month

	Feb, 2020
New Primaries	405
All New	472
Primary Renewals	115
All Renewals	138
Active Primaries	2859
All Active	3373

☰ Summary By Month

	Mar, 2020
New Primaries	125
All New	133
Primary Renewals	61
All Renewals	75
Active Primaries	2635
All Active	3076

☰ Summary By Month

	Apr, 2020
New Primaries	1
All New	1
Primary Renewals	1
All Renewals	1
Active Primaries	2424
All Active	2835

☰ Summary By Month

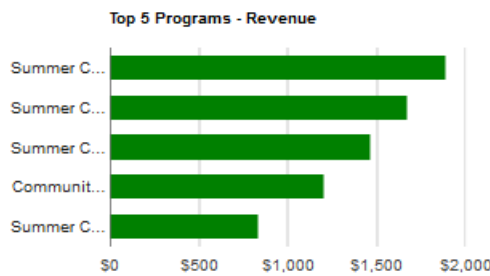
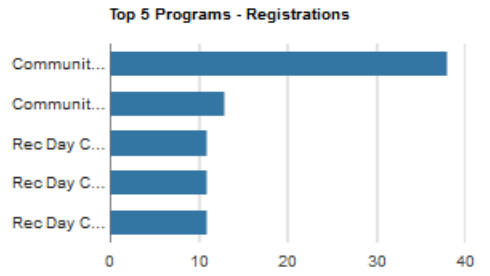
	May, 2020
New Primaries	0
All New	0
Primary Renewals	1
All Renewals	1
Active Primaries	2412
All Active	2823

Recdesk Dashboard Summary; last 60 days

Today is Wednesday, June 3, 2020

Home Recent Registrations Recent Reservations Recent Memberships Recent Members

Time Period: Last 60 Days



Total Program Registrations

Total Program Registrations	482
In-house (In Person)	441
Online	41

Total Receipts

Total Receipts	\$18,087.00
RecDesk Credit Card	\$15,496.75
Household Credit	\$1,708.75
Check	\$881.50
Refunds	\$92,289.37

Invoices - Balance Due

Invoices - Balance Due	
Open:	\$63,822.86
Overdue:	\$12,985.61

Alerts & Notices

Revenue By Period - GL Account Summary

Start Date: 5/1/2020 12:00 AM End Date: 5/31/2020 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

Regular Revenue

		DEBITS										CREDITS	
<u>**Gross</u>	<u>**Net</u>	<u>Cash</u>	<u>Check</u>	<u>CC (Gross)</u>	<u>CC (Net)</u>	<u>ACH (Gross)</u>	<u>ACH (Net)</u>	<u>Internal CC</u>	<u>Acct Credit</u>	<u>Other</u>	<u>Refunds</u>	<u>Other</u>	
000 - Household Credit Account													
-1,389.25	-1,389.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	421.00	0.00	-1,810.25	
010-4-1-4563 - Weight Fees													
-1,763.22	-1,763.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,763.22	0.00	
010-4-1-4564 - Class/Programs													
527.00	511.19	0.00	0.00	527.00	511.19	0.00	0.00	0.00	10.00	0.00	-10.00	0.00	
010-4-1-4566 - Before/After School													
-49,660.00	-49,943.16	0.00	0.00	9,438.75	9,155.59	0.00	0.00	0.00	11.25	0.00	-59,110.00	0.00	
010-4-1-4572 - Season Pool Pass													
-150.00	-150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-150.00	0.00	
010-4-1-4577 - Pool Rentals													
-190.00	-190.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-190.00	0.00	
010-4-1-4589 - Room Rentals													
517.50	517.50	0.00	647.50	0.00	0.00	0.00	0.00	0.00	120.00	0.00	-250.00	0.00	
010-4-1-4590 - Gymnasium Rentals													
320.00	310.40	0.00	0.00	320.00	310.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
010-4-1-4591 - Park/Special Event Fees													
35.00	33.95	0.00	0.00	35.00	33.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
010-4-1-4592 - Field Rentals/Tennis Courts													
1,350.00	1,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,350.00	0.00	0.00	0.00	

Revenue By Period - GL Account Summary

Start Date: **5/1/2020 12:00 AM** End Date: **5/31/2020 11:59 PM**

Payment Methods: **CA, CK, CC, IC, EC, CR**

User(s)/Cashier(s): **- All -**

NONE - Unassigned													
-900.00	-900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-900.00	0.00
Split - Membership - Black & Gold													
-1,562.15	-1,562.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,562.15	0.00
-52,865.12	-53,174.74	0.00	647.50	10,320.75	10,011.13	0.00	0.00	\$0.00	1,491.25	421.00		-63,935.37	-1,810.25

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

		DEBITS									CREDITS	
<u>**Gross</u>	<u>**Net</u>	<u>Cash</u>	<u>Check</u>	<u>CC (Gross)</u>	<u>CC (Net)</u>	<u>ACH (Gross)</u>	<u>ACH (Net)</u>	<u>Internal CC</u>	<u>Acct Credit</u>	<u>Other</u>	<u>Refunds</u>	<u>Other</u>
		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00	0.00		0.00

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value



To **Mayor and City Council**
CC **City Administrator Ryan Heiar**
From **Street Superintendent Michael Pentecost**
Date **June 1, 2020**
Re **Street Department Staff Monthly Report for May**

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

- Locating of City Utilities (407 job tickets) ongoing
 - a. This is a 10.2% decrease from May 2019
- Continued animal control services (10 responses to animal issues)
- Cemetery plot locates (0 in total)
- Projects/Meetings
 - a. St. Andrews Drive Reconstruction project is 42% completed
 - i. Progress meetings held every other week
 - ii. Staff assisted with sanitary force sewer main work to insure no home owners experienced sewer backups while main was rerouted
 - iii. First phase concrete pour set for 2nd week in June
 - b. Dubuque St Phase 1 meeting with staff and Shive
 - c. Ranshaw Way Phase 5 meetings
 - i. Utility identifications
 - ii. Pavement analysis and quality determination
- Street sweeping operations
 - a. Data = 110 hours, 711 miles, 156 cubic yards of material, time March 2–April 29
 - b. 56.9 tons hauled to Iowa City Landfill at a cost of \$2,702.76
 - c. Remaining pile will be hauled as time allows
 - d. Sweeping of REC parking lot for asphalt repairs
- Sign and street id repair in various locations along with insurance claims made for structures damaged by motorists
- Storm Sewer
 - a. Grading along S Jones Blvd agricultural ground in attempts to prevent silt on trail and roadway
 - b. Restoration work on Hauer Drive after subdrain installation for residential sump pump hookups
 - c. Storm sewer structure repairs in various locations
- Sanitary Sewer
 - a. Jet, vac, and camera system around Ranshaw Way project area
 - b. Contractor replacement of manhole lids compromised by H₂S gases
- Concrete repairs in West Lake area with dedicated sign detour routes
- Repainting of symbols and lines on Penn Street

- Staff training
 - a. Personal Protective Equipment
 - b. Respiratory Protection
 - c. Review of new Employee Manual
- Covid-19 preparations
 - a. Continued cleaning and disinfection of all street dept. buildings and equipment
 - b. Regular meetings with management team and staff on updates and procedures
 - c. Daily health reports and visitor information data collected
 - d. All street staff returned to full time work schedules on 5-18
 - e. Staff is still operating as 2 teams based out of the old shop and new shop



West Lake area street repairs



Message board used to inform residents of upcoming work.



Street line painting on Penn Street



To **City Council, Mayor and City Administrator**
From **Drew Lammers**
Date **May 1, 2020**
Re **April 2020 Water Pollution Control Plant (WPCP) Report**

1. All scheduled preventative maintenance at the plant and lift stations was completed. Staff stayed very busy with numerous operational jobs throughout the month.
2. This month's staff safety meeting was on Trenching and Shoring. Employees completed the target solutions tasks. Staff also reviewed the updated infectious disease action plan provided by the city.
3. Staff continued working with the split staffing action plan due to COVID. Most staff continued to work onsite more frequently performing outside jobs as weather permitted. Several landscaping jobs were done around the facility to control weeds and improve overall facility aesthetics. Flower beds were cleaned up, retaining walls were constructed, and rock and edging was installed around buildings. Some pictures of the landscaping are attached.
4. Painting projects continued around the facility. Pretreatment pumps and belt guards have been completed. We are continuing to grind, prime, and paint the motors and frames as time allows.
5. All hoist and cranes were inspected by Hupp. The reports had a few maintenance/repair recommendations which have all been addressed.
6. All submersible lift station pumps were inspected by both WPCP staff and Iowa Pump Works technician. Fluids were changed in the pumps, impeller clearances were adjusted, electrical circuits were tested, and overall operations were reviewed. All pumps remain operational and we are working on a few of the recommendations from the inspection reports.
7. Generators at the plant and lift stations had annual preventative maintenance performed by Ace Electric as well as a 2 hour load bank. All generators remain in good operational condition.

8. IDNR visited the plant for a Facility Inspection. EPA mandates that all major wastewater facilities receive an on-site inspection at least every 2 years. The inspection reviews several topics and stages of the treatment system as well as reviews data and recordkeeping procedures. There were no recommendations for changes on the report. The report is accessible on the City's shared network.

Drew Lammers
WPCP Superintendent









To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **June 2, 2020**
Re **Monthly Report – May 2020**

In the month of May, we treated a total of 38,800,000 gallons of water, our average daily flow was 1,252,000 gallons, and our maximum daily flow was 2,032,000 gallons. The total amount of water used in the distribution system was 4.88% higher than last May.

We had a busy month with 8,797 accounts read, 30 re-reads, 142 finals, 1 shut-off (vacant properties), 7 re-connects for water service, 0 notices delivered, as we have suspended water disconnects during the COVID-19 crisis, 31 new meter set inspections, 5 meter change out, 61 MIU change outs, assisted 1 customers with data logging information, and 36 calls for service. Our monthly total service work averaged 15 calls per day.

The Well number five re-casing project is finally moving forward, Northway had been waiting on delivery of a couple of items, the pitiless adapter and the new pump, the pitiless adapter was delivered last week, Lynch Excavating is scheduled to install it on the 9th, the new well pump will not be delivered until the end of June, Northway will need a couple of days to install the pump and several days to flush and test the well. The well should be back in-service by the second week of July.

We spent a great deal of time at the treatment plant with routine maintenance, changed cartridge filters (these filters need to be replaced every six weeks), repaired a leak on our chlorine feed system, changed out tubing on our chlorine monitoring equipment, and replaced the tubing on all nine of our peristaltic pumps.

The Consumer Confidence Report for 2019 has been approved by IDNR, it was posted on the website, and is currently being mailed to all North Liberty residents, this is required by the EPA annually.

Our distribution maintenance crew has been working on repairing main line valve boxes. We have around 24 boxes that need cleaned out or set to grade.

The meter department has been working on changing out 1st generation radio units, the MIU's had a 10-year life expectancy and some of our units are nearing the 20-year mark.

Water Superintendent
Greg Metternich