



**North Liberty City Council
Regular Session
October 13, 2020**



City Administrator Memo



To **Mayor and City Council**
From **Ryan Heiar, City Administrator**
Date **October 9, 2020**
Re **City Council Agenda October 13, 2020**

Meeting Note

Tuesday's meeting will be held virtually via Zoom and live streamed at [Watch Meetings Live](#) as well as available on the 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.

Consent Agenda

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

- City Council Minutes (09/22/20)
- Claims
- Liquor Licenses
 - Fareway (renewal)
 - Rancho Nuevo (new)
- Change Order #7, Police Station Project, Tricon Construction Group, (\$26,952.20)
- Pay Application #14R, Police Station Project, Tricon Construction Group, \$67,883.52
- Pay Application #15R, Police Station Project, Tricon Construction Group, \$17,843.61
- Change Order #1, Ranshaw House Renovation Project, Phase 2, Wolfe Contracting, Inc., (\$32,325.81)
- Pay Application #3, Cherry Street Sewer Project, Maxwell Construction, Inc., \$35,100
- Pay Application #2, Aquatic Center HVAC Replacement, Apex Construction Company, Inc., \$78,732.20

Meetings & Events

Tuesday, Oct 13 at 6:30p.m.
City Council

Wednesday, Oct 14 at 7:00p.m.
Tree & Storm Water Board

Monday, Oct 19 at 7:00p.m.
Library Board

Tuesday, Oct 27 at 6:30p.m.
City Council

Transportation Assistance Program (NLTAP)

During his report, the Mayor will update the City Council on changes to the NLTAP that are being proposed by the Transit Task Force. The first modification includes adding Wal-Mart, for all purposes, to the list of acceptable locations. Currently, the program only allows stops at Wal-Mart for pharmacy pickups. The second addition includes North Liberty schools specifically for the purposes of picking up a sick child or to attend a conference or related teacher meeting. This change does not allow students or parents

to use the cab service as a daily commuter route to the schools. These modifications can be made administratively and do not require council approval; thus, there is not an action item on the agenda.

FY 20 Audit Presentation

The FY20 audit and communication letter are included in the packet and Dustin Opatz with BerganKDV will be at Tuesday's meeting to present the findings. Generally, staff is satisfied with the findings and, moreover, was very pleased with the working relationship with the auditing team. The one deficiency noted is in regards to internal controls, a deficiency that has been included in all previous audit reports because of the difficulty in segregating duties in an office with few employees. Staff and the auditing team recommend approval of the FY20 audit.

Green Belt Trail, Part 1 Final Plat

The public improvements for Green Belt Trail, Part 1, which includes 48 single family residential lots, have been completed and inspected. This subdivision is located just west of and adjacent to North Liberty Road and north of the Dohnovan Estates subdivision. Staff recommends approval of the final plat, the escrow agreement for signage and landscaping and the storm water management facility agreement.

Harvest Estates II, Part 6 Final Plat

The public improvements for part six of Harvest Estates, which includes Parker Court and Harrison Street and is located in the southwest part of the subdivision, have been completed and inspected. This part of the subdivision includes 30 single family residential lots. Staff recommends approval of the final plat as well as the accompanying storm water management facility agreement.

FY 20 Annual Urban Renewal Report

The Urban Renewal Report provides a history of the urban renewal and TIF projects, valuations and spending in North Liberty. This report, once approved, is required to be filed with the state. Staff recommends approval of the FY20 Urban Renewal Report.

Zoning Ordinance Revisions, Second Reading

This is a staff initiated amendment to the Zoning Ordinance. Changes include amending definitions, which in part include diagrams, amending the regulations for accessory buildings, reorganizing yard and height regulations into table format, and updating certain design standards. One of the proposed changes, increasing the maximum garage size for larger lots, was a suggestion from a citizen who was recently denied a variance by the Board of Adjustment. Staff agrees that larger lots should have the option for a bigger garage.

Staff is taking a phased approach to modernizing and making the Zoning Ordinance more user friendly. Another amendment is anticipated in the near future.

IT Coordinator Position

The top priority coming out of the cybersecurity audit last year was hiring an IT Coordinator for the City. Subsequently, the City Council agreed that the position should be a priority at the February Strategic Planning and Goal Setting Session. Staff has developed a job description and assigned a pay grade based on the compensation program's scoring matrix. The position scored a 21 and has a salary range of \$64k - \$93k per year. As outlined in the job description, this position will spend 20% of its time in the library working on IT related issues specific to the library and its programming.

During the budget discussions earlier this year, Council agreed to allocate \$75k from the FY19 surplus for cybersecurity related expenses. This allocation, plus previously budgeted library salaries will fund the new IT Coordinator position. Staff is seeking Council approval on Tuesday to move ahead with filling the position.

Additional Information: Light Rail Studies

The recently completed light rail study (Iowa City to North Liberty), as well as previous rail studies, can be found at the following link: <https://www.mpojc.org/resources/publications>.



Agenda

City Council
October 13, 2020
Regular Session
6:30 p.m.

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 live by the public on the internet at northlibertyiowa.org/live, on Facebook at facebook.com/northliberty or on YouTube at www.youtube.com/channel/UCrCw6ipAPjJnd-olpRgPJcg. You can also attend by phone; call 1 (312) 626 6799 with a touch-tone phone and to enter the meeting ID 817 4797 9181 and nine-digit meeting password 816719921. 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, September 22, 2020
 - B. Claims
 - C. Liquor License Renewal, Fareway Stores, #993
 - D. Liquor License Application, Rancho Nuevo
 - E. Police Department Project, Change Order Number 7, Tricon General Construction, Inc., (\$ 26,952.20)
 - F. Police Department Project, Pay Application Number 14, Tricon General Construction, Inc., \$ 67,883.52
 - G. Police Department Project, Pay Application Number 15, Tricon General Construction, Inc., \$ 17,843.61

- H. Ranshaw House Renovation Project, Phase 2, Change Order Number 1, Wolfe Contracting, Inc., \$32,358.81
 - I. Cherry Street Sewer Project, Pay Application Number 3, Maxwell Construction, Inc., \$35,100.00
 - J. Aquatic Center HVAC Project, Pay Application Number 2, APEX Construction Company, Inc., \$78,732.20
- 5. City Engineer Report
 - 6. City Administrator Report
 - 7. Mayor Report
 - 8. FY 20 Audit Presentation
 - A. Presentation by Dustin Opatz, Bergan KDV
 - B. Resolution Number 2020-79, A Resolution approving the audit for Fiscal Year 2020 as completed by BerganKDV
 - 9. Greenbelt Trail Subdivision
 - A. Resolution Number 2020-80, A Resolution approving the Escrow Agreement for Greenbelt Trail Subdivision
 - B. Resolution Number 2020-81, A Resolution approving the Stormwater Management Facility Maintenance Agreement and Easement between the City of North Liberty and Greenbelt Trail, L.L.C. that establishes the terms and conditions under which Stormwater Management Facilities will be maintained for Greenbelt Trail Subdivision in the City of North Liberty, Iowa
 - C. Resolution Number 2020-82, A Resolution approving the Final Plat and accepting improvements for Greenbelt Trail Subdivision, North Liberty, Iowa
 - 10. Harvest Estates II, Part 6
 - A. Resolution Number 2020-83, A Resolution approving the Stormwater Management Facility Maintenance Agreement and Easement between of North Liberty and Greenbelt Trail, L.L.C. that establishes the terms and conditions under which Stormwater Management Facilities will be maintained for Harvest Estates II, Part 6 in the City of North Liberty, Iowa

- B. Resolution Number 2020-84, A Resolution approving the Final Plat and accepting improvements for Harvest Estates II, Part 6, North Liberty, Iowa

- 11. FY 20 Annual Urban Renewal Report
 - A. Discussion and possible action on the FY 20 Annual Urban Renewal Report

- 12. Zoning Ordinance Update
 - A. Second consideration of Ordinance Number 2020-14, An Ordinance revising and updating Chapters 167 and 169 of the City Zoning Code to modify certain definitions, permissible accessory building size and placement, yard, height and color restrictions, and resolving conflicts between existing setback provisions

- 13. IT Coordinator Position
 - A. Discussion and possible action on the creation of the IT Coordinator position

- 14. Old Business

- 15. New Business

- 16. Adjournment



Consent Agenda



City Council
September 22, 2020
Regular Session
6:30 p.m.

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 September 22, 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, Nick Bergus, Alta Medea-Peters and other interested parties.

Approval of the Agenda

Smith moved, Harrington seconded to approve the agenda. The vote was all ayes. Agenda approved.

Consent Agenda

Hoffman moved, Wayson seconded to approve the Consent Agenda including City Council Minutes, Regular Session, September 8, 2020; the attached list of Claims; August Revenues; August Treasurer Report; SW Growth Area Water & Sewer Extensions, Pay Application Number 2, Boomerang Corporation, \$40,169.54; and St. Andrews Drive Project, Pay Application Number 6, Metro Pavers, Inc., \$291,312.98.

Councilor Pollock joined at 6:31 p.m.

The vote was all ayes. Consent agenda approved.

City Engineer Report

City Engineer Kevin Trom reported that St. Andrews Drive is open to traffic. The contractor has been provided the punch list for the project. The Aquatic Center HVAC Project is substantially complete. The final walk through with staff was on Friday. The contractor was provided the punch list. Two of the punch list items are outside the scope of the project. Trom has requested pricing on those two items. The Ranshaw Way, Phase 5 Project second submittal has been submitted to IDOT. Staff is working on property

acquisitions. There will be a project presentation at the next City Council meeting. The Dubuque Street, Phase 1 first plan review with staff was held recently. The preconstruction meeting for the Ranshaw House, Phase 2 Project was held yesterday. The project will be complete by May 30, 2021. Council discussed the report with Trom.

City Administrator Report

City Administrator Ryan Heiar reported on the Great Neighborhoods Initiative. Bergus presented additional information on this program. Heiar announced that the dog park will open softly on October 1. There are no fees the remainder of this calendar year. Fees will be collected in 2021 with pet licenses. Councilor Hoffman presented information on Mayor Donahue's induction into the Iowa League of Cities Hall of Fame.

Mayor Report

Mayor Terry Donahue proclaimed the month of October as Domestic Violence Awareness month. Alta Medea-Peters, DVIP, presented information about DVIP programs and services. Council discussed the effects of the pandemic on DVIP services and other items with Medea-Peters.

Mayor Donahue proclaimed October 3, 2020 as Arbor Day. He also proclaimed September 28, 2020 as Good Neighbor Day.

Doran Rezoning Request

Smith moved, Pollock seconded to approve the third consideration and adoption of Ordinance Number 2020-12, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at 1475 South Jones Boulevard located in North Liberty, Iowa to those set forth in the Municipal Code for the RS-4 Single-Unit Residence District. The vote was: ayes – Hoffman, Smith, Pollock, Wayson, Harrington; nays – none. Motion carried.

LJP Rezoning Request

Hoffman moved, Harrington seconded to approve the third consideration and adoption of Ordinance Number 2020-13, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at 205 West Penn Street located in North Liberty, Iowa to those set forth in the Municipal Code for the RS-O Single-Unit Residential Special Use District. The vote was: ayes – Wayson, Smith, Pollock, Hoffman, Harrington; nays – none. Motion carried.

Zoning Ordinance Update

Rusnak presented information on the updates to the Zoning Code.

At 7:08 p.m., Mayor Donahue opened the public Hearing regarding proposed Zoning Ordinance amendments. No oral or written comments were received. The public hearing was closed.

Rusnak reported that the Planning Commission and Staff recommend approval. Council discussed the revisions with staff.

Wayson moved, Pollock seconded to approve the first consideration of Ordinance Number 2020-14, An Ordinance amending Section 167.01 Code of Ordinances of North Liberty, Iowa, entitled "Definitions" by amending certain definitions, adding exhibits and deleting certain definitions, by amending various sections in Chapter 169 Code of Ordinances of North Liberty, Iowa, entitled "Development Regulations" by amending Section 169.06 entitled "Location of Access Building and Uses" by allowing an increased size for detached accessory buildings based on lot size, by allowing greenhouses, ground mounted solar systems and flagpoles, by reorganizing Section 169.06 and by deleting certain provisions in Section 169.06, by amending Section 169.08, entitled "Supplemental Yard and Height Regulations" by reorganizing Section 169.08 in table format, by correcting conflicting provisions and by amending Section 169.12 , entitled "Design Standards" by removing ID, RD and R-FB Districts from earth tone color requirements, by better defining earth tone colors and by allowing flexibility in roof color as long as it is compatible with the design of the building. The vote was: ayes – Wayson, Pollock, Hoffman, Smith, Harrington; nays – none. Motion carried.

Street Finance Report – FY 20

Hoffman moved, Harrington seconded to approve Resolution Number 2020-75, A Resolution approving the City Street Financial Report for the Fiscal Year ending June 30, 2020. After discussion, the vote was: ayes – Harrington, Hoffman, Smith, Pollock, Wayson; nays – none. Motion carried.

Investment Policy

Council discussed the revisions with staff. Pollock moved, Hoffman seconded to approve Resolution Number 2020-76, A Resolution approving the Investment Policy for the City of North Liberty, Iowa. The vote was: ayes – Harrington, Wayson, Pollock, Hoffman, Smith; nays – none. Motion carried.

Purchasing Policy

Hoffman moved, Smith seconded to approve Resolution Number 2020-77, A Resolution approving the Purchasing Policy for the City of North Liberty, Iowa. The vote was: ayes – Smith, Pollock, Wayson, Harrington, Hoffman; nays – none. Motion carried.

The Preserve - Part Four

Lientz presented information on the agreement. Hoffman moved, Harrington seconded to approve Resolution Number 2020-78, A Resolution approving the Developer’s Agreement for The Preserve – Part Four. The vote was: ayes – Hoffman, Harrington, Wayson, Smith, Pollock; nays – none. Motion carried.

Old Business

No old business was presented.

New Business

Councilor Smith asked about Trick or Treat. Heiar reported that no final decisions have been made, yet. Councilor Harrington reported that National Hispanic Heritage Month celebrating Latin American countries began on September 15 and that today is National Voter Registration Day. Councilor Pollock congratulated the Mayor on his induction. She reported on the September 28 virtual Placemates event and reminded all to support the soft opening of dog park. Councilor Wayson reported on the Fire Department setting a record for number of calls last month with most related to the derecho storm. He encouraged all to check out the Fire Station update. Mayor Donahue reported on the MPO agenda for tomorrow night and that the Transportation committee meets Thursday to discuss add-ons to the current program.

Adjournment

Mayor Donahue adjourned the meeting at 7:27 p.m.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

Applicant License Application (LE0001589)

Name of Applicant: <u>Fareway Stores, Inc.</u>		
Name of Business (DBA): <u>Fareway Stores, Inc. #993</u>		
Address of Premises: <u>615 Westwood Drive</u>		
City <u>North Liberty</u>	County: <u>Johnson</u>	Zip: <u>52317</u>
Business <u>(319) 626-6798</u>		
Mailing <u>2300 Industrial Park Road</u>		
City <u>Boone</u>	State <u>IA</u>	Zip: <u>50036</u>

Contact Person

Name <u>Tracey Wilson</u>			
Phone: <u>(515) 433-5336</u>	Email	<u>twilson@farewaystores.com</u>	

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 11/16/2020

Expiration Date: 11/15/2021

Privileges:

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

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Fred E. Vitt Control Trust

First Name: Fred E. **Last Name:** Vitt Control Trust
City: Boone **State:** Iowa **Zip:** 50036
Position: Trust
% of Ownership: 10.87% **U.S. Citizen:** Yes

Various Individuals & Trust each holding less than 5%.

First Name: Various Individuals & Trust **Last Name:** each holding less than 5%
City: Unknown **State:** Iowa **Zip:** 55555
Position: Stockholders
% of Ownership: 33.25% **U.S. Citizen:** Yes

Garrett S. Piklapp

First Name: Garrett S. **Last Name:** Piklapp
City: Huxley **State:** Iowa **Zip:** 50124

Position: Secretary

% of Ownership: 0.00%

U.S. Citizen: Yes

Fareway Control Trust

First Name: Fareway

Last Name: Control Trust

City: Boone

State: Iowa

Zip: 50036

Position: Treasurer

% of Ownership: 55.88%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>11/16/2020</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	Temp Transfer Expiration Date:



State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: _____

Name of Business (DBA): Fareway stores, Inc. (#993)

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 Lachna

Title: Env. Health Manager Date: 9/16/20

Signature:



North Liberty Police Department

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

September 20, 2020

Liquor License Check

Business: Fareway
615 Westwood Dr.
North Liberty, IA 52317

Owners: Fred Vitt Trust
Fareway Control Trust
Garrett Piklapp (DOB: 1981)

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

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.



Date: 9/18/20

Name of Business: Fareway Stores Inc. #993

Address: 615 Westwood Drive, North Liberty, IA 52317



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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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"/>	
13) There is No Exposed Wiring	IFC 605.6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14) Extension Cords are Not being Used for Permanent Wiring	IFC 605.5	<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 type="checkbox"/>	<input checked="" type="checkbox"/>
21) Kitchen Cleaning Rags are Disposed of in a Non-Combustible Container	IFC 304.3.1	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
COMPRESSED CYLINDERS	Code Section	Yes	No	N/A
22) Compressed Gas Cylinders are Secured or Chained	IFC 5303.5.3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Provide Explanation for any "No" Answers Below

Inspection Completed by: Tracey L Wilson

Signature: Tracey Wilson

Applicant License Application ()

Name of Applicant:	<u>Graciela González</u>		
Name of Business (DBA):	<u>Rancho Nuevo</u>		
Address of Premises:	<u>1295 Jordan St, Suite B7</u>		
City	<u>North Liberty</u>	County:	<u>Johnson</u> Zip: <u>52317</u>
Business	<u>(563) 506-4037</u>		
Mailing	<u>1295 Jordan St, Suite B7</u>		
City	<u>North Liberty</u>	State	<u>IA</u> Zip: <u>52317</u>

Contact Person

Name	<u>Graciela González</u>		
Phone:	<u>(563) 506-4037</u>	Email	<u>gonzalg.90@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 09/25/2020

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType:	<u>Sole Proprietorship</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Graciela Gonzalez

First Name: Graciela **Last Name:** Gonzalez
City: Cedar Rapids **State:** Iowa **Zip:** 52404
Position: N/A
% of Ownership: 100.00% **U.S. Citizen:** Yes

Francisco González

First Name: Francisco **Last Name:** González
City: Cedar Rapids **State:** Iowa **Zip:** 52404
Position: N/A
% of Ownership: 0.00% **U.S. Citizen:** No

Insurance Company Information

Insurance Company:	<u>Liberty Mutual Insurance Company</u>
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Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:



Kim Reynolds *Governor of Iowa*
Adam Gregg *Lt. Governor*
Stephen Larson *Administrator*

APPLICANT

I hereby declare that all information contained in the E-license Application is true and correct. I understand that misrepresentation of material fact in the Application is a serious misdemeanor crime and grounds for denial of the license or permit under Iowa law.

Graciela Gonzalez
Applicant's Signature

8/27/20
Date

NOTARY

State of Iowa

County of Johnson

Signed and sworn to before me on 8-27-20
Date

By GRACIELA GONZALEZ
Print Name of Applicant

Kari Lee Warnstaff
Signature of Notary

8-27-20
Date





State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: _____

Name of Business (DBA):

Rancho Nuevo

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 Laeiva

Title:

Env. Health Manager

Date:

9/30/20

Signature:

A handwritten signature in cursive script, appearing to read 'James Laeiva', written over a horizontal line.

North Liberty Fire Department



Occupancy: **Rancho Nuevo**
Occupancy ID: **EGGY01**
Address: **1295 Jordan ST Apt/Suite #8**
North Liberty IA 52317

Inspection Type: **Liquor License Inspection**

Inspection Date: **10/6/2020** By: **Hardin, Bryan E (01-1022)**

Time In: **09:58** Time Out: **11:26**

Authorized Date: **10/06/2020** By: **Hardin, Bryan E (01-1022)**

Next Inspection Date: **11/05/2020 Reinspection**

Form: General Fire
Inspection Checklist 1.3

Inspection Description:

ORDER TO COMPLY:

You must correct the violations noted upon receipt of this notice. An inspection to determine compliance with this Notice will be conducted on or after 30 days from the date of inspection. This initial and the first re-inspection are at no charge. If subsequent re-inspections are needed to ensure compliance, you will be charged the current fee schedule. If you fail to comply with this notice, you may be liable for the penalties provided for by law for such violations.

Inspection Topics:

Fire Extinguishers

Fire Extinguisher Monthly Inspection - Initial & Date Tag

NFPA 10: Standard for Portable Fire Extinguishers, 2013 Edition, Section 7.2.1.2 Fire extinguishers and Class D extinguishing agents shall be visually inspected at intervals not exceeding 31 days. Documentation of the visual inspection shall be recorded on the backside of the inspection tag (Date & Initials) or on a log book.

Status: FAIL

Notes: Complete monthly inspection of fire extinguishers.

Emergency Lights & Exit Signs

Emergency Lighting - Illumination

1008.3.4 Duration. The emergency power system shall provide power for a duration of not less than 90 minutes and shall consist of storage batteries, unit equipment or an on-site generator.

Status: FAIL

Notes: Following emergency lights did not illuminate.

- Front entrance
- top of rear stairs.



Electrical Rooms / Electrical Wiring

Electrical Panels, Junction Boxes & Outlet Boxes - No Openings or Exposed Wiring

605.6 Unapproved conditions. Open junction boxes and open-wiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.

Status: FAIL

Notes: Upstairs cooler has wire splice. Replace entire cord prior to use.

Surge Protector - Proper Installation

605.4.1 Power tap design. Relocatable power taps shall be of the polarized or grounded type, equipped with overcurrent protection, and shall be listed in accordance with UL 1363. 605.4.2 Power supply. Relocatable power taps shall be directly connected to a permanently installed receptacle. 605.4.3 Installation. Relocatable power tap cords shall not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage.

Status: FAIL

Notes: Both surge protectors need to be plugged directly into an outlet. Remove splitter.



Fire Alarm System

Fire Alarm System Monitored

Section 1103.1.2 Existing fire alarm systems monitoring requirements. Existing fire alarm systems that are currently not monitored by an approved UL listed Central Station shall become monitored within 1 year from receiving notice in accordance with section 907.6.6.

Status: FAIL

Notes: Monitoring of fire alarm system is in progress.

Kitchen Hood System

Kitchen Hood System Inspection- Current Bi-Annual Inspection Tag

904.12.6.2 Extinguishing system service. Automatic fire-extinguishing systems shall be serviced at least every six months and after activation of the system. Inspection shall be by qualified individuals, and a certificate of inspection shall be forwarded to the fire code official upon completion.

Status: FAIL

Notes: Kitchen Hood suppression company will need to apply for a permit for the work that was completed for the new kitchen equipment layout.

Kitchen Hood All Grease Filters in Place

609.3.1 Ventilation system. The ventilation system in connection with hoods shall be operated at the required rate of air movement, and classified grease filters shall be in place when equipment under a kitchen grease hood is used.

Status: NOT OBSERVED

Notes: Kitchen hood cleaning was in progress at time of inspection. Ensure all filters are in place and are in good condition.

Proper Fryer Separation From Surface Flames

NFPA 96 12.1.2.5 Fryer Separation from Surface Flame. All deep-fat fryers shall be installed with at least a 16 in. space between the fryer and surface flames from adjacent cooking equipment. Where a steel or tempered glass baffle plate is installed at a minimum 8 in. in height between the fryer and surface flames of the adjacent appliance, the requirement for a 16 in. space shall not apply. If the fryer and the surface flames are at different horizontal planes, the minimum height of 8 in. shall be measured from the higher of the two.

Status: FAIL

Notes: Install 8" baffle between the fryer and range.

Cooking Equipment with Casters in Approved Floor Mounted Restraining Device

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

Status: FAIL

Notes: Secure all gas fired cooking equipment with restraining cable from cooking appliance to wall. Install floor mounted devices on back two wheels for cooking appliances with caster wheels.

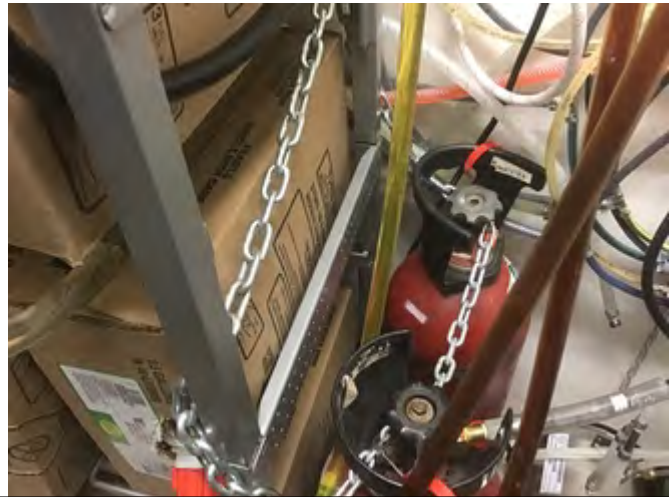
Compressed Gas Cylinders / LPG

Compressed Gas Cylinders Secured or Chained

5303.5.3 Securing compressed gas containers, cylinders and tanks. Compressed gas containers, cylinders and tanks shall be secured to prevent falling caused by contact, vibration or seismic activity. Securing of compressed gas containers, cylinders and tanks shall be by one of the following methods: 1. Securing containers, cylinders and tanks to a fixed object with one or more restraints. 2. Securing containers, cylinders and tanks on a cart or other mobile device designed for the movement of compressed gas containers, cylinders or tanks. 3. Nesting of compressed gas containers, cylinders and tanks at container filling or servicing facilities or in sellers' warehouses not accessible to the public. Nesting shall be allowed provided the nested containers, cylinders or tanks, if dislodged, do not obstruct the required means of egress. 4. Securing of compressed gas containers, cylinders and tanks to or within a rack, framework, cabinet or similar assembly designed for such use. Exception: Compressed gas containers, cylinders and tanks in the process of examination, filling, transport or servicing.

Status: FAILED & CORRECTED

Notes: Chain all cylinders



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 88 minutes

Total Time: 88 minutes

Summary:

Overall Result: Correction Notice Issued

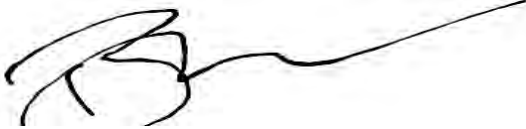
Inspector Notes:

Closing Notes:

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

Inspector:

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



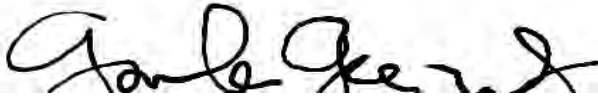
Signed on: 10/06/2020 11:26

Signature

Date

Representative Signature:

Signature of: Graciela Gonzalez on 10/06/2020 11:27



Signature

Date



Planning Department
319-626-5728
Building Department
319-626-5713

Zoning Compliance Certificate Application

Fee \$25

Please provide the following information:

Property Address: 1295 Jordan St, North Liberty, IA 52317						
Name of Applying Business: Rancho Nuevo Restaurate Mexican Bar and Grill					Rents this space <input checked="" type="radio"/>	Owns this space <input type="radio"/>
Applicant Name: <u>Graciela Gonzalez</u>						
Address: <u>22 66th Ave SW Apt.7, Cedar Rapids, IA 52404</u>						
Phone number(s) cell: <u>563.506.4037</u> alternate phone: _____						
Email Address: <u>gonzalg.90@gmail.com</u>						
Please indicate proposed uses and NOTE THE SQUARE FOOTAGE FOR EACH USE IN THE APPLICABLE BOX Total height of shelved items is over 12 feet <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="radio"/> ON Combustible	PERMANENT RETAIL FIREWORKS SALES	TEMPORARY TENT FIREWORKS SALES	RETAIL	SCHOOL	HOME OCCUPATION	DAYCARE
	ENCLOSED VEHICLE STORAGE	MINOR VEHICLE REPAIR	HOTEL/MOTEL	RESTAURANT 5,661	RESIDENTIAL	PLACES OF WORSHIP
	EQUIPMENT SALES	MAJOR VEHICLE REPAIR	VEHICLE SALES	PARKING FACILITY	OUTDOOR DISPLAY	OUTDOOR STORAGE
	INCIDENTAL STORAGE OF COMBUSTIBLES	INCIDENTAL STORAGE OF NONCOMBUSTIBLES	INCIDENTAL STORAGE OF HAZARDOUS MATERIAL	SMALL ANIMAL CARE	MEDICAL	OFFICE
	WAREHOUSE STORAGE OF COMBUSTIBLES	WAREHOUSE STORAGE OF NONCOMBUSTIBLES	WAREHOUSE STORAGE OF HAZARDOUS MATERIAL	MANUFACTURER	FUELING STATION	OTHER
Describe IN DETAIL the use or uses of this space: This space will be used for dine in and take out and bar use only. Includes patio dine in as well.						
Provide Start-up date: <u>9-29-20</u> Provide Number of Employees: <u>11</u>						
Will ALL ACTIVITIES associated with the proposed use be within structure(s) or buildings? If no, describe the activity:					YES <input checked="" type="radio"/>	NO <input type="radio"/>
Owner's Certifications: By signing or typing your name, you certify that the information contained in this application and on any accompanying documents is true, that you have the permission of the property owner to perform the work herein described, and that you will comply with Code and covenant restrictions for this property. [Note: Separate applications are required for building, electrical, plumbing, heating, cooling, signs, sewer, and water service.] ONE SIGNATURE & DATE REQUIRED Signature of Authorized Agent: _____ Date: _____ Signature of Owner: <u></u> Date: <u>10-2-20</u>						



North Liberty Police Department

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

October 7, 2020

Liquor License Check

Business: Rancho Nuevo
North Liberty, IA 52317

Owners: Graciela Gonzalez (DOB: 1990)
Francisco Gonzalez (DOB: 1989)

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 Chris Shine.





AIA Document G701[®] – 2017

Change Order

PROJECT: (Name and address)
North Liberty Police Facility
North Liberty, Iowa

CONTRACT INFORMATION:
Contract For: General Construction
Date: January 8, 2019

CHANGE ORDER INFORMATION:
Change Order Number: 007
Date: September 1, 2020

OWNER: (Name and address)
City of North Liberty Iowa
3 Quail Creek Circle
North Liberty, IA 52317

ARCHITECT: (Name and address)
Police Facility Design Group
500 Grand Boulevard Suite 201A
Kansas City Missouri 64106

CONTRACTOR: (Name and address)
Tricon General Construction, Inc.
746 58th Avenue Ct. SW
Cedar Rapids, IA 52404

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Changes per the following Change Order Requests from Tricon Construction Group. Refer to attached Exhibits for additional information.

- COR-009 R001 - VE Coordination of Door Hardware - \$7,185.68
- COR-017 - Allowance Credits - (\$34,700.00)
- COR-019 - Staff Entry Trench Drains - \$4,889.12
- COR-021 - Credit for Discontinued Tile per PR-001 - (\$4,327.00)

Total for these COR's is a credit of (\$26,952.20).

The original Contract Sum was	\$ 5,567,000.00
The net change by previously authorized Change Orders	\$ -661,137.90
The Contract Sum prior to this Change Order was	\$ 4,905,862.10
The Contract Sum will be decreased by this Change Order in the amount of	\$ 26,952.20
The new Contract Sum including this Change Order will be	\$ 4,878,909.90

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be March 18, 2020

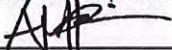
NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Police Facility Design Group
ARCHITECT (Firm name)

Tricon General Construction, Inc.
CONTRACTOR (Firm name)

City of North Liberty Iowa
OWNER (Firm name)


SIGNATURE


SIGNATURE

SIGNATURE

Amanda Prince, Project Manager
PRINTED NAME AND TITLE

Ron Richard, Principal
PRINTED NAME AND TITLE

Ryan Heiar, City Administrator
PRINTED NAME AND TITLE

9/1/2020
DATE

9.01.2020
DATE

DATE

**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: 14R
APPLICATION DATE: 08/25/20
PERIOD TO: 08/25/20
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.

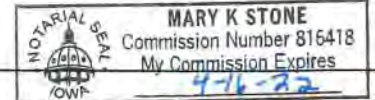
1. ORIGINAL CONTRACT SUM	\$5,567,000.00
2. Net change by Change Orders	(\$661,137.90)
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$4,905,862.10
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$4,755,260.20
5. RETAINAGE:	
a. 5% of Completed Work (Column D + E on G703)	\$237,763.01
b. 5% of Stored Material (Column F on G703)	\$0.00
TOTAL RETAINAGE (Lines 5a + 5b or Total in Column I of G703)	\$237,763.01
6. TOTAL EARNED LESS RETAINAGE	\$4,517,497.19
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$4,449,613.67
8. CURRENT PAYMENT DUE	\$67,883.52
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$388,364.91

CONTRACTOR: Tricon Construction Group

By: Betsy Kenter Date: 10/02/2020

State of: Iowa County of: Dubuque
Subscribed and sworn to before me this 2nd day of October 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 \$ 67,883.52

(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: AAK Date: 10/7/2020

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	\$19,771.94	
TOTALS:	\$39,410.10	\$700,548.00
NET CHANGES by Change Order:	(\$661,137.90)	

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: 15R
APPLICATION DATE: 09/25/20
PERIOD TO: 09/25/20
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	(\$688,090.10)
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$4,878,909.90
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$4,774,042.95
5. RETAINAGE:	
a. 5% of Completed Work (Column D + E on G703)	\$238,702.15
b. 5% of Stored Material (Column F on G703)	\$0.00
TOTAL RETAINAGE (Lines 5a + 5b or Total in Column I of G703)	\$238,702.15
6. TOTAL EARNED LESS RETAINAGE	\$4,535,340.80
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$4,517,497.19
8. CURRENT PAYMENT DUE	\$17,843.61
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$343,569.10

CONTRACTOR: Tricon Construction Group

By: Betsy Kester Date: 10/02/2020

State of: Iowa County of: Dubuque
 Subscribed and sworn to before me this 2nd day of October 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 **\$ 17,843.61**

(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: 10/7/2020

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	\$39,410.10	\$700,548.00
Total approved this Month		\$26,952.20
TOTALS:	\$39,410.10	\$727,500.20
NET CHANGES by Change Order:	(\$688,090.10)	

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: <i>(Name and address)</i> Ranshaw House Renovation Phase Two North Liberty, Iowa	CONTRACT INFORMATION: Contract For: General Construction Date: 9/11/20	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: 9/30/20
OWNER: <i>(Name and address)</i> City of North Liberty 3 Quail Creek Circle P.O. Box 77 North Liberty, Iowa 52317	ARCHITECT: <i>(Name and address)</i> Shive-Hattery, Inc. 2839 Northgate Drive Iowa City, Iowa 52245	CONTRACTOR: <i>(Name and address)</i> Wolfe Contracting, Inc. 2200 Grandview Avenue Muscatine, Iowa 52716

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)



1. No exterior abatement or back priming/sealing exterior - DEDUCT \$12,785.70
2. Owner supplied interior trim - DEDUCT \$19,540.11

The original Contract Sum was	\$ 420000.0000
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 420,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 32,325.81
The new Contract Sum including this Change Order will be	\$ 387,674.19

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Shive-Hattery, Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>Wolfe Contracting, Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>City of North Liberty</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
<u>Tandi Brannaman, Architect</u> PRINTED NAME AND TITLE	<u>Brian Wolfe, Owner</u> PRINTED NAME AND TITLE	<u>Ryan Heiar, City Administrator</u> PRINTED NAME AND TITLE
<u>9/30/20</u> DATE	<u>10-1-2020</u> DATE	 DATE

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
City of North Liberty
3 Quail Creek Circle
North Liberty, Iowa 52317
FROM CONTRACTOR:
Maxwell Construction, Inc.
3011 Sierra Court SW
Iowa City, Iowa 52240

PROJECT:
North Liberty Sanitary Sewer
Upgrades - Bid Package 3

VIA ARCHITECT:

APPLICATION #: 3
PERIOD TO: 12/11/19
PROJECT NOS:

CONTRACT DATE: 04/25/19

Distribution to:

<input checked="" type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor

CONTRACT FOR: North Liberty Sanitary Sewer Upgrade - Bid Package 3

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM-----	\$	475,000.00
2. Net change by Change Orders-----	\$	1,850.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	476,850.00
4. TOTAL COMPLETED & STORED TO DATE-\$		476,850.00
(Column G on Continuation Sheet)		
5. RETAINAGE:		
a. _____ of Completed Work	\$	<input type="text"/>
(Columns D+E on Continuation Sheet)		
b. 10.0% of Stored Material	\$	<input type="text"/>
(Column F on Continuation Sheet)		
Total Retainage (Line 5a + 5b or		
Total in Column I of Continuation Sheet-----	\$	<input type="text"/>
6. TOTAL EARNED LESS RETAINAGE-----	\$	476,850.00
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		
(Line 6 from prior Certificate)-----	\$	441,750.00
8. CURRENT PAYMENT DUE-----	\$	35,100.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE		
(Line 3 less Line 6)	\$	0

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$1,850.00	
TOTALS	\$1,850.00	
NET CHANGES by Change Order		\$1,850.00

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 therein is now due.

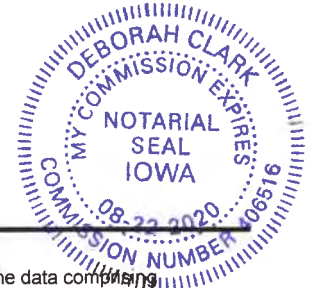
CONTRACTOR:

By: *[Signature]* Date: December 11, 2019

State of: Iowa
County of: Johnson

Subscribed and sworn to before me this 11th day of December, 2019

Notary Public: *Deborah Clark*
My Commission expires: 08/22/20



CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data compiled in this application, the Architect certifies to the Owner that to the best of the Architect's 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 ----- \$ \$35,100.00

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

ARCHITECT:

By: *Brent Anderson* Date: 12/12/2019

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 of Contractor under this Contract.

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

PROJECT: North Liberty Aquatic Center HVAC
Replacement

APPLICATION NO.: 20025-2
PERIOD TO: 9/18/20
PROJECT NOS.:

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 UI #

FROM CONTRACTOR: APEX Construction Company, Inc.
4218 Yvette St SW, Bldg A, P.O. Box 2297
Iowa City, IA 52244

VIA ARCHITECT: Shive Hattery, Inc.
2839 Northgate Drive
Iowa City, IA 52245
1194770

CONTRACT DATE:

CONTRACT FOR:

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.

- 1. ORIGINAL CONTRACT SUM\$ 514,000.00
- 2. Net change by Change Orders\$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2)\$ 514,000.00
- 4. TOTAL COMPLETED & STORED TO DATE\$ 504,000.00
(Column G on G703)
- 5. RETAINAGE:
 - a. 5.00 % of Completed Work\$ 25,200.00
(Columns D + E on G703)
 - b. _____ % of Stored Material.....\$ _____
(Column F on G703)

Total Retainage (Line 5a + 5b or
Total in Column I of G703)\$ 25,200.00
- 6. TOTAL EARNED LESS RETAINAGE\$ 478,800.00
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)\$ 400,067.80
- 8. CURRENT PAYMENT DUE\$ 78,732.20
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)\$ 35,200.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

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.

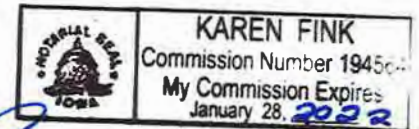
CONTRACTOR:

By: *Barry L. Linn* Date: 9.22.20

State of: Iowa

County of: Johnson

Subscribed and sworn to before me this 22nd day of September, 2020



Notary Public:

My Commission expires: *Karen Fink*

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's 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\$ 78,732.20

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

ARCHITECT:

By: *Ted Krausman* Date: September 22, 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.



Mayor Report

NORTH LIBERTY TRANSPORTATION ASSISTANCE PROGRAM (NLTAP) REPORT AUGUST 2020

New direct webpage link: WWW.NORTHLIBERTYIOWA.ORG/NLTAP

Transit Coordinator Angela McConville

319-626-5722

amconville@northlibertyiowa.org

transit@northlibertyiowa.org

Card design (has not changed since beginning of program)



FRONT

Unique Identifier: used by both Yellow Cab and City

Expiration Date: one year from date application process was completed or – for temporary cards - date doctor says patient can resume driving

Home Address: cab driver uses this to confirm the residential pick up or drop off is their verified home address

Date of Birth: to help confirm identity

Full Name

Both Yellow Cab and North Liberty logos

BACK

“If found please return to”: helps the finder return the card to the correct location

“In case of emergency”: for the cab driver to have a contact person, considering a lot of our transportation is for medical purposes

“Approved dependents”: only these children under 18 can ride with cardholder; ages included to help confirm identity

“To book a ride”: includes our dedicated NLTAP phone number as a reminder

Magnetic stripe has no information stored in it at this time

Who applies for the North Liberty Transportation Assistance Program?

YEAR APPLIED	MONTH APPLIED	# NEW CARDHOLDERS
2019	November	51
	December	21
2020	January	23
	February	3
	March	3
	April	2
	May	2
	June	2
	July	3
August	5	
TOTAL		115

1 pending applicant with appointment next week.

Incomplete Applications = 22

These typically begin as a person applying online. Transit Coordinator has sent emails or phone calls to all 22, with notes taken in their manila folder about each contact. Some:

- Are appointment no-shows;
- Have said that, after further information from the Transit Coordinator, the program does not fulfill needs; or
- Have not made follow-up contact to complete the application process.

Current cardholders qualify under which category:

	# OF CARDHOLDERS	% OF TOTAL
Category A: No Vehicle	61	53%
Category B: Low Income	42	37%
Category C: Permanent Disability	7	6%
Category D: *Temporary Disability	5	4%

**temporary = surgery or injury that temporarily impacts ability to drive (usually ~ 3 - 5 months).*

Registration Drive Results:

11 drives were held from November 2019 to January 2020, and 0 since (due to COVID-19).

CARDHOLDERS JOINED VIA...	
APPLICATION DRIVES	85
INDIVIDUAL APPOINTMENTS (OFFICE OR HOME VISIT)	30

Age

Average age of an NLTAP cardholder is 63 years old. Median age is 66.

20s	30s	40s	50s	60s	70s	80s	90s
10	12	5	10	32	26	13	7

How was NLTAP impacted by the COVID-19 Pandemic?

The COVID-19 Pandemic did not cause the NLTAP program to be shut down or even temporarily suspended.

To keep NLTAP running, while being COVID-conscious, changes included (continuing through – at least – the end of 2020):

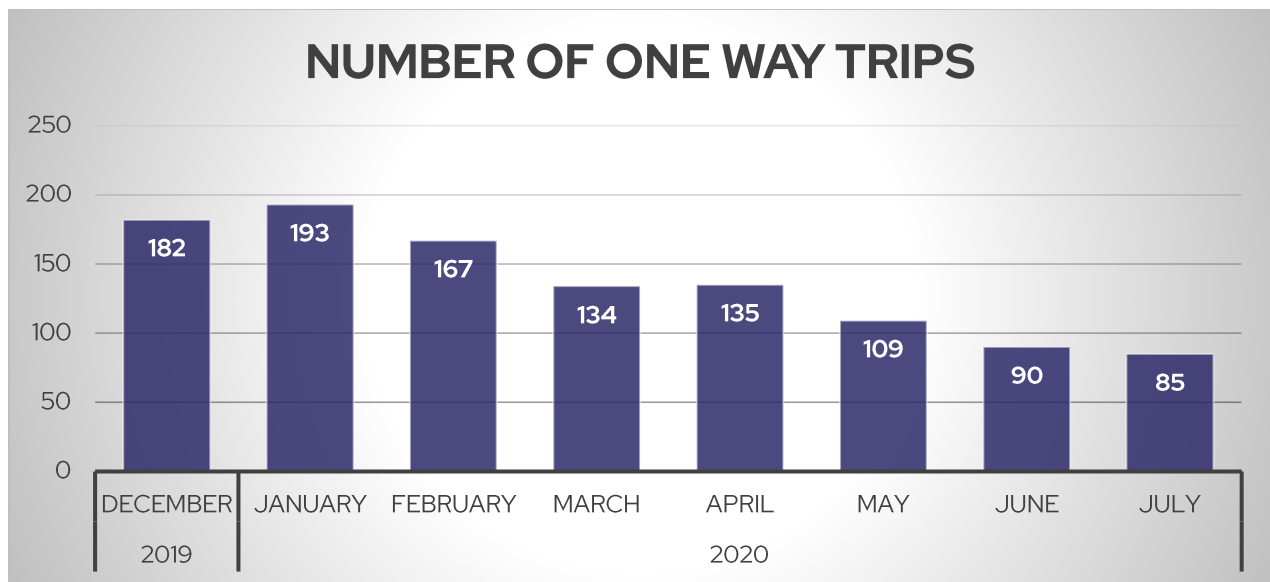
- Yellow Cab adding PPE and protective measures for drivers and riders. Drivers are explicitly given freedom to take time off in the event they are anxious about exposure.
- NLTAP moved to online applications/virtual onboarding for those who have access to technology.
- For those unable to manage the online application, the Transit Coordinator schedules home visit appointments to facilitate the process in person. Everyone has been respectful by wearing a face mask and – where possible – the application process is conducted outside on a porch or patio to maintain a comfortable distance.

Bus Route Riders

When the City of North Liberty temporarily suspended the Coralville Transit bus route through North Liberty in the morning/evening, NLTAP adjusted access to absorb the regular riders dependent on the route. City of Coralville staff was asked to refer riders to NLTAP. Changes were made to allow for temporary NLTAP-approval to workplaces. Two bus riders took the opportunity and became new cardholders. Between March 2020 and August 2020, they took a combined 34 NLTAP trips to work. Their access to work through NLTAP expired last Friday, August 21; five days after the bus route resumed operation. Any NLTAP temporary approval requires City coordination with Yellow Cab management and dispatch staff. We experienced no complications on either end of the process and it went smoothly, due – in part – to excellent communication and relationship with Yellow Cab. Both new NLTAP cardholders were appreciative of this quick solution to the bus routes being suspended.

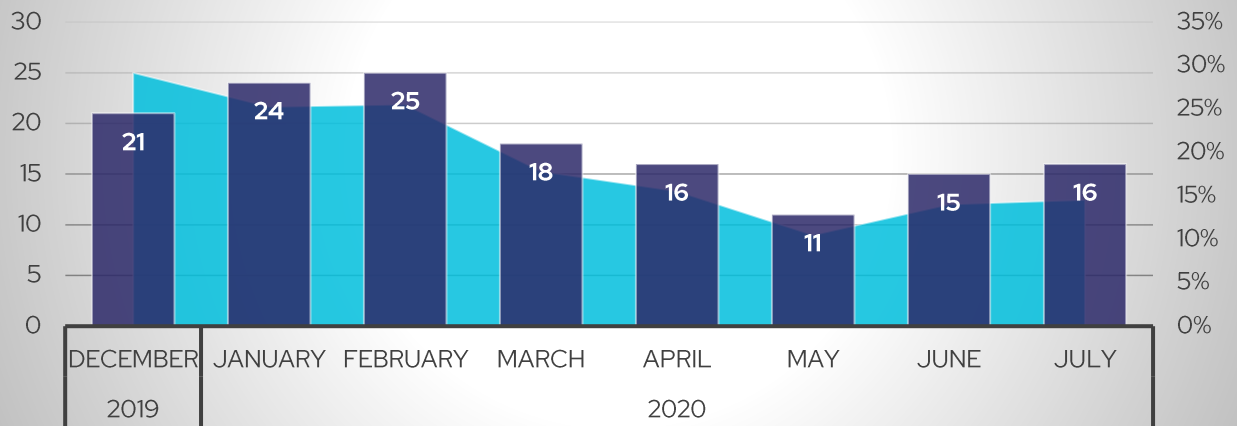
What does NLTAP cost the City?

MONTH EXPENSE INCURRED	- INVOICE	- SUPPLIES	FY20 \$ REMAINING	
			START AT	\$ 50,000.00
2019 NOVEMBER		\$ 270.00	\$ 49,730.00	99.5%
2019 DECEMBER	\$ 2,506.76	\$ 0.00	\$ 47,223.24	94.5%
2020 JANUARY	\$ 2,868.00	\$ 66.12	\$ 44,289.12	88.6%
2020 FEBRUARY	\$ 2,821.25	\$ 0.00	\$ 41,467.87	82.9%
2020 MARCH	\$ 2,533.05	\$ 0.00	\$ 38,934.82	77.9%
2020 APRIL	\$ 1,963.75	\$ 0.00	\$ 36,971.07	73.9%
2020 MAY	\$ 1,977.00	\$ 0.00	\$ 34,994.07	70.0%
MONTH EXPENSE INCURRED	- INVOICE	- SUPPLIES	FY21 \$ REMAINING	
			START AT	\$ 50,000.00
2020 JUNE (billed in July, so FY21)	\$ 2,087.25	\$ 0.00	\$ 47,912.75	95.8%
2020 JULY	\$ 1,829.50	\$ 0.00	\$ 46,083.25	92.2%
2020 AUGUST	TBD	TBD	TBD	TBD

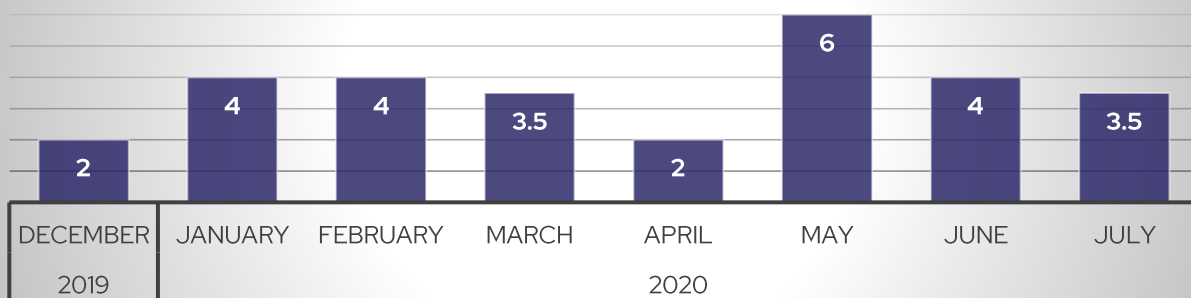


With the onset of the Pandemic, frequency of NLTAP trips started dropping in March. Delivery grocery services, delivery pharmaceuticals, and transition to telemedicine started to replace necessary physical outings. Many cardholders are also seniors who have been diligently isolating.

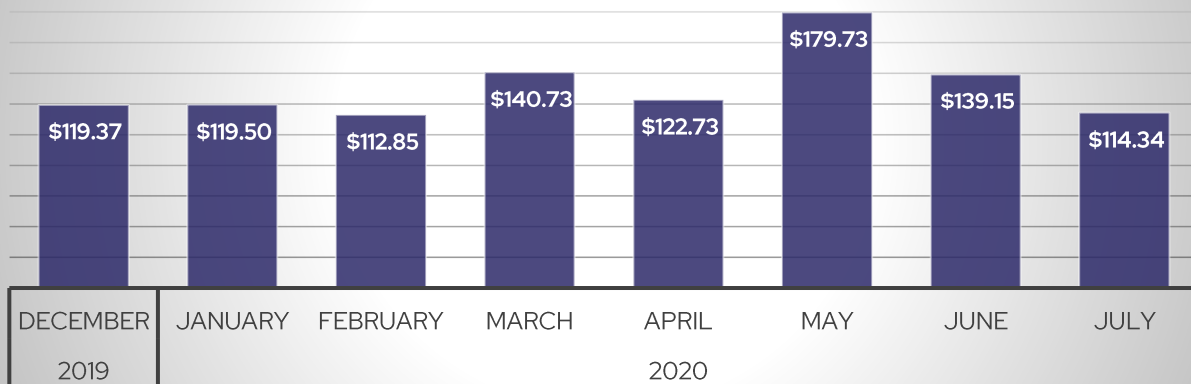
CARDHOLDERS TAKING 1 OR MORE TRIPS/MONTH AND % OF TOTAL

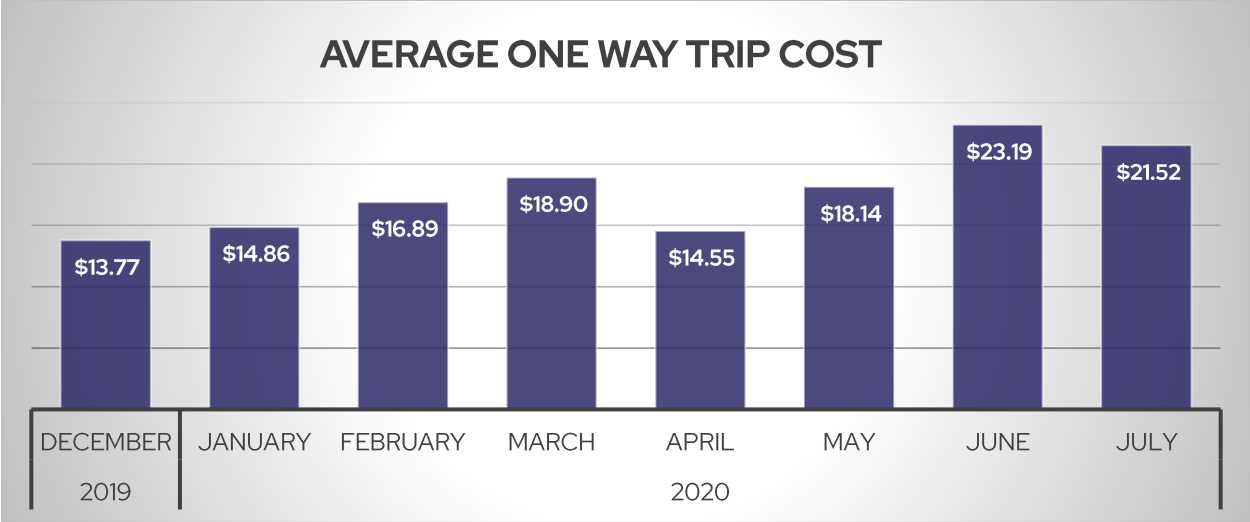


MEDIAN # OF ONE WAY TRIPS PER ACTIVE USER



PROGRAM COST PER ACTIVE USER





Sample of one way trips and cost

Actual cost will vary on traffic and time of day. Uncontrollable variables can impact cost of trip by as much as \$10 each way. These samples were pulled from the June and July user reports.

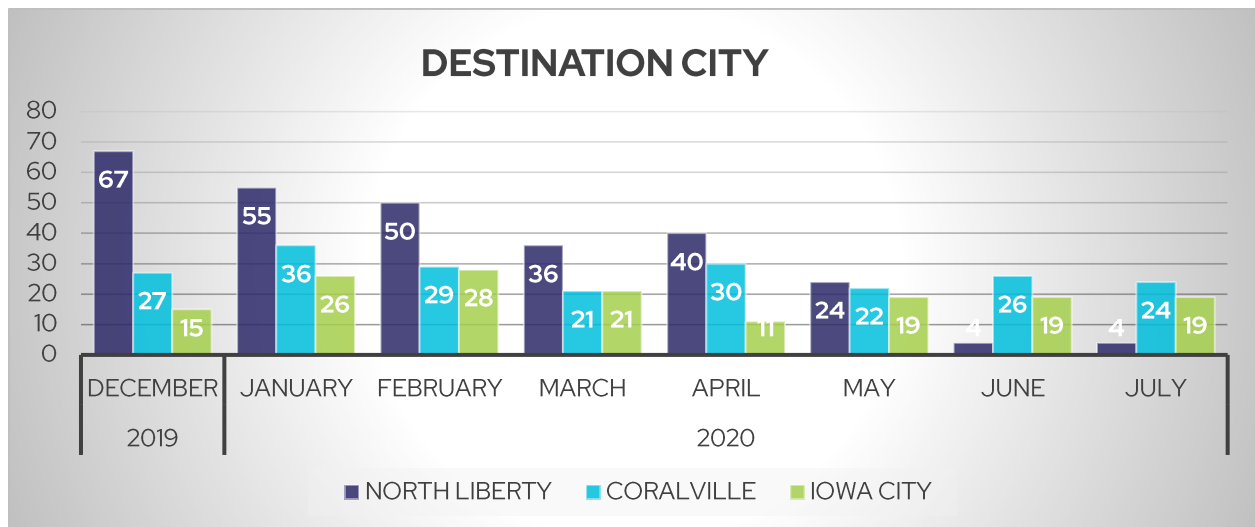
ORIGIN	DESTINATION	COST
Home near Southslope	Crosspark Road HyVee	\$10
Home near East Penn	Walmart	\$15
Home near Ranshaw Way	Mercy Iowa City Hospital	\$27
Home near Café Muse	Iowa River Landing in Coralville	\$30
Home near Fareway	County Administration Building	\$33
Home near Centro	Iowa City Driver's License Station	\$50

All North Liberty to North Liberty trips cost under \$10 each way, with some as low as \$5.

Where are cardholders going?

For all rides taken from December 2019 through July 2020 (not going to cardholder residence):

- 26% were to grocery stores (Fareway, Crosspark HyVee, or Aldis)
- 23% were to medical appointments
- 20% were to pharmacies
- 8% were to government buildings
- 6% were to the North Liberty Community Center
- 6% were to the North Liberty Community Pantry
- 5% were to workplaces
- 3% were to connecting bus stops
- 2% were to banks and credit unions
- *Laundromania was added and announced in July 2020. These new trips will start to show up in next month's data.*

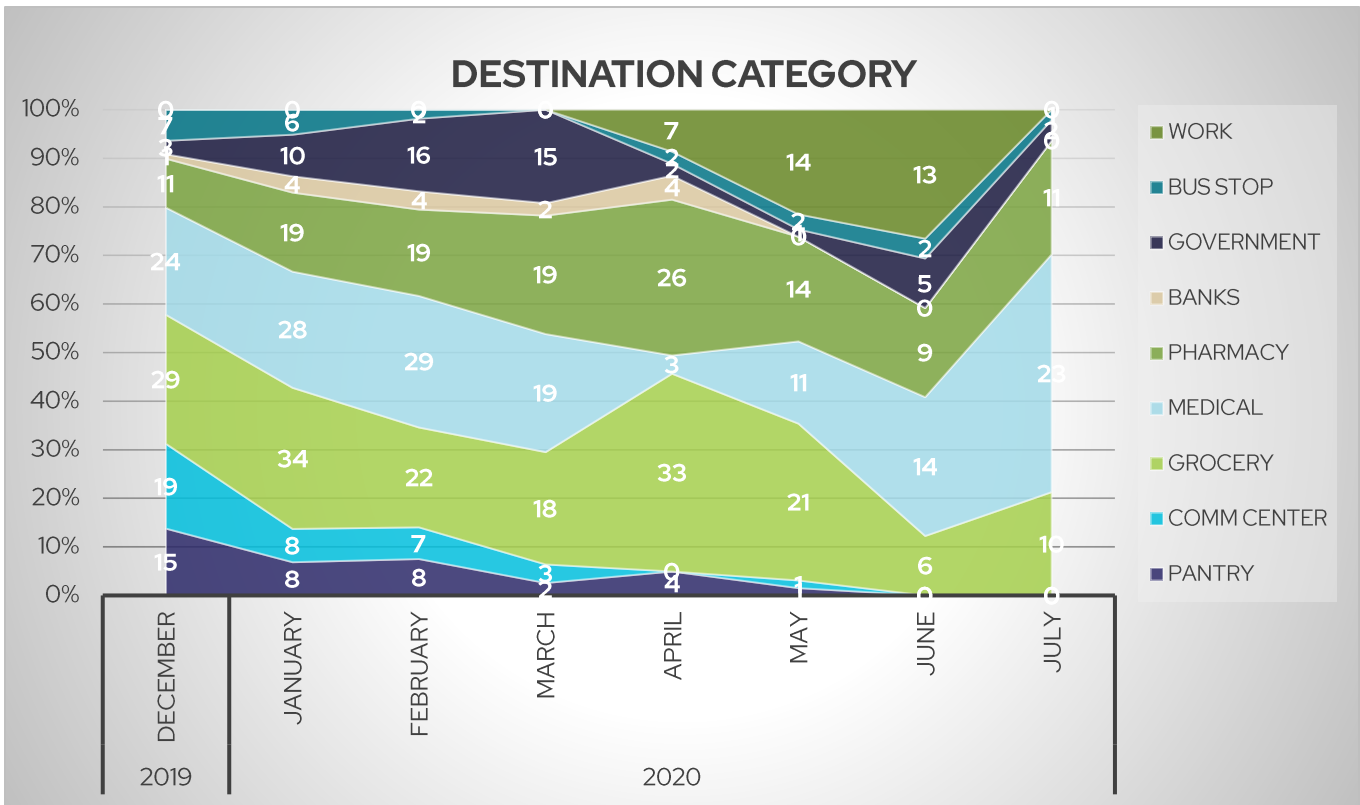


As the COVID-19 Pandemic shut down - or limited access to - a handful of popular destinations in North Liberty, such as the Community Center, modified the pickup process for the Pantry, and increased options for grocery delivery services, trips to North Liberty locations drastically declined.

Also, with the arrival of more temperate months, cardholders may choose:

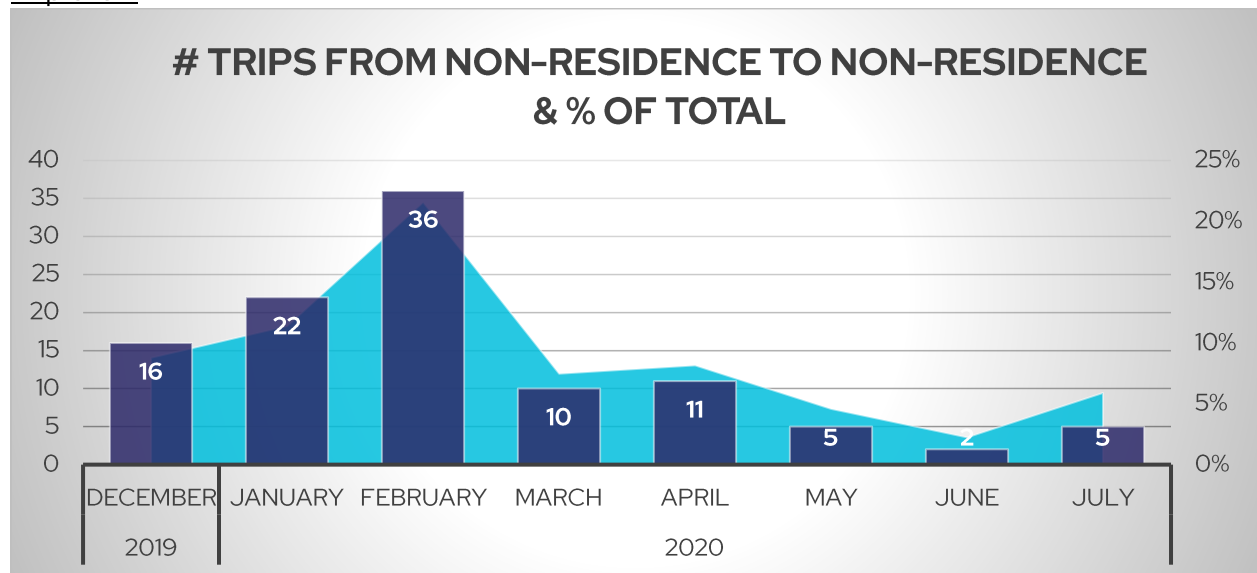
- to walk or ride a bike instead of use NLTAP to get around North Liberty, and
- outdoor exercise instead of the indoor equipment at the Community Center.

NLTAP staff anticipates a lull in the summer months each year, regardless of Pandemic.



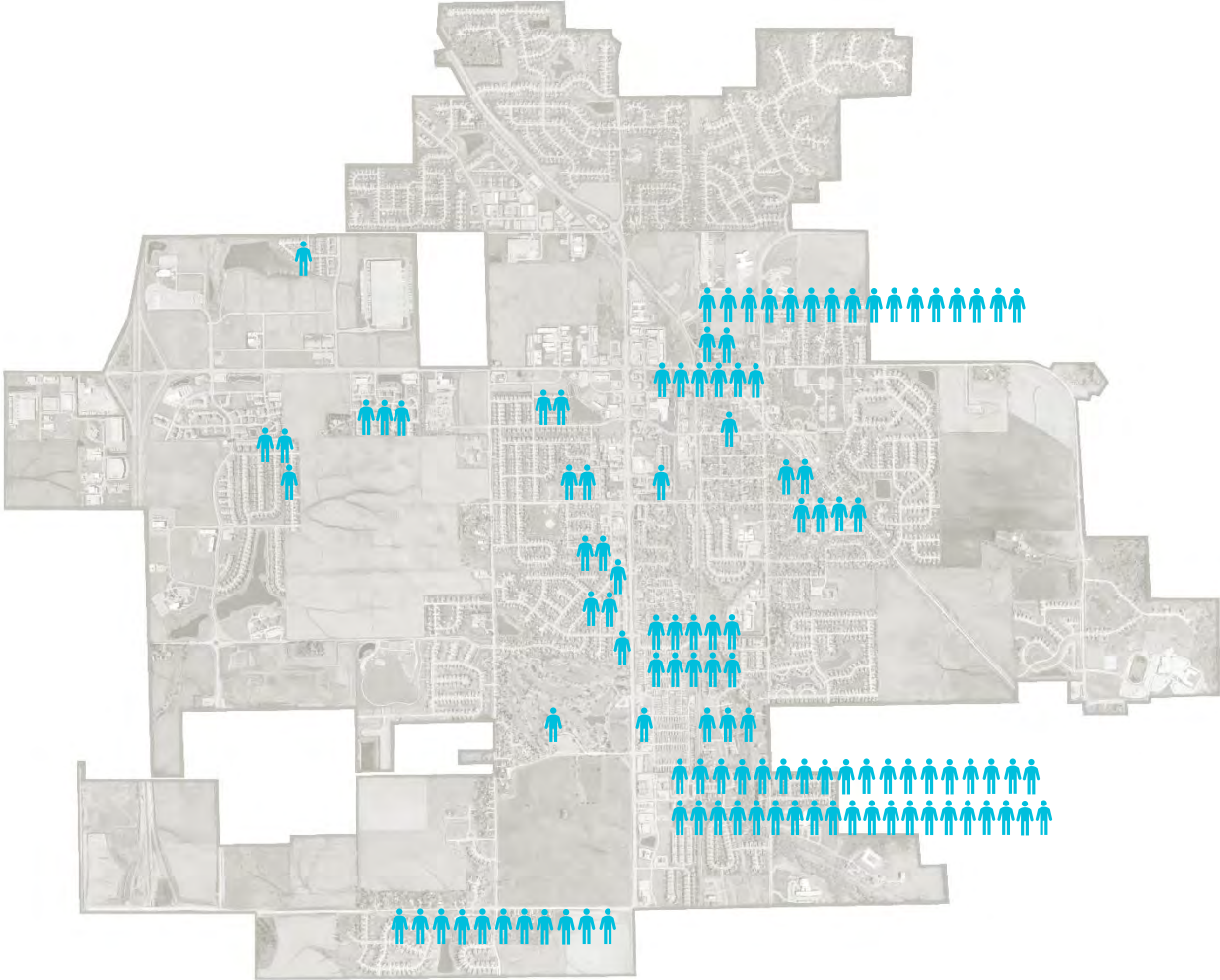
This is further seen in the above image outlining the category of destination. Medical trips have increased and are – typically – the more expensive rides.

Trip chain



Trips taken from one approved non-residence destination to another approved non-residence destination shows that some cardholders are doing **multiple purposes in one outing** before going back home. For example, going from the doctor's office to the pharmacy before booking a ride home. This is called trip-chaining and helps us get the most out of our money.

Where do NLTAP cardholders live in North Liberty?



How are we communicating with cardholders?

Cardholders are informed that they can call NLTAP Program Administrator Angela McConville or Yellow Cab directly to give feedback or report concerns, via phone or email.

April 2020 Email:

Cardholders with email addresses were sent an email on April 9, 2020 sharing local resources for COVID-19 information, food, mental health, daycare, energy assistance, errands, legal assistance, jobs, and uninterrupted North Liberty services, like Library WiFi and printing.

July 2020 Letter & Survey:

In early July all cardholders were sent a letter that talked about:

- A survey with a self-addressed stamped envelope to mail it back at no cost.
- COVID-19 protocol during Yellow Cab rides.
- Card renewal process, which will begin in November.
- Using cash to cover the cardholder cost to ride.
- The NLTAP dedicated line.
- Addition of Laundromania to the approved locations list.
- Asking if anyone needs a face mask or face shield.
- Describing the COVID-conscious process for NLTAP applications + how to contact me.

How are we communicating with residents and businesses to spread the word?

Priorities due to multiple crises have shifted focus of Transit Coordinator from NLTAP promotion (hard to do in a Pandemic) to her other roles at the City, like Safety Coordinator (COVID-19 Action Plan) and workplace training (diversity training, countywide collaboration & social equity report).

Media coverage (since last report):

Interview with Cymphanie from Fox28 scheduled for March was cancelled due to the COVID-19 Pandemic.

Outreach (since last report):

February 4, 2020 9:30 AM Solon Senior Advocates leadership (Sandy Hanson)

February 24, 2020 1:00 PM Horizons (Mike Barnhart & Kelzye Bedwell)

February 24, 2020 3:00 PM Coralville Transit (Vicky Robrock)

February 26, 2020 10:30 AM Improving Transportation for Cancer Patients Workgroup

No in-person appearances since February, due to the COVID-19 Pandemic.

Coralville Bus riders were given information about NLTAP while route was suspended.

Always in communications with Social Workers & County Coordinators about program.

Listed on the Johnson County Social Services index.

And into the FUTURE of communications through the NL Great Neighborhoods Initiative!

Survey Results

In July 2020, surveys and self-addressed stamped envelopes were sent to 107 cardholders, including the five individuals who had expired temporary disability NL TAP cards. 27 total – or 25% of cardholders – returned surveys with answers and commentary.

1.

On average, I leave my house, facility, or apartment to go somewhere off-property...	
at least once every day	19%
4-6 days each week	12%
1-3 days each week	27%
less than once per week	42%

NL TAP cardholders stretch the gamut of life from young people with children working in the area... to seniors living in facilities where everything they need is around them.

2.

I use the following methods of transportation... (respondents picked all that apply)	
I drive my own vehicle	20%
Cabs + using my NL TAP card	20%
I walk to a destination (not walking for fitness only)	14%
A family member drives me	14%
A platonic friend drives me	9%
Public bus transportation (such as a city or university bus)	6%
My bicycle	5%
Cabs + using my Medicare/Medicaid waiver	3%
Cabs + paying the entire cost of the trip myself	3%
I borrow a vehicle from a friend, family member, or partner	3%
Other (respondents said "rent a car" and "emergency response vehicle")	3%
Private facility bus transportation (such as Keystone)	2%
SEATS paratransit bus	0%
My workplace-provided carpool/vanpool	0%
My significant other/partner/spouse drives me	0%
I use a volunteer driver program (such as TRAIL of Johnson County or RSVP)	0%

Why the 0% answers? SEATS has quite the lengthy application process. Coordinated carpools/vanpools don't exist at most businesses. The majority of NL TAP cardholders are not married or are widowed. Volunteer driver programs are not currently operating due to COVID-19... as the volunteers themselves are seniors helping seniors, so all are in isolation.

3.

On average, using my NLTAP card, I take...	
4 or more individual \$1 trips per week	4%
1-3 individual \$1 trips per week	15%
Less than once per week (one to three times per month)	37%
Zero trips (I have not used my NLTAP card at all)	44%

Cardholders clarified their reasons for zero trips, which included:

- I drive myself.
- I am happy to know that I have this card for emergency transportation.
- I have been unable to use my card because my doctor's appointments were cancelled due to COVID-19.
- I have always had access to other transportation.
- I need rides to work and NLTAP does not offer that.
- COVID-19 hit, so I feel safer having a family member drive.
- Have not been out of my house, doctor's orders.
- I have my own car and do not need at this time.

4.

The North Liberty Transportation Assistance Program...	
Serves all of my transportation needs	19%
Serves some of my needs	44%
Does not serve any of my needs	11%
No opinion	19%

5.

Regarding NLTAP program administration, helpfulness & other communication with North Liberty Staff ...	
I am happy with City staff.	63%
I am happy with most City staff.	11%
No opinion or not happy/not unhappy.	19%
I am unhappy with City staff.	4%

6.

Regarding NLTAP program knowledge, helpfulness & other communication with Yellow Cab Dispatchers ...	
I am happy with all of the dispatchers.	44%
I am happy with most of the dispatchers.	11%
No opinion or not happy/not unhappy.	26%
I am unhappy with most or all of the dispatchers.	4%

7.

Regarding NLTAP ride helpfulness, friendliness & other communication with Yellow Cab Drivers...	
I am happy with all of my cab drivers.	56%
I am happy with most of my cab drivers.	4%
No opinion or not happy/not unhappy.	26%
I am unhappy with most or all of my cab drivers.	0%

8.

List destinations you think we should allow with the NLTAP card and explain why.

Answers included:

- Smokin' Joes. And the cab should wait. It doesn't take long to buy cigs.
- Trader Joe's and Farmer's Markets both handle product staples not available at the other places.
- Kirkwood Community College. It would help with getting to school.
- Walmart and the mall.
- Brown Deer Place, so we could visit our daughter who lives there.
- Walmart (best prices on groceries); work (this would help tremendously with living expenses).
- Walmart, because it has more than just groceries.
- CID Airport. A lot of seniors travel.
- My helpers don't work on weekends, so when I need to go to work and back, I have to get a cab and pay full price.
- North Liberty schools for teacher and parent meetings and picking up sick kids.

What are the Transit Coordinator's hopes and dreams for the future of North Liberty transit options?

Adding to the list of approved NLTAP card destinations:

- **Walmart**
Not a fan of Walmart's employment practices, but it is a good place for NLTAP cardholders to shop for goods beyond just groceries.
- **Iowa City/Johnson County Senior Center**
The Senior Center remains closed because of the Pandemic, but I consider it to be the hub for senior programs, with the North Liberty Community Center being our spoke. With the majority of NLTAP cardholders being seniors without vehicles, branching into trips for quality of life purposes, quality could increase through access the social and wellbeing programs at the Senior Center. Senior Center Director LaTasha Deloach reached out to propose the idea.
- **Schools attended by North Liberty students**
Persons under 18 are not eligible for their own NLTAP card. However, if we include Elementary Schools through High Schools as a destination, parents could use NLTAP to pick up sick kids, attend Parent-Teacher Conferences, and participate in engagement programs like school-day performances. If we can get school district buy-in for this idea, we could find a way to split the cost of these trips with the schools. School social workers have identified transportation as a barrier to equity in parent experience.
- **Kirkwood Community College in Iowa City**

It could be possible to LIMIT a person's number of trips to particular destinations that are more "quality of life" and less "necessities of life," like Walmart, to no more than once per week; then if they need to go more times, they take a cab at their own cost or find a ride.

For the future:

Solve the work transportation issue, which is cost prohibitive under NLTAP. Create a vanpool/small bus program that is demand-response and paid for by employers. Currently watching a pilot program – called Via – facilitated by Horizons and contracted by the City of Cedar Rapids to start December 2020.

Transportation Committee Minutes

Held Via Zoom

September 24, 2020

Committee came to order at 6:30 p.m.

Members present were Gerry Kuhl, (could hear but not speak or see). Brian Wayson. Brenda Conry, Jim Jetter and Terry Donahue.

Dena Hess Absent. Other attendees were Angela McConville and Kelzye Bedwell of Horizons.

Ms. Bedwell spoke to us as per invitation sent by Gerry Kuhl. She reviewed the new transportation services which will start in November/December of this year in the Cedar Rapids area. The program is an on-demand service called VIA. This service is an on-demand service. Customer service is initiated by smart phone app or computer app.

The service area is basically 25 sq. miles. There is anticipated a wait/response to pickup in 12 minutes. Stops would be intermittent based on number of passengers and drop-off points of the passengers.

Average per trip cost is approximately \$9.00. Cost could be subsidized to help lower personal customer charges.

-2-

Ms. Bedwell projected possible 3 vehicles to be used. There would be an estimated basic cost to the city in terms of vehicle maintenance/usage and software.

As the system starts up in the Cedar Rapids and surrounding area, a better gauge of cost can occur.

The next item was what additions to the NLTAP program in terms of stops will be recommended to the City Council. It is being recommended that Coralville Wal-Mart be added in full, not just for RX only. Secondly, our services would be available for cardholders to pick up sick children from school as well as parent-teacher conferences or other evening school related conferences.

We are deferring permitted trips to Kirkwood Community College in Coralville and southeast Iowa City campuses. Also trips to the Senior Center in Iowa City are deferred as well.

In open discussion, Ms. McConville reported that she is having our NLTAP information, application, etc., is being interpreted for foreign persons who may have benefit using our service.

Finally, it must be reported that some of us experienced a Zoom outage from 7:01 to 7:04 p.m.; cause unknown. Rejoining was not a problem.

Meeting adjourned at 7:26 p.m.

Submitted by Terry L. Donahue



FY 20 Audit

City of North Liberty
Communications Letter
June 30, 2020



**City of North Liberty
Table of Contents**

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Report on Matters Identified as a Result of the Audit of the Financial Statements

Honorable Mayor and Members
of the City Council
City of North Liberty
North Liberty, Iowa

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of North Liberty, as of and for the year ended June 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error, or fraud may occur and not be detected by such controls. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible* – the chance of the future event or events occurring is more than remote but less than likely;
- *Probable* – the future event or events are likely to occur. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. The significant deficiency identified is stated within this letter.

The accompanying memorandum also includes financial analysis provided as a basis for discussion. The matters discussed herein were considered by us during our audit and they do not modify the opinion expressed in our Independent Auditor's Report dated September 14, 2020, on such statements.

This communication is intended solely for the information and use of management and the Members of City Council and is not intended to be, and should not be, used by anyone other than these specified parties.

BergankDV, Ltd.

St. Cloud, Minnesota
September 14, 2020

City of North Liberty Significant Deficiency

Lack of Segregation of Accounting Duties

During the year ended June 30, 2020, the City had a lack of segregation of accounting duties due to a limited number of office employees. The lack of segregation of accounting duties could adversely affect the City's ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statements. Adequate segregation of accounting duties is in place when the following four areas of a transaction have been separated: authorization, custody, recording, and reconciliation. Examples of functions within the City that demonstrate this lack of segregation of accounting duties include, but are not limited to, the following:

- Cash Disbursements – The Administrative Assistant inputs purchases into the system, prints the checks, and reconciles the bank accounts. An independent review of invoices and/or purchase order is completed before checks are issued.
- Financial Reporting – The Assistant City Administrator is responsible for month-end and year-end reconciliations and reporting and has full access to the accounting system including the ability to make adjustments.

Management and the City Council are aware of this condition and have taken certain steps to compensate for the lack of segregation. However, due to the number of staff needed to properly segregate all of the accounting duties, the costs of obtaining desirable segregation of accounting duties can often exceed benefits which could be derived. Management and the City Council must remain aware of this situation and should continually monitor the accounting system, including changes that occur.

City of North Liberty Required Communication

We have audited the financial statements of the governmental activities, each major fund, and discretely presented component unit of the City as of and for the year ended June 30, 2020. Professional standards require that we advise you of the following matters related to our audit.

Our Responsibility in Relation to The Financial Statement Audit

As communicated in our engagement letter, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements prepared by management with your oversight are presented fairly, in all material respects, in accordance with cash basis of accounting. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgement, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Our Responsibility in Relation to *Government Auditing Standards*

As communicated in our engagement letter, part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the City's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, the objective of our tests was not to provide an opinion on compliance with such provisions

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

City of North Liberty Required Communication

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in the notes to financial statements. There have been no initial selection of accounting policies and no changes to significant accounting policies or their application during 2020. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgements. Those judgements are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgements. The most sensitive estimate affecting the financial statements was:

Expense Allocation – The City is currently allocating salaries among Governmental and Enterprise Funds. The costs are allocated based on management's estimates.

We evaluated the key factors and assumptions used to develop the accounting estimates and determined that they are reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For the purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effects of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

City of North Liberty Required Communication

Uncorrected and Corrected Misstatements (Continuing)

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of our audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management has informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, Or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the City, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditor.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the other information accompanying the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

City of North Liberty Financial Analysis

The following pages provide graphic representation of select data pertaining to the financial position and operations of the City for the past five years. Our analysis of each graph is presented to provide a basis for discussion of past performance. We suggest you review each graph and document if our analysis is consistent with yours.

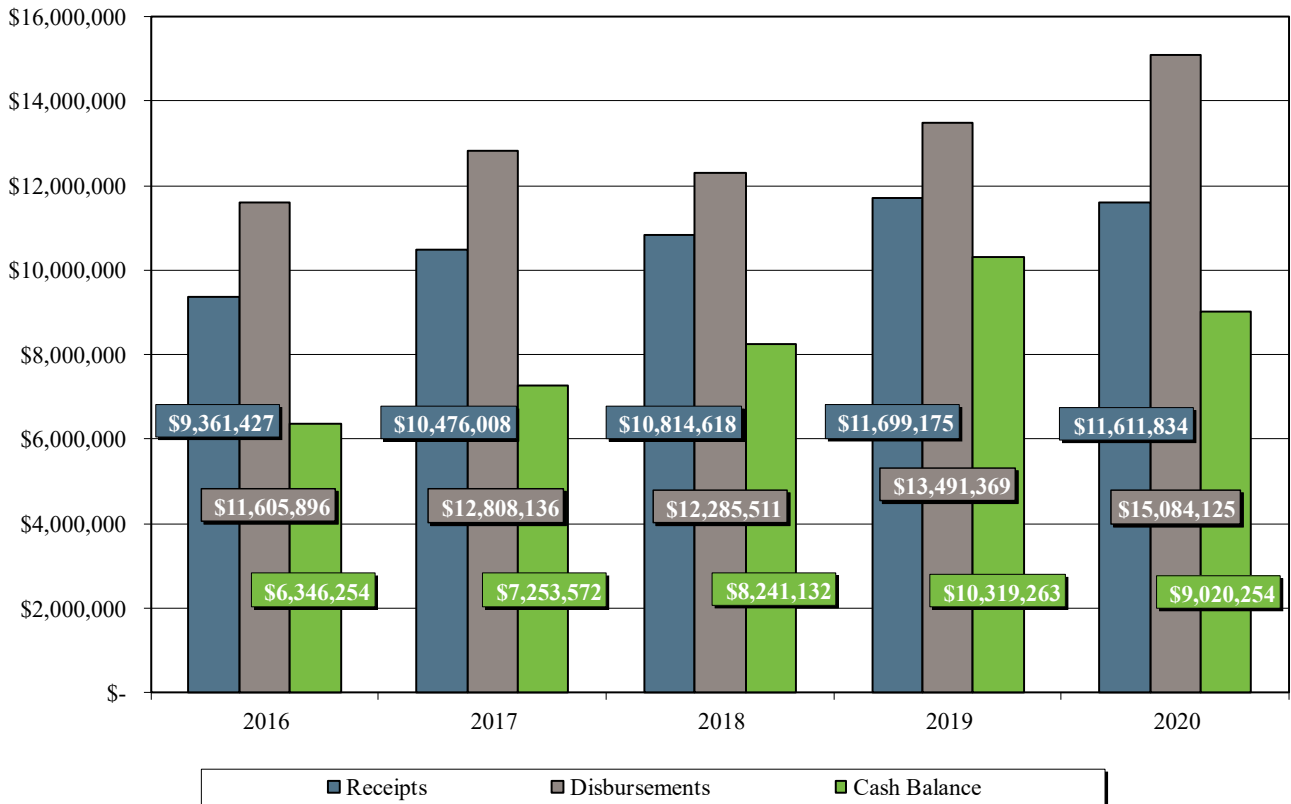
General Fund

Disbursements exceeded receipts by \$3,472,291 in 2020, after transfers in and out, and other financing sources, the General Fund cash balance decreased by \$1,299,009.

The following bar graph highlights the General Fund operations for the past five years. The receipts and disbursements below do not include other financing sources or uses, such as operating transfers, sale of capital assets, and debt proceeds.

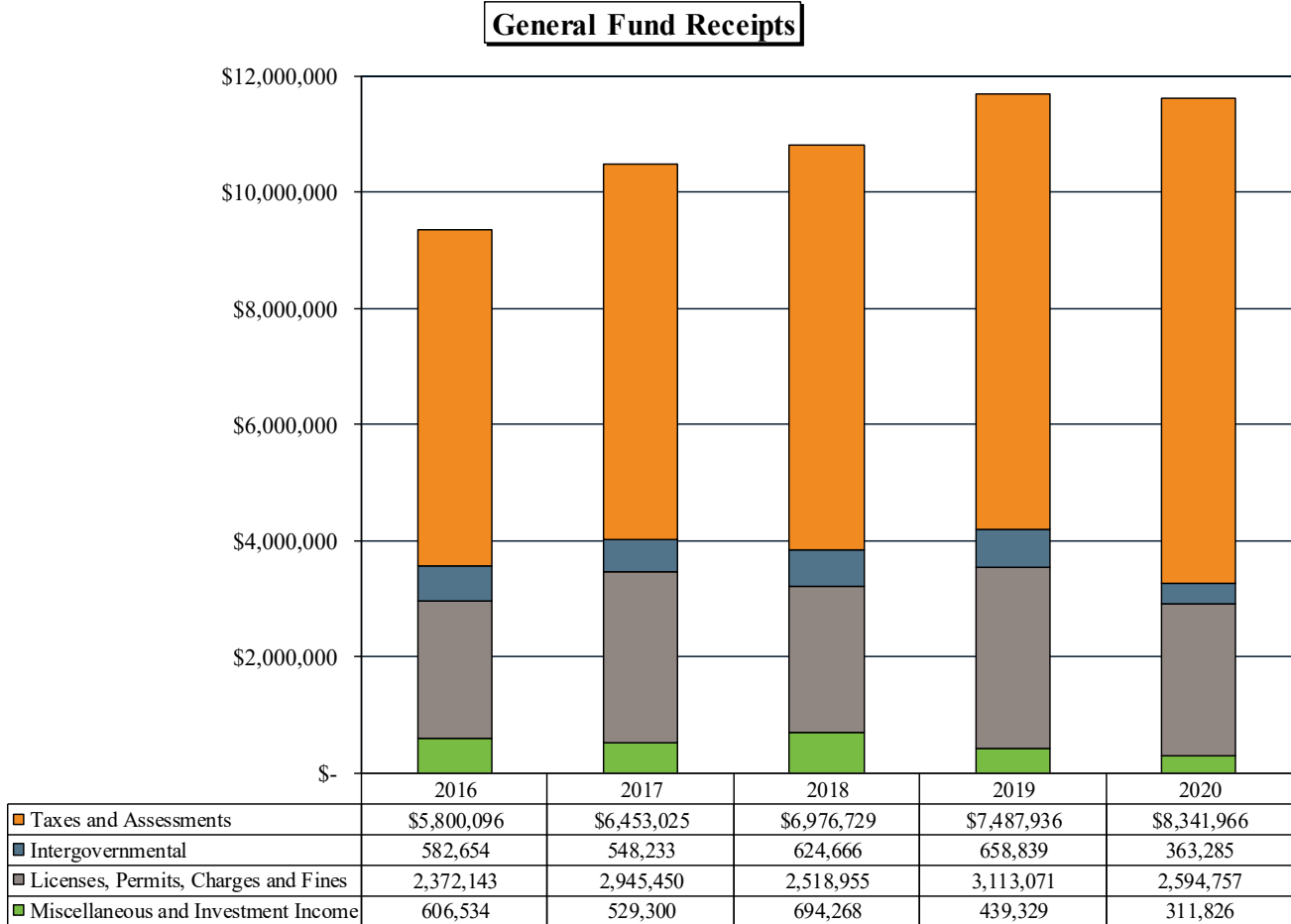
The City's fund balance policy states that the City will have a minimum of 25% of the next year's budgeted revenue in unassigned fund balance. Unassigned fund balance of \$5,167,626 at June 30, 2020, represents 44.5% of revenues based on 2020 revenue levels.

General Fund Activity



**City of North Liberty
Financial Analysis**

General Fund Receipts

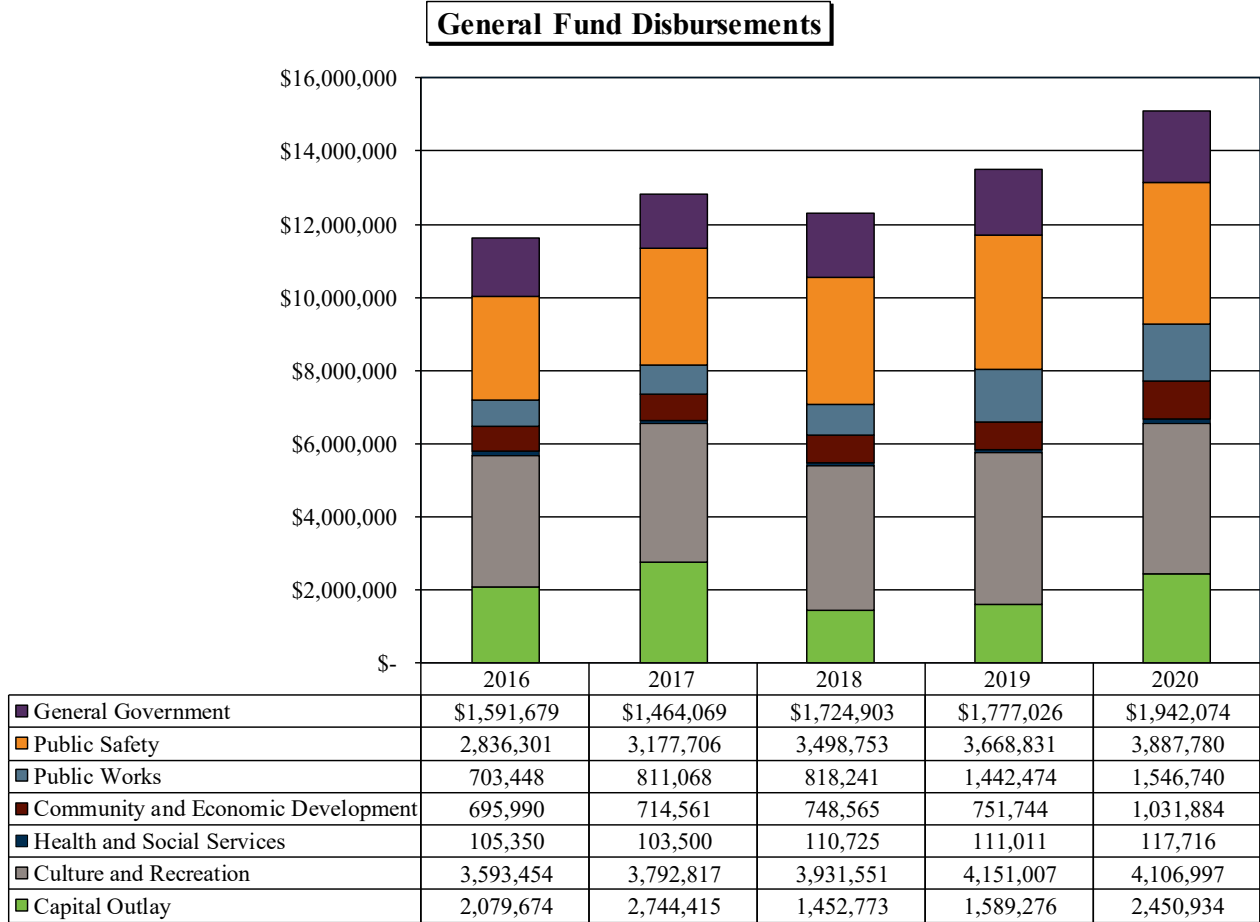


General Fund receipts decreased approximately 0.8%, or \$87,341, during 2020. Taxes and Assessments increased \$854,030. This increase was offset by decreases in charges for services and licenses and permits of \$411,709 and \$106,605, respectively, due to the COVID-19 pandemic. Intergovernmental revenues decreased \$295,554 due to a decrease in the amount of grants received during the year.

In addition to the receipts discussed above, the General Fund also received cash in the form of net transfers from other funds totaling \$1,421,262 in 2020 as well as \$567,458 in proceeds from bonds and \$184,562 from the sale of capital assets.

City of North Liberty Financial Analysis

General Fund Disbursements

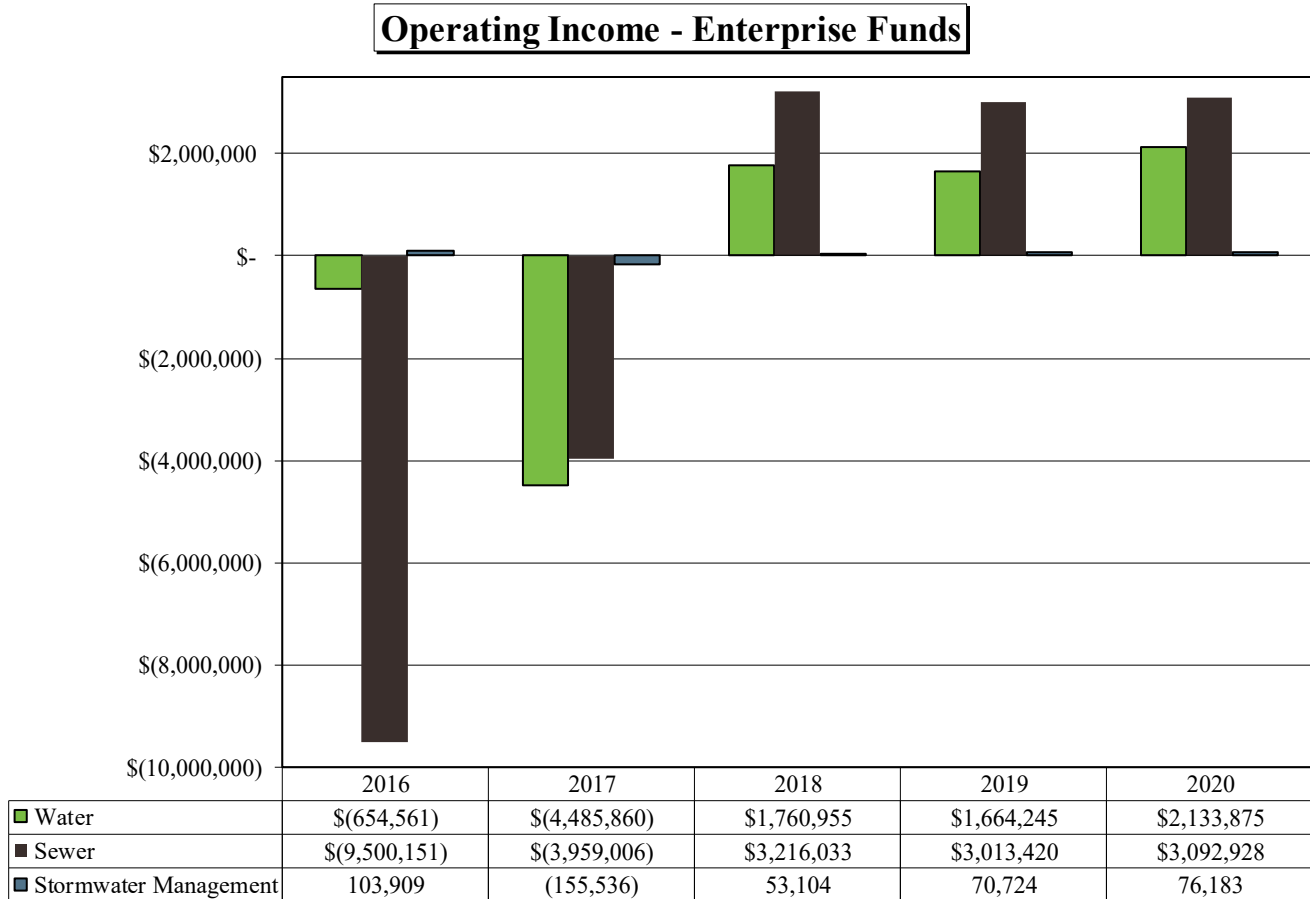


General Fund disbursements increased in 2020, from \$13,491,369 in 2019 to \$15,084,125 in 2020. This was an increase of \$1,592,756 or 11.8%. Capital outlay expenditures increased \$861,658 due to the purchase of a new pumper tanker for the fire department as well as other equipment purchases. Community and economic development expenditures increased \$280,140 due to a new staff person being hired as well as hiring a community branding consultant and costs related to development review. Public safety expenditures increased \$218,949 due to a new officer being hired as well as more hours worked. General government expenditures increased \$165,048 due to the purchase of new financial software. Public works increased \$104,266 related to increased garbage and recycling costs related to an increased number of households.

**City of North Liberty
Financial Analysis**

Enterprise Funds

The following graph shows the operating income for the Enterprise Funds for the last five years.



In 2020, the Water Fund had an operating income of \$2,133,875, which is an increase of \$469,630 from 2019. The operating income increased significantly due to increased water rates and the Well #5 project finishing in the prior year.

The Sewer Fund's 2020 operating income was \$3,092,928, which is an increase of \$79,508 from 2019. This increase in operating income was primarily due to increased rates.

The Stormwater Management 2020 operating income was \$76,183, which is an increase of \$5,459 from 2019. The operating income was relatively consistent with the prior year as there were no major changes in operations in 2020.

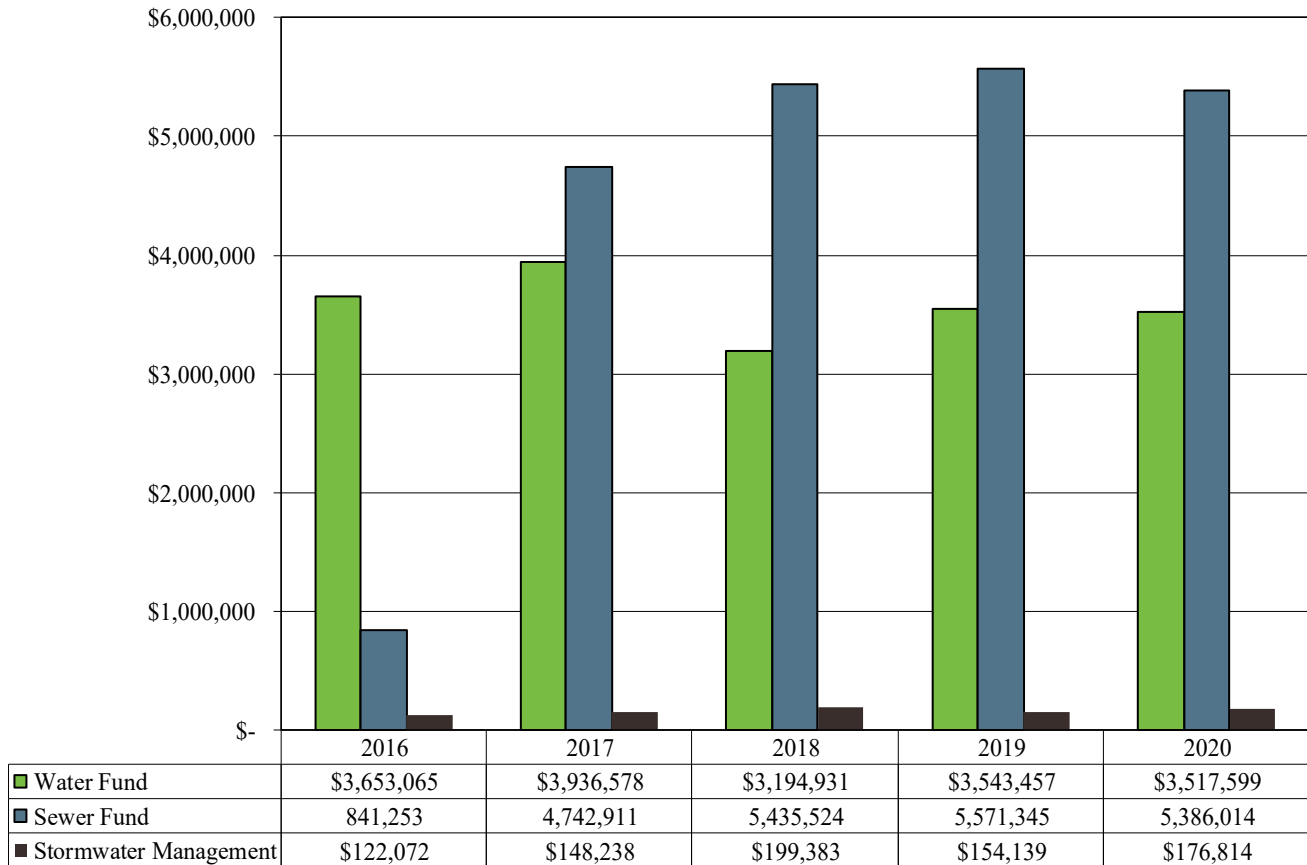
We recommend the City continue to monitor operating costs in the Enterprise Funds to ensure rates are sufficient to provide continued operating income and to cover debt payment requirements.

City of North Liberty Financial Analysis

Enterprise Funds (Continued)

The following graph illustrates the total cash and cash equivalents for the Enterprise Funds for the last five years.

Enterprise Fund Cash Position



Cash balances of the Water Fund have remained relatively consistent for each of the five years presented. Cash balances of the Sewer Fund have remained relatively consistent since 2018. Cash balances of the Stormwater Management Fund have remained relatively consistent for each of the five years presented.

City of North Liberty

**Independent Auditor's Reports
Basic Financial Statements
Supplementary and Other Information
Schedule of Findings and Responses**

June 30, 2020



**City of North Liberty
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**City of North Liberty
Officials
June 30, 2020**

<u>Elected Officials</u>	<u>Title</u>	<u>Term Expires</u>
Terry Donahue	Mayor	December 2021
Chris Hoffman	Mayor Pro Tem	December 2023
Chris Hoffman	Council Member	December 2023
Brian Wayson	Council Member	December 2021
RaQuishia Harrington	Council Member	December 2023
Brent Smith	Council Member	December 2023
Annie Pollock	Council Member	December 2021

City Staff

Ryan Heiar	City Administrator
Tracey Mulcahey	City Clerk/Assistant City Administrator
Debra Hilton	Treasurer
Grant Lientz	City Attorney

Independent Auditor's Report

Honorable Mayor and Members
of the City Council
City of North Liberty
North Liberty, Iowa

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business type activities, each major fund, and the aggregate remaining fund information of the City of North Liberty, Iowa, as of and for the year ended June 30, 2020, and the related notes to financial statements, which collectively comprise the City's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with cash basis of accounting discussed in Note 1. This includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective cash basis financial position of the governmental activities, business type activities, each major fund, and the aggregate fund information of City of North Liberty as of June 30, 2020, and the respective changes in its cash basis financial position for the year then ended in accordance with the basis of accounting described in Note 1.

Basis of Accounting

As discussed in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Other Matters

Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of North Liberty's financial statements. The financial statements for the eight years ended June 30, 2018, (which are not presented herein) were audited by other auditors and they expressed unmodified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The supplementary information included in Schedules 1 through 5, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The other information, Management's Discussion and Analysis, the Budgetary Comparison Information, the Schedule of the City's Proportionate Share of the Net Pension Liability and the Schedule of City Contributions as listed in the table of contents, has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 14, 2020, on our consideration of the City of North Liberty's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of North Liberty's internal control over financial reporting and compliance.

BergankDV, Ltd.

St. Cloud, Minnesota
September 14, 2020

City of North Liberty Management's Discussion and Analysis

The City of North Liberty provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2020. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

FY 2020 Financial Highlights

- Receipts of the City's governmental activities increased approximately \$3.58 million from FY 2019 to FY 2020. Property tax receipts increased approximately \$418,000, tax increment financing increased approximately \$392,000 and charges for services decreased approximately \$470,000. Intergovernmental receipts decreased approximately \$1.82 million from FY 2019. There was one sale of new bond issues in this fiscal year resulting in \$8.3 million in proceeds.
- Receipts of the City's business-type activities decreased approximately \$2.2 million from FY 2019 to FY 2020 due to no State Revolving Fund loan draws in FY 2020.
- Disbursements of the City's governmental activities increased approximately \$3.8 million, or 11.63%, from FY 2019 to FY 2020. Public safety disbursements increased approximately \$219,000, public works disbursements increased approximately \$218,000, health and social service disbursements remained essentially the same, culture and recreation disbursements decreased approximately \$44,000, community and economic development disbursements increased approximately \$65,000 and general government disbursements increased approximately \$165,000. Debt service disbursements increased by approximately \$3.6 million. Capital project expenditures decreased by approximately \$405,000.
- The City's total cash basis net position decreased 14.60%, or approximately \$2,123,581, from June 30, 2019 to June 30, 2020. Of this amount, the net position of the governmental activities decreased by approximately \$1,926,562 and the net position of the business type activities decreased by approximately \$197,019.

Using This Annual Report

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overview of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide statement by providing information about the most significant funds.

Notes to Financial Statements provide additional information essential for a full understanding of the data provided in the basic financial statements.

Other Information further explains and supports the financial statements with a comparison to the City's budget for the year and the City's proportionate share of the net pension liability and related contributions.

City of North Liberty Management's Discussion and Analysis

Using This Annual Report (Continued)

Supplementary Information provides detailed information about the General Fund, nonmajor governmental funds, proprietary funds and the City's indebtedness. In addition, the Schedule of Expenditures of Federal Awards provides details of various federal programs benefitting the City.

Basis of Accounting

The City of North Liberty maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

Reporting the City's Financial Activities

Government-wide Financial Statement

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Cash Basis Statement of Activities and Net Position reports information which helps answer this question.

The Cash Basis Statement of Activities and Net Position presents the City's cash basis net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

- *Governmental Activities* include public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service and capital projects. Property taxes, tax increment financing, and bond sale proceeds finance a significant portion of most of these activities.
- *Business Type Activities* include the water, sanitary sewer, and storm sewer utilities, and utility deposits. These activities are financed primarily by user charges.

Fund Financial Statements

The City of North Liberty has two kinds of funds:

- 1) *Governmental Funds* account for most of the City's basic services. These focus on how money flows into and out of those funds, and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax and Urban Renewal Tax Increment, 3) the Debt Service Funds, and 4) the Capital Projects Funds. The governmental fund financial statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statements for governmental funds include a statement of cash receipts, disbursements and changes in cash balances.

**City of North Liberty
Management's Discussion and Analysis**

Reporting the City's Financial Activities (Continued)

- 2) *Proprietary Funds* account for the City's enterprise funds. Enterprise funds are used to report business type activities. The City maintains four enterprise funds to provide separate information on the Water, Sanitary Sewer and Storm Water utility funds, and the Utility Deposits fund.

The required financial statements for proprietary funds include a statement of cash receipts, disbursements and changes in cash balances.

Government-Wide Financial Analysis

Net position may serve over time as a useful indicator of financial position. The City's cash basis net position for governmental activities decreased from a year ago, from approximately \$4,896,000 to \$2,970,000. The analysis that follows focuses on the changes in cash basis net position of governmental activities.

**City of North Liberty
Management's Discussion and Analysis**

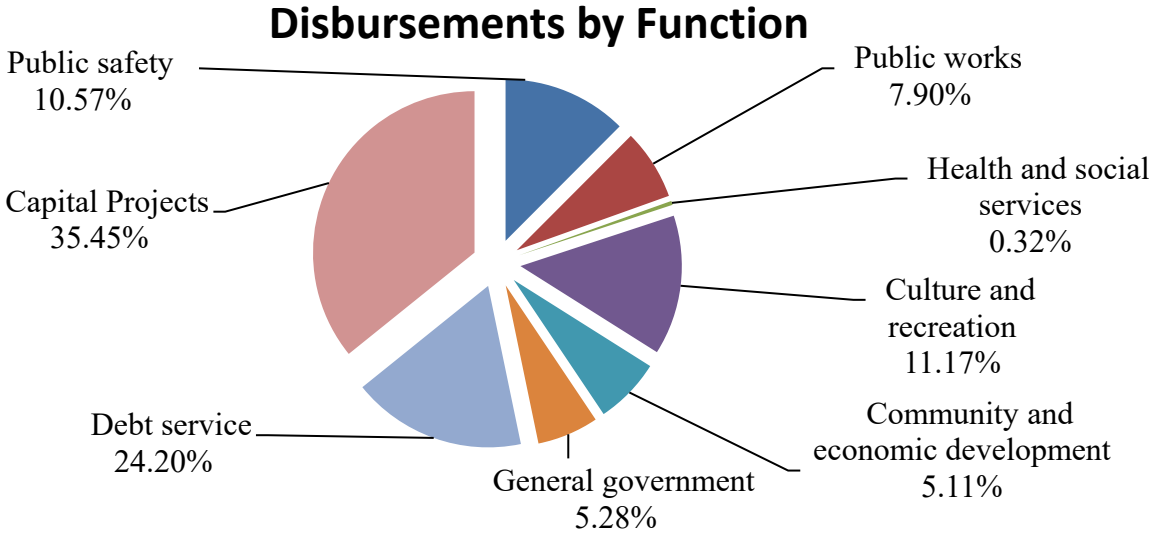
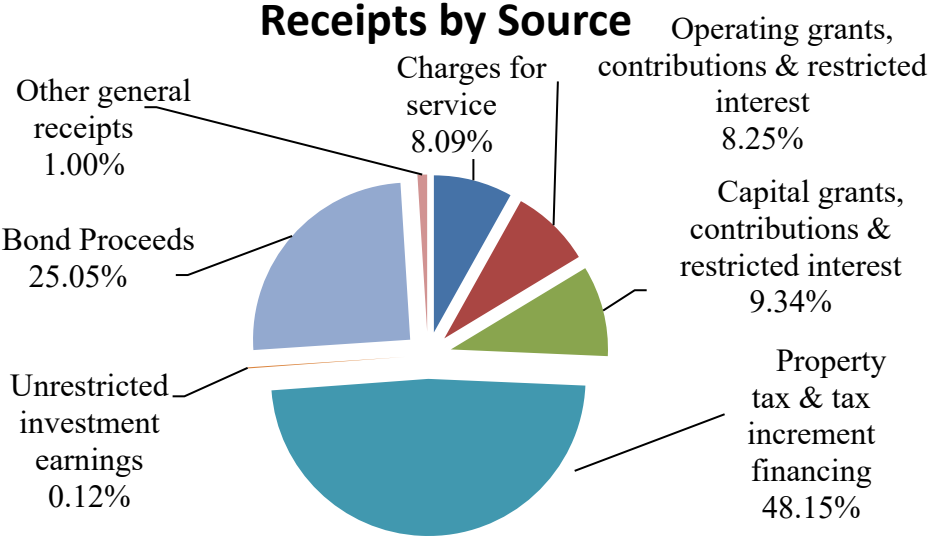
Government-Wide Financial Analysis (Continued)

**Changes in Cash Basis Net Position of Government Activities
(Expressed in Thousands)**

	Year ended June 30,	
	FY 2020	FY 2019
Receipts		
Program Receipts		
Charges for service	\$ 2,698	\$ 3,168
Operating grants, contributions and restricted interest	2,748	2,813
Capital grants, contributions and restricted interest	3,112	3,885
General Receipts		
Property tax and tax increment financing	16,041	15,146
Unrestricted investment earnings	39	47
Bond and loan proceeds	8,346	4,641
Other general receipts	333	39
Total Receipts	<u>\$ 33,317</u>	<u>\$ 29,739</u>
Disbursements		
Public safety	\$ 3,888	\$ 3,669
Public works	2,906	2,688
Health and social services	118	111
Culture and recreation	4,107	4,151
Community and economic development	1,878	1,813
General government	1,942	1,777
Debt service	8,899	5,291
Capital projects	13,033	13,439
Total Disbursements	<u>\$36,771</u>	<u>\$32,939</u>
Change in cash basis net position before transfers	(\$3,454)	(\$3,200)
Transfers, net	<u>1,527</u>	<u>1,700</u>
Change in cash basis net position	\$ (1,927)	\$ 1,500)
Cash basis net position, beginning of year	4,896	6,396
Cash basis net position, end of year	<u>\$ 2,970</u>	<u>\$ 4,896</u>

**City of North Liberty
Management's Discussion and Analysis**

Government-Wide Financial Analysis (Continued)



The City's total receipts for governmental activities increased 12.03%, or approximately \$3,578,000. The total cost of all programs and services provided by the City increased by approximately \$3,832,000, or 11.63%. No new programs were added, but the City had to purchase additional supplies due to the COVID-19 pandemic.

The City maintained the property tax rate for fiscal year 2020. With the growth in the City's taxable property, tax receipts increased approximately \$895,000 in fiscal year 2020. Because of the growth in taxable valuation in the City of North Liberty from \$879,597,566 in FY 2019 to \$911,313,796 in FY 2020, general property tax revenues increased by \$281,000 even though the City's general city tax levy remained at the maximum \$8.10 per \$1,000 of taxable valuation. The total city levy in FY 2020 was constant at \$11.03264 from the levy in FY 2019. The balance of the levy was made up of a \$1.20955 debt service levy and a \$1.72309 employee benefits levy.

**City of North Liberty
Management's Discussion and Analysis**

Government-Wide Financial Analysis (Continued)

The cost of all governmental activities this year was approximately \$36,771,000, compared to approximately \$32,939,000 last year. All categories saw an increase, especially debt service due to paying off a bond earlier than it was due in FY 2020.

**Changes in Cash Basis Net Position of Business Type Activities
(Expressed in Thousands)**

	Year Ended June 30,	
	2020	2019
Receipts		
Program receipts		
Charges for Service		
Water	\$ 4,031	\$ 3,888
Sanitary Sewer	4,887	4,670
Storm Water	224	209
Utility Deposits	157	156
General Receipts		
Unrestricted interest on investments		
Water	34	35
Sanitary Sewer	48	51
Storm Water	1	1
Bond and note proceeds	-	2,615
Total receipts	<u>\$ 9,382</u>	<u>\$ 11,625</u>
Disbursements		
Water	\$ 3,394	\$ 4,323
Sanitary Sewer	4,345	4,869
Storm Water	166	138
Utility Deposits	147	176
Total Disbursements	<u>\$ 8,052</u>	<u>\$ 9,506</u>
Change in net cash basis net position before transfers	\$ 1,330	\$ 2,119
Transfers, net	<u>(1,527)</u>	<u>(1,700)</u>
Change in cash basis net position	(\$197)	\$419
Cash basis net position, beginning of year	<u>9,650</u>	<u>9,231</u>
Cash basis net position, end of year	<u>\$ 9,453</u>	<u>\$ 9,650</u>

Total business type activities receipts this fiscal year were approximately \$9.38 million compared to approximately \$11.63 million last year. There were no sales of new bond issues during FY 2020. Less capital project costs in the current fiscal year continued from the previous fiscal year. The cash basis net position decreased approximately \$197,000. Total disbursements for the fiscal year decreased by approximately \$1,500,000, or 15.29%. In the upcoming fiscal year, these numbers will become relatively flat with the large capital projects being completed and no new large projects being planned.

City of North Liberty Management's Discussion and Analysis

Individual Major Governmental Fund Analysis

As North Liberty completed the year, its governmental funds reported a combined fund balance of \$2,969,570, a decrease of approximately \$1,927,000 below last year's total of \$4,896,132. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

General Fund

- The General Fund balance decreased \$1,299,009 from the prior year to \$9,020,254. Property taxes increased by approximately \$281,000. Licenses and Permits decreased by approximately \$107,000 due to the pandemic's impact on construction. Intergovernmental revenues decreased just over \$74,000 due to receipts from other jurisdictions in FY 2019 were a one-time payment. Charges for service decreased by just over \$312,000. The reduction in programming city wide due to the pandemic resulted in the decrease. Public safety expenditures increased by approximately \$219,000 due to increased personnel costs in police and fire departments. Public works costs increased by more than \$104,000 due to changes in the trash and recycling program. Culture and recreation costs decreased approximately \$44,000 due to fewer programs and costs due to the pandemic. General Government costs were approximately \$165,000 higher due to personnel costs. Capital project costs for fiscal year 2020 were approximately \$862,000 higher than in fiscal year 2019.

Special Revenue

- The Special Revenue, Urban Renewal Tax Increment fund cash balance remained virtually the same only increasing by \$18,000. Collections of the tax increment financing receipts increased by approximately \$392,000. The City only draws what is necessary to cover costs from this funding source.
- The Special Revenue, Road Use Tax fund cash balance increased by \$139,115.

Debt Service – General Obligation Debt

- The Debt Service – General Obligation Debt cash balance increased by approximately \$841,913 primarily from drawing funds to pay for projects, like Forevergreen Road.

Debt Service – Road Use Tax Bond Reserve

- The Debt Service – Road Use Tax Bond Reserve was funded for the first time in fiscal year 2012. The fund has \$149,740 in debt service reserve.

Capital Projects

- Highway 965 Improvements fund cash balance increased by \$967,478 due to expenditures for project costs exceeding proceeds from bonds and grants received in fiscal year 2020.
- Street Capital Projects fund cash balance increased by \$1,686,356 due to proceeds from bonds and grants for project costs exceeding project expenditures in fiscal year 2020.
- Land and Facilities Capital Projects fund cash balance decreased by \$4,182,868 due to the construction of the police station.

Individual Major Business Type Fund Analysis

- The Water Enterprise Fund cash basis net position decreased \$25,858 to \$3,517,599, due to project costs that were funded with cash on hand.
- The Sewer Enterprise Fund cash basis net position decreased \$185,331 to \$5,386,014 due to project costs that were funded with cash on hand.

**City of North Liberty
Management's Discussion and Analysis**

Individual Major Governmental Fund Analysis (Continued)

Budgetary Highlights

Over the course of the year, the City amended its budget twice.

The actual disbursements for the year were under budget in all categories.

Debt Administration

At June 30, 2020, the City had \$81,460,000 in bonds and long-term debt compared to \$83,301,000 last year, as shown below.

**Outstanding Debt at Year End
(Expressed in Thousands)**

	2020	2019
General obligation bonds	\$ 29,970	\$ 29,795
Rural Economic Development loan	120	160
Road Use Tax revenue bonds	925	1,045
Revenue bonds	50,421	52,031
Total	\$ 81,436	\$ 83,031

Total outstanding debt decreased as a result of the new debt issuance being less than payments on the existing debts. There were \$8,010,000 of bonds sold in FY 2020.

The City of North Liberty has a Moody's bond rating of Aa2 assigned by national rating agencies to the City's debt. The constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of \$29,970,000 at June 30, 2020 is significantly below its constitutional debt limit of approximately \$87 million.

Economic Factors And Next Year's Budget And Rates

North Liberty City's elected and appointed officials considered many factors when setting the fiscal year 2021 budget, tax rates, and fees charged for various City activities. Economic indicators such as unemployment, tax base growth, and rollback increase were taken into account when adopting the budget for the next fiscal year. Fiscal year 2021 continues the trend of multiple, large capital projects. If all of the budget estimates are realized, the City's budgeted cash balance is expected to remain relatively steady in the upcoming fiscal year. The City Council will review the impact of the COVID-19 pandemic on the financial condition of the city.

Contacting The City's Financial Management

This financial report is designed to provide a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Tracey Mulcahey, City Clerk, 3 Quail Creek Circle, P.O. Box 77, North Liberty, IA 52317.

BASIC FINANCIAL STATEMENTS

City of North Liberty
Cash Basis Statement of Activities and Net Position
Year Ended June 30, 2020

Functions/Programs	Disbursements	Program Receipts		
		Charges for Service	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities				
General government	\$ 1,942,074	\$ 23,334	\$ 1,146	\$ -
Public safety	3,887,780	444,099	299,238	-
Public works	2,906,043	1,406,970	2,352,124	3,112,436
Health and social services	117,716	-	-	-
Culture and recreation	4,106,997	815,555	95,125	-
Community and economic development	1,877,902	8,190	-	-
Debt service	8,898,724	-	-	-
Capital projects	13,033,299	-	-	-
Total governmental activities	<u>36,770,535</u>	<u>2,698,148</u>	<u>2,747,633</u>	<u>3,112,436</u>
Business-type activities				
Water	3,394,090	4,030,883	-	-
Sewer	4,344,914	4,887,033	-	-
Utility desposits	165,855	157,350	-	-
Stormwater management	147,793	223,976	-	-
Total business-type activities	<u>8,052,652</u>	<u>9,299,242</u>	<u>-</u>	<u>-</u>
 Total Primary Government	 <u>\$ 44,823,187</u>	 <u>\$ 11,997,390</u>	 <u>\$ 2,747,633</u>	 <u>\$ 3,112,436</u>

General Receipts, Transfers, and Debt Proceeds

- Property and other city tax levied for
 - General purposes
 - Debt service
 - Other purposes
- Commerical/industrial tax replacement
- Tax increment financing
- Unrestricted interest on investments
- Miscellaneous
- Sale of capital assets
- Transfers
- Proceeds from long-term debt
- Total general receipts, transfers, and debt proceeds

Change in cash basis net position

Cash basis net position beginning of year

Cash basis net position end of year

Net (Disbursements) Receipts and
Changes in Cash Basis Net Position

Governmental Activities	Business-Type Activities	Total
\$ (1,917,594)	\$ -	\$ (1,917,594)
(3,144,443)	-	(3,144,443)
3,965,487	-	3,965,487
(117,716)	-	(117,716)
(3,196,317)	-	(3,196,317)
(1,869,712)	-	(1,869,712)
(8,898,724)	-	(8,898,724)
(13,033,299)	-	(13,033,299)
<u>(28,212,318)</u>	<u>-</u>	<u>(28,212,318)</u>
-	636,793	636,793
-	542,119	542,119
-	(8,505)	(8,505)
-	76,183	76,183
<u>-</u>	<u>1,246,590</u>	<u>1,246,590</u>
<u>(28,212,318)</u>	<u>1,246,590</u>	<u>(26,965,728)</u>
7,387,257	-	7,387,257
1,329,594	-	1,329,594
2,203,425	-	2,203,425
342,548	-	342,548
4,778,458	-	4,778,458
39,187	83,089	122,276
148,352	-	148,352
184,562	-	184,562
1,526,698	(1,526,698)	-
8,345,675	-	8,345,675
<u>26,285,756</u>	<u>(1,443,609)</u>	<u>24,842,147</u>
(1,926,562)	(197,019)	(2,123,581)
<u>4,896,132</u>	<u>9,650,508</u>	<u>14,546,640</u>
<u>\$ 2,969,570</u>	<u>\$ 9,453,489</u>	<u>\$ 12,423,059</u>

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City of North Liberty
Cash Basis Statement of Activities and Net Position
Year Ended June 30, 2020

	Primary Government		
	Governmental Activities	Business Type Activities	Total
Cash Basis Net Position			
Restricted			
Nonexpendable			
Utility deposits	\$ -	\$ 373,062	\$ 373,062
Expendable			
Streets	1,845,617	-	1,845,617
Urban renewal purposes	2,279,074	-	2,279,074
Debt service	1,197,663	2,220,177	3,417,840
Hotel/motel tax	47,393	-	47,393
Tree purchases	3,333	-	3,333
Police	78,697	-	78,697
Housing rehabilitation	21,246	-	21,246
Capital projects	-	223,031	223,031
Unrestricted	(2,503,453)	6,637,219	4,133,766
Total cash basis net position	<u>\$ 2,969,570</u>	<u>\$ 9,453,489</u>	<u>\$ 12,423,059</u>

City of North Liberty
Statement of Cash Receipts, Disbursements, and
Changes in Cash Fund Balances -
Governmental Funds
Year Ended June 30, 2020

	General	Special Revenue		Debt Service
		Urban Renewal Tax Increment (90)	Road Use Tax (60)	Debt Service (110)
Receipts				
General property taxes	\$ 7,387,257	\$ -	\$ -	\$ 1,329,594
Tax increments	-	4,778,458	-	-
Commercial and industrial tax replacement	342,548	-	-	-
Other city tax	612,161	-	-	-
Licenses and permits	298,270	-	-	-
Intergovernmental	363,285	-	2,352,124	-
Charges for services	2,296,487	-	-	-
Use of money and property	35,094	-	-	-
Miscellaneous	276,732	-	-	-
Total receipts	<u>11,611,834</u>	<u>4,778,458</u>	<u>2,352,124</u>	<u>1,329,594</u>
Disbursements				
Current				
General government	1,942,074	-	-	-
Public safety	3,887,780	-	-	-
Public works	1,546,740	-	1,359,303	-
Health and social services	117,716	-	-	-
Community and economic development	1,031,884	846,018	-	-
Culture and recreation	4,106,997	-	-	-
Debt service				
Principal and interest	-	-	-	7,995,160
Interest and fiscal charges	-	-	-	903,564
Capital outlay				
General government	25,070	-	-	-
Public safety	1,032,193	-	-	-
Public works	754,824	-	-	-
Culture and recreation	638,847	-	-	-
Total disbursements	<u>15,084,125</u>	<u>846,018</u>	<u>1,359,303</u>	<u>8,898,724</u>
Excess of receipts over (under) disbursements	(3,472,291)	3,932,440	992,821	(7,569,130)
Other Financing Sources (Uses)				
Proceeds from sale of capital asset	184,562	-	-	-
Proceeds from long-term debt	567,458	-	-	3,249,867
Bond premium	-	-	-	234,075
Transfers in	2,581,262	-	-	4,927,101
Transfers out	(1,160,000)	(3,914,661)	(853,706)	-
Total other financing sources (uses)	<u>2,173,282</u>	<u>(3,914,661)</u>	<u>(853,706)</u>	<u>8,411,043</u>
Net change in cash fund balances	(1,299,009)	17,779	139,115	841,913
Cash Fund Balances				
Beginning of year	<u>10,319,263</u>	<u>1,663,990</u>	<u>1,700,814</u>	<u>206,010</u>
End of year	<u>\$ 9,020,254</u>	<u>\$ 1,681,769</u>	<u>\$ 1,839,929</u>	<u>\$ 1,047,923</u>

See notes to financial statements.

Debt Service	Capital Projects				
Road Use Tax-Bond Reserve	Highway 965 Improvements (315)	Street Capital Projects (61)	Land and Facilities (321)	Other Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ -	\$ -	\$ 1,591,264	\$ 10,308,115
-	-	-	-	-	4,778,458
-	-	-	-	-	342,548
-	-	-	-	-	612,161
-	-	-	-	-	298,270
-	48,677	2,062,348	-	5,538	4,831,972
-	-	-	-	-	2,296,487
-	-	-	-	4,093	39,187
-	-	999,999	609	2,500	1,279,840
-	48,677	3,062,347	609	1,603,395	24,787,038
-	-	-	-	-	1,942,074
-	-	-	-	-	3,887,780
-	-	-	-	-	2,906,043
-	-	-	-	-	117,716
-	-	-	-	-	1,877,902
-	-	-	-	-	4,106,997
-	-	-	-	-	7,995,160
-	-	-	-	-	903,564
-	-	-	-	-	25,070
-	-	-	-	-	1,032,193
-	1,330,581	4,298,850	4,683,477	670	11,068,402
-	-	-	-	268,787	907,634
-	1,330,581	4,298,850	4,683,477	269,457	36,770,535
-	(1,281,904)	(1,236,503)	(4,682,868)	1,333,938	(11,983,497)
-	-	-	-	-	184,562
-	2,249,382	2,044,893	-	-	8,111,600
-	-	-	-	-	234,075
-	-	877,966	500,000	160,000	9,046,329
-	-	-	-	(1,591,264)	(7,519,631)
-	2,249,382	2,922,859	500,000	(1,431,264)	10,056,935
-	967,478	1,686,356	(4,182,868)	(97,326)	(1,926,562)
149,740	(3,211,434)	(5,985,192)	(373,559)	426,500	4,896,132
\$ 149,740	\$ (2,243,956)	\$ (4,298,836)	\$ (4,556,427)	\$ 329,174	\$ 2,969,570

City of North Liberty
Statement of Cash Receipts, Disbursements,
and Changes in Cash Balances
Governmental Funds
Year Ended June 30, 2020

	General Fund	Special Revenue		Debt Service
		Urban Renewal Tax Increment (90)	Road Use Tax (60)	Debt Service (110)
Cash Basis Fund Balances				
Restricted for				
Street operations	\$ -	\$ -	\$ 1,839,929	\$ -
Street capital projects	-	-	-	-
Urban renewal purposes	-	1,681,769	-	-
Urban renewal projects	-	-	-	-
Debt service	-	-	-	1,047,923
Hotel/motel tax	47,393	-	-	-
Tree purchases	3,333	-	-	-
Police capital equipment purchases	27,421	-	-	-
Housing rehabilitation	21,246	-	-	-
Committed for				
Library capital projects	-	-	-	-
Assigned for				
Capital equipment purchases	1,403,499	-	-	-
Capital projects	1,932,108	-	-	-
Park development	60,383	-	-	-
Youth scholarship/recreation capital equipment	59,228	-	-	-
FY20 tax rate reduction and social service	212,000	-	-	-
Miscellaneous projects	86,017	-	-	-
Unassigned	5,167,626	-	-	-
Total cash fund balances	<u>\$ 9,020,254</u>	<u>\$ 1,681,769</u>	<u>\$ 1,839,929</u>	<u>\$ 1,047,923</u>

<u>Debt Service</u>	<u>Capital Projects</u>				
Road Use Tax - Bond Reserve	Highway 965 Improvements (315)	Street Capital Projects (61)	Land and Facilities (321)	Other Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,839,929
-	-	-	-	5,688	5,688
-	-	-	-	-	1,681,769
-	-	-	-	597,305	597,305
149,740	-	-	-	-	1,197,663
-	-	-	-	-	47,393
-	-	-	-	-	3,333
-	-	-	-	51,276	78,697
-	-	-	-	-	21,246
-	-	-	-	11,701	11,701
-	-	-	-	-	1,403,499
-	-	-	-	278,192	2,210,300
-	-	-	-	-	60,383
-	-	-	-	-	59,228
-	-	-	-	-	212,000
-	-	-	-	-	86,017
-	(2,243,956)	(4,298,836)	(4,556,427)	(614,988)	(6,546,581)
<u>\$ 149,740</u>	<u>\$ (2,243,956)</u>	<u>\$ (4,298,836)</u>	<u>\$ (4,556,427)</u>	<u>\$ 329,174</u>	<u>\$ 2,969,570</u>

City of North Liberty
Statement of Cash Receipts, Disbursements,
and Changes in Cash Balances
Proprietary Funds
Year Ended June 30, 2020

	Enterprise Funds				Total
	Water (510-514)	Sewer (520-525)	Utility Deposits (280)	Storm Water Management (530)	
Operating Receipts					
Charges for services	\$ 4,003,333	\$ 4,870,904	\$ 157,350	\$ 213,606	9,245,193
Miscellaneous	27,550	16,129	-	10,370	54,049
Total operating receipts	<u>4,030,883</u>	<u>4,887,033</u>	<u>157,350</u>	<u>223,976</u>	<u>9,299,242</u>
Operating Disbursements					
Business type activities	<u>1,897,008</u>	<u>1,794,105</u>	<u>165,855</u>	<u>147,793</u>	<u>4,004,761</u>
Excess of operating receipts over (under) operating disbursements	2,133,875	3,092,928	(8,505)	76,183	5,294,481
Nonoperating Receipts (Disbursements)					
Interest on investments	33,748	47,949	-	1,392	83,089
Debt service	(1,031,526)	(1,735,562)	-	-	(2,767,088)
Capital projects	(465,556)	(815,247)	-	-	(1,280,803)
Total nonoperating receipts (disbursements)	<u>(1,463,334)</u>	<u>(2,502,860)</u>	<u>-</u>	<u>1,392</u>	<u>(3,964,802)</u>
Excess of receipts over (under) disbursements	<u>670,541</u>	<u>590,068</u>	<u>(8,505)</u>	<u>77,575</u>	<u>1,329,679</u>
Other Financing Sources (Uses)					
Transfers out	<u>(696,399)</u>	<u>(775,399)</u>	<u>-</u>	<u>(54,900)</u>	<u>(1,526,698)</u>
Change in cash balances	\$ (25,858)	\$ (185,331)	\$ (8,505)	\$ 22,675	\$ (197,019)
Cash Balances					
Beginning of year	<u>3,543,457</u>	<u>5,571,345</u>	<u>381,567</u>	<u>154,139</u>	<u>9,650,508</u>
End of year	<u>\$ 3,517,599</u>	<u>\$ 5,386,014</u>	<u>\$ 373,062</u>	<u>\$ 176,814</u>	<u>\$ 9,453,489</u>
Cash Basis Fund Balances					
Restricted for					
Debt service	\$ 1,365,865	\$ 854,312	\$ -	\$ -	\$ 2,220,177
Capital projects	223,031	-	-	-	223,031
Utility deposits	-	-	373,062	-	373,062
Unrestricted	<u>1,928,703</u>	<u>4,531,702</u>	<u>-</u>	<u>176,814</u>	<u>6,637,219</u>
Total cash basis fund balances	<u>\$ 3,517,599</u>	<u>\$ 5,386,014</u>	<u>\$ 373,062</u>	<u>\$ 176,814</u>	<u>\$ 9,453,489</u>

City of North Liberty
Notes to Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of North Liberty, Iowa is a political subdivision of the State of Iowa located in Johnson County. It was first incorporated in 1913, and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a nonpartisan basis. The City provides numerous services to citizens including public safety, public works, health and social services, culture and recreation, community and economic development, utilities and general government services.

A. Reporting Entity and Jointly Governed Organizations

For financial reporting purposes, the City of North Liberty, Iowa has included all funds, organizations, agencies, boards, commissions, and authorities. The City has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and 1) the ability of the City to impose its will on that organization or 2) the potential for the organization to provide specific benefits or impose specific financial burdens on the City. The City has no component units which meet the Governmental Accounting Standards Board criteria.

The City also participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is not ongoing financial interest or responsibility by the participating governments. The City and its officials are members of various jointly governed organizations, including the Johnson County Assessors Conference Board, Johnson County Joint E911 Service Board, Metropolitan Planning Organization of Johnson County, East Central Iowa Council of Governments, and the Johnson County Compensation Board.

B. Basis of Presentation

Government-wide Financial Statement - The Cash Basis Statement of Activities and Net Position reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

The Cash Basis Statement of Activities and Net Position presents the City's nonfiduciary net position. Net position is reported in the following categories/components:

Non-expendable restricted net position is subject to externally imposed stipulations which requires the cash balances to be maintained permanently by the City, including customer utility deposits.

Expendable restricted net position results when constraints placed on the use of cash balances is either externally imposed or imposed by law through constitutional provisions or enabling legislation.

City of North Liberty
Notes to Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation (Continued)

Unrestricted net position consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management which can be removed or modified.

The Cash Basis Statement of Activities and Net Position demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants, contributions, and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements - Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges, and the capital improvement costs not paid from other funds.

Special Revenue:

The Urban Renewal Tax Increment Fund is used to account for urban renewal projects and repayment of general obligation debt attributable to urban renewal purposes financed by tax increment financing collections.

The Road Use Tax Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

Debt Service:

The Debt Service Fund – General obligation Debt Fund is utilized to account for the payment of interest and principal on the City's general long-term debt.

The Debt Service Fund – Road Use Tax Bond Reserve Fund is utilized to account for the required reserve fund that must be maintained in accordance with the terms of the City's road use tax revenue bond.

City of North Liberty
Notes to Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation (Continued)

Capital Projects:

The Highway 965 Improvements Fund is used to account for improvements to the main arterial highway through the City.

The Street Capital Projects Fund is used to account for improvements to other streets within the City.

The Land and Facilities Fund is used to account for improvements to city owned land and facilities.

The City reports the following major proprietary funds:

The Water Enterprise Fund accounts for the operation and maintenance of the City's water system.

The Sewer Enterprise Fund accounts for the operation and maintenance of the City's wastewater treatment and sanitary sewer system.

The Utility Deposits Fund accounts for the receipt and disbursement of utility deposits.

The Storm Water Management Enterprise Fund accounts for the operation and maintenance of the City's storm sewer system.

C. Measurement Focus and Basis of Accounting

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable, and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with accounting principles generally expected in the United States of America.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications - committed, assigned, and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

City of North Liberty
Notes to Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Restricted – Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors, or state or federal laws or imposed by law through constitutional provisions or enabling legislation.

Committed – Amounts that have been approved by the City Council in the adopted budget or through other appropriate measures like approving additional expenditures for a capital project or purchase.

Assigned – Amounts which the City Council or City Administrator designates to use for future projects or equipment purchases.

Unassigned – All amounts not included in the preceding classifications.

The City shall maintain a minimum unassigned general fund balance of 25% and a maximum of 30% of the following year's revenue budget amount to be used for cash flow purposes unanticipated expenditures of a non-recurring nature, or to meet unexpected increase in service delivery costs.

E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

F. Property Tax and Calendar

The City's property tax rates were extended against the assessed valuation of the City as of January 1, 2018, to compute the amounts which became liens on property on July 1, 2019. These taxes were due and payable in two installments on September 30, 2019 and March 31, 2020, at the Johnson County Treasurer's offices. These taxes are recognized as income to the City when they are received from the County.

NOTE 2 – CASH AND POOLED INVESTMENTS

The City's deposits in banks and credit unions at June 30, 2020, were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

**City of North Liberty
Notes to Financial Statements**

NOTE 2 – CASH AND POOLED INVESTMENTS (CONTINUED)

The City does not have any investments that are subject to fair value guidance as set forth in Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application*.

Interest rate risk - The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and uses of the City.

Custodial Credit Risk – Deposits: The City has a policy to only make deposits in the state of Iowa where deposits are covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. The City's deposits in banks at June 30, 2020, were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds. The City had \$449,278 in certificates of deposit and \$11,973,781 in checking and savings accounts at June 30, 2020.

NOTE 3 – BONDS AND NOTES PAYABLE

Annual debt service requirements to maturity for general obligation notes, general obligation bonds, and revenue bonds of the City are as follows.

Year Ending June 30,	G.O. Bonds and Notes		Road Use Tax Revenue Bonds	
	Principal	Interest	Principal	Interest
2021	\$ 4,905,000	\$ 673,174	\$ 120,000	\$ 23,840
2022	4,255,000	569,327	125,000	21,440
2023	4,290,000	477,072	130,000	18,690
2024	3,915,000	382,253	130,000	15,570
2025	3,225,000	293,613	135,000	12,190
2026-2030	8,055,000	640,484	285,000	12,760
2031-2035	1,325,000	40,508	-	-
Total	<u>\$ 29,970,000</u>	<u>\$ 3,076,431</u>	<u>\$ 925,000</u>	<u>\$ 104,490</u>

**City of North Liberty
Notes to Financial Statements**

NOTE 3 – BONDS AND NOTES PAYABLE (CONTINUED)

Year Ending June 30,	Enterprise Fund Revenue Bonds		Total	
	Principal	Interest	Principal	Interest
2021	\$ 2,619,000	\$ 836,757	\$ 7,644,000	\$ 1,533,771
2022	2,478,000	783,049	6,858,000	1,373,816
2023	2,513,000	731,292	6,933,000	1,227,054
2024	2,345,000	677,922	6,390,000	1,075,745
2025	2,858,000	632,258	6,218,000	938,061
2026-2030	14,775,000	2,304,904	23,115,000	2,958,148
2031-2035	16,032,000	1,205,303	17,357,000	1,245,811
2036-2037	6,801,000	149,336	6,801,000	149,336
Total	<u>\$ 50,421,000</u>	<u>\$ 7,320,821</u>	<u>\$ 81,316,000</u>	<u>\$ 10,501,742</u>

A. General Obligation Urban Renewal Corporate Purpose (Tax Increment Financing) Bonds

The City issued \$8,010,000 of Urban Renewal Corporate Purpose Bonds on September 17, 2019, for the purpose of defraying a portion of the costs of various construction and refurbishing projects within the urban renewal district. The City has issued several general obligation urban renewal corporate purpose (tax increment financing) bonds for the purpose of defraying a portion of the costs of various construction and refurbishment projects within the City's urban renewal districts. Portions of certain other issued general obligation bonds were for the same purposes. The bonds are payable in part or in full from the tax increment financing (TIF) receipts generated by increased property values in the City's TIF districts and which are credited to the Special Revenue - Urban Renewal Tax Increment Fund in accordance with Chapter 403.19 of the Code of Iowa. TIF receipts are generally projected to produce 100 percent of the debt service requirements over the life of the bonds. The proceeds from the sales of the bonds shall be expended only for purposes which are consistent with the plans of the City's urban renewal areas. The bonds are not a general obligation of the City, however, the debt is subject to the constitutional debt limitation of the City. At June 30, 2020, the outstanding amounts on these bonds totaled approximately \$18,955,000, which are payable through June 1, 2032. Total interest remaining payable on the bonds at June 30, 2020, was approximately \$2,255,925. During the year, principal and interest paid on these bonds totaled approximately \$5,610,000 and \$514,911, respectively. Tax increment financing receipts during the year were \$4,778,458.

B. Revenue Bonds

The City has pledged future water customer receipts, net of specified operating disbursements, to repay four outstanding water revenue bond issues totaling \$23,425,000. The bonds were issued between November 2012 and April 2017. Proceeds from the sales of the bonds provided financing for the construction of several water system improvement projects in the City and to refinance the 2008 water revenue bonds. The bonds are payable solely from water customer defined net receipts and are payable through June 2037. Annual principal and interest payments on the bonds are expected to require less than 56 percent of defined net receipts. At June 30, 2020, total principal and interest remaining to be paid on the bonds was \$27,117,410. Principal and interest paid on all bonds totaled \$585,000 and \$430,060, respectively. Total defined water operating net receipts during the year were \$2,133,875.

City of North Liberty
Notes to Financial Statements

NOTE 3 – BONDS AND NOTES PAYABLE (CONTINUED)

B. Revenue Bonds (Continued)

The City has pledged future sewer customer receipts, net of specified operating disbursements, to repay five sewer revenue bond issues totaling \$26,996,000. The bonds were issued between August 2007 and October 2016. Proceeds from the sales of the bonds provided financing for the construction of and improvements to the waste water treatment plant and for soil quality restoration projects. The bonds are payable solely from sewer customer defined net receipts and are payable through June 2037. Annual principal and interest payments on the bonds are expected to require less than 58% of defined net receipts. At June 30, 2020, total principal and interest remaining to be paid on the bonds was \$30,430,611. Principal and interest paid on all bonds totaled \$1,295,000 and \$395,786, respectively. Total defined sewer operating net receipts during the year were \$3,092,928.

The resolutions providing for the issuance of the enterprise fund revenue notes and bonds include the following provisions:

- (a) The notes and bonds will only be redeemed from the future earnings of the enterprise activity and the note and bond holders hold a lien on the future earnings of the funds.
- (b) Sufficient monthly cash transfers shall be made to separate sewer and water revenue sinking accounts for the purpose of making the principal and interest payments when due.
- (c) The provisions of the Water Revenue Refunding Bond Series 2014B require that \$541,255 be set aside into the Water Reserve Fund and maintained until all water revenue bonds of the City have been fully redeemed.

The provisions of the Sewer Revenue Refunding Bond Series 2014A require that \$307,105 be set aside into the Sewer Reserve Fund and maintained until all sewer revenue bonds of the City have been fully redeemed.

- (d) All funds remaining in the sewer rental and water utilities accounts after the payments of all maintenance and operating expenses and required transfers shall be placed in separate water and sewer revenue surplus accounts. These accounts are restricted for the purpose of paying any deficiency in the sinking funds. As long as the sinking funds have the full amount required to be deposited, any balance in the surplus funds may be made available to the City as the Council may from time to time direct.

- (e) User rates shall be established at a level which produces and maintains defined net receipts at the following levels:

Water - equal to at least 120% of the average amount that will come due in any fiscal year during the life of the water revenue bond issues and only during years in which water revenue bonds not funded by the State Revolving Fund are outstanding.

**City of North Liberty
Notes to Financial Statements**

NOTE 3 – BONDS AND NOTES PAYABLE (CONTINUED)

B. Revenue Bonds (Continued)

Sewer - equal to at least 125% of the average amount that will come due in any fiscal year during the life of the sewer revenue bond issues, and equal to at least 125% of the maximum amount that will come due in any fiscal year during the life of the sewer revenue bonds. On and after June 1, 2026, these percentages decrease to 110% for all outstanding sewer revenue bond issues.

The City has pledged future road use tax receipts to repay one road use tax revenue bond issue totaling \$1,815,000. The bonds were issued in March 2012. Proceeds from the sale of the bonds provided financing to pay for a portion of the construction costs of the public works/streets department facility. The bonds are payable solely from future road use tax receipts and are payable through June 2027. At June 30, 2020, total principal and interest remaining to be paid on the bonds was \$1,029,490. During the year, principal and interest paid on the bonds totaled \$120,000 and \$26,240, respectively.

C. Rural Economic Development Loan

During the year ended June 30, 2013, the City received a Rural Economic Development Loan of \$360,000 from Linn County Rural Electric Cooperative Association to provide funds for construction of a portion of the library expansion project. The loan is dated May 8, 2013, and has an interest rate of 0%. The loan is due in annual installments of \$36,000 beginning May 8, 2015, and continuing annually thereafter until final payment on May 8, 2022. There is an annual administrative fee of 1 % based on the outstanding principal balance. During the year ended June 30, 2020, \$36,000 was paid on the loan and the balance of the loan at June 30, 2020, was \$144,000.

Annual maturities of the loan at June 30, 2020 are as follows:

2021	\$	36,000
2022		36,000
2023		36,000
2024		36,000
Total	\$	144,000

Interest Rate Reduction

On October 24, 2017, the City Council approved a resolution providing for the reduction of the interest rate on the 2007 sewer revenue bonds from 3.00% to 1.75% effective December 1, 2017. The estimated interest savings due to the interest rate reduction is \$325,144.

NOTE 4 - PENSION PLAN

A. Plan Description

IPERS membership is mandatory for employees of the City, except for those covered by another retirement system. Employees of the City are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at P.O. Box 9117, Des Moines, Iowa 50306-9117 or at www.ipers.org.

**City of North Liberty
Notes to Financial Statements**

NOTE 4 - PENSION PLAN

A. Plan Description

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

B. Pension Benefits

A regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment, or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary, except members with service before June 30, 2012, will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

Protection occupation members may retire at normal retirement age, which is generally age 55 and may retire any time after reaching age 50 with 22 or more years of covered employment.

The formula used to calculate protection occupation member's monthly IPERS benefits include:

- 60% of average salary after completion of 22 years of service, plus an additional 1.5% of average salary for years of service greater than 22 but no more than 30 years of services.
- The member's highest three-year average salary.

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member's earliest normal retirement age. For service earned on or after July 1, 2012, the reduction is 0.50% for each month that the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefits payments.

City of North Liberty
Notes to Financial Statements

NOTE 4 - PENSION PLAN (CONTINUED)

C. Disability and Death Benefits

A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

D. Contributions

Contribution rates are established by IPERS following the annual actuarial valuation, which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll, based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2020, pursuant to the required rate, regular members contributed 6.29% of covered payroll and the City contributed 9.44% of covered payroll for a total of 15.73%. Protection occupation members contributed 6.61% of covered payroll and the City contributed 9.91% of covered payroll for a total of 16.52%.

The City's contributions to IPERS for the year ended June 30, 2020, totaled \$660,145.

E. Net Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

At June 30, 2020, the City reported a liability of \$3,342,903 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contribution to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2019, the City's proportion was 0.059858%, which was an increase of 0.001178% from its proportion measured as of June 30, 2018. At June 30, 2019, the City's Protection occupations proportion was 0.481002%, which was an increase of 0.019238% from its proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the City's pension expense, deferred outflows of resources, and deferred inflows of resources totaled \$843,427, \$749,132, and \$937,568, respectively.

There were no non-employer contributing entities to IPERS.

**City of North Liberty
Notes to Financial Statements**

NOTE 4 - PENSION PLAN (CONTINUED)

F. Actuarial Assumptions

The total pension liability in the June 30, 2019, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Rate of inflation	
(effective June 30, 2017)	2.60% per annum
Rate of salary increase	3.25 to 16.25% average, including inflation.
(effective June 30, 2017)	Rates vary by membership group
Long-term investment rate of return	7.00% compounded annually, net of investment
(effective June 30, 2017)	expense, including inflation
Wage Growth	3.25% per annum, based on 2.6% inflation
(effective June 30, 2017)	and 0.65% real wage inflation

The actuarial assumptions used in the June 30, 2019, valuation were based on the results of actuarial experience study dated March 24, 2017, and a demographic assumption study dated June 28, 2018.

Mortality rates used in the 2019 valuation were based on the RP-2014 Employee and Health Annuitant Tables with MP-2017 generational adjustments.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the table on the following page.

Asset Class	Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity	22.0 %	5.60 %
International equity	15.0	6.08
Global smart beta equity	3.0	5.82
Core plus fixed income	27.0	1.71
Public credit	3.5	3.32
Public real assets	7.0	2.81
Cash	1.0	(0.21)
Private equity	11.0	10.13
Private real assets	7.5	4.76
Private credit	3.0	3.01
	<hr/>	
Total	100 %	

**City of North Liberty
Notes to Financial Statements**

NOTE 4 - PENSION PLAN (CONTINUED)

G. Discount Rate

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the City will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on IPERS' investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower (6.00%) or 1% higher (8.00%) than the current rate.

	Decrease (6.00%)	Rate (7.00%)	Increase (8.00%)
City's proportionate share of the net pension liability	\$ 7,126,537	\$ 3,342,903	\$ 170,716

I. IPERS Fiduciary Net Position

Detailed information about IPERS' fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at www.ipers.org.

NOTE 5 – COMPENSATED ABSENCES

City employees accumulate a limited amount of earned but unused vacation and compensatory hours for subsequent use or for payment upon retirement, termination or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation and compensatory time payments payable to employees at June 30, 2020, primarily relating to the General Fund, is as follows:

Type of Benefit	Amount
Compensatory time	\$ 31,876
Vacation	399,063
Total	\$ 430,939

This liability has been computed based on rates of pay as of June 30, 2020.

Sick leave is payable when used. Upon retirement, a percentage of unused sick pay is paid out to the retiree. It is not paid upon termination or death.

City of North Liberty
Notes to Financial Statements

NOTE 6 – SOLID WASTE DISPOSAL CONTRACT

An agreement between the City and Johnson County Refuse for the period July 1, 2018 through June 30, 2028, provides the City and its citizens with solid waste collection and disposal services. The agreement providing for the services includes the following provisions:

- (a) The City shall pay the contractor a monthly charge (\$4.85 for each single and two-family dwelling unit. These fees are for recyclables.
- (b) The fees for non-recyclable wastes are based on the current Iowa City Landfill tipping fee schedule and are subject to change in the event landfill fees increase or decrease.
- (c) The City shall pay the contractor a monthly charge for garbage collection services:
 - 1. \$7.65 for bi-weekly pickup of a 35-gallon container.
 - 2. \$12.65 for weekly pick up of a 35-gallon container.
 - 3. \$14.65 for weekly pickup of a 65-gallon container.

NOTE 7 – TRANSIT SERVICES CONTRACT

An agreement for the period July 1, 2013 through June 30, 2014, between the City and the City of Coralville, provides the City and its citizens with limited transit services. The agreement providing for these services includes the following provisions:

- (a) The City shall pay the City of Coralville a monthly charge for the operating cost per hour for the number of hours of transit services provided each month.
- (b) The City shall pay the City of Coralville for the amount the City of Coralville pays to Johnson County SEATS for paratransit services provided to citizens of the City of North Liberty.
- (c) All fares collected shall be kept by the City of Coralville.
- (d) The agreement will automatically be renewed on a year-to-year basis unless one party gives notice to the other party no later than November 1 in a given year of its intent to terminate the agreement.

NOTE 8 – CONSTRUCTION CONTRACTS

The City has entered into various contracts with construction companies totaling approximately \$33,000,000. The unpaid balances at June 30, 2020 totaled approximately \$6,000,000, which will be paid as work on the projects progresses.

City of North Liberty
Notes to Financial Statements

NOTE 9 – DEFICIT FUND BALANCES

The following Funds had deficit fund balances at June 30, 2020:

Fund	Amount
Major Funds	
Highway 965 improvements	\$ (2,243,956)
Street capital projects	(4,298,836)
Land and facilities	(4,556,427)
Non-Major Governmental Funds	
Trail projects	(614,988)

The deficit balances in these capital projects funds and accounts arose because project and construction costs were incurred prior to the availability of funds. These deficits will be eliminated with several sources of funds, but not limited to, proceeds from debt financing, grants, and available funds in the water and sewer enterprise funds and other general City funds.

NOTE 10 – RISK MANAGEMENT

The City of North Liberty is exposed to various risks of loss related to torts, theft, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. The City assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 11 – LEASE COMMITMENTS

The City entered into a lease agreement effective January 1, 2019, to lease commercial space for the City administration offices and Council chambers for the period January 1, 2019 to December 31, 2021. This agreement supersedes a lease agreement for similar facilities for the period from April 1, 2014 to December 31, 2018. The current lease agreement provides for the option to exercise up to three additional extensions of one year each at a rate not to exceed the previous year's rate plus three percent increase per annum.

Lease payments are due in six month intervals each January 15 and July 15. Lease expense for the year ended June 30, 2020, was \$197,600.

Future minimum commitments under this lease as of June 30, 2020, are as follows:

Year ended	
2021	203,693
2022	104,902
Total	\$ 308,595

City of North Liberty
Notes to Financial Statements

NOTE 12 - OTHER POST EMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The City operates a single-employer health benefit plan which provides medical and prescription drug benefits for employees, retirees and their qualified beneficiaries. Group insurance benefits are established under Iowa Code Section 509A.13. The City finances the health benefit plan with Well mark on a pay-as-you-go basis. The most recent active member monthly premium costs for the City and the plan members are \$459 for single coverage, \$838 for employee/dependent coverage, \$903 for employee/spouse coverage and \$1,336 for family coverage. During the year ended June 30, 2020, the City contributed \$885,353, and plan members eligible for benefits contributed \$151,615 to the plan. At June 30, 2020, no assets have been accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

B. OPEB Benefits

Employees of the City that are eligible to participate in the group health plan are eligible to continue coverage when a "qualifying event" would normally result in the loss of eligibility. "Qualifying events" are defined in the City's employee manual. Retirees and their beneficiaries under age 65 are required to pay the full cost for the continuing coverage. Continuing coverage is available until the employees and their beneficiaries attain age 65. The cost of the continuing coverage is the same as the cost for active employees, which results in an implicit rate subsidy.

Inactive employees or beneficiaries currently receiving benefits	2
Active employees	88
	88
Total	90

NOTE 13 – CONDUIT DEBT OBLIGATIONS

During the year ended June 30, 2011, the City issued a total of \$2,032,000 of Midwest Disaster Area Revenue Bonds to provide financial assistance to private-sector entities for the acquisition and construction of commercial facilities in the community. The outstanding principal amount on the bonds at June 30, 2020, totaled \$644,837. The bonds are secured by property purchased with the bond proceeds and are payable solely from payments received on the underlying mortgage loans, derived from rents payable by the tenants. The bond principal and interest do not constitute liabilities of the City, and neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds.

During the year ended June 30, 2020, the City issued a total of \$3,000,000 of Revenue Bonds to provide financial assistance to private-sector entities for the acquisition and construction of commercial facilities in the community. The outstanding principal amount on the bonds at June 30, 2020, totaled \$3,000,000. The bonds are secured by property purchased with the bond proceeds and are payable solely from payments received on the underlying mortgage loans, derived from rents payable by the tenants. The bond principal and interest do not constitute liabilities of the City, and neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds.

City of North Liberty
Notes to Financial Statements

NOTE 14 – ECONOMIC DEVELOPMENT LOANS

The City entered into an economic development loan agreement with a local business entity during the year ended June 30, 2015. The loan proceeds are to be used to increase permanent employment opportunities in the City, increase the local property tax base and diversify the City's economic composition. Details of the loan agreement is as follows:

Agreement dated November 25, 2014, with Moxie Solar LLC, in the amount of \$25,000. Monthly repayment of \$465 beginning on February 25, 2015, and continuing on the 25th day of each month thereafter until January 25, 2020, on which date the remaining unpaid indebtedness is due in full. Interest at a rate of four percent (4%) per annum is due on the unpaid balance throughout the term of the note. The City received the remaining \$4,451 in September 2019 to satisfy payment of the note.

NOTE 15 – TAX ABATEMENTS

Governmental Accounting Standards Board Statement No. 77 defines tax abatements as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they are otherwise entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the governments or the citizens of those governments.

A. City Tax Abatements

The City provides tax abatements for urban renewal and economic development projects with tax increment financing as provided for in Chapters 15A and 403 of the Code of Iowa. For these types of projects, the City enters into agreements with developers which require the City, after developers meet the terms of the agreements, to rebate a portion of the property tax paid by the developers, to pay the developers an economic development grant or pay the developers a predetermined dollar amount. No other commitments were made by the City as part of these agreements.

For the year ended June 30, 2020, the City abated \$846,018 of property tax under the urban renewal and economic development projects.

B. Tax Abatements of Other Entities

During the year ended June 30, 2020, there were no agreements entered into by other entities that reduced property tax revenues of the City.

**City of North Liberty
Notes to Financial Statements**

NOTE 16 – INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2020, are as follows:

Transfers out	Transfers in					Total
	General	Debt Service	Street Capital Projects	Land and Facilities	Non-major Governmental Funds	
General	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 160,000	\$ 1,160,000
Urban Renewal Tax Increment	-	3,914,661	-	-	-	3,914,661
Road Use Tax	329,000	146,740	377,966	-	-	853,706
Other Governmental Funds	1,591,264	-	-	-	-	1,591,264
Water	303,049	393,350	-	-	-	696,399
Sewer	303,049	472,350	-	-	-	775,399
Storm Water Management	54,900	-	-	-	-	54,900
Total	\$ 2,581,262	\$ 4,927,101	\$ 877,966	\$ 500,000	\$ 160,000	\$ 9,046,329

Transfers above move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources or to assist in the funding of capital assets.

NOTE 17– CONTIGENT LIABILITIES

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the City's attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the City.

NOTE 18– SUBSEQUENT EVENT

In August 2020, a federal major disaster declaration was declared for the cleanup efforts related to the derecho storm in the state of Iowa. This event affects the economy and financial markets. The extent of the impact on the City may be both direct and indirect and will vary based on the duration of the cleanup and recovery. An estimate of the financial effect on the City's financial statements at June 30, 2020 cannot be determined at this time.

NOTE 19– GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A

In June 2020, the City authorized the sale of General Obligation Corporate Purpose Bonds, Series 2020A in an amount not to exceed \$10,160,000. The bonds will be used to fund various capital projects in the City. At June 30, 2020, the City had received \$101,600 of these bonds.

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OTHER INFORMATION

City of North Liberty
Budgetary Comparison Schedule
of Receipts, Disbursements, and Changes in Balances-
Budget and Actual (Cash basis) - All Governmental Funds and Proprietary Funds
Year Ended June 30, 2020

	Governmental Funds Actual	Proprietary Funds Actual	Total
Receipts			
Property tax	\$ 10,650,663	\$ -	\$ 10,650,663
Tax increment financing	4,778,458	-	4,778,458
Other city tax	612,161	-	612,161
Licenses and permits	298,270	-	298,270
Use of money and property	39,187	83,089	122,276
Intergovernmental	4,831,972	-	4,831,972
Charges for services	2,296,487	9,245,193	11,541,680
Miscellaneous	1,279,840	54,049	1,333,889
Total receipts	<u>24,787,038</u>	<u>9,382,331</u>	<u>34,169,369</u>
Disbursements			
General government	1,942,074	-	1,942,074
Public safety	3,887,780	-	3,887,780
Public works	2,906,043	-	2,906,043
Health and social services	117,716	-	117,716
Culture and recreation	4,106,997	-	4,106,997
Community and economic development	1,877,902	-	1,877,902
Debt service	8,834,382	2,767,088	11,601,470
Capital outlay	13,033,299	1,280,803	14,314,102
Business type activities	-	4,004,761	4,004,761
Total disbursements	<u>36,706,193</u>	<u>8,052,652</u>	<u>44,758,845</u>
Excess (deficiency) of receipts over (under) disbursements	(11,919,155)	1,329,679	(10,589,476)
Other financing sources (uses), net	9,992,593	(1,526,698)	8,465,895
Excess (deficiency) of receipts and other financing sources over (under) disbursements and other financing uses	(1,926,562)	(197,019)	(2,123,581)
Balances beginning of year	<u>4,896,132</u>	<u>9,650,508</u>	<u>14,546,640</u>
Balances end of year	<u>\$ 2,969,570</u>	<u>\$ 9,453,489</u>	<u>\$ 12,423,059</u>

Budgeted Amounts		Final to Total Variance
Original	Final	
\$ 10,236,717	\$ 10,299,563	\$ 351,100
4,863,403	4,863,403	(84,945)
283,414	422,675	189,486
700,325	700,325	(402,055)
183,700	193,700	(71,424)
2,848,585	2,848,585	1,983,387
11,172,683	11,672,683	(131,003)
64,000	439,539	894,350
<u>30,352,827</u>	<u>31,440,473</u>	<u>2,728,896</u>
1,956,737	1,964,237	(22,163)
4,474,070	4,540,188	(652,408)
2,655,271	3,346,271	(440,228)
367,176	367,776	(250,060)
4,902,509	5,697,679	(1,590,682)
1,934,612	2,009,612	(131,710)
5,909,041	12,080,487	(479,017)
7,956,000	16,086,000	(1,771,898)
7,473,693	9,219,768	(5,215,007)
<u>37,629,109</u>	<u>55,312,018</u>	<u>(10,553,173)</u>
(7,276,282)	(23,871,545)	13,282,069
6,749,678	10,067,678	(1,601,783)
(526,604)	(13,803,867)	11,680,286
<u>15,950,968</u>	<u>14,546,640</u>	<u>-</u>
<u>\$ 15,424,364</u>	<u>\$ 742,773</u>	<u>\$ 11,680,286</u>

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City of North Liberty
Notes to Other Information – Budgetary Reporting

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except the Internal Service Fund. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. The nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects, and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund, the Capital Projects Fund, the Permanent Fund, and the Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, two budget amendments increased budgeted disbursements by \$17,682,909. The budget amendments are reflected in the final budgeted amounts.

During the year ended June 30, 2020, disbursements did not exceed budgeted amounts.

**City of North Liberty
Schedule of the City's Proportionate Share
of the Net Pension Liability
Iowa Public Employees' Retirement System
For the Last Five Years*
Other Information**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
City's Proportion of the net pension liability (asset)	0.059858%	0.058680%	0.056538%
City's Proportionate share of the net pension liability (asset)	\$ 3,489,474	\$ 3,712,257	\$ 3,766,217
City's Covered employee payroll			
Regular	4,586,049	4,170,773	4,143,396
Protection occupation	<u>1,758,335</u>	<u>1,559,912</u>	<u>1,403,042</u>
Total	<u>\$ 6,344,384</u>	<u>\$ 5,730,685</u>	<u>\$ 5,546,438</u>
Proportionate share of the net pension liability (assets) as a percentage of covered payroll			
Regular	55.00%	64.78 %	67.90 %
Plan fiduciary net position as a percentage of the total pension liability	85.45 %	83.62 %	82.21 %

* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

Note: GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full ten year trend is compiled, the City will present information for those years for which information is available.

<u>2017</u>	<u>2016</u>	<u>2015</u>
0.056470%	0.051521%	0.046738%
\$ 2,553,832	\$ 2,545,393	\$ 1,853,576
3,964,819	3,741,181	3,462,507
<u>1,263,298</u>	<u>1,143,311</u>	<u>997,332</u>
<u>\$ 5,228,117</u>	<u>\$ 4,884,492</u>	<u>\$ 4,459,839</u>

67.98 52.11 % 41.56 %

81.82 85.19 % 87.61 %

City of North Liberty
Schedule of the Primary Government's Contributions
Iowa Public Employees' Retirement System
Last Ten Fiscal Years
Other Information

	2020	2019	2018	2017	2016
Primary government (city)					
Statutorily required contribution					
Regular	\$ 489,117	\$ 432,923	\$ 393,721	\$ 370,005	\$ 354,058
Protection occupation	171,028	179,526	159,267	138,059	124,309
Total	<u>\$ 660,145</u>	<u>\$ 612,449</u>	<u>\$ 552,988</u>	<u>\$ 508,064</u>	<u>\$ 478,367</u>
Contributions in relation to the					
Statutorily required contribution					
Regular	\$ 489,117	\$ 432,923	\$ 393,721	\$ 370,005	\$ 354,058
Protection occupation	171,028	179,526	159,267	138,059	124,309
Total	<u>660,145</u>	<u>612,449</u>	<u>552,988</u>	<u>508,064</u>	<u>478,367</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered payroll					
Regular	\$ 5,181,324	\$ 4,586,049	\$ 4,413,845	\$ 4,143,396	\$ 3,964,819
Protection occupation	1,725,812	1,758,335	1,618,562	1,403,042	1,263,298
Total	<u>\$ 6,907,136</u>	<u>\$ 6,344,384</u>	<u>\$ 6,032,407</u>	<u>\$ 5,546,438</u>	<u>\$ 5,228,117</u>
Contributions as a percentage of					
covered employee payroll					
Regular	9.44%	9.44%	8.93%	8.93%	8.93%
Protection occupation	9.91%	10.21%	9.84%	9.84%	9.84%

2015	2014	2013	2012	2011
\$ 334,088	\$ 309,202	\$ 285,504	\$ 257,699	\$ 201,757
115,932	101,129	95,933	82,283	67,379
<u>\$ 450,020</u>	<u>\$ 410,331</u>	<u>\$ 381,437</u>	<u>\$ 339,982</u>	<u>\$ 269,136</u>
\$ 334,088	\$ 309,202	\$ 285,504	\$ 257,699	\$ 201,757
115,932	101,129	95,933	82,283	67,379
<u>450,020</u>	<u>410,331</u>	<u>381,437</u>	<u>339,982</u>	<u>269,136</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
\$ 3,741,181	\$ 3,462,507	\$ 3,293,006	\$ 3,193,298	\$ 2,902,976
1,143,311	997,332	934,112	825,306	677,179
<u>\$ 4,884,492</u>	<u>\$ 4,459,839</u>	<u>\$ 4,227,118</u>	<u>\$ 4,018,604</u>	<u>\$ 3,580,155</u>
8.93%	8.93%	8.67%	8.07%	6.95%
10.14%	10.14%	10.27%	9.97%	9.95%

City of North Liberty
Notes to Other Information – Pension Liability

Changes of Benefit Terms

There are no significant changes in benefit terms.

Changes of Assumptions

The 2018 valuation implemented the following refinements as a result of a demographic assumption study dated June 28, 2018:

- Changed mortality assumptions to the RP-2014 mortality tables with mortality improvements modeled using Scale MP-2017.
- Adjusted retirement rates.
- Lowered disability rates.
- Adjusted the probability of a vested Regular member electing to receive a deferred benefit.
- Adjusted the merit component of the salary increase assumption.

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25% to 3.00%
- Decreased the assumed rate of interest on member accounts from 4.00% to 3.75% per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Reduced retirement rates for sheriffs and deputies between the ages of 55 and 64.
- Moved from an open 30 year amortization period to a closed 30 year amortization period for the UAL beginning June 30, 2014. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20 year period.

SUPPLEMENTARY INFORMATION

City of North Liberty
Schedule 1
Combining Statement of Cash Receipts,
Disbursements, and Changes in Cash Fund
Balances - Nonmajor Governmental Funds
For the Year Ended June 30, 2020

	Special Revenue		Capital Projects	
	Employee Benefits (210)	Drug Task Force (24)	Ranshaw House Project (324)	TIF Projects (313)
Receipts				
General property taxes	\$ 1,591,264	\$ -	\$ -	\$ -
Intergovernmental	-	5,538	-	-
Use of money and property	-	260	-	3,830
Miscellaneous	-	-	-	-
Total receipts	<u>1,591,264</u>	<u>5,798</u>	<u>-</u>	<u>3,830</u>
Disbursements				
Capital outlay				
Public works	-	-	670	-
Culture and recreation	-	-	-	-
Total disbursements	<u>-</u>	<u>-</u>	<u>670</u>	<u>-</u>
Excess of receipts over (under) disbursements	1,591,264	5,798	(670)	3,830
Other financing sources (uses)				
Transfers in	-	-	160,000	-
Transfers out	<u>(1,591,264)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources (uses)	<u>(1,591,264)</u>	<u>-</u>	<u>160,000</u>	<u>-</u>
Net change in cash fund balances	-	5,798	159,330	3,830
Cash Fund Balances				
Beginning of year	<u>-</u>	<u>45,478</u>	<u>(22,201)</u>	<u>519,465</u>
End of year	<u>\$ -</u>	<u>\$ 51,276</u>	<u>\$ 137,129</u>	<u>\$ 523,295</u>
Cash basis fund balances				
Restricted for				
Street capital projects	\$ -	\$ -	\$ -	\$ -
Urban renewal projects	-	-	-	523,295
Police capital equipment purchases	-	51,276	-	-
Committed for				
Library capital projects	-	-	-	-
Assigned for				
Capital projects	-	-	137,129	-
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total cash basis fund balance	<u>\$ -</u>	<u>\$ 51,276</u>	<u>\$ 137,129</u>	<u>\$ 523,295</u>

Capital Projects

Library Expansion (322)	Penn Street Improvements (319)	I-JOBS Street Projects (62)	Trail Projects (317)	Entryway Development (314)	Economic Development Projects (318)	Total Other Governmental Funds
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,591,264
-	-	-	-	-	-	5,538
3	-	-	-	-	-	4,093
2,500	-	-	-	-	-	2,500
<u>2,503</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,603,395</u>
-	-	-	-	-	-	670
46,155	-	-	222,632	-	-	268,787
<u>46,155</u>	<u>-</u>	<u>-</u>	<u>222,632</u>	<u>-</u>	<u>-</u>	<u>269,457</u>
(43,652)	-	-	(222,632)	-	-	1,333,938
-	-	-	-	-	-	160,000
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,591,264)</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,431,264)</u>
(43,652)	-	-	(222,632)	-	-	(97,326)
55,353	100,004	5,688	(392,356)	41,059	74,010	426,500
<u>\$ 11,701</u>	<u>\$ 100,004</u>	<u>\$ 5,688</u>	<u>\$ (614,988)</u>	<u>\$ 41,059</u>	<u>\$ 74,010</u>	<u>\$ 329,174</u>
\$ -	\$ -	\$ 5,688	\$ -	\$ -	\$ -	\$ 5,688
-	-	-	-	-	74,010	597,305
-	-	-	-	-	-	51,276
11,701	-	-	-	-	-	11,701
-	100,004	-	-	41,059	-	278,192
<u>-</u>	<u>-</u>	<u>-</u>	<u>(614,988)</u>	<u>-</u>	<u>-</u>	<u>(614,988)</u>
<u>\$ 11,701</u>	<u>\$ 100,004</u>	<u>\$ 5,688</u>	<u>\$ (614,988)</u>	<u>\$ 41,059</u>	<u>\$ 74,010</u>	<u>\$ 329,174</u>

City of North Liberty
Schedule 2
Schedule of Indebtedness
Year Ended June 30, 2020

Obligation	Date of Issue	Interest Rates	Amount Originally Issued
General obligation bonds			
Urban Renewal Corporate Purpose	Sept 28, 2011	1.50-3.10	\$ 5,810,000
Urban Renewal Library Improvement	Nov 12, 2012	0.35-1.70	1,815,000
Refunding	July 1, 2013	0.35-2.15	2,540,000
Corporate Purpose	Nov 5, 2013	2.00-2.40	1,425,000
Urban Renewal Corporate Purpose	Nov 5, 2013	2.00-2.40	3,540,000
Corporate Purpose	Oct 30, 2014	2.00	3,090,000
Corporate Purpose	Oct 8, 2015	2.00	9,965,000
Corporate Purpose and Refunding	April 27, 2017	3.00	4,435,000
Urban Renewal Corporate Purpose and Refunding	May 9, 2017	2.00-2.50	7,980,000
Urban Renewal Corporate Purpose	October 15, 2018	3.00-3.15	4,595,000
Urban Renewal Corporate Purpose	September 17, 2019	2.00	8,010,000
Total			
Rural Economic Development Loan and Grant Program			
Rural Economic Development Loan	May 8, 2013	0%	360,000
Road Use Tax Revenue Bonds			
Road Use Tax Series 2012A	Mar 29, 2012	2.00-3.00%	1,815,000
Revenue bonds			
Sewer Revenue Bonds Series 2007	Aug 23, 2007 (a)	3.00/1.75	5,271,000
Sewer Revenue Bonds Series 2008A	July 30, 2008	3.00	3,250,000
Sewer Revenue Bonds Series 2008C	Sept 15, 2008	2.75-4.40	1,550,000
Water Revenue Refunding Bond Series 2012C	Nov 12, 2012	0.50-2.00	1,575,000
Sewer Revenue Refunding Bond Series 2014A	April 23, 2014	2.00-3.00	1,315,000
Water Revenue Refunding Bond Series 2014B	April 23, 2014	2.00-3.05	1,210,000
Sewer Revenue Improvement and Refunding Bond Series 2016	Oct 7, 2016	1.20	22,337,000
Water Revenue Improvement Bond Series 2017	Feb 24, 2017	1.75	22,072,000
Water Revenue Refunding Bond Series 2017C	April 27, 2017	2.00-2.25	1,190,000
Total			

(a) The interest rate on this bond was reduced to 1.75% on December 1, 2017

<u>Balance Beginning of Year</u>	<u>Issued During Year</u>	<u>Redeemed During Year</u>	<u>Balance End of Year</u>	<u>Interest Paid</u>
\$ 3,170,000	\$ -	\$ 3,170,000	\$ -	\$ 83,853
755,000	-	185,000	570,000	10,978
1,055,000	-	260,000	795,000	19,290
750,000	-	140,000	610,000	16,178
1,870,000	-	350,000	1,520,000	40,338
1,910,000	-	305,000	1,605,000	38,200
6,450,000	-	910,000	5,540,000	129,000
3,075,000	-	610,000	2,465,000	92,250
6,165,000	-	1,155,000	5,010,000	127,781
4,595,000	-	335,000	4,260,000	138,933
-	8,010,000	415,000	7,595,000	113,030
<u>\$ 29,795,000</u>	<u>\$ 8,010,000</u>	<u>\$ 7,835,000</u>	<u>\$ 29,970,000</u>	<u>\$ 809,831</u>
<u>\$ 160,000</u>	<u>\$ -</u>	<u>\$ 16,000</u>	<u>\$ 144,000</u>	<u>\$ -</u>
<u>\$ 1,045,000</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ 925,000</u>	<u>\$ 26,240</u>
4,039,000	-	416,000	3,623,000	70,683
1,599,000	-	156,000	1,443,000	27,983
515,000	-	120,000	395,000	22,290
380,000	-	190,000	190,000	7,220
755,000	-	120,000	635,000	18,235
745,000	-	100,000	645,000	18,765
21,383,000	-	483,000	20,900,000	256,596
22,070,000	-	100,000	21,970,000	386,225
815,000	-	195,000	620,000	17,850
<u>\$ 52,301,000</u>	<u>\$ -</u>	<u>\$ 1,880,000</u>	<u>\$ 50,421,000</u>	<u>\$ 825,847</u>

City of North Liberty
Schedule 3
Bond and Note Maturities
Year Ended June 30, 2020

Year Ending June 30,	General Obligation Bonds			
	Library Improvement		General Obligation Refunding	
	Issued Nov 12, 2012		Issued Jul 1, 2013	
	Interest Rates	Amount	Interest Rates	Amount
2021	1.35	\$ 185,000	1.75	\$ 260,000
2022	1.55	190,000	1.90	265,000
2023	1.70	195,000	2.15	270,000
2024		-		-
2025		-		-
2026		-		-
Total		<u>\$ 570,000</u>		<u>\$ 795,000</u>

Year Ending June 30,	General Obligation Bonds					
	Corporate Purpose		Corporate Purpose		Corporate Purpose	
	Issued Oct 30, 2014		Issued Oct 8, 2015		Issued Apr 27, 2017	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2021	2.00	\$ 305,000	2.00	\$ 920,000	3.00	\$ 415,000
2022	2.00	310,000	2.00	935,000	3.00	425,000
2023	2.00	325,000	2.00	890,000	3.00	425,000
2024	2.00	330,000	2.00	910,000	3.00	445,000
2025	2.00	335,000	2.00	930,000	3.00	245,000
2026	2.00	-	2.00	955,000	3.00	250,000
2027		-		-	3.00	260,000
2028		-		-		-
2029		-		-		-
2030		-		-		-
2031		-		-		-
2032		-		-		-
Total		<u>\$ 1,605,000</u>		<u>\$ 5,540,000</u>		<u>\$ 2,465,000</u>

Year Ending June 30,	Rural Economic Development Loan and Grant Program		Road Use Tax Revenue Bonds	
	Rural Economic Development		Revenue Bonds	
	Issued May 8, 2013		Issued Mar 29, 2012	
	Interest Rates	Amount	Interest Rates	Amount
2021	0.00	\$ 36,000	2.00	\$ 120,000
2022	0.00	36,000	2.20	125,000
2023	0.00	36,000	2.40	130,000
2024		36,000	2.60	130,000
2025		-	2.80	135,000
2026		-	2.90	140,000
2027		-	3.00	145,000
Total		<u>\$ 144,000</u>		<u>\$ 925,000</u>

General Obligation Bonds

Corporate Purpose		Corporate Purpose	
Issued Nov 5, 2013		Issued Nov 5, 2013	
Interest Rates	Amount	Interest Rates	Amount
2.00	\$ 145,000	2.00	\$ 360,000
2.10	150,000	2.10	375,000
2.25	155,000	2.25	385,000
2.40	160,000	2.40	400,000
	-		-
	-		-
	<u>\$ 610,000</u>		<u>\$ 1,520,000</u>

Corporate Purpose		Urban Renewal		Urban Renewal		Total
Issued May 9, 2017		Issued October 15, 2018		Issued September 17, 2019		
Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount	
2.00	\$ 1,180,000	3.00	\$ 345,000	2.00	\$ 790,000	\$ 4,905,000
2.00	445,000	3.00	350,000	2.00	810,000	4,255,000
2.00	455,000	3.00	360,000	2.00	830,000	4,290,000
2.00	460,000	3.00	365,000	2.00	845,000	3,915,000
2.00	470,000	3.00	375,000	2.00	870,000	3,225,000
2.00	480,000	3.00	385,000	2.00	880,000	2,950,000
2.125	495,000	3.00	395,000	2.00	410,000	1,560,000
2.25	505,000	3.00	405,000	2.00	415,000	1,325,000
2.50	520,000	3.00	415,000	2.00	425,000	1,360,000
	-	3.10	430,000	2.00	430,000	860,000
	-	3.15	435,000	2.00	440,000	875,000
	-		-	2.00	450,000	450,000
	<u>\$ 5,010,000</u>		<u>\$ 4,260,000</u>		<u>\$ 7,595,000</u>	<u>\$ 29,970,000</u>

**City of North Liberty
Schedule 3
Bond and Note Maturities**

Year Ended June 30, 2020

Year Ending June 30,	Enterprise Revenue Bonds					
	Sewer Revenue Series 2007		Sewer Revenue Series 2008A		Sewer Revenue Series 2008C	
	Issued Aug 23, 2007		Issued Jul 30, 2008		Issued Sept 15, 2008	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2021	1.75	\$ 430,000	3.00	\$ 161,000	4.30	\$ 125,000
2022	1.75	444,000	3.00	166,000	4.35	130,000
2023	1.75	459,000	3.00	171,000	4.40	140,000
2024	1.75	475,000	3.00	177,000		-
2025	1.75	486,000	3.00	183,000		-
2026	1.75	654,000	3.00	189,000		-
2027	1.75	675,000	3.00	195,000		-
2028		-	3.00	201,000		-
2029		-		-		-
2030		-		-		-
2031		-		-		-
2032		-		-		-
2033		-		-		-
2034		-		-		-
2035		-		-		-
2036		-		-		-
2037		-		-		-
Total		<u>\$ 3,623,000</u>		<u>\$ 1,443,000</u>		<u>\$ 395,000</u>

Year Ending June 30,	Enterprise Revenue Bonds					
	Water Refunding Series 2014B		Sewer Improvement Series 2016		Water Improvements Series 2017	
	Issued Apr 23, 2014		Issued Oct. 7 2016		Issued Feb. 24, 2017	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2021	2.00	\$ 100,000	1.20	\$ 493,000	1.75	\$ 800,000
2022	2.25	105,000	1.20	498,000	1.75	800,000
2023	2.50	105,000	1.20	503,000	1.75	800,000
2024	2.70	110,000	1.20	653,000	1.75	800,000
2025	3.00	110,000	1.20	666,000	1.75	1,278,000
2026	3.05	115,000	1.20	661,000	1.75	1,304,000
2027		-	1.20	672,000	1.75	1,330,000
2028		-	1.20	1,379,000	1.75	1,357,000
2029		-	1.20	1,612,000	1.75	1,384,000
2030		-	1.20	1,635,000	1.75	1,412,000
2031		-	1.20	1,659,000	1.75	1,440,000
2032		-	1.20	1,683,000	1.75	1,469,000
2033		-	1.20	1,707,000	1.75	1,498,000
2034		-	1.20	1,732,000	1.75	1,528,000
2035		-	1.20	1,757,000	1.75	1,559,000
2036		-	1.20	1,782,000	1.75	1,590,000
2037		-	1.20	1,808,000	1.75	1,621,000
Total		<u>\$ 645,000</u>		<u>\$ 20,900,000</u>		<u>\$ 21,970,000</u>

City of North Liberty
Schedule 4
Schedule of Receipts by Source
and Disbursements by Function - All Governmental Funds
For the Last Ten Years

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Receipts				
Property tax	\$ 10,650,663	\$ 10,228,659	\$ 9,161,827	\$ 8,495,238
Tax increment financing	4,778,458	4,386,319	4,074,528	4,389,642
Other city tax	612,161	537,488	327,429	335,049
Licenses and permits	298,270	404,875	575,399	389,066
Use of money and property	39,187	47,046	221,892	182,754
Intergovernmental	4,831,972	6,648,076	3,931,853	3,353,878
Charges for services	2,296,487	2,608,668	1,943,556	2,556,384
Special assessments	-	-	-	-
Miscellaneous	1,279,840	235,649	1,145,670	355,213
Total	<u>\$ 24,787,038</u>	<u>\$ 25,096,780</u>	<u>\$ 21,382,154</u>	<u>\$ 20,057,224</u>
Disbursements				
Operating				
General government	\$ 1,942,074	\$ 1,777,026	\$ 1,724,903	\$ 1,464,069
Public safety	3,887,780	3,668,831	3,498,753	3,177,706
Public works	2,906,043	2,688,011	1,981,066	1,788,477
Health and social services	117,716	111,011	110,725	103,500
Culture and recreation	4,106,997	4,151,007	3,931,551	3,792,817
Community and economic development	1,877,902	1,812,636	1,859,840	1,723,266
Debt service	8,898,724	5,291,567	4,899,061	5,309,615
Capital projects	13,033,299	13,438,638	10,035,175	8,882,559
Total	<u>\$ 36,770,535</u>	<u>\$ 32,938,727</u>	<u>\$ 28,041,074</u>	<u>\$ 26,242,009</u>

<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
\$ 7,583,031	\$ 6,861,247	\$ 6,127,781	\$ 6,107,502	\$ 5,502,489	\$ 5,314,263
4,509,489	3,918,081	3,518,713	3,228,972	3,301,297	2,737,069
360,492	341,057	311,708	292,566	291,492	287,105
478,562	552,067	507,326	565,465	560,046	475,789
159,353	149,029	143,887	140,675	164,087	177,521
3,889,968	2,136,378	2,152,197	1,767,090	2,264,687	1,617,962
1,893,581	2,219,792	1,674,579	1,698,909	1,457,531	1,547,314
-	-	1,067	1,660	5,051	6,285
471,339	390,306	647,785	302,042	545,227	598,909
<u>\$ 19,345,815</u>	<u>\$ 16,567,957</u>	<u>\$ 15,085,043</u>	<u>\$ 14,104,881</u>	<u>\$ 14,091,907</u>	<u>\$ 12,762,217</u>
\$ 1,591,679	\$ 1,537,711	\$ 1,293,854	\$ 1,250,373	\$ 1,133,334	\$ 1,048,025
2,836,301	2,563,426	2,315,057	2,144,553	1,984,061	1,779,435
1,626,565	1,511,077	1,424,544	1,367,808	1,163,999	1,102,168
105,350	98,207	97,000	135,150	86,000	90,446
3,593,454	3,458,203	3,208,940	2,862,412	2,825,660	2,692,700
1,647,664	1,166,131	898,262	1,097,172	1,033,597	927,060
4,831,259	4,528,242	4,168,095	3,952,064	3,844,731	2,956,440
8,023,964	4,181,863	5,468,736	7,091,862	7,854,575	8,901,225
<u>\$ 24,256,236</u>	<u>\$ 19,044,860</u>	<u>\$ 18,874,488</u>	<u>\$ 19,901,394</u>	<u>\$ 19,925,957</u>	<u>\$ 19,497,499</u>

City of North Liberty
Schedule of Cash Receipts, Disbursements,
and Changes in Cash Balances
Schedule 5
Governmental Funds- General Fund Detail
Year Ended June 30, 2020

	General Fund (10)	Recreation Equipment (13)	Park Development (18)	Youth Sports Scholarship (19)
Cash Basis Fund Balances				
Restricted for				
Hotel/motel tax	\$ -	\$ -	\$ -	\$ -
Tree purchases	-	-	-	-
Police capital equipment purchases	-	-	-	-
Housing rehabilitation	21,246	-	-	-
Assigned for				
Capital equipment purchases	125,000	870,452	-	-
Street capital projects	-	-	-	-
Park development	-	-	60,383	-
Youth scholarship/recreation capital equipment	-	-	-	59,228
FY20 tax rate reduction and social service	212,000	-	-	-
Miscellaneous projects	86,017	-	-	-
Unassigned	5,095,237	-	-	-
	<u>5,095,237</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Total cash fund balances	 <u>\$ 5,539,500</u>	 <u>\$ 870,452</u>	 <u>\$ 60,383</u>	 <u>\$ 59,228</u>

<u>Telecommunica tions Equipment (21)</u>	<u>Tree Program (17)</u>	<u>Hotel/Motel Tax (26)</u>	<u>Library Reserve (12)</u>	<u>Fire Equipment Reserve (11)</u>	<u>Equipment Revolving Fund (20)</u>	<u>Police Equipment Reserve (14)</u>
\$ -	\$ -	\$ 47,393	\$ -	\$ -	\$ -	\$ -
-	3,333	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
29,534	-	-	23,866	235,448	-	119,199
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	10,148	-	-	-	110,099	-
<u>\$ 29,534</u>	<u>\$ 13,481</u>	<u>\$ 47,393</u>	<u>\$ 23,866</u>	<u>\$ 235,448</u>	<u>\$ 110,099</u>	<u>\$ 119,199</u>

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City of North Liberty
Schedule of Cash Receipts, Disbursements,
and Changes in Cash Balances
Schedule 5
Governmental Funds- General Fund Detail
Year Ended June 30, 2020

	Police Seized Funds (25)	Transportation (15)	Stormwater Impact Fees (16)	Total Governmental Funds
Cash Basis Fund Balances				
Restricted for				
Hotel/motel tax	\$ -	\$ -	\$ -	\$ 47,393
Tree purchases	-	-	-	3,333
Police	27,421	-	-	27,421
Housing rehabilitation	-	-	-	21,246
Assigned for				
Capital equipment purchases	-	-	-	1,403,499
Street capital projects	-	1,932,108	-	1,932,108
Park development	-	-	-	60,383
Youth scholarship/recreation capital equipment	-	-	-	59,228
FY20 tax rate reduction and social service	-	-	-	212,000
Miscellaneous projects	-	-	-	86,017
Unassigned	-	-	(47,858)	5,167,626
	<u>-</u>	<u>-</u>	<u>(47,858)</u>	<u>5,167,626</u>
Total cash fund balances	<u>\$ 27,421</u>	<u>\$ 1,932,108</u>	<u>\$ (47,858)</u>	<u>\$ 9,020,254</u>

City of North Liberty
Schedule of Cash Receipts, Disbursements, and
Changes in Cash Fund Balances -
Schedule 5
General Fund Detail
Year Ended June 30, 2020

	General Fund (10)	Recreation Equipment (13)	Park Development (18)	Youth Sports Scholarship (19)
Receipts				
General property taxes	\$ 7,387,257	\$ -	\$ -	\$ -
Commercial and industrial tax replacement	342,548	-	-	-
Other city tax	351,535	-	-	-
Licenses and permits	298,270	-	-	-
Intergovernmental	362,285	-	-	-
Charges for services	2,275,502	-	-	11,505
Use of money and property	35,094	-	-	-
Miscellaneous	182,576	3,199	20,500	100
Total receipts	<u>11,235,067</u>	<u>3,199</u>	<u>20,500</u>	<u>11,605</u>
Disbursements				
Current				
General government	1,942,074	-	-	-
Public safety	3,887,780	-	-	-
Public works	1,546,740	-	-	-
Health and social services	117,716	-	-	-
Community and economic development	1,031,884	-	-	-
Culture and recreation	4,106,997	-	-	-
Capital outlay				
General government	-	-	-	-
Public safety	31,842	-	-	-
Public works	-	-	-	-
Culture and recreation	-	201,023	416,946	7,825
Total disbursements	<u>12,665,033</u>	<u>201,023</u>	<u>416,946</u>	<u>7,825</u>
Excess of receipts over (under) disbursements	(1,429,966)	(197,824)	(396,446)	3,780
Other Financing Sources (Uses)				
Proceeds from sale of capital asset	-	-	-	-
Proceeds from long-term debt	-	-	567,458	-
Transfers in	2,229,262	796,000	441,000	-
Transfers out	(2,781,522)	-	-	-
Total other financing sources (uses)	<u>(552,260)</u>	<u>796,000</u>	<u>1,008,458</u>	<u>-</u>
Net change in cash fund balances	(1,982,226)	598,176	612,012	3,780
Cash Fund Balances				
Beginning of year	<u>7,521,726</u>	<u>272,276</u>	<u>(551,629)</u>	<u>55,448</u>
End of year	<u>\$ 5,539,500</u>	<u>\$ 870,452</u>	<u>\$ 60,383</u>	<u>\$ 59,228</u>

Telecommunica tions Equipment (21)	Tree Program (17)	Hotel/Motel Tax (26)	Library Reserve (12)	Fire Equipment Reserve (11)	Equipment Revolving Fund (20)	Police Equipment Reserve (14)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
-	-	74,105	-	-	-	-
-	-	-	-	-	-	-
-	1,000	-	-	-	-	-
-	-	-	-	-	-	9,480
-	-	-	-	-	-	-
-	2,160	-	9,862	14,225	16,470	5,815
-	3,160	74,105	9,862	14,225	16,470	15,295
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	25,070	-	-	-	-
-	-	-	-	996,446	-	3,905
-	-	-	-	-	663,905	-
-	3,880	-	9,173	-	-	-
-	3,880	25,070	9,173	996,446	663,905	3,905
-	(720)	49,035	689	(982,221)	(647,435)	11,390
-	-	-	-	184,562	-	-
-	-	-	-	-	-	-
-	-	-	-	755,322	522,200	-
-	-	(41,000)	-	-	-	-
-	-	(41,000)	-	939,884	522,200	-
-	(720)	8,035	689	(42,337)	(125,235)	11,390
29,534	14,201	39,358	23,177	277,785	235,334	107,809
\$ 29,534	\$ 13,481	\$ 47,393	\$ 23,866	\$ 235,448	\$ 110,099	\$ 119,199

City of North Liberty
Schedule of Cash Receipts, Disbursements, and
Changes in Cash Fund Balances -
Schedule 5
General Fund Detail
Year Ended June 30, 2020

	Police Seized Funds (25)	Transportation (15)	Stormwater Impact Fees (16)	Total Governmental Funds
Receipts				
General property taxes	\$ -	\$ -	\$ -	\$ 7,387,257
Commercial and industrial tax replacement	-	-	-	342,548
Other city tax	-	186,521	-	612,161
Licenses and permits	-	-	-	298,270
Intergovernmental	-	-	-	363,285
Charges for services	-	-	-	2,296,487
Use of money and property	-	-	-	35,094
Miscellaneous	21,825	-	-	276,732
Total receipts	<u>21,825</u>	<u>186,521</u>	<u>-</u>	<u>11,611,834</u>
Disbursements				
Current				
General government	-	-	-	1,942,074
Public safety	-	-	-	3,887,780
Public works	-	-	-	1,546,740
Health and social services	-	-	-	117,716
Community and economic development	-	-	-	1,031,884
Culture and recreation	-	-	-	4,106,997
Capital outlay				
General government	-	-	-	25,070
Public safety	-	-	-	1,032,193
Public works	-	-	90,919	754,824
Culture and recreation	-	-	-	638,847
Total disbursements	<u>-</u>	<u>-</u>	<u>90,919</u>	<u>15,084,125</u>
Excess of receipts over (under) disbursements	21,825	186,521	(90,919)	(3,472,291)
Other Financing Sources (Uses)				
Proceeds from sale of capital asset	-	-	-	184,562
Proceeds from long-term debt	-	-	-	567,458
Transfers in	-	-	-	4,743,784
Transfers out	-	(500,000)	-	(3,322,522)
Total other financing sources (uses)	<u>-</u>	<u>(500,000)</u>	<u>-</u>	<u>2,173,282</u>
Net change in cash fund balances	21,825	(313,479)	(90,919)	(1,299,009)
Cash Fund Balances				
Beginning of year	<u>5,596</u>	<u>2,245,587</u>	<u>43,061</u>	<u>10,319,263</u>
End of year	<u>\$ 27,421</u>	<u>\$ 1,932,108</u>	<u>\$ (47,858)</u>	<u>\$ 9,020,254</u>

See notes to financial statements.

**Report on Internal Control over Financial Reporting
and on Compliance and Other Matters Based on an Audit of
Financial Statements Performed in Accordance with
*Government Auditing Standards***

Independent Auditor's Report

Honorable Mayor and Members
of the City Council
City of North Liberty
North Liberty, Iowa

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of North Liberty, Iowa as of and for the year ended June 30, 2020, and the related notes to financial statements, which collectively comprise the City's financial statements, and have issued our report thereon dated September 14, 2020. Our report expressed unmodified opinions on the financial statements which were prepared on a basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Internal Control over Financial Reporting (Continued)

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and responses that we consider to be a significant deficiency in internal control, audit finding, Audit Finding I-A-20.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

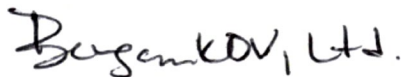
Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2020, are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matter are not intended to constitute legal interpretations of those statutes.

City's Response to Findings

The City's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



St. Cloud, Minnesota
September 14, 2020

**City of North Liberty
Schedule of Findings and Responses**

Part I: Findings Related to the Financial Statements:

I-A-20 LACK OF SEGREGATION OF ACCOUNTING DUTIES

During the year ended June 30, 2020, the City had a lack of segregation of accounting duties due to a limited number of office employees. The lack of segregation of accounting duties could adversely affect City's ability to initiate, record, process and report financial data consistent with the assertions of management in the financial statements. Adequate segregation of accounting duties is in place when the following four areas of a transaction have been separated: authorization, custody, recording, and reconciliation. Examples of functions within the City that demonstrate this lack of segregation of accounting duties include, but are not limited to, the following:

- Cash Disbursements – The Administrative Assistant inputs purchases into the system, prints the checks, and reconciles the bank accounts.
- Financial Reporting – The Assistant City Administrator is responsible for month-end and year-end reconciliations and reporting and has full access to the accounting system including the ability to make adjustments.

Management and the City Council are aware of this condition and have taken certain steps to compensate for the lack of segregation. However, due to the number of staff needed to properly segregate all of the accounting duties, the costs of obtaining desirable segregation of accounting duties can often exceed benefits which could be derived. Management and the City Council must remain aware of this situation and should continually monitor the accounting system, including changes that occur.

Recommendation	The City should continue to monitor duties and further segregate accounting duties where practical.
Response	Agrees with finding.
Conclusion	Response accepted.

City of North Liberty
Schedule of Findings and Responses

Part II: Other Findings Related to Statutory Reporting:

- II-A-20 Certified Budget
Disbursements for the year ended June 30, 2020, did not exceed the amounts budgeted.
- II-B-20 Questionable Disbursements
We noted no disbursements for parties, banquets, or other entertainment for employees that we believe may constitute an unlawful expenditure from funds as defined in an Attorney General's opinion dated April 25, 1979.
- II-C-20 Travel Expense
No disbursements of City money for travel expenses of spouses of City officials or employees were noted.
- II-D-20 Business Transactions
No business transactions between City and City officials or employees were noted.
- II-E-20 Restricted Donor Activity
No Transactions were noted between the City, City officials, City employees and restricted donors in compliance with Chapter 68B of the Code of Iowa.
- II-F-20 Bond Coverage
Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to insure that the coverage is adequate for current operations.
- II-G-20 Council Minutes
No transactions were found that we believe should have been approved in the Council minutes but were not.
- II-H-20 Deposits and Investments
No instances of noncompliance with the deposit and investment provision of Chapter 12B and 12C of the Code of Iowa and the City's investment policy were noted.
- II-I-20 Revenue Bonds and Notes – No instances of non-compliance with the revenue bond and note resolutions were noted.
- II-J-20 Annual Urban Renewal Report - The annual urban renewal report was properly approved and certified to the Iowa Department of Management on or before December 1 and no exceptions were noted.

Resolution No. 2020-79

**RESOLUTION ACCEPTING THE AUDIT REPORT FOR FISCAL
YEAR 2020 AS COMPLETED BY BERGANKDV**

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

WHEREAS, BergankDV has completed the Audit Report for Fiscal Year 2020;

WHEREAS, the City Council has received the City's Audit Report; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of North Liberty, Iowa,
that the Audit Report for Fiscal Year 2020 as completed by BergankDV is accepted.

APPROVED AND ADOPTED this 13th day of October, 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



Greenbelt Trail Subdivision

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

**ESCROW AGREEMENT
GREENBELT TRAIL SUBDIVISION**

THIS ESCROW AGREEMENT is made this 7~~th~~ day of October, 2020, by and between the City of North Liberty, Iowa ("City") and Greenbelt Trail, L.L.C. ("Developer").

RECITALS

A. Developer and the City originally entered into a Developer's Agreement for Greenbelt Trail, located on the real estate described in Exhibit "A" ("Property").

B. Pursuant to Section 3 of the Developer's Agreement, the Developer was required to complete certain site improvements at Developer's sole cost and expense, and subject to the City's prior approval thereof. The parties further acknowledge that the obligation to install public improvements is deemed a covenant running with the land and with title to the land.

C. All public improvements required under Section 3 have been installed by Developer except for landscaping buffers, estimated to cost \$25,474.77 and street signage estimated to cost \$5,775.00. ("Escrow Items").

D. As a condition of approving the Final Plat for Greenbelt Trail Subdivision, the City has required Developer to deposit the sum of Thirty-One Thousand Two Hundred Forty-Nine and 77/100 Dollars (\$31,249.77) ("Escrow Amount") with the City in escrow pending Developer's obligation to complete the Escrow Items.

F. In consideration of the City's release of its lien on the Property, Developer and City agree that the lien on the Property shall be transferred to and shall immediately attach to the escrow for this Property, and that this lien shall remain attached to the escrow until such time as the Escrow Item has been completed.

TERMS AND CONDITIONS

In consideration of the Recitals and the mutual covenants set out below, it is agreed as follows:

1. Prior to the issuance of any occupancy permit, the Developer will deposit the Escrow Amount with the City to be held in escrow and disbursed to Developer upon completion of the Escrow Item in accordance with the plans approved by the City. The City shall provide a written receipt acknowledging receipt of the Escrow Amount.

2. The Escrow Items shall be constructed and installed by the Developer according to the plans and specifications approved by the City, who shall have the right to make occasional inspection of the work in progress. Such inspections shall not relieve or release the Developer from its responsibility to construct said Escrow Items in accordance with the approved plans and specifications. Further, said inspections shall not create a duty or warranty on the part of the City that the construction of said Escrow Items is in compliance with said plans and specifications.

3. Upon satisfaction of the terms as outlined in Paragraph 2, the City shall promptly distribute the Escrow Amount to the Developer.

4. After installation and acceptance by the City, the Developer, or the applicable homeowner's association, shall have the obligation for maintenance or management of said Escrow Items.

5. The Developer agrees to complete the Escrow Items on or before July 1, 2021 ("Construction Deadline").

6. In the event the Escrow Items are not complete by the Construction Deadline, the City may, but shall not be required to, utilize the Escrow Amount to complete the Escrow Item.

7. In the event the Escrow Amount is insufficient to pay for the Escrow Item, the Developer shall pay for the excess costs incurred.

8. Except as specifically provided above, nothing in this Agreement shall be construed to impose a requirement on the City to install the public improvement herein, nor shall the Developer be deemed to be acting as the City's agent during the construction and installation of the above-described improvement.

9. In the event of a dispute between the Developer and the City as to the satisfactory completion of the Escrow Items, the City may deposit the Escrow Amount with the Clerk of Court for the Johnson County District Court. Either party may thereafter make application to the Court for distribution of such funds.

10. The Developer and City further acknowledge that Developer is paying the City the sum of \$11,058.20 in consideration for which the City shall be responsible for completing the identified public improvements:

- i. Lot 14 and 15 sidewalks: Lot 14 and Lot 15 Ogden Drive Sidewalks are not constructed to the western boundary of the subdivision.
- ii. Ogden Drive: Ogden Drive was not constructed to the western boundary of the subdivision.

These amounts are being paid to the City and are not considered a part of the Escrow Amount.

11. This Agreement shall not be considered a lien on the Property.

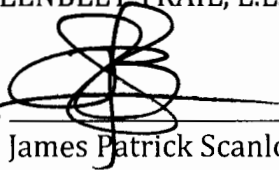
[Signature Pages to Follow]

[Signature Page to Escrow Agreement]

Dated this 7~~th~~ day of October, 2020.

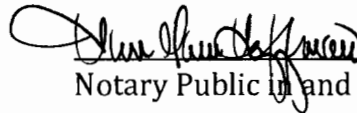
DEVELOPER

GREENBELT TRAIL, L.L.C.

By:  _____
James Patrick Scanlon, Jr. Manager

Massachusetts Norfolk
STATE OF ~~IOWA~~, COUNTY OF ~~JOHNSON~~ ss:

This instrument was acknowledged on the 7~~th~~ day of October, 2020, before me, by James Patrick Scanlon, Jr., as Manager of Greenbelt Trail, L.L.C.

 _____
Notary Public in and for said State



ANN MARIE HOFFMAN
Notary Public
Commonwealth of Massachusetts
My Commission Expires
November 27, 2026

[Signature Page to Escrow Agreement]

CITY OF NORTH LIBERTY, IOWA

By: _____
Terry L. Donahue, Mayor

ATTEST:

By: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, COUNTY OF JOHNSON) ss:

On this _____ day of October, 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
My Commission Expires: _____

EXHIBIT "A"
Legal Description

THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER IN SECTION 17, TOWNSHIP 80 NORTH, RANGE 6 WEST OF THE 5TH P.M., NORTH LIBERTY, JOHNSON COUNTY, IOWA, LYING NORTH OF DAHNOVAN ESTATES AS RECORDED IN BOOK 60, PAGE 310 IN THE OFFICE OF THE JOHNSON COUNTY, IOWA RECORDER AND ALSO LYING WEST OF NORTH LIBERTY ROAD NE

AND

THAT PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER IN SECTION 17, TOWNSHIP 80 NORTH, RANGE 6 WEST OF THE 5TH P.M., NORTH LIBERTY, JOHNSON COUNTY, IOWA LYING WEST OF NORTH LIBERTY ROAD NE

Resolution No. 2020-80

A RESOLUTION APPROVING THE ESCROW AGREEMENT FOR GREENBELT TRAIL SUBDIVISION

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

WHEREAS, the terms and conditions for the escrow for improvements in Greenbelt Trail Subdivision have been set forth in an Agreement between the City of North Liberty and Greenbelt Trail, L.L.C. and

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding regarding said agreement.

NOW, THEREFORE, BE IT RESOLVED that the Escrow Agreement between the City of North Liberty and Greenbelt Trail, L.L.C. is approved for Greenbelt Trail Subdivision, North Liberty, Iowa.

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

APPROVED AND ADOPTED this 13th day of October, 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

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

**STORM WATER MANAGEMENT FACILITY
MAINTENANCE AGREEMENT AND EASEMENT
GREENBELT TRAIL PART ONE SUBDIVISION**

THIS AGREEMENT, made by and between the City of North Liberty, Iowa, a municipal corporation, hereinafter referred to as “City,” and Greenbelt Trail, L.L.C., hereinafter referred to as “Owner.”

SECTION 1. REQUEST FOR STORMWATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT.

A. The Owner has requested that the City approve this Storm Water Management Facility Maintenance Agreement and Easement with respect to the real estate situated in North Liberty, Johnson County, Iowa, upon which the stormwater management facilities for Greenbelt Trail Part One Subdivision will be constructed, said real estate designated as Outlot A on the Final Plat of Greenbelt Trail Part One Subdivision (the “Facilities”):

B. As part of this request, the Owner acknowledges the following:

1. The Owner has full ownership and control of the real estate described above;

2. The Owner, for the purposes of this Agreement, includes the current owner of the property described above; any successor owners, assigns, and heirs of the original Owner, and any other person or party determined to be a “responsible person” as defined in Chapter 156, City of North Liberty Code of Ordinances, or any successor ordinance thereto.

3. This Agreement is required by and shall be enforced pursuant to Chapter 156, City of North Liberty Code of Ordinances, or any successor ordinance thereto, and the Iowa Storm Water Management Manual, or any successor manual thereto.

SECTION 2. CONDITIONS OF APPROVAL OF AGREEMENT.

A. The Owner agrees that this Agreement shall be a covenant running with the land and shall be binding on the present and future owners of the property in perpetuity unless released by the City.

B. This Agreement shall be filed with the City Clerk, approved by the City Council, fully executed by both parties, and recorded at the Owner's expense at the Office of the Johnson County Recorder.

SECTION 3. MAINTENANCE AND REPAIR OF STORM WATER MANAGEMENT FACILITY.

A. The Owner and any future owners of any part or all of the property described in section 1.A above shall be responsible for maintaining and repairing the Facilities in a properly functioning condition, as determined in the sole judgment of the City. Maintenance and repair shall include but is not limited to the following best management practices:

1. Mow basin bottom and embankment regularly to prevent growth of weeds and trees.
2. Check the integrity of the dam at least annually for varmint holes, low spots in the dam (other than the overflow spillway), etc.
3. Inspect outlet structure and piping at least quarterly, remove any obstructions, and ensure they are in good working order.
4. Inspect inlet pipes at least quarterly to be sure they are free flowing and remove any obstructions.
5. Inspect erosion control measures at least monthly until an adequate stand of grass is established.
6. Repair and remove silt from erosion control BMPS (silt fence, etc.) as needed.
7. Inspect overflow spillway at least annually to make sure it is operating properly and that it is at the correct elevation.
8. Inspect granular channels and riprap at least quarterly, and remove weeds and debris and replace rock as needed.

B. A complete copy of the specifications for the as-built Facilities and related documents will be kept on file with the City to provide more detail as to the Facilities and the maintenance and repair requirements related thereto.

C. The Owner is responsible for documenting maintenance and repair needs and ensuring compliance with the requirements of this ordinance and accomplishment of its purposes.

SECTION 4. MAINTENANCE AND REPAIR; EASEMENT.

The Owner grants to the City an easement for access to the Facilities at reasonable times for periodic inspection by City or City's designee to ensure that the Facilities are maintained in proper working condition to meet City Storm Water requirements and, if necessary, and for maintenance and repair of the Facilities in accordance with the terms of this Agreement.

The Owner further grants to the City the following rights in connection with said easement:

A. The right to temporarily occupy the area on either side of the Facilities in order to grade said easement areas for the full width thereof.

B. The right from time to time, after providing reasonable notice to the Owner as provided in Section 7, to trim, cut down and clear away all trees and brush on said Facilities which now or hereafter in the opinion of the City may be a hazard to said Facilities, or may interfere with the exercise of the City's rights hereunder in any manner.

The City shall indemnify the Owner against any loss and damage which shall be caused by the negligent exercise of any said ingress or egress, construction, use or maintenance by the City or its agents or employees in the course of their employment.

The Owner reserves the right to use said Facilities for purposes which will not interfere with the City's full enjoyment of its right hereby granted; provided that the Owner shall not erect or construct any building, fence, retaining wall or other structures; plant any trees, drill or operate any well; construct any obstructions on said Facilities; or substantially add to the ground cover of said Facilities.

SECTION 5. INSPECTION OF FACILITIES.

The Facilities are subject to periodic inspections by the City on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of uses of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of state or federal water or sediment quality standards or the NPDES Storm Water permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in the Facilities, and evaluating the condition of the Facilities.

SECTION 6. RECORDS OF INSTALLATION AND MAINTENANCE AND REPAIR ACTIVITIES.

The Owner is responsible for the operation and maintenance of the Facilities in perpetuity. The Owner shall make records of the installation and of all maintenance and repairs and shall retain the records for at least twenty-five (25) years. These records shall be made available to the City during inspection of the facility and at other reasonable times upon the City's request.

SECTION 7. FAILURE TO MAINTAIN STORM WATER MANAGEMENT FACILITIES.

In the event that the Facilities are not being maintained and repaired as required by this Agreement or the City's ordinances, the City shall notify the Owner in writing. Upon receipt of that notice, the Owner shall have thirty (30) days to effect maintenance and repair of the Facilities in an approved manner. A reasonable extension may be allowed if the work cannot be completed within the thirty days due to weather, unavailability of necessary materials, or other good cause shown by the Owner.

If the Owner fails or refuses to meet the requirements of the maintenance covenant or any provision of this Agreement or the City's ordinance, the City, after reasonable notice, may correct a violation by performing all necessary work to place the Facilities in proper working condition. After correcting said violation, City may assess, jointly and severally, the owners of the Facilities, and any other persons or parties responsible for maintenance under any applicable written agreement with the Owner, for the cost of repair work and any penalties; and the cost of the work shall be a lien on the property or prorated against the beneficial users of the property, which are all property owners of this subdivision, and may be placed on the tax bill and collected as ordinary taxes. The Owner hereby agrees that it shall not be necessary for the City to seek a court order for permission to enter upon the property or take the corrective actions it determines necessary under this Section.

Nothing in this Agreement shall be construed to impose a requirement on the City to install the original public improvement at issue herein. Nor shall the Owner be deemed acting as the City's agent during the original construction and installation of said improvement. The parties agree that the obligation to install the public improvement herein shall be in accordance with City specifications, and the obligation shall remain on the Owner until completion by the Owner, and until acceptance by the City, as provided by law.

SECTION 8. ENFORCEMENT AND APPEALS.

A. Building and occupancy permits shall not be issued until the Facilities have been constructed by the Owner and inspected and approved by the City; however, upon request of the Owner and prior to completion of the Facilities, the City may, in its discretion, conditionally approve the Facilities, subject to certain terms and the posting of sufficient security in accordance with Subsection 180.11(8)(A)(2) of the City's Subdivision Ordinance. Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, City may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

B. Violation of any provision of this ordinance may be enforced by civil action including an action for injunctive relief. In any civil enforcement action, administrative or judicial, the City shall be entitled to recover attorney fees and court costs from any person or party who is

determined by a court of competent jurisdiction to have violated this ordinance.

C. Violation of any provision of this ordinance may also be enforced as a municipal infraction within the meaning of §364.22 of the Code of Iowa, pursuant to the City's municipal infraction ordinance.

SECTION 9. OWNER'S OBLIGATION AND CITY ACTIONS.

A. The Owner of part or all of the property described above agrees and is fully obligated to perform as provided in this Agreement. The Owner is liable and responsible for each and every obligation agreed to be undertaken pursuant to this Agreement. Failure of any party responsible to perform under this Agreement is not a defense against any action to be taken by the City.

B. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council.

C. Only upon completion of the Facility and, further, upon inspection and approval of the Facility by the City shall the Owner have the right to assign all of its obligations under this Agreement to a homeowners' association or the successor title holder of the property described in Section 1.A of this Agreement. Such assignment shall occur automatically upon recorded conveyance of the property by deed, contract or Declaration of Submission of Property to Horizontal Property Regime pursuant to Iowa Code Chapter 499B.

SECTION 10. FEES.

The Owner agrees to pay for the costs of recording this Agreement. The Owner agrees to pay all necessary recording and filing fees that accrue as a result of any work that is performed under this Agreement or made necessary as a result of this development project. A copy of all recorded documents, including but not limited to this Agreement, shall be provided to the City.

SECTION 11. NOTICES.

Required notices to the Owner shall be in writing and shall either be hand delivered to the Owner, its agents or employees, or mailed to the Owner by registered mail at the following address:

Greenbelt Trail, LLC
c/o Robert N. Downer
122 S. Linn St.
Iowa City, Iowa 52240

The Owner is required to maintain current contact information on file with the City at all times. In the event ownership of the property changes for any reason and under any circumstances, any new owner shall maintain current contact information on file with the City.

Notices to the City shall be in writing and shall be either hand delivered to the City

Administrator or mailed to the City by registered mail in care of the City Administrator at the following address:

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

Notices mailed in conformance with this section shall be deemed properly given.

SECTION 12. SUCCESSORS AND ASSIGNS.

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the Owner and all successors, heirs, and assigns in perpetuity.

[remainder of page intentionally left blank]

DATED this ____ day of _____, 2020.

CITY OF NORTH LIBERTY, IOWA

GREENBELT TRAIL, L.L.C.

By: _____
Terry L. Donahue, Mayor

By: _____
James Patrick Scanlon, Jr., Manager

(seal)

ATTEST: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

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
My Commission Expires: _____

STATE OF MASSACHUSETTS, _____ COUNTY, ss:

This instrument was acknowledged before me on the ____ day of _____, 2020, by James Patrick Scanlon, Jr., as Manager of Greenbelt Trail, L.L.C.

Notary Public in and for the State of Massachusetts
My Commission Expires: _____

Resolution No. 2020-81

**RESOLUTION APPROVING THE STORMWATER
MANAGEMENT FACILITY MAINTENANCE
AGREEMENT AND EASEMENT BETWEEN THE CITY OF
NORTH LIBERTY AND GREENBELT TRAIL, L.L.C. THAT
ESTABLISHES THE TERMS AND CONDITIONS UNDER
WHICH STORMWATER MANAGEMENT FACILITIES
WILL BE MAINTAINED FOR GREENBELT TRAIL
SUBDIVISION IN THE CITY OF NORTH LIBERTY, IOWA**

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

WHEREAS, the terms and conditions for the maintenance of the stormwater management facilities in Greenbelt Trail Subdivision have been set forth in an Agreement between the City of North Liberty ("City") and Greenbelt Trail, L.L.C. ("Owner");

WHEREAS, the owner of the property shown in the attachment have executed the Public Storm Sewer Easement Agreement to permit the City to utilize property delineated in the agreement for the purpose of excavating for and the installation, replacement, maintenance and use of public storm sewer infrastructure;

NOW, THEREFORE, BE IT RESOLVED that that the Storm Water Management Facility Maintenance Agreement and Easement between the City and North Liberty the owner is approved for the development of Greenbelt Trail Subdivision, North Liberty, Iowa.

APPROVED AND ADOPTED this 13th day of October, 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

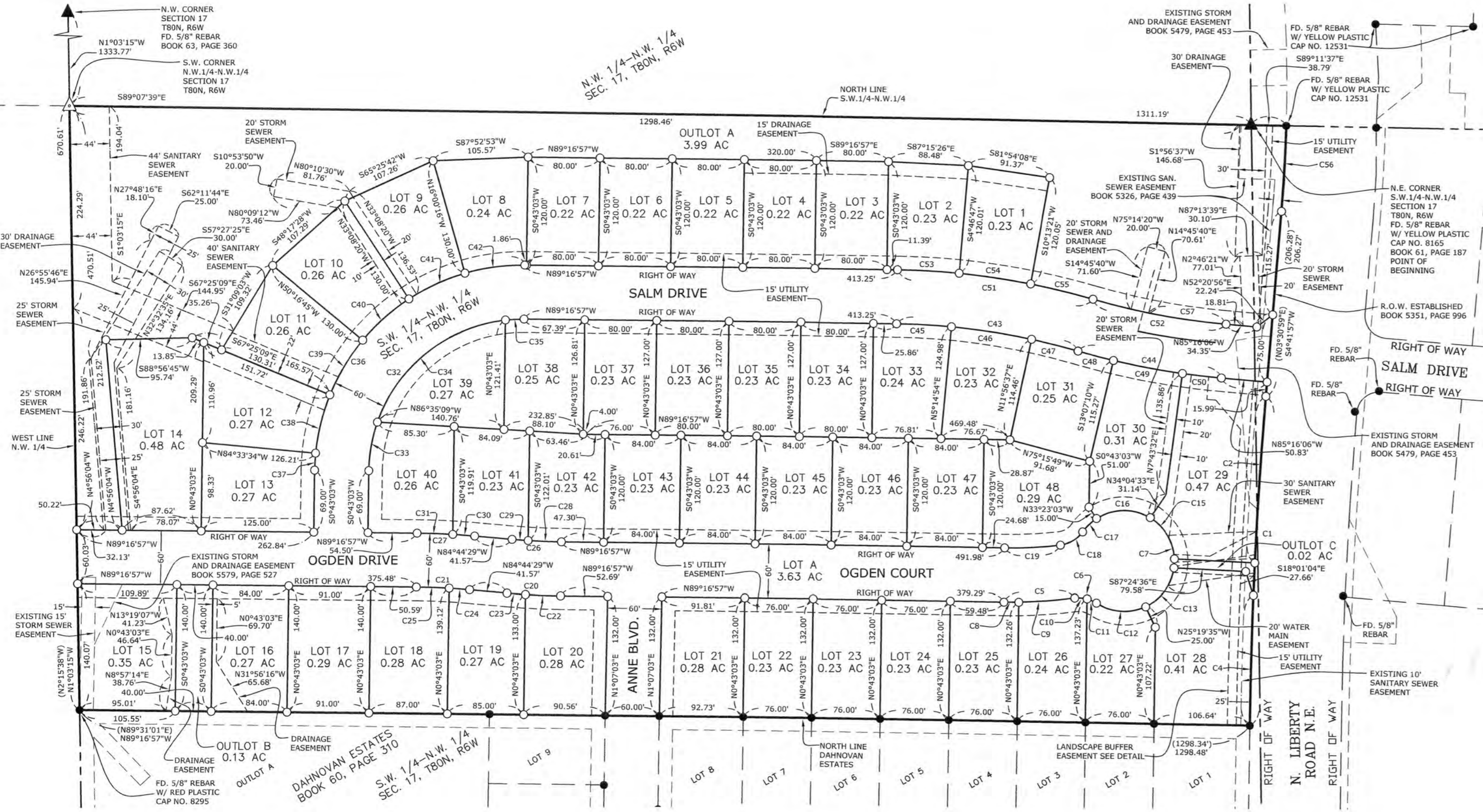
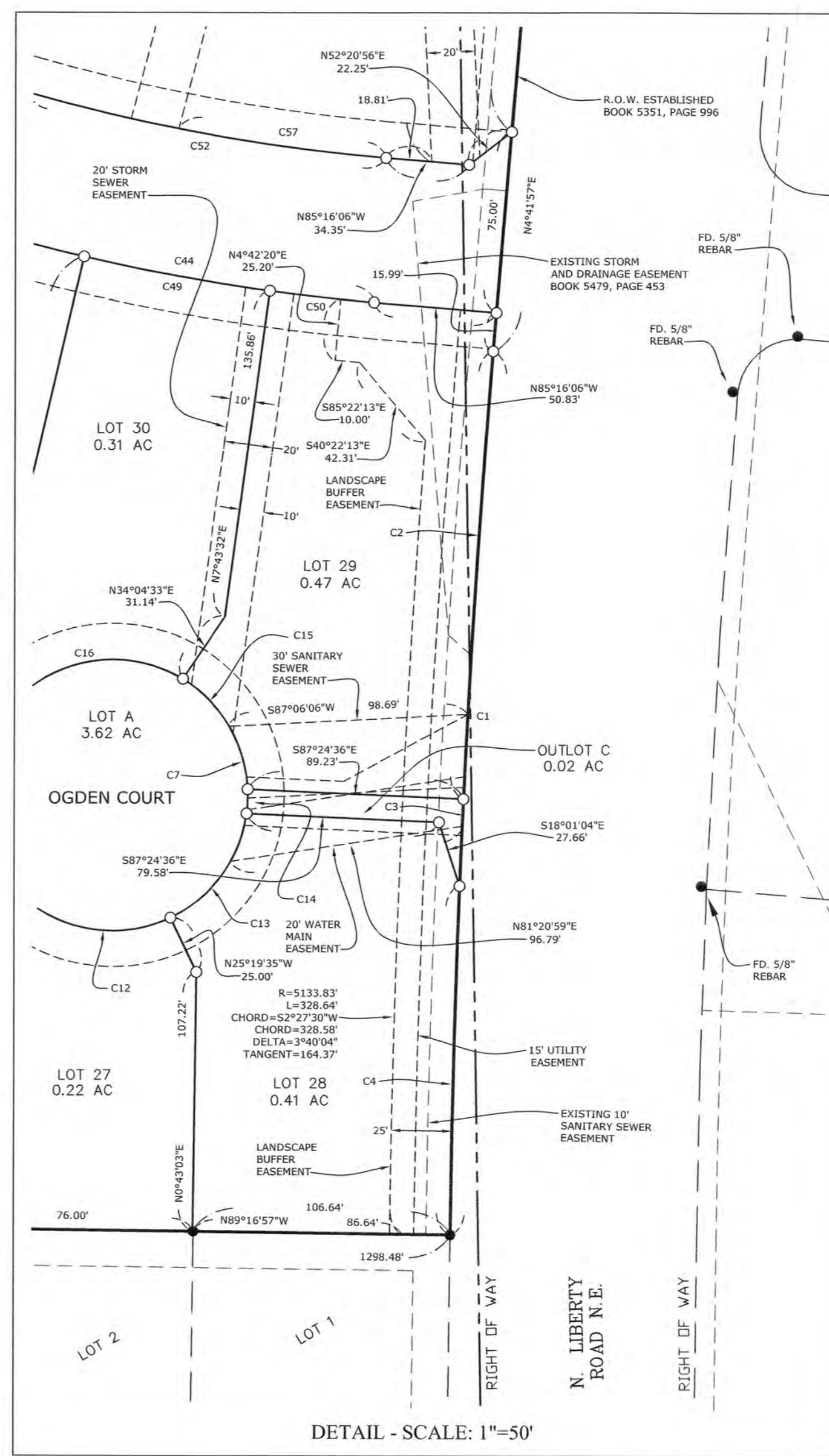
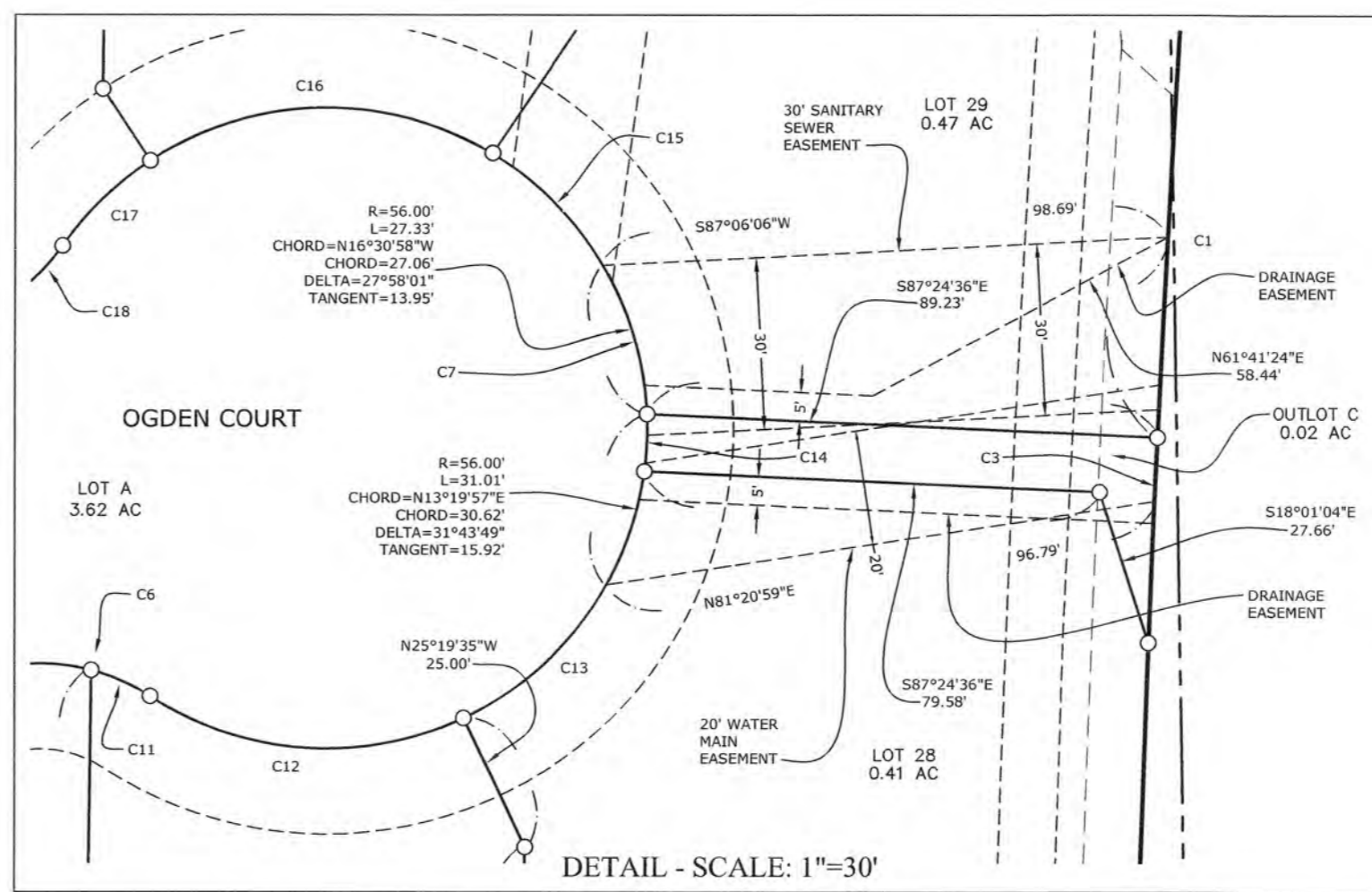
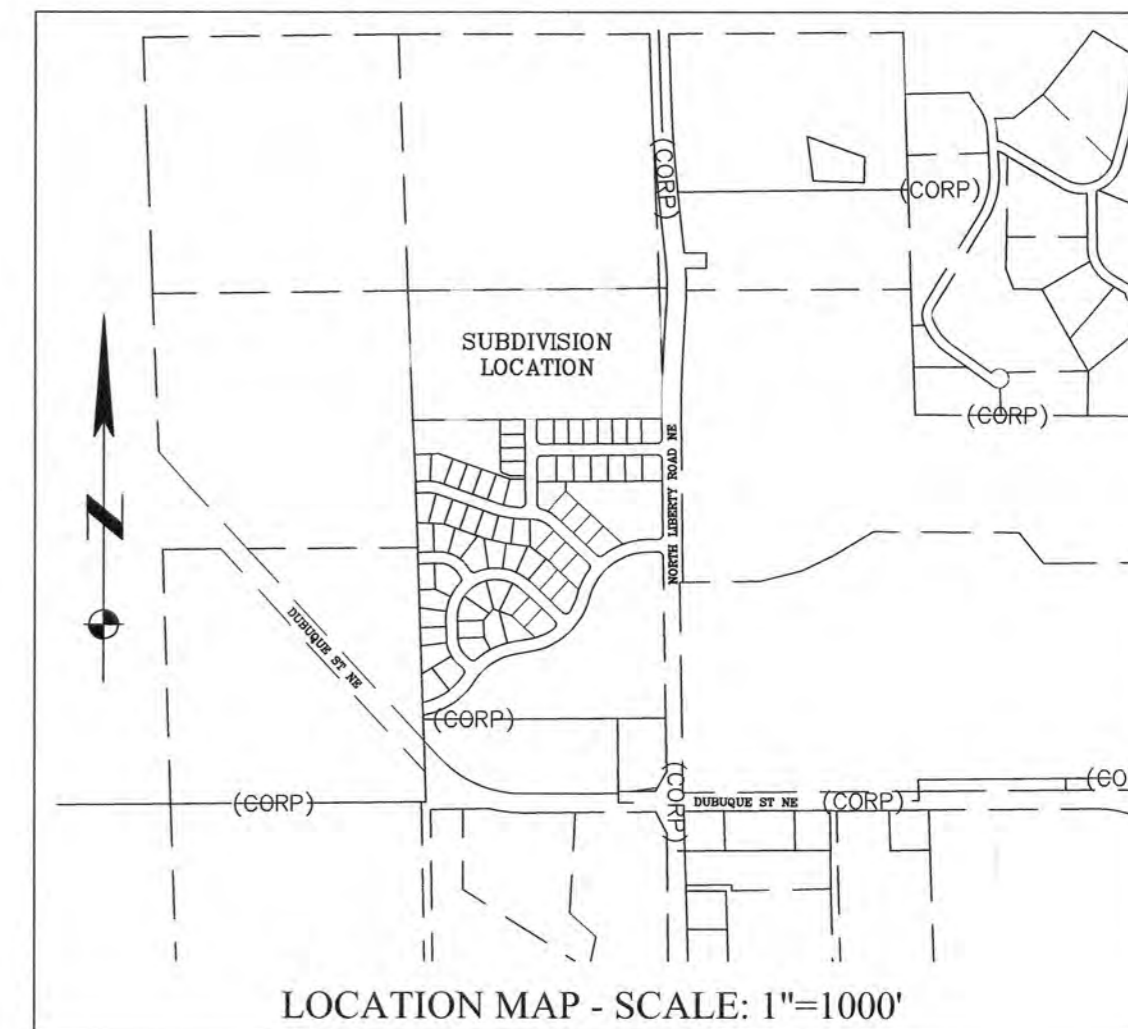
INDEX LEGEND
 LOCATION: N.W.1/4, SEC. 17, T80N, R6W
 REQUESTOR: GREENBELT TRAIL, L.L.C.
 PROPRIETOR: SCANLON FAMILY FARM, LC
 SURVEYOR: RYAN R. REMLING, P.L.S.
 COMPANY: HALL & HALL ENGINEERS, INC.
 1860 BOYSON ROAD
 HIAWATHA, IOWA 52233
 1-319-362-9548
 RETURN TO: RYAN@HALLENG.COM

SPACE RESERVED FOR RECORDING PURPOSES

FINAL PLAT

GREENBELT TRAIL - PART ONE

IN THE CITY OF NORTH LIBERTY, JOHNSON COUNTY, IOWA



SURVEY LEGEND

- SET 1/2" REBAR W/ YELLOW PLASTIC CAP NO. 18769 UNLESS OTHERWISE NOTED
- FD. 5/8" REBAR W/ YELLOW PLASTIC CAP NO. 1860 UNLESS OTHERWISE NOTED
- ▲ SECTION CORNER SET AS NOTED
- △ SECTION CORNER FOUND AS NOTED
- () RECORDED AS
- EASEMENT LINE
- PLAT BOUNDARY
- PLAT LOT LINE
- EXISTING LOT LINE
- SECTION LINE
- QUARTER SECTION LINE
- (100 YR) 100 YEAR FLOODWAY
- (FW) FLOODWAY

OWNER'S ATTORNEY:
 ROBERT N. DOWNER
 122 SOUTH Linn STREET
 IOWA CITY, IOWA 52240

SURVEY FIELD WORK PERFORMED:
 4/30/19

Curve Table						Curve Table (Cont.)						Curve Table (Cont.)								
Curve	Delta	Tangent	Length	Radius	Chord	Chord Brg	Curve	Delta	Tangent	Length	Radius	Chord	Chord Brg	Curve	Delta	Tangent	Length	Radius	Chord	Chord Brg
C1	4° 06' 10"	182.99'	365.82'	5108.83'	365.74'	S2° 40' 31"W	C20	4° 32' 28"	29.74'	59.44'	750.00'	59.43'	S87° 00' 43"E	C39	17° 38' 18"	35.68'	70.81'	230.00'	70.53'	S30° 54' 06"W
C2	2° 04' 50"	92.77'	185.53'	5108.83'	185.52'	S3° 41' 11"W	C21	4° 32' 28"	29.74'	59.44'	750.00'	59.43'	N87° 00' 43"W	C40	17° 08' 25"	34.66'	68.81'	230.00'	68.55'	S48° 17' 28"W
C3	0° 24' 09"	17.95'	35.89'	5108.83'	35.89'	S2° 26' 41"W	C22	2° 57' 53"	19.41'	38.81'	750.00'	38.80'	S87° 48' 00"E	C41	17° 08' 04"	34.65'	68.78'	230.00'	68.53'	S65° 25' 42"W
C4	1° 37' 10"	72.20'	144.40'	5108.83'	144.39'	S1° 26' 02"W	C23	1° 34' 35"	10.32'	20.64'	750.00'	20.64'	S85° 31' 46"E	C42	16° 43' 20"	33.80'	67.13'	230.00'	66.89'	S82° 21' 24"W
C5	8° 33' 04"	39.62'	79.10'	530.00'	79.03'	N86° 26' 31"E	C24	1° 45' 31"	11.51'	23.02'	750.00'	23.02'	N85° 37' 14"W	C43	15° 12' 11"	102.76'	204.32'	770.00'	203.72'	N81° 40' 51"W
C6	41° 05' 08"	13.12'	25.10'	35.00'	24.56'	N77° 17' 27"W	C25	2° 46' 57"	18.22'	36.42'	750.00'	36.42'	N87° 53' 28"W	C44	11° 11' 21"	81.30'	162.09'	830.00'	161.83'	S79° 40' 26"E
C7	268° 35' 29"	57.39'	262.52'	56.00'	80.16'	N11° 02' 37"W	C26	4° 32' 28"	27.36'	54.69'	690.00'	54.67'	S87° 00' 43"E	C45	4° 31' 50"	30.46'	60.89'	770.00'	60.87'	N87° 01' 02"W
C8	1° 47' 08"	8.26'	16.52'	530.00'	16.52'	N89° 49' 29"E	C27	4° 32' 28"	32.12'	64.20'	810.00'	64.18'	N87° 00' 43"W	C46	6° 41' 43"	45.04'	89.98'	770.00'	89.93'	N81° 24' 15"W
C9	6° 45' 56"	31.33'	62.58'	530.00'	62.55'	N85° 32' 57"E	C28	3° 02' 55"	18.36'	36.71'	690.00'	36.71'	S87° 45' 29"E	C47	3° 58' 38"	26.74'	53.45'	770.00'	53.44'	N76° 04' 04"W
C10	22° 36' 49"	7.00'	13.81'	35.00'	13.72'	N86° 31' 36"W	C29	1° 29' 33"	8.99'	17.97'	690.00'	17.97'	S85° 29' 15"E	C48	2° 48' 04"	20.29'	40.58'	830.00'	40.57'	S75° 28' 48"E
C11	18° 28' 19"	5.69'	11.28'	35.00'	11.24'	N65° 59' 02"W	C30	1° 44' 45"	12.34'	24.68'	810.00'	24.68'	N85° 36' 51"W	C49	5° 23' 38"	39.10'	78.14'	830.00'	78.11'	S79° 34' 39"E
C12	58° 34' 42"	31.41'	57.25'	56.00'	54.79'	S86° 02' 14"E	C31	2° 47' 43"	19.76'	39.52'	810.00'	39.51'	N87° 53' 05"W	C50	2° 59' 38"	21.69'	43.37'	830.00'	43.37'	S83° 46' 17"E
C13	56° 57' 40"	30.38'	55.67'	56.00'	53.41'	N36° 11' 35"E	C32	9° 00' 00"	170.00'	267.04'	170.00'	240.42'	S45° 43' 03"W	C51	15° 12' 11"	110.77'	220.24'	830.00'	219.59'	N81° 40' 51"W
C14	10° 14' 42"	5.02'	10.01'	56.00'	10.00'	N2° 35' 24"E	C33	18° 30' 18"	27.69'	54.91'	170.00'	54.67'	S9° 58' 12"W	C52	11° 11' 21"	75.42'	150.37'	770.00'	150.13'	S79° 40' 26"E
C15	56° 27' 45"	30.07'	55.19'	56.00'	52.98'	N30° 45' 50"W	C34	64° 31' 56"	107.33'	191.47'	170.00'	181.51'	S51° 29' 19"W	C53	4° 44' 10"	34.32'	68.61'	830.00'	68.59'	N86° 54' 52"W
C16	64° 23' 37"	35.26'	62.94'	56.00'	59.68'	S88° 48' 45"W	C35	6° 57' 46"	10.34'	20.66'	170.00'	20.65'	S87° 14' 10"W	C54	5° 31' 22"	40.03'	80.00'	830.00'	79.97'	N81° 47' 06"W
C17	21° 57' 19"	10.86'	21.46'	56.00'	21.33'	S45° 38' 17"W	C36	9° 00' 00"	230.00'	361.28'	230.00'	325.27'	S45° 43' 03"W	C55	4° 56' 39"	35.83'	71.62'	830.00'	71.60'	N76° 33' 05"W
C18	48° 28' 00"	15.75'	29.61'	35.00'	28.73'	N58° 53' 38"E	C37	4° 43' 22"	14.88'	18.96'	230.00'	18.95'	S3° 04' 44"W	C56	3° 19' 10"	47.75'	95.48'	1648.00'	95.47'	S3° 04' 43"W
C19	7° 35' 25"	31.18'	62.26'	470.00'	62.22'	N86° 55' 21"E	C38	16° 38' 31"	33.64'	66.81'	230.00'	66.57'	S13° 45' 41"W	C57	6° 27' 27"	43.44'	86.78'	770.00'	86.74'	S82° 02' 22"E

NOTES:
 ALL EASEMENTS ARE 15' UTILITY UNLESS OTHERWISE NOTED.
 LOT A TO BE DEDICATED TO THE CITY OF NORTH LIBERTY AS PUBLIC ROAD RIGHT OF WAY.
 OUTLOT A IS FOR STORMWATER MANAGEMENT AND SHALL BE OWNED AND MAINTAINED BY HOMEOWNERS ASSOCIATION.
 OUTLOT B IS FOR A TEMPORARY FIRE DEPARTMENT TURNAROUND AND FOR OVERFLOW DRAINAGE AND SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
 OUTLOT C IS FOR SIDEWALK AND OVERFLOW DRAINAGE AND SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
 ACCESS TO LOT 28 AND LOT 29 FROM NORTH LIBERTY ROAD IS PROHIBITED.
 ACCESS TO LOT 29 AND LOT 30 FROM SALMO DRIVE IS PROHIBITED.

PLAT/PLAN APPROVED
 by the City of North Liberty, Iowa

MAYOR	DATE
CLERK	DATE
CHAIRPERSON OF THE PLANNING COMMISSION	DATE
UTILITY EASEMENTS AS SHOWN HEREON, MAY OR MAY NOT INCLUDE SANITARY SEWER LINES, AND/OR STORM SEWER LINES, AND/OR WATER LINES; SEE CONSTRUCTION PLANS FOR DETAILS.	
UTILITY EASEMENTS AS SHOWN HEREON, ARE ADEQUATE FOR THE INSTALLATION AND MAINTENANCE OF THE FACILITIES REQUIRED BY THE FOLLOWING AGENCIES:	
MEDICAL CENTER	DATE
MEDACOM	DATE
LINN COUNTY REC	DATE 7-1-20
SOUTH SLOPE	DATE 7-1-20
WINDSTREAM	DATE 7-2-2020

LEGAL DESCRIPTION:
 PART OF THE NORTHWEST QUARTER, SECTION 17, TOWNSHIP 80 NORTH, RANGE 6 WEST OF THE 5TH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA DESCRIBED AS FOLLOWS:
 BEGINNING AT NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID NORTHWEST QUARTER; THENCE S89°11'37"E 38.79 FEET ALONG THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID NORTHWEST QUARTER TO THE WESTERLY RIGHT OF WAY OF NORTH LIBERTY ROAD N.E. AS RECORDED IN BOOK 5351, PAGE 996 IN THE OFFICE OF THE JOHNSON COUNTY, IOWA RECORDER; THENCE SOUTHERLY 95.48 FEET ALONG SAID WESTERLY RIGHT OF WAY AND THE ARC OF A 1648.00 FOOT RADIUS CURVE, CONCAVE WESTERLY (CHORD BEARS S3°04'43"W 95.47 FEET); THENCE S4°41'51"W 206.27 FEET ALONG SAID WESTERLY RIGHT OF WAY; THENCE SOUTHERLY 365.82 FEET ALONG SAID SOUTHERLY RIGHT OF WAY AND THE ARC OF A 5108.83 FOOT RADIUS CURVE, CONCAVE EASTERLY (CHORD BEARS S2°40'31"W 365.74 FEET) TO THE NORTH LINE OF SAID DAWNOWN ESTATES, NORTH LIBERTY, JOHNSON COUNTY, IOWA AS RECORDED IN BOOK 60, PAGE 310 IN THE OFFICE OF THE JOHNSON COUNTY, IOWA RECORDER; THENCE N89°16'57"W 1298.48 FEET ALONG SAID NORTH LINE TO THE WEST LINE OF SAID NORTHWEST QUARTER; THENCE N1°03'15"W 670.61 FEET ALONG SAID WEST LINE TO THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE S89°03'39"E 1311.19 FEET ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 20.28 ACRES, SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Signed: *Ryan R. Remling* Date: 6/29/2020

RYAN R. REMLING, P.L.S. 18769
 My license renewal date is December 31, 2021

Pages or sheets covered by this seal: THIS SHEET ONLY

HALL & HALL ENGINEERS, INC.
 Leaders in Land Development Since 1953
 1860 BOYSON ROAD, HIAWATHA, IOWA 52233
 PHONE: (319) 362-9548 FAX: (319) 362-7866
 CIVIL ENGINEERING • LANDSCAPE ARCHITECTURE
 LAND SURVEYING • LAND DEVELOPMENT PLANNING
 www.halleng.com

REVISION DESCRIPTION
 REVISION NUMBER & DATE
 SHEET TITLE:
FINAL PLAT
GREENBELT TRAIL - PART ONE
 IN THE CITY OF NORTH LIBERTY, JOHNSON COUNTY, IOWA
 DESIGNED BY:
 DLK
 DRAWN BY:
 DLK
 CHECKED BY:
 DATE:
 6/26/2020
 FIELD BOOK NO:
 OT102
 SCALE:
 1"=100'
 SHEET:
 1-OF-1
 PROJECT NUMBER:
 9749-GBT

Resolution No. 2020-82

RESOLUTION APPROVING THE FINAL PLAT AND ACCEPTING IMPROVEMENTS FOR GREENBELT TRAIL SUBDIVISION NORTH LIBERTY, IOWA

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

WHEREAS, the owner, Scanlon Family Farm, LC and developer, Greenbelt Trail, L.L.C., have filed with the City Clerk a final plat for the property described in Exhibit A, which is attached hereto and made a part hereof;

WHEREAS, said real estate is owned by the above-named parties and the subdivision is being made with the free consent and in accordance with the desires of the owners;

WHEREAS, said final plat is found to conform with Chapter 354 of the Code of Iowa and ordinances of the City of North Liberty;

WHEREAS, the requirements for property improvements have been installed in accordance with the design standards and Municipal Code requirements of the City of North Liberty except for those included in the escrow agreement.

NOW, THEREFORE, BE IT RESOLVED that the final plat Greenbelt Trail Subdivision, as shown on the final plat, and that Property Improvements, except for sidewalks, are hereby approved and accepted.

BE IT FURTHER RESOLVED that all parcels shown on said plat to be dedicated to the City of North Liberty are hereby accepted.

APPROVED AND ADOPTED this 13th day of October, 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



Harvest Estates II, Part 6

SPACE ABOVE THIS LINE FOR RECORDER

<i>Preparer/Return Address:</i>	Joseph T. Moreland	120 E. Washington St.	Iowa City, Iowa 52240-3924	319-337-9606
	<i>Individual's Name</i>	<i>Street Address</i>	<i>City/State/Zip</i>	<i>Phone</i>

**STORMWATER MANAGEMENT FACILITY MAINTENANCE
AGREEMENT AND EASEMENT**

THIS AGREEMENT, made by and between the City of North Liberty, Iowa, a municipal corporation, hereinafter referred to as "City," and Glynmor, LLC, hereinafter referred to as "Owner."

**SECTION 1. REQUEST FOR STORMWATER MANAGEMENT FACILITY
MAINTENANCE AGREEMENT.**

A. The Owner has requested that the City approve this Stormwater Management Facility Maintenance Agreement and Easement with respect to the real estate situated in North Liberty, Johnson County, Iowa, upon which the Stormwater Management Facility for Harvest Estates II, Part 6 (the "Facility") will be constructed, with said real estate legally described as set forth in Exhibit A, which is attached hereto and incorporated herein by reference.

B. As part of this request, the Owner acknowledges the following:

1. The Owner has full ownership and control of the real estate described above;
2. The Owner, for the purposes of this Agreement, includes the current owner of the property described above; any successor owners, assigns, and heirs of the original Owner, including a homeowners association; and any other person or party determined to be a "responsible person" as defined in Chapter 156, City of North Liberty Code of Ordinances, or any successor ordinance thereto.
3. This Agreement is required by and shall be enforced pursuant to Chapter 156, City of North Liberty Code of Ordinances, or any successor

ordinance thereto, and the Iowa Stormwater Management Manual, or any successor manual thereto.

SECTION 2. CONDITIONS OF APPROVAL OF AGREEMENT.

A. The Owner agrees that this Agreement shall be a covenant running with the land and shall be binding on the present and future owners of the property in perpetuity.

B. This Agreement shall be filed with the City Clerk, approved by the City Council, fully executed by both parties, and recorded at the Owner's expense at the Office of the Johnson County Recorder.

SECTION 3. MAINTENANCE AND REPAIR OF STORMWATER MANAGEMENT FACILITY.

A. The Owner and any future owners of any part or all of the property described above shall be responsible for maintaining and repairing the Facility in a properly functioning condition, as determined in the sole judgment of the City, after approval of the final plat that includes the property described in Section 1 above. Maintenance and repair shall include but is not limited to the following best management practices:

1. Clean and remove debris from the inlet and outlet structures on a monthly basis.
2. Mow the side slopes of the pond. This shall be done monthly.
3. Inspect for and eradicate woody vegetation around the dam annually.
4. Inspect annually for unwanted animals such as muskrats, beaver, woodchuck, skunks and burrowing type animal that can comprise the side banks by creating burrows. Owner or future owners will contact a licensed and insured professional to remove pests as needed.
5. Inspect annually for damage, paying particular attention to the outlet.
6. Monitor annually for sediment accumulation in the facility. The depth at the deepest part of the pond shall be measured. When the deepest depth of the pond is less than 6 feet, the pond shall be dredged to the design depth.
7. Monitor annually for sediment accumulation in the forebay. When the forebay has lost 50% of its capacity, the forebay shall be dredged to the design depth.
8. Repair undercut or eroded areas annually.
9. Storm Sewers shall be inspected for clogging or collapsed pipes as needed.

B. A complete copy of the specifications for the as-built Facility and related documents will be kept on file with the City to provide more detail as to the Facility and the maintenance and repair requirements related thereto.

C. The Owner is responsible for documenting maintenance and repair needs and ensuring compliance with the requirements of this ordinance and accomplishment of its purposes.

SECTION 4. MAINTENANCE AND REPAIR; EASEMENT.

The Owner grants to the City perpetual permission for access to the Facility at reasonable times for periodic inspection by City or City's designee to ensure that the Facility is maintained in proper working condition to meet City stormwater requirements and, if necessary, for maintenance and repair of the Facility in accordance with the terms of this Agreement.

The Owner further grants to the City the following rights in connection with said easement:

A. The right to temporarily occupy the area on either side of the Facilities in order to grade said easement areas for the full width thereof.

B. The right from time to time, after providing reasonable notice to the Owner as provided in Section 7, to trim, cut down and clear away all trees and brush on said Facilities which now or hereafter in the opinion of the City may be a hazard to said Facilities, or may interfere with the exercise of the City's rights hereunder in any manner.

The City shall indemnify the Owner against any loss and damage which shall be caused by the negligent exercise of any said ingress or egress, construction, use or maintenance by the City or its agents or employees in the course of their employment.

The Owner reserves the right to use said Facilities for purposes which will not interfere with the City's full enjoyment of its right hereby granted; provided that the Owner shall not erect or construct any building, fence, retaining wall or other structures; plant any trees, drill or operate any well; construct any obstructions on said Facilities; or substantially add to the ground cover of said Facilities.

SECTION 5. INSPECTION OF FACILITY.

The Facility is subject to periodic inspections by the City on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of uses of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type that are more likely than the typical discharge to cause violations of state or federal water or sediment quality standards or the NPDES stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include but are not limited to: reviewing maintenance and repair records; sampling discharges,

surface water, groundwater, and material or water in the Facility, and evaluating the condition of the Facility.

SECTION 6. RIGHT OF ENTRY FOR INSPECTION.

In the event any new stormwater management facility is installed on private property within Harvest Estates II, Part 6, or when any new connection is made between private property and any public stormwater infrastructure, sanitary sewer or combined sewer, the Owner of that private property will be required to grant to the City the perpetual right to enter the property at reasonable times and in a reasonable manner for the purpose of inspection. This includes the right to enter a property when City has a reasonable basis to believe that a violation of this Agreement or the City's ordinance is occurring or has occurred or when necessary for abatement of a public nuisance or correction of a violation of this Agreement or the City's ordinance.

SECTION 7. RECORDS OF INSTALLATION AND MAINTENANCE AND REPAIR ACTIVITIES.

The Owner is responsible for the operation and maintenance of the Facility in perpetuity. The Owner shall make records of the installation and of all maintenance and repairs and shall retain the records for at least twenty-five (25) years. These records shall be made available to the City during inspection of the facility and at other reasonable times upon the City's request.

SECTION 8. FAILURE TO MAINTAIN STORMWATER MANAGEMENT FACILITY.

In the event that the Facility is not being maintained and repaired as required by this Agreement or the City's ordinances, the City shall notify the Owner in writing. Upon receipt of that notice, the Owner shall have thirty (30) days to effect maintenance and repair of the Facility in an approved manner. A reasonable extension may be allowed if the work cannot be completed within the thirty days due to weather, unavailability of necessary materials, or other good cause shown by the Owner.

If the Owner fails or refuses to meet the requirements of the maintenance covenant or any provision of this Agreement or the City's ordinance, the City, after reasonable notice, may correct a violation by performing all necessary work to place the Facility in proper working condition. After correcting said violation, City may assess, jointly and severally, the Owner of the Facility, and any other persons or parties responsible for maintenance under any applicable written agreement with the Owner, for the cost of repair work and any penalties; and the cost of the work shall be a lien on the property or prorated against the beneficial users of the property, which are all property owners of this subdivision, and may be placed on the tax bill and collected as ordinary taxes. The Owner hereby agrees that it shall not be necessary for the City to seek a court order for permission to enter upon the property or take the corrective actions it determines necessary under this Section.

SECTION 9. ENFORCEMENT AND APPEALS.

A. Building and occupancy permits shall not be issued until the Facility has been constructed by the Owner and inspected and approved by the City; however, upon request of the Owner and prior to completion of the Facility, the City may, in its discretion, conditionally approve the Facility, subject to certain terms and the posting of sufficient security in accordance with Subsection 180.11(8)(A)(2) of the City's Subdivision Ordinance. Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, City may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

B. Violation of any provision of this ordinance may be enforced by civil action including an action for injunctive relief. In any civil enforcement action, administrative or judicial, the City shall be entitled to recover attorney fees and court costs from any person or party who is determined by a court of competent jurisdiction to have violated this ordinance.

C. Violation of any provision of this ordinance may also be enforced as a municipal infraction within the meaning of §364.22 of the Code of Iowa, pursuant to the City's municipal infraction ordinance.

SECTION 10. OWNER'S OBLIGATION AND CITY ACTIONS.

A. The Owner of part or all of the property described above agrees and is fully obligated to perform as provided in this Agreement. The Owner is liable and responsible for each and every obligation agreed to be undertaken pursuant to this Agreement. Failure of any party responsible to perform under this Agreement is not a defense against any action to be taken by the City.

B. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council.

C. Upon completion of the stormwater management facility and, further, upon inspection and approval of the facility by the City, the Owner shall have the right to assign all of its obligations under this Agreement to a homeowners association, and is thereafter released from performance under this Agreement. Such assignment shall not affect the obligations or rights other persons may have under this Agreement.

SECTION 11. FEES.

The Owner agrees to pay for the costs of recording this Agreement. The Owner agrees to pay all necessary recording and filing fees that accrue as a result of any work that is performed under this Agreement or made necessary as a result of this development project. A copy of all recorded documents, including but not limited to this Agreement, shall be provided to the City.

SECTION 12. NOTICES.

Required notices to the Owner shall be in writing and shall either be hand delivered to the Owner, its agents or employees, or mailed to the Owner, its agents or employees by registered mail at the following addresses:

Glynmor, LLC
c/o Midwest Development & Investment Corporation
Attn: Alan Marks
1680 Hwy 1, Ste. 2920
Fairfield, IA 52556

Joseph T. Moreland
Hayek, Moreland, Smith & Bergus, LLP
120 E. Washington Street
Iowa City, IA 52240

The Owner is required to maintain current contact information on file with the City at all times. In the event ownership of the property changes for any reason and under any circumstances, any new owner shall maintain current contact information on file with the City.

Notices to the City shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by registered mail in care of the City Administrator at the following address:

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

Notices mailed in conformance with this section shall be deemed properly given.

SECTION 13. SUCCESSORS AND ASSIGNS.

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the Owner and all successors, heirs, and assigns in perpetuity.

DATED this ____ day of _____, 2020.

CITY OF NORTH LIBERTY, IOWA

DEVELOPER: Glynmor, LLC

By: _____
Terry L. Donahue, Mayor

By: *Joseph T. Moreland*
Joseph T. Moreland, Power of Attorney
For Glynmor, LLC

ATTEST: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY) ss:

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, JOHNSON COUNTY) ss:

This instrument was acknowledged before me on this 9th day of October, 2020, by Joseph T. Moreland, as Power of Attorney of Glynmor, LLC.

Rosalie Starr
Notary Public in and for the State of Iowa

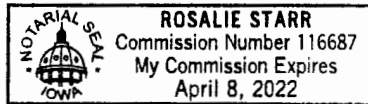


EXHIBIT A

DESCRIPTION - HARVEST ESTATES II, PART 6

I CERTIFY THAT DURING THE MONTH OF MAY, 2019, AT THE DIRECTION OF GLYNMOR LLC, A SURVEY WAS MADE OF A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA, DESCRIBED AS FOLLOWS:

BEGINNING at the Northwest Corner of Chipman's Subdivision, in accordance with the Plat thereof Recorded in Plat Book 9, at Page 20 of the Records of the Johnson County Recorder's Office; Thence S00°20'39"E, along the West line of said Chipman's Subdivision, a distance of 941.34 feet; Thence S88°28'16"W, 672.35 feet; Thence N00°50'05"W, a distance of 955.92 feet to the Southwest Corner of Harvest Estates II, Part 5, in accordance with the Plat thereof Recorded in Plat Book 62, at Page 279 of the Records of the Johnson County Recorder's Office; Thence N88°52'22"E, along the South line of said Harvest Estates II, Part 5 Subdivision, 555.44 feet; Thence N00°20'39"W, along said South line, 35.01 feet; Thence N89°39'21"E, along said South line, 124.41 feet, to a point on the West line of Lot 171 of said Harvest Estates II, Part 5 Subdivision; Thence S01°07'38"E, along the said West line of Lot 171, a distance of 43.26 feet to the POINT OF BEGINNING. Said tract of land contains 14.90 Acres, and is subject to easements and restrictions of record.

Resolution No. 2020-83

**RESOLUTION APPROVING THE STORMWATER
MANAGEMENT FACILITY MAINTENANCE
AGREEMENT AND EASEMENT BETWEEN THE CITY OF
NORTH LIBERTY AND GLYNMOR, L.L.C. THAT
ESTABLISHES THE TERMS AND CONDITIONS UNDER
WHICH STORMWATER MANAGEMENT FACILITIES
WILL BE MAINTAINED FOR HARVEST ESTATES II, PART
6 IN THE CITY OF NORTH LIBERTY, IOWA**

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

WHEREAS, the terms and conditions for the maintenance of the stormwater management facilities in Harvest Estates II, Part 6 have been set forth in an Agreement between the City of North Liberty ("City") and Glynmor, L.L.C. ("Owner");

WHEREAS, the owner of the property shown in the attachment have executed the Public Storm Sewer Easement Agreement to permit the City to utilize property delineated in the agreement for the purpose of excavating for and the installation, replacement, maintenance and use of public storm sewer infrastructure;

NOW, THEREFORE, BE IT RESOLVED that that the Storm Water Management Facility Maintenance Agreement and Easement between the City and North Liberty the owner is approved for the development of Harvest Estates II, Part 6, North Liberty, Iowa.

APPROVED AND ADOPTED this 13th day of October, 2020.

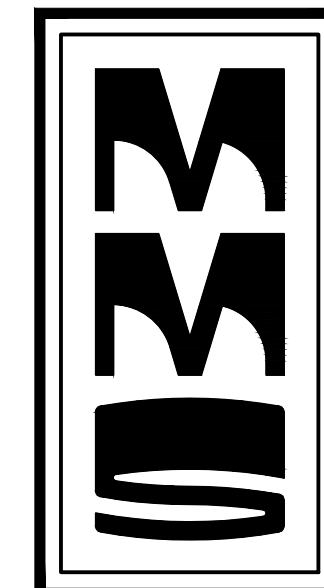
CITY OF NORTH LIBERTY:

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



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

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

Date	Revision
10-05-2020	PER GDM REVIEW - RLW
10-07-2020	PER NEW CITY STANDARDS - NPB
10-09-2020	PER CITY COMMENT - LSS

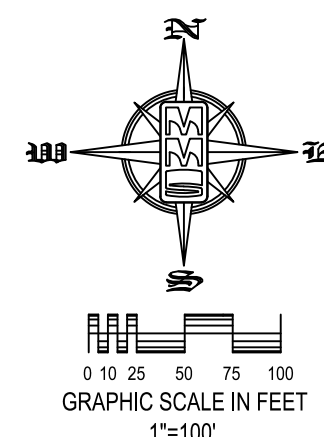
FINAL PLAT

HARVEST ESTATES II PART 6

A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN
NORTH LIBERTY
JOHNSON COUNTY
IOWA
MMS CONSULTANTS, INC.

Date:	09-23-2020
Designed by:	RRN
Field Book No.:	1170
Drawn by:	NPB
Scale:	1"=100'
Checked by:	GDM
Sheet No.:	1
Project No.:	9310-005
IOWA CITY	
of:	1

FINAL PLAT HARVEST ESTATES II, PART 6 TO NORTH LIBERTY, JOHNSON COUNTY, IOWA



LOCATION: A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA.	SUBDIVIDER: GLYNMOR LLC 1680 HIGHWAY 1 SUITE 2920 FAIRFIELD, IOWA 52556
LAND SURVEYOR: GLEN D. MEISNER P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	SUBDIVIDER'S ATTORNEY: JOSEPH T. MORELAND 120 EAST WASHINGTON STREET IOWA CITY, IOWA 52240-3924
DATE OF SURVEY: 09-15-2020	PROPRIETOR OR OWNER: GLYNMOR LLC 1680 HIGHWAY 1 SUITE 2920 FAIRFIELD, IOWA 52556
	DOCUMENT RETURN INFORMATION: LAND SURVEYOR

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

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS

LOT A CONTAINS 1.89 ACRES, AND IS TO BE DEDICATED TO THE CITY OF NORTH LIBERTY FOR PUBLIC RIGHT-OF-WAY FOR PARKER STREET AND HARRISON STREET

NOTE:
A MINIMUM LOW OPENING HAS BEEN ESTABLISHED FOR LOTS 140-146 AND LOTS 158-169 OF THIS SUBDIVISION.
THE SUBDIVISION DOCUMENTS CONTAIN THE MINIMUM LOW OPENING ELEVATION THAT IS REQUIRED FOR EACH LOT.
A COPY OF THESE DOCUMENTS ARE AVAILABLE AT THE COUNTY RECORDER'S OFFICE.

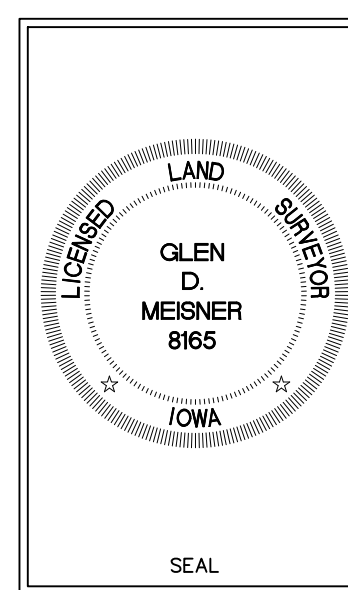
CURVE SEGMENT TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	BEARING
C1	89°13'01"	25.00'	38.93'	24.66'	35.11'	S44°15'51"W
C2	2°56'28"	25.00'	1.28'	0.64'	1.28'	S89°39'24"E
C3	43°37'35"	25.00'	19.04'	10.01'	18.58'	S66°22'22"E
C4	63°51'29"	55.00'	61.30'	34.27'	58.18'	S76°29'20"E
C5	48°32'44"	55.00'	46.60'	24.80'	45.22'	S47°18'34"W
C6	48°32'44"	55.00'	46.60'	24.80'	45.22'	S01°14'10"E
C7	48°32'44"	55.00'	46.60'	24.80'	45.22'	S49°46'53"E
C8	63°38'26"	55.00'	61.09'	34.13'	58.00'	S74°07'32"W
C9	38°16'25"	25.00'	16.70'	8.68'	16.39'	S61°26'32"W
C10	8°17'38"	25.00'	3.62'	1.81'	3.62'	S84°43'33"W
C11	90°46'59"	25.00'	39.61'	25.34'	35.60'	S45°44'09"E

EASEMENT LABEL TABLE	
LABEL	DESCRIPTION
①	15.0' WIDE PUBLIC UTILITY EASEMENT
②	15.0' WIDE PUBLIC UTILITY EASEMENT (EXISTING - BK 62, PG 279)
③	10.0' WIDE STORM SEWER AND DRAINAGE EASEMENT
④	10.0' WIDE STORM SEWER AND DRAINAGE EASEMENT (EXISTING - BK 62, PG 279)
⑤	20.0' WIDE STORM SEWER AND DRAINAGE EASEMENT (CENTERED)
⑥	20.0' WIDE STORM SEWER AND DRAINAGE EASEMENT
⑦	20.0' WIDE STORM SEWER AND DRAINAGE EASEMENT (EXISTING - BK 62, PG 279)
⑧	30.0' WIDE STORM SEWER AND DRAINAGE EASEMENT
⑨	66.0' WIDE ROADWAY, DRAINAGE, AND UTILITY EASEMENT (EXISTING - BK 64, PG 108)
⑩	STORM WATER MANAGEMENT EASEMENT
⑪	10.0' WIDE LANDSCAPE EASEMENT (EXISTING - BK 62, PG 279)
⑫	20.0' WIDE STORM SEWER, DRAINAGE AND PUBLIC UTILITY EASEMENT (EXISTING - BK 62, PG 279)

Notes on this plat are not intended to create any vested private interest in any stated use restriction or covenant or create any third party beneficiaries to any noted use restriction or covenant.

ALL PROPERTY CORNERS FOUND ARE 5/8" IRON PINS W/ YELLOW PLASTIC LS CAP 8165

PLAT/PLAN APPROVED BY: CITY OF NORTH LIBERTY	
CITY CLERK	DATE:
UTILITY EASEMENTS APPROVED BY:	
MIDAMERICAN ENERGY	DATE:
MEDACOM	DATE:
LINN COUNTY R.E.C.	DATE:
SOUTH SLOPE COOPERATIVE TELEPHONE CO.	DATE:



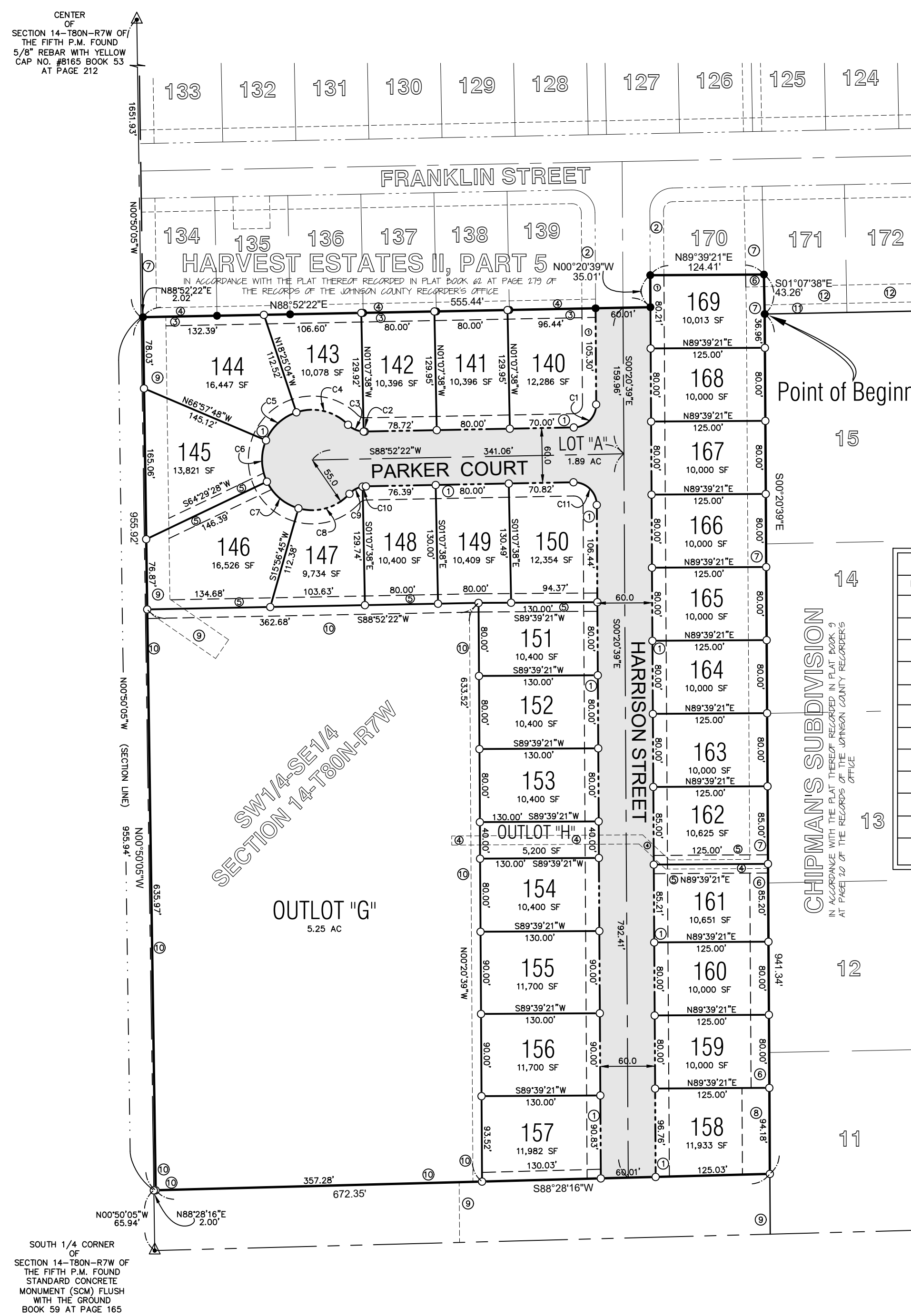
I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

GLEN D. MEISNER
P.L.S. Iowa Lic. No. 8165
My license renewal date is December 31, 20____.

Pages or sheets covered by this seal: _____

Signed before me this _____ day of _____, 20____.

Notary Public, in and for the State of Iowa.



FOR COUNTY RECORDER'S USE

CENTER OF SECTION 14-T80N-R7W OF THE FIFTH P.M. FOUND 5/8" REBAR WITH YELLOW CAP NO. #8165 BOOK 53 AT PAGE 212

SOUTH 1/4 CORNER OF SECTION 14-T80N-R7W OF THE FIFTH P.M. FOUND STANDARD CONCRETE MONUMENT (SCM) FLUSH WITH THE GROUND BOOK 59 AT PAGE 165

Resolution No. 2020-84

RESOLUTION APPROVING THE FINAL PLAT AND ACCEPTING IMPROVEMENTS FOR HARVEST ESTATES II, PART 6 NORTH LIBERTY, IOWA

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

WHEREAS, the owner and developer, Glynmor, L.L.C., has filed with the City Clerk a final plat for the property described in Exhibit A, which is attached hereto and made a part hereof;

WHEREAS, said real estate is owned by the above-named parties and the subdivision is being made with the free consent and in accordance with the desires of the owners;

WHEREAS, said final plat is found to conform with Chapter 354 of the Code of Iowa and ordinances of the City of North Liberty;

WHEREAS, the requirements for property improvements have been installed in accordance with the design standards and Municipal Code requirements of the City of North Liberty except for those included in the escrow.

NOW, THEREFORE, BE IT RESOLVED that the final plat of Harvest Estates II, Part 6, as shown on the final plat, and that Property Improvements, except for sidewalks, are hereby approved and accepted.

BE IT FURTHER RESOLVED that all parcels shown on said plat to be dedicated to the City of North Liberty are hereby accepted.

APPROVED AND ADOPTED this 13th day of October, 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



FY 20 Annual Urban Renewal Report

Annual Urban Renewal Report, Fiscal Year 2019 - 2020

Levy Authority Summary

Local Government Name: NORTH LIBERTY
 Local Government Number: 52G485

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
NORTH LIBERTY URBAN RENEWAL	52001	17

TIF Debt Outstanding: 43,849,707

TIF Sp. Rev. Fund Cash Balance as of 07-01-2019:	1,338,095	0	Amount of 07-01-2019 Cash Balance Restricted for LMI
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TIF Revenue:	4,828,097
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	4,828,097

Rebate Expenditures:	846,018
Non-Rebate Expenditures:	3,638,405
Returned to County Treasurer:	0
Total Expenditures:	4,484,423

TIF Sp. Rev. Fund Cash Balance as of 06-30-2020:	1,681,769	0	Amount of 06-30-2020 Cash Balance Restricted for LMI
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**Year-End Outstanding TIF
 Obligations, Net of TIF Special
 Revenue Fund Balance: 37,683,515**

Urban Renewal Area Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL
 UR Area Number: 52001

UR Area Creation Date: 06/1990

To encourage economic development through public improvements including streets, utilities, rebates to various corporations and other public improvements.

UR Area Purpose:

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
NORTH LIBERTY CITY/IOWA CITY SCH/ NL UR TIF INCREMENT	520099	520100	67,975,916
NORTH LIBERTY CITY AG/IOWA CITY SCH/ NL UR TIF INCREMENT	520101	520102	99,266
NORTH LIBERTY CITY/CLEAR CREEK SCH/ NL UR TIF INCREMENT	520103	520104	57,083,380
NORTH LIBERTY CITY AG/CLEAR CREEK SCH/NL UR TIF INCREMENT	520105	520106	140,935
NORTH LIBERTY CITY AG/IOWA CITY SCH/NORTH LIBERTY UR 2000 AMEND TIF INCREMENT	520191	520192	0
NORTH LIBERTY CITY/IOWA CITY SCH/NORTH LIBERTY UR 2000 AMEND TIF INCREM	520204	520205	12,123,476
NORTH LIBERTY CITY/IOWA CITY SCH/NORTH LIBERTY UR 2002 AMEND INCR	520220	520221	0
NORTH LIBERTY CITY AG/IOWA CITY SCH/NORTH LIBERTY UR 2002 AMEND INCR	520222	520223	99,771
NORTH LIBERTY CITY AG/IOWA CITY SCH/N LIBERTY UR 2003 AMD TIF INCR	520257	520258	0
NORTH LIBERTY CITY/IOWA CITY SCH/N LIBERTY UR 2003 AMEND INCREMENT	520285	520286	8,251,628
NORTH LIBERTY CITY AG/CLEAR CREEK SCH/NORTH LIBERTY UR TIF 2010 AMEND INCR	520335	520336	0
NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIB UR TIF AM DELOPMENT INCR	520343	520344	4,140,720
NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIB UR TIF UICCU INCREMENT	520374	520375	24,944,760
NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIBERTY UR 2016 AMEND INCREMENT	520394	520395	125,069
NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2010 AMD CORR DEVEL INCR	520410	520411	1,065,060
NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2016 AMD SPOTIX INCR	520412	520413	2,540,880
NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2016 AMD I380 IND PK INCR	520414	520415	1,448,104

Urban Renewal Area Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,090,300	187,666,800	204,347,973	12,977,300	0	-59,264	409,903,436	0	409,903,436
Taxable	612,011	106,816,280	183,913,176	11,679,570	0	-59,264	305,872,018	0	305,872,018
Homestead Credits									395

TIF Sp. Rev. Fund Cash Balance as of 07-01-2019: **1,338,095** **0** **Amount of 07-01-2019 Cash Balance Restricted for LMI**

TIF Revenue: 4,828,097
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 4,828,097

Rebate Expenditures: 846,018
 Non-Rebate Expenditures: 3,638,405
 Returned to County Treasurer: 0

Total Expenditures: 4,484,423

TIF Sp. Rev. Fund Cash Balance as of 06-30-2020:	1,681,769	0	Amount of 06-30-2020 Cash Balance Restricted for LMI
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Projects For NORTH LIBERTY URBAN RENEWAL

2015A 240th St. Improvements

Description:	Street improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2015A Kansas/Penn Intersection

Description:	Street Improvements to help Heartland Express
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2008 USTEP Project

Description:	Improvements to Penn Street and I380 Interchange
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2008 CCA Gym Expand

Description:	City's contribution to the School's Gym Expansion
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2009 Forevergreen Rd Project

Description:	Road improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2009 Hwy 965 Design

Description:	Design of Phase I Highway 965 Project
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2010 Ranshaw House

Description:	Phase 1 of Ranshaw House improvements
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2010 City Hall Land Aquisition

Description:	Purchase of property for future city hall
Classification:	Acquisition of property
Physically Complete:	Yes
Payments Complete:	No

2010 Park Update

Description:	Update to city parks Recreational facilities (lake development, parks, ball fields, trails)
Classification:	
Physically Complete:	Yes
Payments Complete:	No

2010 Meade Farm Updates

Description:	Update to Meade Barn in City Park
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2010 Parkland acquisition

Description:	Purchase of 40 acres for new city park
Classification:	Acquisition of property
Physically Complete:	Yes
Payments Complete:	No

2010 Gym Project

Description:	ICCSD Gym Upsizing
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2010 Rec Center Project

Description:	Electric Bleacher Update
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2010 Cherry Street lights

Description:	Street light retrofit
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2010 Hwy 965, Ph 2

Description:	Design of Hwy 965 Phase 2
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Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2010 Penn Street PProject

Description:	Penn Street Turn Lane improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2010 Jones Blvd, Phase 1

Description:	Jones Blvd Improves
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2010 Hwy 965, Phase 1

Description:	Phase 1 construction of Highway 965 project
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2019A City Hall Land Acquisition

Description:	Purchase of land for city hall property
Classification:	Acquisition of property
Physically Complete:	Yes
Payments Complete:	No

2019A Dubuque Street Trail Project

Description:	construction of trail along Dubuque Street Recreational facilities (lake development, parks, ball fields, trails)
Classification:	trails)
Physically Complete:	Yes
Payments Complete:	No

2019A Penn Street Turn Lanes

Description:	construction of Penn Street improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2019A Jones Boulevard Phase 1

Description:	Construction of Jones Boulevard, Phase 1
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2019A Golfview Drive Project

Description:	Construction of Golfview Drive connection
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Heartland Express

Description:	Development Agreement
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

2012 Library Project

Description:	Construction of Library Addition
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

A&M Development

Description:	Development Agreement
Classification:	Commercial - office properties
Physically Complete:	Yes
Payments Complete:	No

Green State Credit Union

Description:	Development Agreement
Classification:	Commercial - office properties
Physically Complete:	Yes
Payments Complete:	No

2005 Liberty Centre Park

Description:	Park Improvements Recreational facilities (lake development, parks, ball fields, trails)
Classification:	
Physically Complete:	Yes
Payments Complete:	No

2007 Property Purchase

Description:	Property acquisition
Classification:	Acquisition of property
Physically Complete:	Yes
Payments Complete:	No

2012 Front Street Improvements

Description:	Front Street Improvements
--------------	---------------------------

Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2013 Highway 965, Phase 2A

Description:	Highway 965 Improvements, Phase 2A
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2013 Jones Blvd, Phase 2

Description:	Jones Blvd, Phase 2 Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2011 Liberty Centre Trail

Description:	Trail Connection Recreational facilities (lake development, parks, ball fields, trails)
Classification:	trails)
Physically Complete:	Yes
Payments Complete:	No

2014 Highway 965, Phase 2

Description:	Highway 965 Improvements, Phase 2
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2014 North Front Street Improvements

Description:	North Front Street Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2015A Hwy 965, Phase 2

Description:	Highway 965 Improvements, Add'l costs
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2015A Parks & Trails Projects

Description:	Parks & Trails Projects Recreational facilities (lake development, parks, ball fields, trails)
Classification:	trails)
Physically Complete:	Yes
Payments Complete:	No

2017B Penn Street ICAAP

Description: Penn Street Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: No

2017B Dubuque Street/NL Road

Description: Dubuque Street/NL Road Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: No

2018A Penn Street

Description: Penn Street Improvements
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: No

2018A NL Road/Penn Street

Description: Road improvements
Classification: Roads, Bridges & Utilities
Physically Complete: Yes
Payments Complete: No

2018A Centennial SRF

Description: Paving, parking and trails
Recreational facilities (lake development, parks, ball fields,
Classification: trails)
Physically Complete: Yes
Payments Complete: No

2018A Ranshaw House

Description: Property improvements
Classification: Municipal and other publicly-owned or leased buildings
Physically Complete: Yes
Payments Complete: No

Spotix/VARS

Description: Development Agreement
Classification: Commercial - office properties
Physically Complete: Yes
Payments Complete: No

Corridor Media Properties

Description:	Development Agreement
Classification:	Commercial - office properties
Physically Complete:	Yes
Payments Complete:	No

2019A Parks Improvements

Description:	Upgrade to City Parks Recreational facilities (lake development, parks, ball fields, trails)
Classification:	
Physically Complete:	Yes
Payments Complete:	No

2019A Kansas Avenue

Description:	Construction of Kansas Avenue from rural to urban crosssection
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

2019A Highway 965

Description:	Highway 965 improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For NORTH LIBERTY URBAN RENEWAL

2012B GO/TIF Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	755,000
Interest:	29,310
Total:	784,310
Annual Appropriation?:	No
Date Incurred:	10/23/2012
FY of Last Payment:	2023

A&M Development Agreement

Debt/Obligation Type:	Rebates
Principal:	4,519,213
Interest:	0
Total:	4,519,213
Annual Appropriation?:	No
Date Incurred:	02/08/2011
FY of Last Payment:	2022

Green State Credit Union

Debt/Obligation Type:	Rebates
Principal:	2,237,982
Interest:	0
Total:	2,237,982
Annual Appropriation?:	Yes
Date Incurred:	02/08/2011
FY of Last Payment:	2022

2013C GO/Urban Renewal Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,870,000
Interest:	127,675
Total:	1,997,675
Annual Appropriation?:	No
Date Incurred:	11/05/2013
FY of Last Payment:	2024

2013 REDLG

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	108,000
Interest:	12,000
Total:	120,000
Annual Appropriation?:	No
Date Incurred:	02/12/2013
FY of Last Payment:	2023

2014C GO/Urban Renewal Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,910,000
Interest:	136,100
Total:	2,046,100
Annual Appropriation?:	No
Date Incurred:	10/30/2014
FY of Last Payment:	2025

2015A GO/Urban Renewal Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	6,450,000
Interest:	518,600
Total:	6,968,600
Annual Appropriation?:	No
Date Incurred:	10/07/2015
FY of Last Payment:	2026

2017B GO/Urban Renewal Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	6,165,000
Interest:	619,413
Total:	6,784,413
Annual Appropriation?:	No
Date Incurred:	05/30/2017
FY of Last Payment:	2029

2017A GO/Urban Renewal Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	3,075,000
Interest:	358,200
Total:	3,433,200
Annual Appropriation?:	No
Date Incurred:	04/27/2017
FY of Last Payment:	2027

Spotix/VARS Development Agreement

Debt/Obligation Type:	Rebates
Principal:	374,557
Interest:	0
Total:	374,557
Annual Appropriation?:	Yes
Date Incurred:	02/28/2017
FY of Last Payment:	2025

Corridor Media

Debt/Obligation Type:	Rebates
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Principal:	68,067
Interest:	0
Total:	68,067
Annual Appropriation?:	Yes
Date Incurred:	09/17/2017
FY of Last Payment:	2022

2018A GO/Urban Renewal Bond

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	4,595,000
Interest:	948,260
Total:	5,543,260
Annual Appropriation?:	No
Date Incurred:	10/15/2018
FY of Last Payment:	2031

2019A GO/Urban Renewal Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	8,010,000
Interest:	962,330
Total:	8,972,330
Annual Appropriation?:	No
Date Incurred:	08/13/2019
FY of Last Payment:	2032

Non-Rebates For NORTH LIBERTY URBAN RENEWAL

TIF Expenditure Amount: 26,879
 Tied To Debt: 2015A GO/Urban Renewal Bonds
 Tied To Project: 2015A 240th St. Improvements

TIF Expenditure Amount: 5,438
 Tied To Debt: 2015A GO/Urban Renewal Bonds
 Tied To Project: 2015A Kansas/Penn Intersection

TIF Expenditure Amount: 19,306
 Tied To Debt: 2017A GO/Urban Renewal Bond
 Tied To Project: 2008 USTEP Project

TIF Expenditure Amount: 5,851
 Tied To Debt: 2017A GO/Urban Renewal Bond
 Tied To Project: 2008 CCA Gym Expand

TIF Expenditure Amount: 90,450
 Tied To Debt: 2017A GO/Urban Renewal Bond
 Tied To Project: 2009 Forevergreen Rd Project

TIF Expenditure Amount: 23,644
 Tied To Debt: 2017A GO/Urban Renewal Bond
 Tied To Project: 2009 Hwy 965 Design

TIF Expenditure Amount: 2,084
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 Ranshaw House

TIF Expenditure Amount: 71,217
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 City Hall Land Aquisition

TIF Expenditure Amount: 1,737
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 Park Update

TIF Expenditure Amount: 3,752
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 Meade Farm Updates

TIF Expenditure Amount: 56,689
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 Parkland acquisition

TIF Expenditure Amount: 42,730
 Tied To Debt: 2017B GO/Urban Renewal Bond
 Tied To Project: 2010 Gym Project

TIF Expenditure Amount: 1,737
 Tied To Debt: 2017B GO/Urban Renewal Bond

Tied To Project:	2010 Rec Center Project
TIF Expenditure Amount:	1,320
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2010 Cherry Street lights
TIF Expenditure Amount:	27,792
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2010 Hwy 965, Ph 2
TIF Expenditure Amount:	9,241
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2010 Penn Street PProject
TIF Expenditure Amount:	16,397
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2010 Jones Blvd, Phase 1
TIF Expenditure Amount:	228,477
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2010 Hwy 965, Phase 1
TIF Expenditure Amount:	14,956
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A City Hall Land Acquisition
TIF Expenditure Amount:	13,086
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Dubuque Street Trail Project
TIF Expenditure Amount:	54,263
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Penn Street Turn Lanes
TIF Expenditure Amount:	84,312
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Jones Boulevard Phase 1
TIF Expenditure Amount:	42,997
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Golfview Drive Project
TIF Expenditure Amount:	20,119
Tied To Debt:	2015A GO/Urban Renewal Bonds
Tied To Project:	2007 Property Purchase
TIF Expenditure Amount:	142,641
Tied To Debt:	2013C GO/Urban Renewal Bond
Tied To Project:	2013 Highway 965, Phase 2A
TIF Expenditure Amount:	248,196
Tied To Debt:	2013C GO/Urban Renewal Bond
Tied To Project:	2013 Jones Blvd, Phase 2
TIF Expenditure Amount:	196,478

Tied To Debt:	2012B GO/TIF Bond
Tied To Project:	2012 Library Project
TIF Expenditure Amount:	286,414
Tied To Debt:	2014C GO/Urban Renewal Bond
Tied To Project:	2014 Highway 965, Phase 2
TIF Expenditure Amount:	57,286
Tied To Debt:	2014C GO/Urban Renewal Bond
Tied To Project:	2014 North Front Street Improvements
TIF Expenditure Amount:	40,160
Tied To Debt:	2013 REDLG
Tied To Project:	2012 Library Project
TIF Expenditure Amount:	175,749
Tied To Debt:	2015A GO/Urban Renewal Bonds
Tied To Project:	2015A Hwy 965, Phase 2
TIF Expenditure Amount:	65,265
Tied To Debt:	2015A GO/Urban Renewal Bonds
Tied To Project:	2015A Parks & Trails Projects
TIF Expenditure Amount:	334,548
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2017B Penn Street ICAAP
TIF Expenditure Amount:	485,658
Tied To Debt:	2017B GO/Urban Renewal Bond
Tied To Project:	2017B Dubuque Street/NL Road
TIF Expenditure Amount:	185,391
Tied To Debt:	2018A GO/Urban Renewal Bond
Tied To Project:	2018A Penn Street
TIF Expenditure Amount:	185,391
Tied To Debt:	2018A GO/Urban Renewal Bond
Tied To Project:	2018A NL Road/Penn Street
TIF Expenditure Amount:	17,246
Tied To Debt:	2018A GO/Urban Renewal Bond
Tied To Project:	2018A Centennial SRF
TIF Expenditure Amount:	34,491
Tied To Debt:	2018A GO/Urban Renewal Bond
Tied To Project:	2018A Ranshaw House
TIF Expenditure Amount:	37,235
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Parks Improvements
TIF Expenditure Amount:	134,182
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Kansas Avenue

TIF Expenditure Amount:	147,600
Tied To Debt:	2019A GO/Urban Renewal Bonds
Tied To Project:	2019A Highway 965

Rebates For NORTH LIBERTY URBAN RENEWAL

2380 Landon Road

TIF Expenditure Amount:	87,191
Rebate Paid To:	A&M Development
Tied To Debt:	A&M Development Agreement
Tied To Project:	A&M Development
Projected Final FY of Rebate:	2022

2355 Landon Road

TIF Expenditure Amount:	662,658
Rebate Paid To:	Green State Credit Union
Tied To Debt:	Green State Credit Union
Tied To Project:	Green State Credit Union
Projected Final FY of Rebate:	2024

Corridor Media Properties

TIF Expenditure Amount:	67,882
Rebate Paid To:	Corridor Media Properties
Tied To Debt:	Corridor Media
Tied To Project:	Corridor Media Properties
Projected Final FY of Rebate:	2022

2810 Stoner Court #1

TIF Expenditure Amount:	28,287
Rebate Paid To:	VARS Group
Tied To Debt:	Spotix/VARS Development Agreement
Tied To Project:	Spotix/VARS
Projected Final FY of Rebate:	2025

Jobs For NORTH LIBERTY URBAN RENEWAL

Project:	Spotix/VARS
Company Name:	Spotix, Inc.
Date Agreement Began:	02/28/2017
Date Agreement Ends:	06/30/2025
Number of Jobs Created or Retained:	32
Total Annual Wages of Required Jobs:	1,421,164
Total Estimated Private Capital Investment:	2,823,200
Total Estimated Cost of Public Infrastructure:	0

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2020

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/IOWA CITY SCH/ NL UR TIF INCREMENT
 TIF Taxing District Inc. Number: 520100

TIF Taxing District Base Year:	1989	UR Designation	
FY TIF Revenue First Received:	1990	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	06/1990

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	81,244,100	71,190,473	10,860,200	0	-40,744	163,911,956	0	163,911,956
Taxable	0	46,242,588	64,071,426	9,774,180	0	-40,744	120,540,895	0	120,540,895
Homestead Credits									205

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	12,108,683	120,540,895	67,975,916	52,564,979	1,418,391

FY 2020 TIF Revenue Received: 1,793,328

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY AG/IOWA CITY SCH/ NL UR TIF INCREMENT
 TIF Taxing District Inc. Number: 520102

TIF Taxing District Base Year:	1989	UR Designation	
FY TIF Revenue First Received:	1990	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	06/1990

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	313,600	0	0	0	0	0	313,600	0	313,600
Taxable	176,031	0	0	0	0	0	176,031	0	176,031
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	131,011	176,031	99,266	76,765	1,548

FY 2020 TIF Revenue Received: 2,003

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/ NL UR TIF INCREMENT
 TIF Taxing District Inc. Number: 520104

TIF Taxing District Base Year:	1989	UR Designation	
FY TIF Revenue First Received:	1990	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	06/1990

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	79,180,200	72,431,400	0	0	-12,964	154,821,036	0	154,821,036
Taxable	0	45,067,827	65,188,260	0	0	-12,964	112,659,923	0	112,659,923
Homestead Credits									124

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	1,150,795	112,659,923	57,083,380	55,576,543	1,488,145

FY 2020 TIF Revenue Received: 1,485,520

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY AG/CLEAR CREEK SCH/NL UR TIF INCREMENT
 TIF Taxing District Inc. Number: 520106

TIF Taxing District Base Year:	1989	UR Designation	
FY TIF Revenue First Received:	1990	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	06/1990

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	445,300	0	0	0	0	0	445,300	0	445,300
Taxable	249,958	0	0	0	0	0	249,958	0	249,958
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	152,012	249,958	140,935	109,023	2,176

FY 2020 TIF Revenue Received: 2,815

TIF Taxing District Data Collection

Local Government Name:	NORTH LIBERTY (52G485)	
Urban Renewal Area:	NORTH LIBERTY URBAN RENEWAL (52001)	
TIF Taxing District Name:	NORTH LIBERTY CITY AG/IOWA CITY SCH/NORTH LIBERTY UR 2000 AMEND	
TIF INCREMENT		
TIF Taxing District Inc. Number:	520192	
TIF Taxing District Base Year:	1999	
FY TIF Revenue First Received:	2000	
Subject to a Statutory end date?	Yes	
Fiscal year this TIF Taxing District statutorily ends:	2021	

UR Designation	
Slum	No
Blighted	No
Economic Development	04/2000

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	4,959	0	0	0	0

FY 2020 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	NORTH LIBERTY (52G485)	
Urban Renewal Area:	NORTH LIBERTY URBAN RENEWAL (52001)	
TIF Taxing District Name:	NORTH LIBERTY CITY/IOWA CITY SCH/NORTH LIBERTY UR 2000 AMEND TIF INCREM	
TIF INCREM		
TIF Taxing District Inc. Number:	520205	
TIF Taxing District Base Year:	1999	
FY TIF Revenue First Received:	2000	
Subject to a Statutory end date?	Yes	
Fiscal year this TIF Taxing District statutorily ends:	2021	

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2000

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	4,408,500	18,982,000	2,117,100	0	0	25,507,600	0	25,507,600
Taxable	0	2,509,226	17,083,800	1,905,390	0	0	21,498,416	0	21,498,416
Homestead Credits									18

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	51,647	21,498,416	12,123,476	9,374,940	252,969

FY 2020 TIF Revenue Received: 320,696

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/IOWA CITY SCH/NORTH LIBERTY UR 2002 AMEND INCR
 TIF Taxing District Inc. Number: 520221
 TIF Taxing District Base Year: 2002
 FY TIF Revenue First Received: 2003
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2023

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2002

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	9,500	0	0	0	0

FY 2020 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY AG/IOWA CITY SCH/NORTH LIBERTY UR 2002 AMEND INCR
 TIF Taxing District Inc. Number: 520223
 TIF Taxing District Base Year: 2002
 FY TIF Revenue First Received: 2003
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2023

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2002

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	331,400	0	0	0	0	0	331,400	0	331,400
Taxable	186,022	0	0	0	0	0	186,022	0	186,022
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	154,440	176,960	99,771	77,189	1,556

FY 2020 TIF Revenue Received: 1,044

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY AG/IOWA CITY SCH/N LIBERTY UR 2003 AMD TIF INCR
 TIF Taxing District Inc. Number: 520258
 TIF Taxing District Base Year: 2003
 FY TIF Revenue First Received: 2004
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2024

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2003

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	0	0	0	0	0

FY 2020 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/IOWA CITY SCH/N LIBERTY UR 2003 AMEND INCREMENT
 TIF Taxing District Inc. Number: 520286
 TIF Taxing District Base Year: 2002
 FY TIF Revenue First Received: 2003
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2024

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2003

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	22,834,000	1,823,800	0	0	-5,556	24,652,244	0	24,652,244
Taxable	0	12,996,639	1,641,420	0	0	-5,556	14,632,503	0	14,632,503
Homestead Credits									48

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	17,689	14,632,503	8,251,628	6,380,875	172,179

FY 2020 TIF Revenue Received: 222,644

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY AG/CLEAR CREEK SCH/NORTH LIBERTY UR TIF 2010 AMEND INCR
 TIF Taxing District Inc. Number: 520336
 TIF Taxing District Base Year: 2009
 FY TIF Revenue First Received: 2011
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2029

UR Designation	
Slum	No
Blighted	No
Economic Development	06/2010

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	0	0	0	0	0

FY 2020 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIB UR TIF AM DELOPMENT INCR
 TIF Taxing District Inc. Number: 520344
 TIF Taxing District Base Year: 2009
 FY TIF Revenue First Received: 2014
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2024

UR Designation	
Slum	No
Blighted	No
Economic Development	06/2010

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	4,600,800	0	0	0	4,600,800	0	4,600,800
Taxable	0	0	4,140,720	0	0	0	4,140,720	0	4,140,720
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	54,428	4,140,720	4,140,720	0	0

FY 2020 TIF Revenue Received: 120,350

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIB UR TIF UICCU INCREMENT
 TIF Taxing District Inc. Number: 520375
 TIF Taxing District Base Year: 2009
 FY TIF Revenue First Received: 2015
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2029

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	27,716,400	0	0	0	27,716,400	0	27,716,400
Taxable	0	0	24,944,760	0	0	0	24,944,760	0	24,944,760
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	38,665	24,944,760	24,944,760	0	0

FY 2020 TIF Revenue Received: 731,764

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/N LIBERTY UR 2016 AMEND INCREMENT
 TIF Taxing District Inc. Number: 520395
 TIF Taxing District Base Year: 2015
 FY TIF Revenue First Received: 2019
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2025

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	743,300	0	0	0	743,300	0	743,300
Taxable	0	0	668,970	0	0	0	668,970	0	668,970
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	521,500	221,800	125,069	96,731	2,590

FY 2020 TIF Revenue Received: 3,349

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2010 AMD CORR
 DEVEL INCR
 TIF Taxing District Inc. Number: 520411
 TIF Taxing District Base Year: 2009
 FY TIF Revenue First Received: 2019
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District
 statutorily ends: 2029

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,183,400	0	0	0	1,183,400	0	1,183,400
Taxable	0	0	1,065,060	0	0	0	1,065,060	0	1,065,060
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	2,290	1,065,060	1,065,060	0	0

FY 2020 TIF Revenue Received: 31,229

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2016 AMD SPOTIX INCR
 TIF Taxing District Inc. Number: 520413
 TIF Taxing District Base Year: 2015
 FY TIF Revenue First Received: 2019
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District
 statutorily ends: 2035

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,823,200	0	0	0	2,823,200	0	2,823,200
Taxable	0	0	2,540,880	0	0	0	2,540,880	0	2,540,880
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	2,076	2,540,880	2,540,880	0	0

FY 2020 TIF Revenue Received: 74,580

TIF Taxing District Data Collection

Local Government Name: NORTH LIBERTY (52G485)
 Urban Renewal Area: NORTH LIBERTY URBAN RENEWAL (52001)
 TIF Taxing District Name: NORTH LIBERTY CITY/CLEAR CREEK SCH/NL UR TIF 2016 AMD I380 IND PK INCR
 TIF Taxing District Inc. Number: 520415
 TIF Taxing District Base Year: 2015
 FY TIF Revenue First Received: 2019
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2035

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2018 for FY 2020

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,853,200	0	0	0	2,853,200	0	2,853,200
Taxable	0	0	2,567,880	0	0	0	2,567,880	0	2,567,880
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2020	4,324	2,567,880	1,448,104	1,119,776	29,984

FY 2020 TIF Revenue Received: 38,775



Zoning Ordinance Amendment



September 2, 2020

Terry 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 Section 167.01 of the North Liberty Code of Ordinances, entitled “Definitions” and various sections in Chapter 169 of the North Liberty Code of Ordinances, entitled “Development Regulations”.

Mayor Donahue:

The North Liberty Planning Commission considered the above-reference request at its September 1, 2020 meeting. The Planning Commission took the following action:

Finding:

1. The Zoning Ordinance amendments would revise and outdated and conflicting language and include user friendly diagrams and tables.

Recommendation:

The Planning Commission accepted the one listed finding and forwards the ordinance to the City Council with a recommendation for approval.

The vote for approval was unanimous (7-0).

Becky Keogh, Chairperson
North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **August 28, 2020**
Re **Request of the City of North Liberty for an ordinance amending Section 167.01 of the North Liberty Code of Ordinances, entitled “Definitions” and various sections in Chapter 169 of the North Liberty Code of Ordinances, entitled “Development Regulations”.**

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:

1. Section 167.01, entitled “Definitions”.
 - Various amendments to clarifying unclear or outdated language and to add diagrams.
2. Section 169.06, entitled “Location of Accessory Building and Uses”.
 - Allow an increase in detached garage size based on lot size;
 - Allow greenhouses and ground mounted solar systems; and
 - General reorganization.
3. Section 169.08, entitled “Supplemental Yard and Height Regulations”.
 - Reorganize previous content into table format;
 - Correct conflicting regulations;
 - Add certain uses, such as personal recreation game courts and sidewalks.
4. Section 169.12, entitled “Design Standards”.
 - Remove ID, RD and R-FB districts from the earth tones requirement.
 - Better define earth tones; and
 - Allow for flexibility in roof color as long as it is compatible with the design of the building.

Public Input:

Staff did receive correspondence from a citizen that wishes for the detached garage size allowances to be larger than what is proposed in the ordinance. The correspondence is included in the background material.

Finding:

1. The Zoning Ordinance amendments would revise and outdated and conflicting language and include user friendly diagrams and tables.

Recommendation:

City staff recommends the Planning Commission accept the one listed finding 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 Section 167.01 of the North Liberty Code of Ordinances, entitled "Definitions" and various sections in Chapter 169 of the North Liberty Code of Ordinances, entitled "Development Regulations".

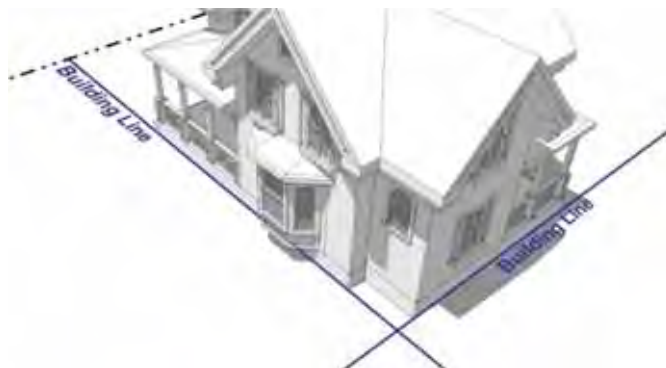
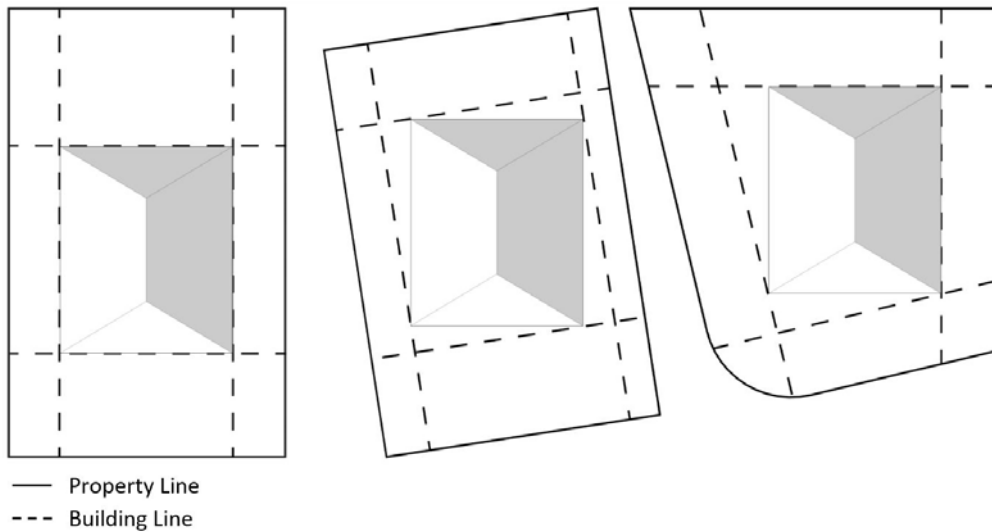
Suggested motion:

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

SECTION 1. AMENDMENT. That Section 167.01 of the Code of Ordinances of North Liberty, Iowa, entitled “Definitions” (existing definitions for “buildable width”, “building line”, “corner visual clearance”, “garage private”, “lot, irregular”, “lot width”, “setback”, “yard”, “yard, front”, “yard line, front”, “yard line, rear”, “yard line, side”, “yard, rear” and “yard, side” only) is hereby amended by renaming the term “buildable width” to “buildable area” and by modifying the associated definition, by modifying the definition “building line” and adding associated diagrams, by modifying the definition “corner visual clearance” and adding associated diagrams, by modifying the definition “garage, private”, by adding the term “lot area” and associated definition, by deleting the term and definition “lot, irregular”, by adding the term “lot line” and associated definition, by modifying the definition “lot width”, by modifying the definition “setback”, by modifying the definition “yard”, by renaming the definition “yard, front” to “yard, required front” and by modifying the associated definition, by deleting the term and definitions “yard line, front”, “yard line, rear” and “yard line, side”, by renaming the term “yard, rear” to “yard, required rear” and by modifying the associated definition, by renaming the term “yard, side” to “yard, required side”, by modifying the associated definition and adding diagrams associated with required yard and yard.

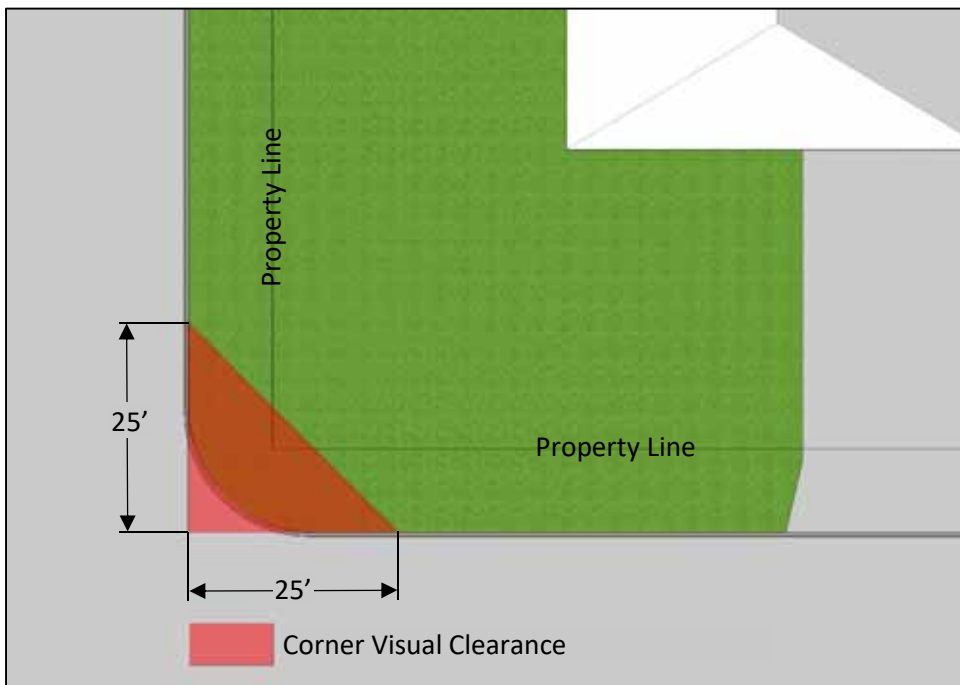
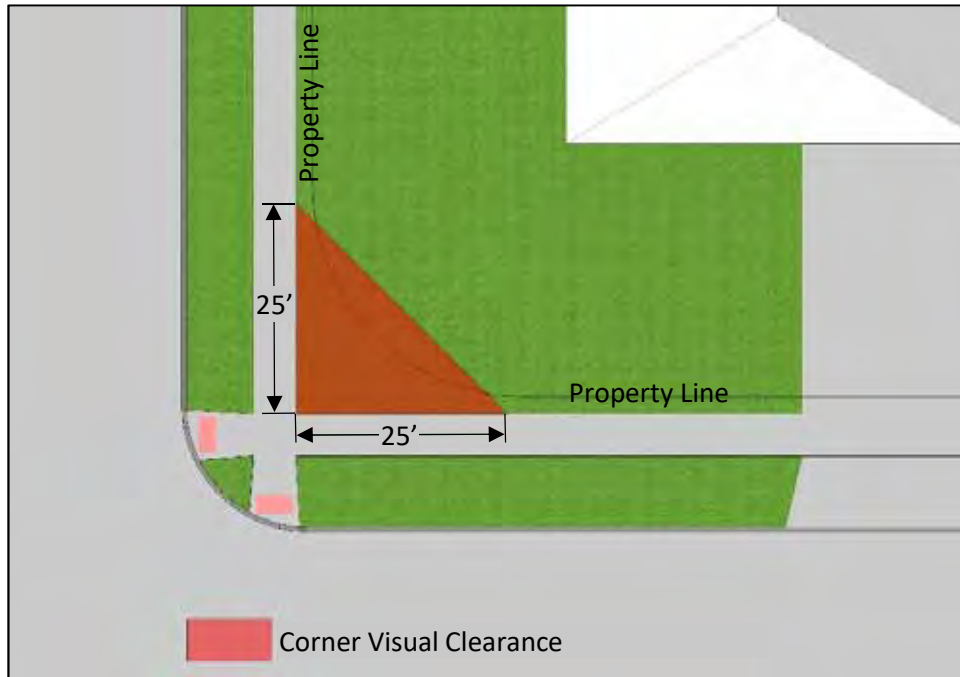
“Buildable ~~width~~ area” means the distance between the required side yard lines portion of a lot, excluding required yards, where a structure or building improvements may be erected.

“Building line” means the perimeter of that portion of a building or structure ~~nearest a property line, but excluding open steps, terraces, cornices, and other ornamental features projecting from the walls of the building or structure~~ measured parallel to the lot line. For the purposes of establishing a building line, the building wall does not include permitted encroachments of architectural features, such as bay windows, eaves, and steps and stoops.



“Corner visual clearance” refers to means the requirement that in all districts nothing shall be erected, placed, planted, or allowed to grow on a corner lot in such a manner as to significantly impede vision between a height of three feet above the centerline-street grades of the area described measured as follows: that triangular-shaped area bounded by the street or road right-of-way line of a sidewalks adjacent to a corner lot or tract and a straight line joining points on said right-of-way lines sidewalks, 25 feet from said corner. Where no sidewalk(s) exist, the area shall be measured along the back of curb or edge of roadway pavement, as applicable.

Corner Visual Clearance



~~“Garage, private” means a building or a portion of a building, not more than 1,000 square feet in area, in which only private or pleasure-type motor vehicles used by the tenants of the building or buildings on the premises are stored or kept~~ structure, either attached or detached, designed and/or used for the parking and storage of vehicles as an accessory structure to a residence.

~~“Lot area” means the total area within the boundaries of a lot, excluding any street right-of-way, usually defined in square footage.~~

~~“Lot, irregular” means a lot whose opposing property lines are generally not parallel, such as a pie-shaped lot on a cul-de-sac, or where the side property lines are not parallel to each other.~~

~~“Lot line” means a line of record that separates one tract from another or from a public or private right of way, as indicated on an approved, filed, and recorded plat or other legal instrument deemed acceptable by the City.~~

~~“Lot width” is the width of a lot at the front yard line horizontal distance between the side lot lines at the required front yard measured along a straight line parallel to the front lot line.~~

~~“Setback” means the minimum required distance between the property lot line and the building line required yard.~~

~~“Yard” means a required area on a lot unoccupied by structures above grade except for projections and the specific minor uses or structures allowed in such area under the provisions of this code. A yard extends from the ground upward the open space area between the building line of a principal building and the adjacent lot lines, exclusive of facade articulation, such as window or wall recesses and projections.~~

~~“Yard, required front” means the area across a lot bounded by the front lot line, the front yard line, and the side lot lines required minimum distance per the zoning district that a principal building must be located from the front lot line.~~

~~“Yard line, front” is a line from one side lot line to another side lot line, parallel to the street, and as far back from the street as required in this code for the front yard. On a corner lot, the front yard line is required along both streets.~~

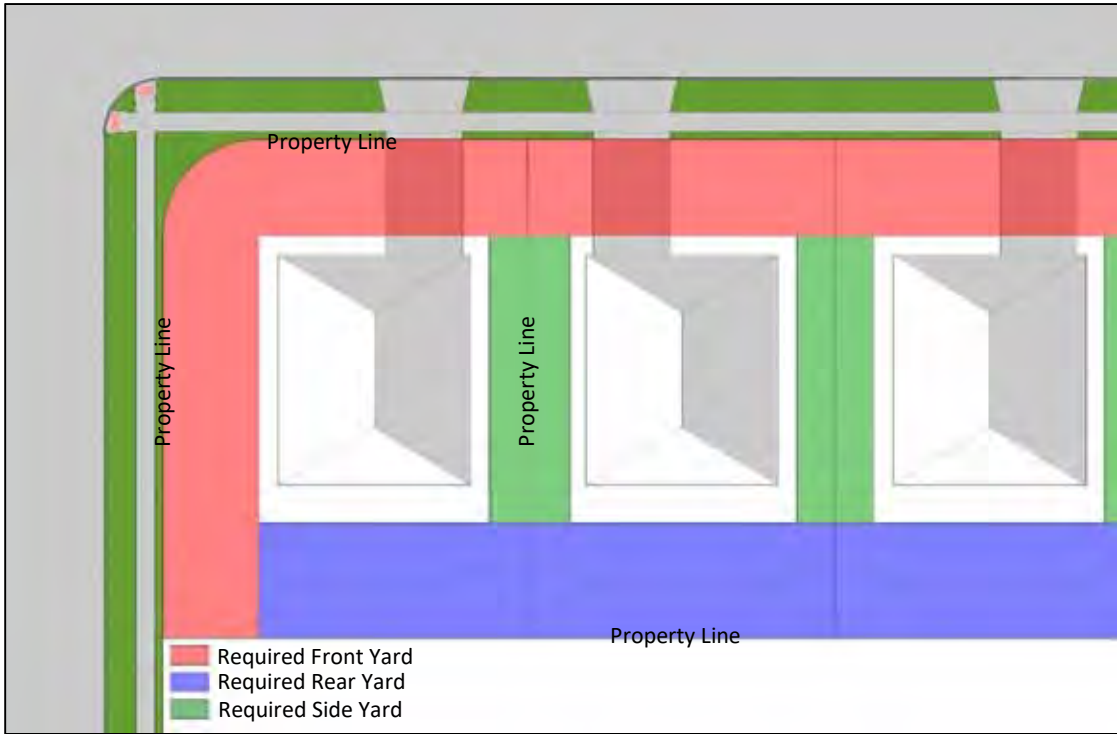
~~“Yard line, rear” means a line parallel to the rear lot line and as far forward from the rear lot line as required by this code.~~

~~“Yard line, side” means a line parallel to the side lot line and as far from the side lot line as required by this code.~~

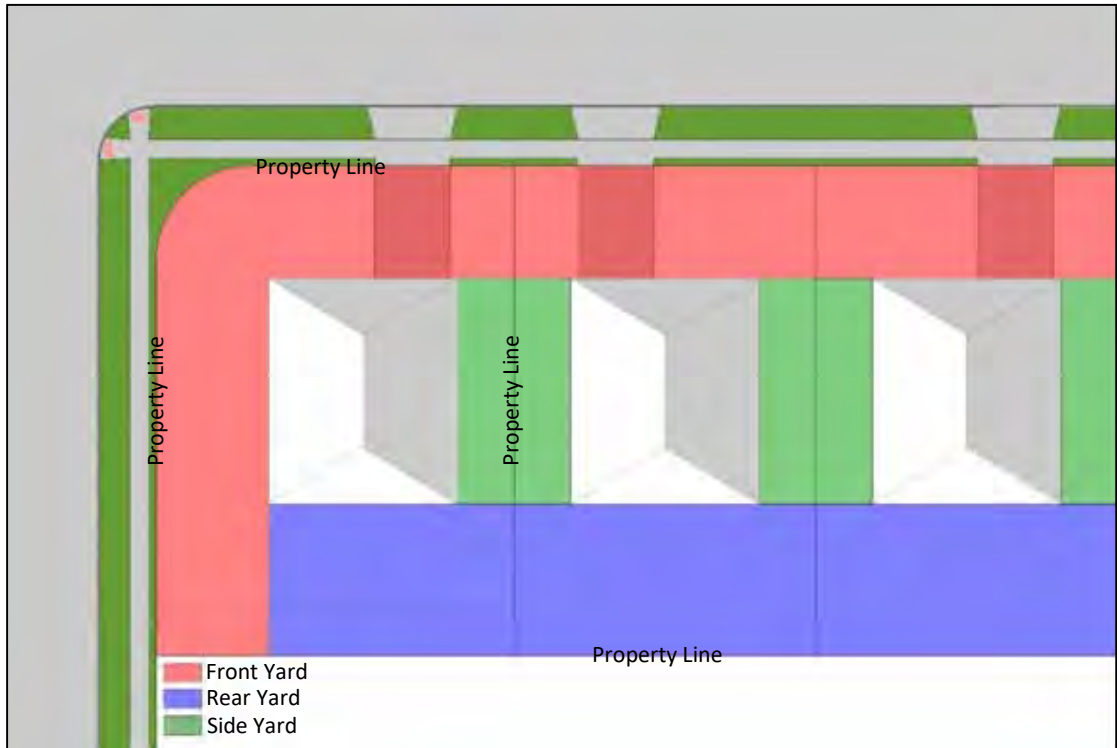
~~“Yard, required rear” means the required area from one side lot line to another side lot line and between the rear yard line and the rear lot line bounded by the rear lot line, the rear yard line, and the side lot lines required minimum distance per the zoning district that a principal building must be located from the rear lot line.~~

~~“Yard, required side” means the required area from the front yard line to the rear yard line and from the side yard line to the side lot line required minimum distance per the zoning district that a principal building must be located from the side lot line.~~

Required Yard



Yard



“Zero lot line development” means single-family dwellings arranged on individual lots as either detached structures with one or more side walls on a side ~~property~~ lot line

SECTION 2. AMENDMENT. That Section 169.06 of the Code of Ordinances of North Liberty, Iowa, entitled "Location of Accessory Buildings and Uses" is hereby amended by removing the minimum separation distance an accessory building must be from the main building, by modifying certain standards for freestanding "private garages", "storage buildings, greenhouses and other similar structures" and "swimming pools", by adding the uses "flag poles" and "freestanding solar systems" and creating certain standards, by reorganizing certain zoning district accessory uses, by deleting the use "Keeping of Small Animals" and associated standards, by deleting the use "Miscellaneous Parking and Storage" and associated standards, by deleting "Accessory Uses in All Other Zones" and associated standards due to the language being relocated, by deleting the use "Guard Dogs in all C, O/RP and I-1 Zone Districts" and associated standards and by renumbering the subsequent subsection to account for the deleted subsections.

169.06 LOCATION OF ACCESSORY BUILDINGS AND USES

Accessory buildings and uses shall occupy the same lot as the main use or building. No lot shall have an accessory building or use without the principal use. No accessory building shall be used as a dwelling unit.

~~1. Separation from Main Building. All accessory buildings shall be separated from the main building by 10 feet.~~

~~1. Yard Encroachment. No accessory building or use shall be located within any yard unless authorized by this Section and/or Section 169.08.~~

~~2. Freestanding Private Garages. No detached garage shall be located within the front yard area of any lot. An accessory building used as a private garage may be located in any portion of the rear or side yard under~~ In addition to one attached private garage, one freestanding private garage may be permitted subject to the following conditions:

~~A. Maximum one private garage per lot.~~

~~B.A. A maximum square feet gross building area not to exceed 30% of the rear yard area with a maximum size of 850 square feet. On properties exceeding .5 acres but less than .75 acres, the maximum gross building area shall be 1,000 square feet. On properties exceeding .75 acres but less than one acre, the maximum gross building area shall be 1,200 square feet. On properties exceeding one acre, the maximum gross building area shall be 1,400 square feet. Notwithstanding the foregoing, the gross building area shall not exceed the total footprint of the residence.~~

~~B.B. No portion of the structure located in a rear yard area shall be located in any of the following areas~~ May be located within the rear yard subject to the following:

- ~~(1) Less than four feet from an adjoining property line~~ A minimum of five feet from the side and rear property line.
- ~~(2) Less than~~ A minimum of 20 feet from a public or private right-of-way or alley.
- ~~(3) Within any easement~~ Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.

~~D.C. No portion of the structure located in a side yard area shall be located in any of the following areas:~~ May be located within a side yard subject to meeting the required side yard setback for the main building and not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.

- ~~(1) Less than the required side yard setback for the main building.~~
- ~~(2) Within any easement.~~
- ~~(3) Maximum building height of 15 feet.~~

~~D. Maximum building height of 15 feet.~~

3. ~~Storage Buildings and Greenhouses. All accessory buildings used for storage~~ A maximum two storage buildings, greenhouses or structures designed for other similar use, or any combination thereof, may be located ~~in any portion of~~ within the rear yard ~~under~~ subject to the following conditions:
 - A. Maximum 200 square feet gross building size area per building.
 - ~~B. No portion of the structure shall be located in any of the following areas:~~
 - ~~(1) Less than four feet from an adjoining property line.~~
 - ~~(2) Less than 10 feet from a public or private alley.~~
 - ~~(3) Within any easement.~~
 - B. A minimum of five feet from the side and rear property line.
 - C. A minimum of 10 feet from a public or private right-of-way alley.
 - D. Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - ~~C.E.~~ Maximum building height of 10 feet.
4. Other accessory uses.
 - A. Swimming pools. No swimming pool shall be located within the front yard area of any lot, or closer than four feet from any adjoining property line. Swimming pools may be located within the rear yard subject to the following conditions:
 - (1) A minimum of five feet from the side and rear property line.
 - (2) A minimum of 10 feet from a public or private right-of-way.
 - (3) Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - ~~B. Play and recreational structures. No clubhouse, swing set, gazebo, slide, or similar uses or equipment shall be located within the front yard area of any lot.~~
 - B. Flagpoles. Flagpoles may be permitted within any yard subject to the following conditions:
 - (1) Limited to the maximum of three poles.
 - (2) Limited to the maximum height for the district or 40 feet, whichever is less.
 - (3) A minimum of five feet from any property line.
 - (4) External illumination of flags is permitted but must be focused on the flagpole and flag.
 - C. Freestanding solar systems. Freestanding solar systems may be located within the rear yard subject to the following conditions:
 - (1) Must meet the required side and rear yard setback for the main building.
 - (2) Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - (3) Maximum system height of 15 feet.
- ~~5. Front Yard Area. No private garage or storage buildings shall be located in a front yard area.~~
- ~~6.5. District Specific Accessory Uses in RS and RD Districts.~~
 - A. Storage In RS and RD districts, the storage of wood, lumber, and other material where the land occupied by such storage is confined to one location in the rear yard area with a maximum area of one hundred square feet, provided that there are at least eight inches of free air space under such storage.
 - ~~B. Keeping of small animals commonly housed in a dwelling, but not for sale purposes. Dog runs constructed solely for the purpose of confining dogs for exercising and feeding may be located in a residential zone, provided that they shall not be located in a front yard or side yard or closer than 10 feet to any lot line.~~

B. In all districts besides RS and RD districts, a conditional use permit is required for any outdoor storage or display. Notwithstanding the foregoing, the outdoor display of merchandise associated with the principal use may be permitted without a conditional use permit as long as the area is 100 square feet or less.

~~7. Miscellaneous Parking and Storage. No person shall park, keep or store, or permit the parking or storage of an inoperable vehicle, vehicle component parts, or miscellaneous junk and debris on any public or private property, in any zoning district, unless it shall be in a completely enclosed building. This regulation does not apply to legitimate businesses operating in a lawful place and manner, in accordance with the zoning regulations, provided however, that any outside areas used for parking and storage shall be screened from public view if required by the regulations of the zoning district within which they are located.~~

~~8. Accessory Uses in All Other Zones. A conditional use permit is required for outdoor storage or display of any kind, except that 100 square feet or less of merchandise associated with the principal use may be displayed outdoors.~~

~~9. Guard Dogs in all C, O/RP and I-1 Zone Districts. Guard dogs may be allowed in all C, O/RP and I-1 Districts and dog runs constructed solely for the purpose of confining said watchdogs for exercising and feeding of the same, may be located in said districts provided that they shall not be located in a front yard, or side yard, nor closer than 10 feet to a lot line.~~

~~10-6.~~ Food Pantry. One accessory building to provide services as a food pantry is allowed as an accessory use only under the following conditions:

- A. Permitted only as an accessory use for ~~places of worship~~ non-profit organizations.
- B. A maximum of one accessory use building is allowed on the lot with the principal use structure in addition to one storage building or garage associated with the principal use structure.
- C. Commercial for-profit uses are expressly disallowed.
- D. Any type of housing, including transient housing, is expressly disallowed.
- E. The accessory use building and underlying land shall remain at all times in the same ownership as the principal use on the lot.
- F. Parking shall be provided in accordance with code requirements.
- G. Maximum accessory use signage: 1 sign, ground or wall, not larger than 8 square feet.
- H. Maximum accessory building height: 1 floor.
- I. Principal structure setback requirements are to be observed for the accessory building described herein.
- J. Maximum size of the accessory building is to be 2,500 square feet, but in no case larger than the square foot total of the principal structure.
- K. Design standards apply to the accessory building as well as the principal building.
- L. A conditional use approval is required.

SECTION 3. AMENDMENT. That Section 169.08 of the Code of Ordinances of North Liberty, Iowa, entitled "Supplemental Yard and Height Regulations" (subsections 8 through 12 only) is hereby amended by replacing subsections 8 through 12 with a new subsection 8, which lists permitted encroachments into required yards and exceeding maximum building height into a table format.

169.08 SUPPLEMENTAL YARD AND HEIGHT REGULATIONS

- ~~8.—Permitted Encroachments in Required Yards. Under the terms of this code a required yard shall be open, unoccupied, and unobstructed from grade to the sky except for permitted encroachments. The following exceptions identify such permitted encroachments and in which yards they are permitted along with limitations imposed thereon:~~
- ~~9.—Front Yard Exceptions. Accessory buildings or uses not listed in this section, including garages, sheds, pools, gazebos, and the like, are not permitted.~~
- ~~A.—Steps or ramps which are necessary to provide access to the first floor of lawful buildings or for access to a lot from a street or alley.~~
- ~~B.—Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.~~
- ~~(1)—Architectural features such as sills, eaves, cornices, and other ornamental features;~~
- ~~(2)—Gutters and downspouts;~~
- ~~(3)—Awnings and canopies;~~
- ~~(4)—Bay windows;~~
- ~~(5)—Uncovered stoops not exceeding 100 square feet and in no case closer than 10 feet from the front lot line; but only on legacy lots platted prior to the year 2000 where an existing house is too close to the required front yard setback to allow the stoop.~~
- ~~(6)—Any combination of the above listed appurtenances.~~
- ~~C.—Landscaping, vegetation, arbors, trellises, flagpoles, and the like, subject however, to the restrictions imposed in Section 167.04—Corner Visual Clearance Requirements.~~
- ~~10.—Side Yard Exceptions.~~
- ~~A.—Appurtenances listed as follows shall encroach no more than two feet into the yard, as measured from the building.~~
- ~~(1)—Architectural features such as sills, eaves, cornices and other ornamental features;~~
- ~~(2)—Gutters and downspouts;~~
- ~~(3)—Awnings and canopies;~~
- ~~(4)—Bay windows;~~
- ~~(5)—Any combination of the above listed appurtenances.~~
- ~~B.—Uncovered patios which are at least three feet from a side lot line.~~
- ~~C.—Uncovered decks and stoops, but not within the required side yard area.~~
- ~~D.—Steps, provided they do not encroach into the side yard closer to the side lot line a distance of one half the required side yard setback.~~
- ~~E.—Air conditioning equipment, provided it does not encroach into the side yard closer to the side lot line a distance of one half the required side yard setback.~~
- ~~F.—Utility equipment that is directly connected to the structure being served.~~

~~11.—Rear Yard Exceptions.~~

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

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

~~(2)—Gutters and downspouts;~~

~~(3)—Awnings and canopies;~~

~~(4)—Bay windows;~~

~~(5)—Any combination of the above listed appurtenances.~~

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

~~C.—Air conditioning equipment.~~

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

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

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

~~A.—Church spires and steeples.~~

~~B.—Belfries.~~

~~C.—Monuments.~~

~~D.—Ornamental towers and spires.~~

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

~~F.—Chimneys.~~

~~G.—Smoke stacks.~~

~~H.—Flagpoles.~~

~~I.—Silos.~~

~~J.—Windmills.~~

~~K.—Emergency sirens and similar devices.~~

~~L.—Elevator and stairway bulkheads.~~

~~M.—Air conditioning equipment.~~

~~N.—Water towers and cooling towers.~~

~~O.—Grain elevators and necessary mechanical appurtenances~~

~~P.—Fire towers.~~

—Yards Exhibit



Notes for internal lots – with lots on both sides:

1. Required yard widths are measured from the lot lines inward toward the interior of the lot. They establish the maximum area for the principle structure.
2. Front and Rear Yards are established across the width of the lot, then side yards extend between the two.
3. The required setbacks apply to the outermost edges of the structure in all directions. This exhibit demonstrates a rectangle created by applying that principle.
4. Homes are almost always built as close to the street as possible, so the Front Yard is very seldom deeper than the Required Front Yard.
5. Side Yards are frequently not much wider than the Required Side Yard.



Notes for corner lots:

1. Required yard widths are measured from the lot lines inward toward the interior of the lot. They establish the maximum area for the principle structure.
2. Front and Rear Yards are established across the width of the lot, then side yards extend between the two.
3. The required setbacks apply to the outermost edges of the structure in all directions. This exhibit demonstrates a rectangle created by applying that principle.
4. Homes are almost always built as close to the street as possible, so the Front Yard is very seldom deeper than the Required Front Yard.
5. Side Yards are frequently not much wider than the Required Side Yard.
6. Corner lots have some special conditions:
 - a. Laws not allowing on a corner is considered a Front Yard.
 - b. Since there are two front yards on corner lots, either of the two remaining yards may be designated by the builder as the Rear Yard, and the remaining side will be the single Side Yard.
 - c. There is a Center Visual Clearance area at the corner that may be obscured by fences, plantings, or other improvements, to minimize accidents at the street intersection.
 - d. Chain-link fences are restricted in both Front Yards.

8 Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

A. An encroachment is the extension or placement of an accessory structure or architectural feature into a required yard. Permitted encroachments are indicated in Table 169.08-1: Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

(1) Section 169.06 contains regulations on accessory buildings and uses not listed in Table 169.09-1, which may include additional permissions or restrictions for their permitted encroachment into yards.

(2) When an accessory structure or architectural feature regulated by Table 169.08-1 is prohibited from encroaching in a required yard, the structure or architectural feature may be located in the corresponding yard beyond the required yard unless specifically prohibited by the table.

(3) Encroachments shall be subject to the Corner Visual Clearance.

B. In districts where a maximum height is imposed, such height limitations shall not apply to certain appurtenances and structures and are indicated in Table 169.08-1: Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

<u>Table 169.08-1: Permitted Encroachments Into Required Yards and Exceeding Maximum Building Height</u>				
<u>Y= Permitted // N= Prohibited</u>				
<u>Max. = Maximum // Min. = Minimum</u>				
	<u>Required Front Yard</u>	<u>Required Side Yard</u>	<u>Required Rear Yard</u>	<u>Exceed Max. Building Height</u>
<u>Accessibility Ramp</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Air Conditioner Window Unit</u> <u>Max. projection of 18" from building wall</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Arbor or Trellis</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Awning or Sunshade</u> <u>Max. of 2'</u> <u>Does not include awnings used as a sign (See Chapter 173)</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Bay Window</u> <u>Max. of 2'</u> <u>Min. of 24" above ground</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Canopy</u> <u>Max. of 2'</u> <u>Does not include canopies used as a sign (See Chapter 17.12)</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Chimney</u> <u>Max. of 18" into required yard</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>Elevator and Stairway Bulkheads</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Emergency sirens and similar devices.</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Deck (uncovered)</u> <u>Min 5' from side lot line</u> <u>Min 10' from rear lot line</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Dog House</u> <u>Min. of 4' from any lot line.</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>N</u>
<u>Eaves, Gutters and Downspouts</u> <u>Max. of 4' into required yard</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Fire Escape</u> <u>Max. of 3' into required yard</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>Fire Training Tower</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Gazebo or Pergola</u> <u>Min. of 5' from any lot line.</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Grain Elevator (and necessary mechanical appurtenances)</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Landscaping</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>

Table 169.08-1. Permitted Encroachments Into Required Yards and Exceeding Maximum Building Height
Y= Permitted // N= Prohibited
Max. = Maximum // Min. = Minimum

	<u>Required Front Yard</u>	<u>Required Side Yard</u>	<u>Required Rear Yard</u>	<u>Exceed Max. Building Height</u>
<u>Patio (uncovered)</u> <u>Min. 5' from any lot line</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Personal Recreation Game Court</u> <u>Min. of 5' from any lot line</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>N</u>
<u>Playground Equipment</u> <u>Min. of 4' from any lot line</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>N</u>
<u>Sidewalk</u> <u>Min. of 3' from any lot line except front lot line.</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Sills, Belt course, Cornices, and Ornamental features</u> <u>Max. of 2' into required yard</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Silos</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Smokestack</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Steeple, Spires and Belfries</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>
<u>Stoop</u> <u>Max. of 4' into required yard</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Utility Equipment (Directly Connected to Structure being Served).</u> <u>Max. of ½ into Required Yard</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>Water Towers and Cooling Towers</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>

SECTION 4. AMENDMENT. That Section 169.12 of the Code of Ordinances of North Liberty, Iowa, entitled "Design Standards" (Subsection 1.A only) is hereby amended by removing ID, RD and R-FB districts from the earth tones, by defining earth tone colors and listing prohibited colors and materials and by modifying requirements for the roof slope and color.

169.12 DESIGN STANDARDS

This section is intended to provide consistent high-quality general design standards for the community.

1. Requirements for All Districts. The following requirements shall be observed for all development in all districts:
 - A. Building design shall be visually harmonious and compatible with the neighborhood character.
 - B. Buildings located on property with double frontages shall have similar wall design facing both streets.
 - C. Buildings shall have a consistent architectural style throughout the development on each lot, as defined by repetition of exterior building material and colors, and architectural elements.
 - D. Except for the ~~ID, RS~~ RD and R-FB districts, color schemes shall be primarily based on earth tones ~~or other compatible colors~~. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.
 - E. Special attention shall be taken to incorporate external mechanical equipment into the design such that it does not detract from the aesthetics of the site and building.
 - F. ~~Pitched roofs with a minimum slope 5:12 are preferred~~ Except in the R-FB district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs. This does not apply to portions of a roof that are separate from the structure's primary roof. The color of the roof ~~should be earth-toned~~ shall be visually harmonious and compatible with the building color scheme.

Ryan Rusnak

From: Ryan Rusnak
Sent: Friday, August 28, 2020 8:31 AM
To: 'Colleen Chipman'
Subject: RE: [EXTERNAL] RE: Accessory building code amendment

Will do.

9-1-2020 – 1 time for Planning Commission
9-22-2020 – 1st reading for City Council
10-13-2020 – 2nd reading for City Council
10-27-2020 – 3rd reading for City Council – formal approval



RYAN RUSNAK, AICP
PLANNING DIRECTOR
(319) 626-5747 office

Messages to and from this account are subject to public disclosure unless otherwise provided by law.

From: Colleen Chipman [mailto:iccoleen@southslope.net]
Sent: Thursday, August 27, 2020 11:09 PM
To: Ryan Rusnak <rusrusak@northlibertyiowa.org>
Subject: RE: [EXTERNAL] RE: Accessory building code amendment

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Yes, please share our comments with P and Z.

How long will the process take? Does it require 3 reading by P and Z and then the council?

The reason I am asking is that the north side of the garage sustained some damage during the duracho when a large limb fell on it. We will need to do some repairs anyway and thought we might wait to do the repairs when we apply for a permit to add on to the garage.

Thank you for your help.

Coleen and Art Chipman

From: Ryan Rusnak [mailto:rusrusak@northlibertyiowa.org]
Sent: Thursday, August 27, 2020 12:53 PM
To: Coleen Chipman
Subject: RE: [EXTERNAL] RE: Accessory building code amendment

Arthur and Coleen,

Thank you for your input and the opportunity to adapt the City Code to contemporary needs.

We spoke internally and intend to move forward with the ordinance language as I sent to you. 1,750 square is a spacious 6 car garage and feel that is excessive.

We do feel that this will give you the minimum amount of garage you were seeking in the variance application. You could actually go larger than what you were seeking if you combine your two lots.

Would you like me to provide your comments to the Planning Commission?



RYAN RUSNAK, AICP
PLANNING DIRECTOR
(319) 626-5747 office

Messages to and from this account are subject to public disclosure unless otherwise provided by law.

From: Colleen Chipman [<mailto:iccoleen@southslope.net>]
Sent: Friday, August 21, 2020 7:20 AM
To: Ryan Rusnak <rrusnak@northlibertyiowa.org>
Subject: [EXTERNAL] RE: Accessory building code amendment

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Attn: Ryan

After viewing this proposal it makes much more sense than the previous code. This in fact is what I proposed several years ago when I was on the Board of Adjustment. My personal thought is the increase is very minimal, it is just the size of the portable building allowance. I thought that a 350 to 400 ft increase in building size is better in line with lot size increase. At this time there are several buildings in town larger than this but I am not saying that it is right as it all happened before the codes were put in place. That being said I feel we have to always consider the human factor and the unique circumstances which some residents have which is not always by their choosing.

Our suggestion:

- Over .5 acres but less than .75 acres—1350 sf
- Over .75 acres but less than 1 acre—1550 sf
- Over 1 acre—1750 sf

Thank you very much for reviewing the accessory building code. It shows us that you look at the overall picture and are willing to make adjustments.

Sincerely

Arthur and Coleen Chipman

From: Ryan Rusnak [<mailto:rrusnak@northlibertyiowa.org>]

Sent: Wednesday, August 19, 2020 8:43 AM

To: Coleen Chipman

Subject: Accessory building code amendment

Art and Coleen,

This is a draft of the code amendment I came up with. I'd like to hear your thoughts on this.

Underlined is proposed language, strikethrough is deleted language.

Essentially we are proposing a sliding scale for detached garages.

Over .5 acres but less than .75 acres -1,000 sf

Over .75 acres but less than 1 acre – 1,200 sf

Over 1 acre – 1,400.

169.06 LOCATION OF ACCESSORY BUILDINGS AND USES

Accessory buildings and uses shall occupy the same lot as the main use or building. No lot shall have an accessory building or use without the principal use. No accessory building shall be used as a dwelling unit.

1. Separation from Main Building. All accessory buildings shall be separated from the main building by 10 feet.

2. Yard Encroachment. No accessory building or use shall be located within any yard unless authorized by this Section and/or Section 169.08.

~~2.3. Freestanding Private Garages. No detached garage shall be located within the front yard area of any lot. An accessory building used as a private garage may be located in any portion of the rear or side yard under~~ In addition to one attached private garage, one freestanding private garage may be permitted subject to the following conditions:

~~A. Maximum one private garage per lot.~~

B.A. A maximum square feet gross building area not to exceed 30% of the rear yard area with a maximum size of 850 square feet. On properties exceeding .5 acres but less than .75 acres, the maximum gross building area shall be 1,000 square feet. On properties exceeding .75 acres but less than one acre, the maximum gross building area shall be 1,200 square feet. On properties exceeding one acre, the maximum gross building area shall be 1,400 square feet. Notwithstanding the foregoing, the gross building area shall not exceed the total footprint of the residence.

~~C.B. No portion of the structure located in a rear yard area shall be located in any of the following areas~~ May be located within the rear yard subject to the following:

(1) ~~Less than four feet from an adjoining property line~~ A minimum of four feet from the side and rear property line.

(2) ~~Less than~~ A minimum of 20 feet from a public or private right-of-way or alley.

(3) ~~Within~~ Not within any easement.

~~D.C. No portion of the structure located in a side yard area shall be located in any of the following areas:~~ May be located within a side yard subject to meeting the required side yard setback for the main building and not within any easement.

(1) ~~Less than the required side yard setback for the main building.~~

(2) ~~Within any easement.~~

(3) ~~Maximum building height of 15 feet.~~

D. Maximum building height of 15 feet.

ORDINANCE NO. 2020-14

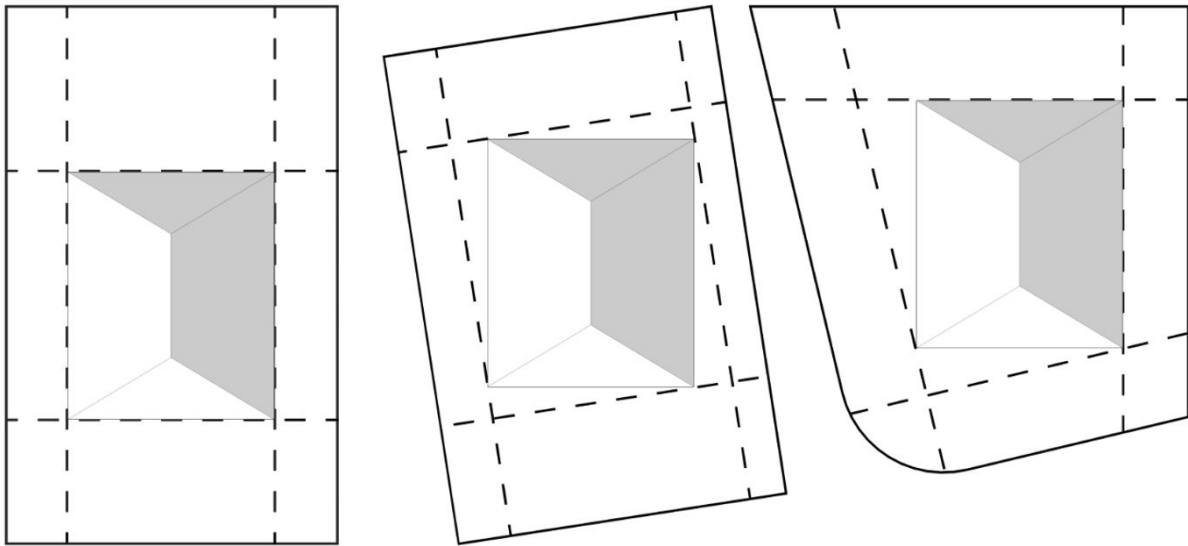
SECOND CONSIDERATION OF ORDINANCE NUMBER 2020-14, AN ORDINANCE REVISING AND UPDATING CHAPTERS 167 AND 169 OF THE CITY ZONING CODE TO MODIFY CERTAIN DEFINITIONS, PERMISSIBLE ACCESSORY BUILDING SIZE AND PLACEMENT, YARD, HEIGHT AND COLOR RESTRICTIONS, AND RESOLVING CONFLICTS BETWEEN EXISTING SETBACK PROVISIONS

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

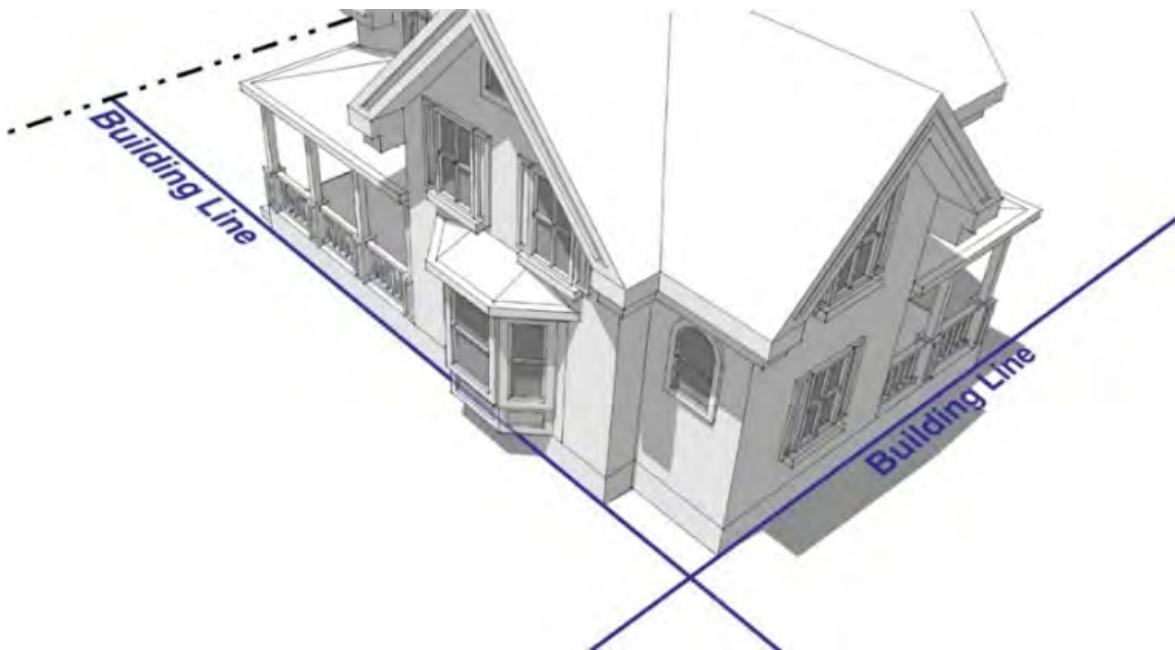
SECTION 1. AMENDMENT. That Section 167.01 of the Code of Ordinances of North Liberty, Iowa, entitled "Definitions" (existing definitions for "buildable width", "building line", "corner visual clearance", "garage private", "lot, irregular", "lot width", "setback", "yard", "yard, front", "yard line, front", "yard line, rear", "yard line, side", "yard, rear" and "yard, side" only) is hereby amended by renaming the term "buildable width" to "buildable area" and by modifying the associated definition, by modifying the definition "building line" and adding associated diagrams, by modifying the definition "corner visual clearance" and adding associated diagrams, by modifying the definition "garage, private", by adding the term "lot area" and associated definition, by deleting the term and definition "lot, irregular", by adding the term "lot line" and associated definition, by modifying the definition "lot width", by modifying the definition "setback", by modifying the definition "yard", by renaming the definition "yard, front" to "yard, required front" and by modifying the associated definition, by deleting the term and definitions "yard line, front", "yard line, rear" and "yard line, side", by renaming the term "yard, rear" to "yard, required rear" and by modifying the associated definition, by renaming the term "yard, side" to "yard, required side", by modifying the associated definition and adding diagrams associated with required yard and yard.

"Buildable area" means the portion of a lot, excluding required yards, where a structure or building improvements may be erected.

“Building line” means the perimeter of that portion of a building or structure measured parallel to the lot line. For the purposes of establishing a building line, the building wall does not include permitted encroachments of architectural features, such as bay windows, eaves, and steps and stoops.

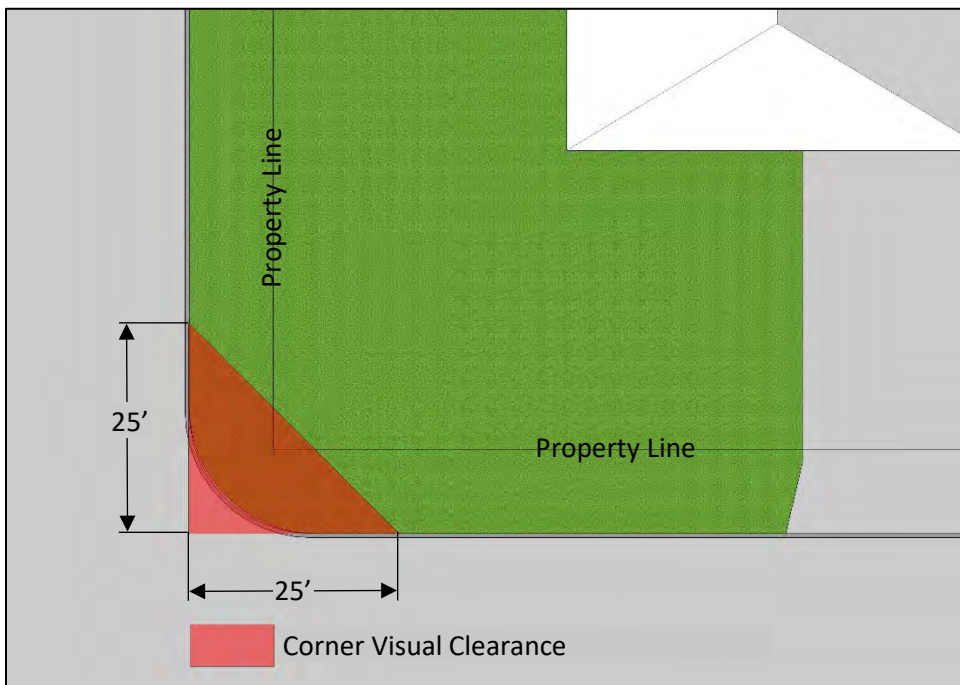
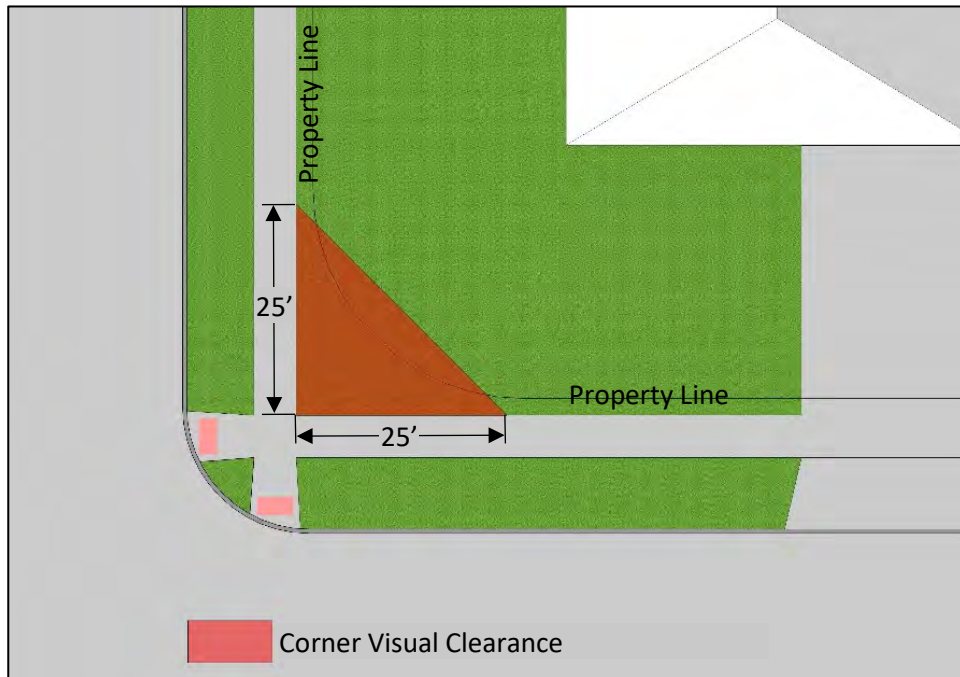


— Property Line
--- Building Line



“Corner visual clearance” means the requirement that in all districts nothing shall be erected, placed, planted, or allowed to grow on a corner lot in such a manner as to significantly impede vision between a height of three feet above the grades of the area measured as follows: that triangular-shaped area bounded by sidewalks adjacent to a corner lot and a straight line joining points on said sidewalks, 25 feet from said corner. Where no sidewalk(s) exist, the area shall be measured along the back of curb or edge of roadway pavement, as applicable.

Corner Visual Clearance



"Garage, private" means a structure, either attached or detached, designed and/or used for the parking and storage of vehicles as an accessory structure to a residence.

"Lot area" means the total area within the boundaries of a lot, excluding any street right-of-way, usually defined in square footage.

"Lot line" means a line of record that separates one tract from another or from a public or private right of way, as indicated on an approved, filed, and recorded plat or other legal instrument deemed acceptable by the City.

"Lot width" is the horizontal distance between the side lot lines at the required front yard measured along a straight line parallel to the front lot line.

"Setback" means the minimum required distance between the lot line and the required yard.

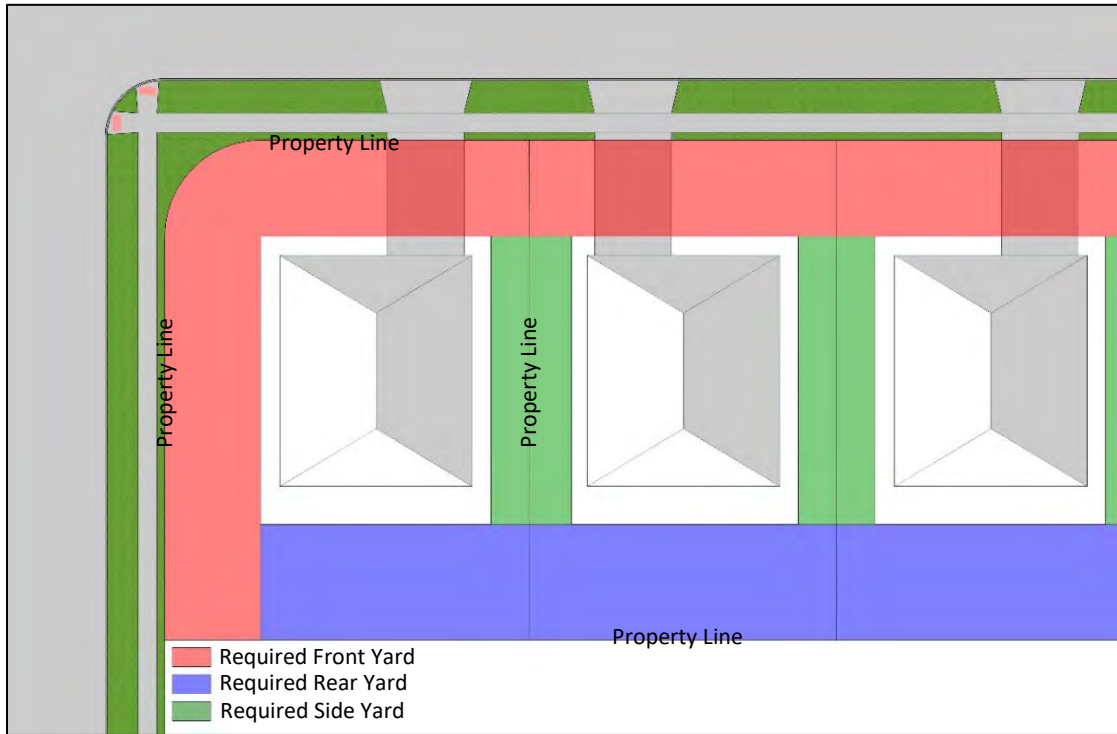
"Yard" means the open space area between the building line of a principal building and the adjacent lot lines, exclusive of facade articulation, such as window or wall recesses and projections.

"Yard, required front" means the required minimum distance per the zoning district that a principal building must be located from the front lot line.

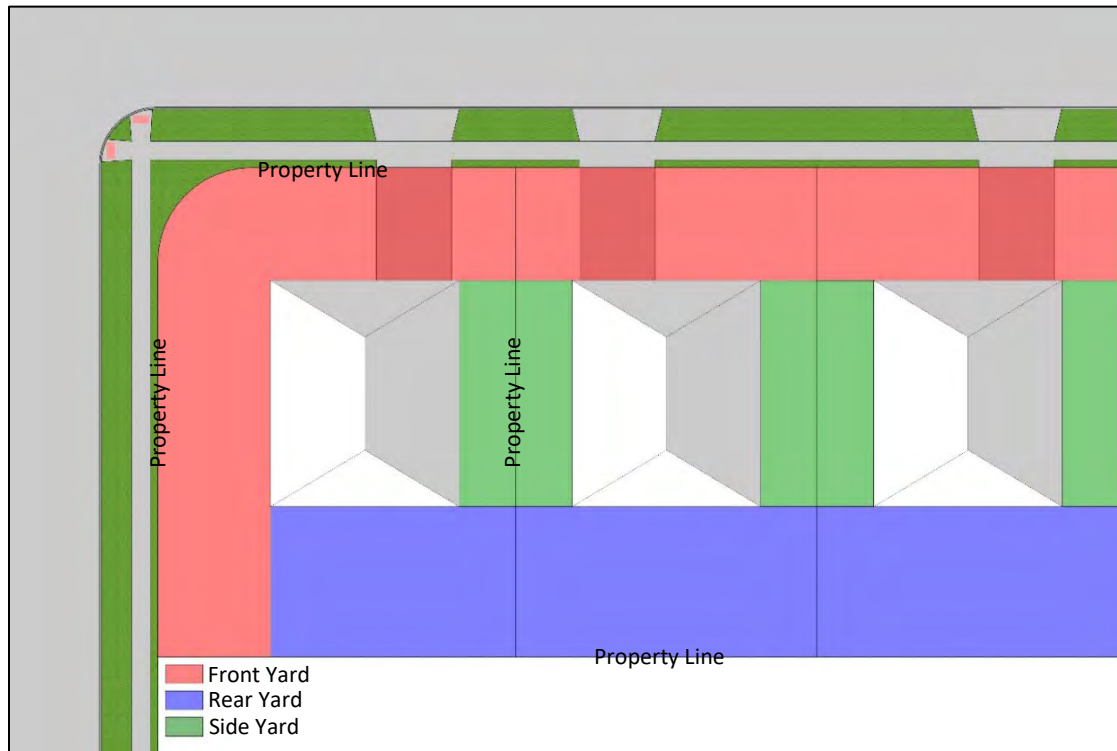
"Yard, required rear" means the required minimum distance per the zoning district that a principal building must be located from the rear lot line.

"Yard, required side" means the required minimum distance per the zoning district that a principal building must be located from the side lot line.

Required Yard



Yard



“Zero lot line development” means single-family dwellings arranged on individual lots as either detached structures with one or more side walls on a side lot line

SECTION 2. AMENDMENT. That Section 169.06 of the Code of Ordinances of North Liberty, Iowa, entitled "Location of Accessory Buildings and Uses" is hereby amended by removing the minimum separation distance an accessory building must be from the main building, by modifying certain standards for freestanding "private garages", "storage buildings, greenhouses and other similar structures" and "swimming pools", by adding the uses "flag poles" and "freestanding solar systems" and creating certain standards, by reorganizing certain zoning district accessory uses, by deleting the use "Keeping of Small Animals" and associated standards, by deleting the use "Miscellaneous Parking and Storage" and associated standards, by deleting "Accessory Uses in All Other Zones" and associated standards due to the language being relocated, by deleting the use "Guard Dogs in all C, O/RP and I-1 Zone Districts" and associated standards and by renumbering the subsequent subsection to account for the deleted subsections.

169.06 LOCATION OF ACCESSORY BUILDINGS AND USES

Accessory buildings and uses shall occupy the same lot as the main use or building. No lot shall have an accessory building or use without the principal use. No accessory building shall be used as a dwelling unit.

1. Yard Encroachment. No accessory building or use shall be located within any yard unless authorized by this Section and/or Section 169.08.
2. Freestanding Private Garages. In addition to one attached private garage, one freestanding private garage may be permitted subject to the following conditions:
 - A. A maximum gross building area of 850 square feet. On properties exceeding .5 acres but less than .75 acres, the maximum gross building area shall be 1,000 square feet. On properties exceeding .75 acres but less than one acre, the maximum gross building area shall be 1,200 square feet. On properties exceeding one acre, the maximum gross building area shall be 1,400 square feet. Notwithstanding the foregoing, the gross building area shall not exceed the total footprint of the residence.
 - B. May be located within the rear yard subject to the following:
 - (1) A minimum of five feet from the side and rear property line.
 - (2) A minimum of 20 feet from a public or private right-of-way or alley.
 - (3) Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - C. May be located within a side yard subject to meeting the required side yard setback for the main building and not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - D. Maximum building height of 15 feet.
3. Storage Buildings and Greenhouses. A maximum two storage buildings, greenhouses or structures designed for other similar use, or any combination thereof, may be located within the rear yard subject to the following conditions:
 - A. Maximum 200 square feet gross building area per building.
 - B. A minimum of five feet from the side and rear property line.

- C. A minimum of 10 feet from a public or private right-of-way alley.
- D. Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
- E. Maximum building height of 10 feet.

4. Other accessory uses.
 - A. Swimming pools. Swimming pools may be located within the rear yard subject to the following conditions:
 - (1) A minimum of five feet from the side and rear property line.
 - (2) A minimum of 10 feet from a public or private right-of-way.
 - (3) Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - B. Flagpoles. Flagpoles may be permitted within any yard subject to the following conditions:
 - (1) Limited to the maximum of three poles.
 - (2) Limited to the maximum height for the district or 40 feet, whichever is less.
 - (3) A minimum of five feet from any property line.
 - (4) External illumination of flags is permitted but must be focused on the flagpole and flag.
 - C. Freestanding solar systems. Freestanding solar systems may be located within the rear yard subject to the following conditions:
 - (1) Must meet the required side and rear yard setback for the main building.
 - (2) Not within any utility, sewer, drainage, access or walkway easement, where such easement is dedicated to the City or to public use.
 - (3) Maximum system height of 15 feet.
5. District Specific Accessory Uses.
 - A. In RS and RD districts, the storage of wood, lumber, and other material where the land occupied by such storage is confined to one location in the rear yard area with a maximum area of one hundred square feet, provided that there are at least eight inches of free air space under such storage.
 - B. In all districts besides RS and RD districts, a conditional use permit is required for any outdoor storage or display. Notwithstanding the foregoing, the outdoor display of merchandise associated with the principal use may be permitted without a conditional use permit as long as the area is 100 square feet or less.
6. Food Pantry. One accessory building to provide services as a food pantry is allowed as an accessory use only under the following conditions:
 - A. Permitted only as an accessory use for non-profit organizations.
 - B. A maximum of one accessory use building is allowed on the lot with the principal use structure in addition to one storage building or garage associated with the principal use structure.
 - C. Commercial for-profit uses are expressly disallowed.
 - D. Any type of housing, including transient housing, is expressly disallowed.
 - E. The accessory use building and underlying land shall remain at all times in the same ownership as the principal use on the lot.
 - F. Parking shall be provided in accordance with code requirements.
 - G. Maximum accessory use signage: 1 sign, ground or wall, not larger than 8 square feet.
 - H. Maximum accessory building height: 1 floor.
 - I. Principal structure setback requirements are to be observed for the accessory building described herein.

- J. Maximum size of the accessory building is to be 2,500 square feet, but in no case larger than the square foot total of the principal structure.
- K. Design standards apply to the accessory building as well as the principal building.
- L. A conditional use approval is required.

SECTION 3. AMENDMENT. That Section 169.08 of the Code of Ordinances of North Liberty, Iowa, entitled “Supplemental Yard and Height Regulations” (subsections 8 through 12 only) is hereby amended by replacing subsections 8 through 12 with a new subsection 8, which lists permitted encroachments into required yards and exceeding maximum building height into a table format.

169.08 SUPPLEMENTAL YARD AND HEIGHT REGULATIONS

8 Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

A. An encroachment is the extension or placement of an accessory structure or architectural feature into a required yard. Permitted encroachments are indicated in Table 169.08-1: Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

- (1) Section 169.06 contains regulations on accessory buildings and uses not listed in Table 169.09-1, which may include additional permissions or restrictions for their permitted encroachment into yards.
- (2) When an accessory structure or architectural feature regulated by Table 169.08-1 is prohibited from encroaching in a required yard, the structure or architectural feature may be located in the corresponding yard beyond the required yard unless specifically prohibited by the table.
- (3) Encroachments shall be subject to the Corner Visual Clearance.

B. In districts where a maximum height is imposed, such height limitations shall not apply to certain appurtenances and structures and are indicated in Table 169.08-1: Permitted Encroachments into Required Yards and Exceeding Maximum Building Height.

Table 169.08-1: Permitted Encroachments Into Required Yards and Exceeding Maximum Building Height				
Y= Permitted // N= Prohibited				
Max. = Maximum // Min. = Minimum				
	Required Front Yard	Required Side Yard	Required Rear Yard	Exceed Max. Building Height
Accessibility Ramp	Y	Y	Y	N
Air Conditioner Window Unit Max. projection of 18" from building wall	Y	Y	Y	N
Arbor or Trellis	Y	Y	Y	N
Awning or Sunshade Max. of 2' Does not include awnings used as a sign (See Chapter 173)	Y	Y	Y	N
Bay Window Max. of 2' Min. of 24" above ground	Y	Y	Y	N
Canopy Max. of 2' Does not include canopies used as a sign (See Chapter 17.12)	Y	Y	Y	N
Chimney	Y	Y	Y	Y

Table 169.08-1: Permitted Encroachments Into Required Yards and Exceeding Maximum Building Height
Y= Permitted // N= Prohibited
Max. = Maximum // Min. = Minimum

	Required Front Yard	Required Side Yard	Required Rear Yard	Exceed Max. Building Height
Max. of 18" into required yard				
Elevator and Stairway Bulkheads	N	N	N	Y
Emergency sirens and similar devices.	N	N	N	Y
Deck (uncovered) Min 5' from side lot line Min 10' from rear lot line	N	Y	Y	N
Dog House Min. of 4' from any lot line.	N	N	Y	N
Eaves, Gutters and Downspouts Max. of 4' into required yard	Y	Y	Y	N
Fire Escape Max. of 3' into required yard	N	Y	Y	Y
Fire Training Tower	N	N	N	Y
Gazebo or Pergola Min. of 5' from any lot line.	N	Y	Y	N
Grain Elevator (and necessary mechanical appurtenances)	N	N	N	Y
Landscaping	Y	Y	Y	N
Patio (uncovered) Min. 5' from any lot line	N	Y	Y	N
Personal Recreation Game Court Min. of 5' from any lot line	N	N	Y	N
Playground Equipment Min. of 4' from any lot line	N	N	Y	N
Sidewalk Min. of 3' from any lot line except front lot line.	Y	Y	Y	N
Sills, Belt course, Cornices, and Ornamental features Max. of 2' into required yard	Y	Y	Y	N
Silos	N	N	N	Y
Smokestack	N	N	N	Y
Steeple, Spires and Belfries	N	N	N	Y
Stoop Max. of 4' into required yard	Y	Y	Y	N
Utility Equipment (Directly Connected to Structure being Served). Max. of ½ into Required Yard	N	Y	Y	Y
Water Towers and Cooling Towers	N	N	N	Y

SECTION 4. AMENDMENT. That Section 169.12 of the Code of Ordinances of North Liberty, Iowa, entitled "Design Standards" (Subsection 1.A only) is hereby amended by removing ID, RD and R-FB districts from the earth tones requirement, by defining earth tone colors and listing prohibited colors and materials and by modifying requirements for the roof slope and color.

169.12 DESIGN STANDARDS

This section is intended to provide consistent high-quality general design standards for the community.

1. Requirements for All Districts. The following requirements shall be observed for all development in all districts:
 - A. Building design shall be visually harmonious and compatible with the neighborhood character.
 - B. Buildings located on property with double frontages shall have similar wall design facing both streets.
 - C. Buildings shall have a consistent architectural style throughout the development on each lot, as defined by repetition of exterior building material and colors, and architectural elements.
 - D. Except for the ID, RS RD and R-FB districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.
 - E. Special attention shall be taken to incorporate external mechanical equipment into the design such that it does not detract from the aesthetics of the site and building.
 - F. Except in the R-FB district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs. This does not apply to portions of a roof that are separate from the structure's primary roof. The color of the roof shall be visually harmonious and compatible with the building color scheme.

SECTION 5. REPEALER. All Ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. 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 7. 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 8. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on September 22, 2020.

Second reading on _____.

Third reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2020-13 in the *North Liberty Leader* on _____.

TRACEY MULCAHEY, CITY CLERK



IT Coordinator Position



Information Technology Coordinator

Department: Administration/Library

Supervisor: Assistant City Administrator/Library Director

Pay Grade: 21

FLSA Status: Exempt

Last Revised: October 2020

Overview

Under direction of the Assistant City Administrator and Library Director, this position proactively coordinates all aspects of the City's technology needs. The position is responsible for planning, implementing and maintaining the City's information technology, security and infrastructure. The position also maintains technology operations including, but not limited to, computer networking, software purchasing and licensing, purchasing of computer equipment and coordinating with contracted IT consultants. This position provides consistent, courteous and sincere customer service to staff and patrons at all times. The time split between citywide IT functions and library specific duties is approximately 80/20.

Essential Functions and Duties

Citywide

- Provide proactive leadership in developing the City's information technology vision, direction, and policies related to technology; effectively communicate technology service needs and suggestions to management team.
- Work with management team to plan technology, coordinate projects, resolve problems and keep other staff informed about technology projects.
- Monitor hardware and software to ensure proper updates, upgrades and routine maintenance; coordinate technology updates to take advantage of bulk pricing and technology advancements.
- Establish and maintain software and database licensing and updating; make recommendations for purchases and subscriptions.
- Keep inventory record of computers and electronic equipment and maintain equipment replacement plan to achieve operational sustainability.
- Act as a liaison to coordinate ongoing implementation, maintenance and upkeep of the City's technology infrastructure with contracted consultants.

- Provide support and training to City staff in delivering programs and services as related to technology.
- Maintain technical aspects of external-facing City technology, such as web sites, and make or recommend updates as appropriate.
- Maintain user profile information, add/delete accounts, reset passwords, etc.
- Respond to emergency IT situations and take corrective actions as necessary.
- Oversee cybersecurity measures for the City.
- Seek supplemental funding opportunities, such as writing grants for technology and technology related items.
- Assist City departments prioritize and set budget requests for technology and technology-related items.
- Participate in City-related events and committees; provide assistance to City staff and other departments as needed.
- Read widely in local and professional literature to assure awareness of contemporary trends related to municipal services. Maintain skills by participating in continuing education opportunities.
- Work in collaboration with the City's outside IT consultants and contractors to ensure continuity of service and compliance with City policy.
- Attend technology conferences, workshops, and trainings with the goal of keeping current with the technology needs of staff and patrons.
- Regular, reliable job attendance is an essential function of this position.
- Other duties as assigned.

Library

- Perform additional duties within the library, including occasional front-line tasks related to patron customer service, including, but not limited to, assisting patrons with technology related questions, wayfinding, answering general questions to support resources and providing technical assistance related to library resources.
- Collect data and statistics to assist with library development and maintain accurate

statistical records; create graphs and other visual aids for use in reports and marketing.

Qualifications

Position requires a bachelor's degree in computer science, information science, computer systems analysis and programming, management information systems or related field, or a minimum of five years of experience managing information services, supervising the development of information systems, working with computer software, hardware and operations systems related to IT administration or an equivalent combination of education and experience.

Must possess thorough knowledge in information security, system architecture and risk management in an information technology environment and have the ability to keep abreast of current trends in IT. Must have the ability to recognize departmental needs and design automated data systems; have the ability to install new computers, hardware, and software; to learn quickly and apply skills and knowledge in a rapidly changing information and technology industry. Must relate well to a variety of people; adapt in difficult situations; work a variety of hours; keep accurate records; organize work for efficient use of time; respond in an effective manner to the concerns of patrons; understand and interpret policies, procedures, and rules; deal with associates and the public in a courteous manner; and, work independently.

Licenses and Certifications

Must possess a valid Iowa driver's license. Must obtain various IT certifications required and/or approved by the Assistant City Administrator or Library Director.

Physical, Mental and Environmental Requirements

Position requires light work with the ability to lift up to 20 pounds. Climbing, pulling, kneeling, stooping, fingering, crawling, crouching, feeling, standing, reaching, hearing, pushing, walking, balancing, lifting, grasping, talking, and repetitive motion is required on a regular basis. Visual and aural perception must be sufficient to operate a variety of office equipment and to communicate effectively with members of the public. Must be functionally literate in written and spoken English and be able to follow written and oral instructions. Position requires exposure to inside environmental conditions.

The City places a high premium on its image and, as such, expects all employees to consistently behave in a manner which reflects positively upon the City of North Liberty.

This job description is not the complete statement of every task and responsibility that is required of this position. It contains the major duties performed by an individual and may require assistance with other tasks as necessary.



Additional Information

To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **10/7/2020**
Re **Monthly Report**

September Permit Report:

85 permits were issued in September with estimated construction value of 2.5 million dollars. Nine new housing permits were issued with construction value of 1.7 million dollars. Staff completed 237 inspections during the month of September.

Rental/Code Compliance Cases:

Ten new rental permit applications received in September. A total of thirty-eight code compliance cases were processed in September.

Junge Auto Body Shop:

Exterior wall covering and interior infrastructure installation have been completed. Crew is onsite to finish driveway approach and public sidewalk.





Monthly Permit Tally Report

9/1/2020 - 09/30/2020

Permit #	Permit Type	Type of Improvement	Project Description	Construction Value	Total Fees
Group: Accessory Structure					
11204	Zoning	Accessory Structure	Install 8' x 10' Vinyl shed in rear yard as per submitted plan.	\$ 1,000.00	\$ -
11163	Zoning	Accessory Structure	Installation of 10' x 12' shed in rear yard as per submitted plan.	\$ -	\$ -
11160	Zoning	Accessory Structure	Installation of 8' x 10' shed in rear yard as per submitted plan.	\$ 2,250.00	\$ -
11129	Zoning	Accessory Structure	Installation of 10' x 12' or 10' x 14' storage shed in rear yard	\$ 2,500.00	\$ -
11105	Zoning	Accessory Structure	Installation of 11'x7' shed in rear yard as per submitted plan	\$ 2,000.00	\$ -
11092	Zoning	Accessory Structure	Installation of 9' x 6' shed in rear yard as per submitted plan.	\$ 1,200.00	\$ -
11072	Zoning	Accessory Structure	Installation of 10' x 12' shed in rear yard as per submitted plan	\$ -	\$ -
				\$ 8,950.00	

Group Total: 7

Group: Commercial Alteration

11166	Demolition	Commercial Alteration	Disassemble old building at 230 Sugar Creek Lane in North Liberty	\$ 4,000.00	\$ 25.00
11127	Building	Commercial Alteration	Tenant Improvement	\$ 70,000.00	\$ 1,506.72
				\$ 74,000.00	\$ 1,531.72

Group Total: 2

Group: Deck

11208	Building	Deck	Exterior deck landing with stairs	\$ 1,200.00	\$ 44.85
				\$ 1,200.00	\$ 44.85

Group Total: 1

Group: Driveway

11206	Zoning	Driveway	4' driveway apron expansion and widening of corresponding driveway area.	\$ 10,000.00	\$ 25.00
11082	Zoning	Driveway	Installation of 10' x 20' concrete parking area in side yard as per submitted plan.	\$ 2,500.00	\$ 25.00
11061	Zoning	Driveway	Installation of widened driveway, 12' parking area, and extended apron as per submitted plan.	\$ 4,000.00	\$ 25.00
				\$ 16,500.00	\$ 75.00

Group Total: 3

Group: Fence

11205	Zoning	Fence	Installation of 4' black vinyl chain link fence and gates in side yards as per submitted plan.	\$ -	\$ 25.00
11161	Zoning	Fence	5' chain link and board fence and gate installed in side yard as per submitted plan	\$ -	\$ 25.00
11152	Zoning	Fence	Installation of 4' black vinyl chain link fencing and gates in side and rear yards as per submitted plan.	\$ 3,500.00	\$ 25.00

11132	Zoning	Fence	Installation of 4' black vinyl chain link fence and three gates in side and rear yards as per submitted plan.	\$ 2,590.00	\$ 25.00
11117	Zoning	Fence	Installation of fence and gate in rear and side yards as per submitted plan.	\$ 1,900.00	\$ 25.00
11116	Zoning	Fence	Installation of 4' black vinyl fence in rear yard as per submitted plan.	\$ 1,540.00	\$ 25.00
11110	Zoning	Fence	Installation of 4' black vinyl coated chain link fence and gates in side and rear yards as per submitted plan.	\$ 1.00	\$ 25.00
11107	Zoning	Fence	Installation of replacement 6' wooden privacy fence in location of preexisting fence damaged due to Derecho storm. Fee waived.	\$ 500.00	\$ -
11098	Zoning	Fence	Installation of black 4' vinyl coated chain link fence and gate in side and rear yards as per submitted plan.	\$ 5,000.00	\$ 25.00
11085	Zoning	Fence	Installation of 4' black chain link fence in rear and side yards with two (2) gates as per submitted plan.	\$ 2,500.00	\$ 25.00

10842	Zoning	Fence	Installation of ornamental fence with gate across front of lot and 4' black vinyl chain link fence with gates on rear lot line and between house and garage as per submitted plan.	\$ 2,430.00	\$ 25.00
				\$ 19,961.00	\$ 250.00

Group Total: 11

Group: Mechanical Electrical Plumbing (MEP)

11207	Building	Mechanical Electrical Plumbing (MEP)	Remove Irrigation Backflow Device	\$ 200.00	\$ 23.50
11201	Building	Mechanical Electrical Plumbing (MEP)	new residential a/c and air handler	\$ 7,600.00	\$ 147.65
11200	Building	Mechanical Electrical Plumbing (MEP)	new residential a/c and air handler	\$ 7,600.00	\$ 147.65
11199	Building	Mechanical Electrical Plumbing (MEP)	new residential a/c and air handler with water heater	\$ 8,795.00	\$ 164.38
11197	Building	Mechanical Electrical Plumbing (MEP)	Repair Storm damage to pole, meter, and connect to out buildings	\$ 500.00	\$ 23.50
11170	Building	Mechanical Electrical Plumbing (MEP)	REPLACE FIRE DAMAGED METER SOCKET & CONDUCTORS TO PANEL	\$ 1,500.00	\$ 54.00
11144	Building	Mechanical Electrical Plumbing (MEP)	Replace Leaking Water Heater	\$ 1,675.00	\$ 23.50
11130	Building	Mechanical Electrical Plumbing (MEP)	Installing Hot tub including addition of 240 V/50A GFCI breaker on outside rear of house.	\$ 400.00	\$ 23.50
11120	Building	Mechanical Electrical Plumbing (MEP)	One inch water meter for new irrigation system	\$ 500.00	\$ 391.90

11119	Building	Mechanical Electrical Plumbing (MEP)	reinstate gas and electrical service	\$ 100.00	\$ 23.50
11118	Building	Mechanical Electrical Plumbing (MEP)	reinstate gas and electrical service	\$ 100.00	\$ 23.50
11114	Building	Mechanical Electrical Plumbing (MEP)	Underground Plumbing Rough In	\$ 1,000.00	\$ 38.75
11100	Building	Mechanical Electrical Plumbing (MEP)	Installation of new electrical service pedestal for Lot 204	\$ 1,000.00	\$ 23.50
				\$ 30,970.00	\$ 1,108.83

Group Total: 13

Group: New Single Family Dwelling

11060	Building	New Single Family	New home construction	\$ 250,000.00	\$ 2,706.72
11052	Building	New Single Family	New residential home	\$ 200,000.00	\$ 2,426.72
11051	Building	New Single Family	New residential home	\$ 200,000.00	\$ 2,426.72
11041	Building	New Single Family	residential new construction	\$ 312,576.00	\$ 3,057.15
10976	Building	New Single Family	Single Family Home	\$ 273,524.00	\$ 2,838.45
				\$ 1,236,100.00	\$ 13,455.76

Group Total: 5

Group: New Townhouse

11179	Building	New Townhouse	Townhome	\$ 130,000.00	\$ 1,884.72
11178	Building	New Townhouse	Townhome	\$ 130,000.00	\$ 1,884.72
11176	Building	New Townhouse	Townhome	\$ 130,000.00	\$ 1,884.72
11175	Building	New Townhouse	Townhome	\$ 130,000.00	\$ 1,884.72
				\$ 520,000.00	\$ 7,538.88

Group Total: 4

Group: Patio

11151	Zoning	Patio	Installation of 20' x 23' paver patio and raised planters to rear of house at foot of raised deck as per submitted plan	\$ -	\$ -
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11133	Zoning	Patio	Installation of 25' x 40' patio/sports court in rear yard as per submitted plan	\$ 3,600.00	\$ -
11125	Zoning	Patio	Installation of 12' x 12' gazebo on concrete patio as per submitted plan.	\$ 1,500.00	\$ -
11109	Zoning	Patio	Installation of 20' x 20' concrete sports patio and 4' x 14' concrete walkway in rear yard as per submitted plan	\$ -	\$ -
				\$ 5,100.00	

Group Total: 4

Group: Rental

11097	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
11096	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
11081	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
11068	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
10792	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
10759	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
10753	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
10710	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
10419	Rental	Rental	2020 Rental Permit	\$ -	\$ 100.00
6181	Rental	Rental	2020 Rental Permit	\$ -	\$ 300.00
				\$ -	\$ 1,200.00

Group Total: 10

Group: Residential Addition

11168	Building	Residential Addition	Installing a 14.62kW roof mounted solar system	\$ 12,923.00	\$ 222.17
11112	Building	Residential Addition	Deck Addition	\$ 10,000.00	\$ 181.25
11106	Building	Residential Addition	Deck	\$ 5,000.00	\$ 111.25
11078	Building	Residential Addition	Deck and Screened Room Installation	\$ 45,000.00	\$ 593.25
11070	Building	Residential Addition	Attached garage	\$ 36,000.00	\$ 502.35

11050	Building	Residential Addition	Addition of a 4 seasons room	\$ 10,000.00	\$ 181.25
10921	Building	Residential Addition	NEW 16X20' OPEN WOOD DECK ON REAR OF HOME SAME PLACE AS OLD ONE.	\$ 7,900.00	\$ 151.85
				\$ 126,823.00	\$ 1,943.37

Group Total: 7

Group: Residential Alteration

11186	Building	Residential Alteration	Replace existing roof	\$ 132,798.00	\$ 50.00
11167	Building	Residential Alteration	Installing a 9.52kW roof mounted solar system	\$ 8,683.00	\$ 162.81
11157	Building	Residential Alteration	Rebuilding Deck and handrails using original design.	\$ 980.00	\$ 38.14
11153	Building	Residential Alteration	roof venting change; upgrade solution, replace ridge vent to (3) Whirly Bird Turbines; upgrade to be done concurrent with damaged roof/shingles replacement by Andino Construction; (3) 14" Whirly Bird Turbines (Brown) install on South Side (back side of home) space evenly along the center&highest E-W Ridge line, 3' 2" below the apex of the ridge line (below and not to be visible) from Tartan Dr (North side of home); Andino Construction (319-471-7527); \$400 materials, \$600 Labor	\$ 1,000.00	\$ 23.50

11145	Demolition	Residential Alteration	Demo all structures for new subdivision	\$ 20,000.00	\$ 25.00
11137	Building	Residential Alteration	Basement Finish	\$ 15,000.00	\$ 251.25
11134	Building	Residential Alteration	Addition of Sun Room to existing home, addition of deck and stairs	\$ 15,000.00	\$ 251.25
11104	Building	Residential Alteration	Replace roof hatch door The hatch door we are custom building will be 29" h x 36 " wide to replace the wooden door that now exists. It will be constructed of aluminum diamond plate with a rubber weather seal to keep air and the elements out and a latch system from the inside.	\$ 895.00	\$ 35.55
11102	Building	Residential Alteration	Installing a 7.14kW roof mounted solar system	\$ 6,488.00	\$ 132.08
11101	Building	Residential Alteration	Replace flooring and railings on upper deck and reconstructing stairs with same size	\$ 1,500.00	\$ 54.00
				\$ 202,344.00	\$ 1,023.58

Group Total: 10

Group: Subdivision

11024	Construction	Subdivision	The Preserve Part 4 subdivision 24 SFD lots	\$ -	\$ 1,643.50
				\$ -	\$ 1,643.50

Group Total: 1

Group: Swimming pools, spas and hot tubs

11182	Building	Swimming pools, spas and hot tubs	Run electrical from load center to location of hot tub. Installing 60amp breaker at main load center, running 6 gauge wire to spa panel with 60 amp GFCI breaker at hot tub. Hot tub to be located on new deck being constructed BP11106	\$ 250.00	\$ 23.50
11162	Building	Swimming pools, spas and hot tubs	In ground pool. Royal Pools - pool contractor	\$ 100,000.00	\$ 993.75
11136	Building	Swimming pools, spas and hot tubs	Installation of Fiberglass In Ground swimming pool with associated pool equipment and Pool Deck and Safety Auto Pool Cover	\$ 87,000.00	\$ 902.75
				\$ 187,250.00	\$ 1,920.00

Group Total: 3

Group: Temporary Sign

11103	Zoning	Temporary Sign	Installation of 4' x 8' Contractor's sign mounted on 4"x10" wooden posts as per submitted plan	\$ -	\$ 50.00
				\$ -	\$ 50.00

Group Total: 1

Group: Zoning Certificate

11187	Zoning	Zoning Certificate	Philia CrossFit business	\$ -	\$ 25.00
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11184	Zoning	Zoning Certificate	Extra Shots, LLC; sports practice space for kids to shoot baskets and throw and hit baseballs. Includes temporary installation of flooring, hoops, lift area, and tarp for hitting wall.	\$ -	\$ 25.00
11141	Zoning	Zoning Certificate	Video fitness production, fitness instruction, and spray tanning	\$ -	\$ 25.00
				\$ -	\$ 75.00
				Group Total: 3	
				\$ 2,429,198.00	\$ 31,860.49

Total Records: 85



Certificate of Occupancy Report

September 2020

Applicant	Parcel Address	Project Description	Permit Type	Date C.O. Issued
Jon Faga	2910 Stoner Court Unit 9	Philia CrossFit business	Zoning	9/25/2020
Josh O'Donnell	2910 Stoner Court Unit 7	Extra Shots, LLC; sports practice space for kids to shoot baskets and throw and hit baseballs.	Zoning	9/23/2020
Golfview Estates	8 Golfview Court	2020 Rental Permit	Rental	9/3/2020
Golfview Estates	48 Golfview Court	2020 Rental Permit	Rental	9/3/2020
Theola Rarick	1620 Cedar Springs Court	2020 Rental Permit	Rental	9/10/2020
Greg Smalley	2699 St. Andrews Drive	2020 Pending Rental Permit	Rental	9/24/2020
Briana Evans	115 Holiday Lodge Road	Installing used mobile home	Building	9/24/2020
Golfview Estates	155 Golfview Court	New Manufactured Home Installation	Building	9/30/2020
Rob Kochan	255 Fox Run	Convert existing screened in porch to a four	Building	9/21/2020
Kerri Goff- Melrose Investment Group	1370 Franklin Street	2020 Rental Permit	Rental	9/17/2020
Kerri Goff - Melrose Investment Group	1330 Franklin Street	2020 Rental Permit	Rental	9/17/2020
Sivakrishna Kuragayala	140 Shannon Drive Unit 1	2020 Rental Permit	Rental	9/10/2020
The Johnson Team	1460 Harvest Street	2020 Rental Permit	Rental	9/21/2020
Arlington Development	395 Whitman Avenue	New SFD with attached garage	Building	9/25/2020

Josh Hildebrand	1250 Oxford Drive	Finishing basement (family room and bathroom)	Building	9/8/2020
Barry Frantz Construction, Inc	1167 Mary Lane	SFD 1167 Mary Lane	Building	9/2/2020
Barry Frantz Construction, Inc	1165 Mary Lane	SFD 1165 Mary Lane	Building	9/22/2020
Nathan Romont	20 Heritage Drive	2020 Rental Permit	Rental	9/21/2020
K & A Homes	1335 E. Tartan Drive	New SFD with attached three stall garage	Building	9/8/2020
Damon Keen	80 Birch Street	Music & Art room addition to Garner Elementary School.	Building	9/25/2020
Robison Construction-Todd Fah	9-A Hawkeye Drive-East Building	Commercial Unit 1	Building	9/16/2020
Lance Adkisson	1000 Centro Way	Elementary school	Building	9/22/2020
William Crippen	230 Holiday Lodge Road	2020 Rental Permit	Rental	9/29/2020

Total Records: 23



Permit Summary Report Inspection Type

Schedule Date 01/01/2020 TO 12/31/2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
* Select Type	0	0	0	0	0	0	0	1	0	0	0	0	1	
Inspection request	7	10	15	20	15	15	13	19	28	3	0	0	145	
Re-inspection	35	40	29	32	22	46	36	52	30	4	0	0	326	
1st SWPPP	1	1	13	9	4	4	10	3	4	0	0	0	49	
Above Suspended Ceiling	0	1	1	0	0	1	0	0	0	0	0	0	3	
Automatic Sprinkler System	2	2	1	0	5	2	0	0	2	0	0	0	14	
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	1	0	0	0	2	
Commercial Final	1	0	1	1	0	0	0	0	0	0	0	0	3	
Commercial Rough-In	1	1	0	0	0	2	0	1	2	0	0	0	7	
Deck, Porch, Sunroom Footings	2	4	4	10	17	14	11	13	11	0	0	0	86	
Final	4	0	1	3	2	4	3	5	7	0	0	0	29	
Final (Alterations and additions)	2	3	2	1	8	8	8	22	14	1	0	0	69	
Fire Alarm Installation	5	0	1	1	0	4	1	0	5	0	0	0	17	
Fire Dept. Acceptance	3	1	1	2	6	3	0	0	2	0	0	0	18	
Footings/Slabs	1	0	11	8	6	9	17	4	9	0	0	0	65	
Foundation Dampproofing	1	0	6	6	6	1	8	5	3	0	0	0	36	
Foundation Wall	1	0	9	7	6	5	13	5	6	0	0	0	52	
Framing	0	0	1	0	0	0	0	0	0	0	0	0	1	
Gas service release	12	18	8	3	8	0	5	8	12	0	0	0	74	
Grading	0	0	0	22	2	10	4	4	3	1	0	0	46	
Kitchen Hood Suppression System Installation	0	0	0	1	1	1	0	0	0	0	0	0	3	
Manufactured Home	0	0	0	0	0	0	0	2	1	0	0	0	3	
Meeting	1	1	0	1	0	1	0	0	3	0	0	0	7	
Notice of Termination CSR	0	0	0	9	11	8	7	10	2	0	0	0	47	
Other	24	66	6	2	1	0	2	0	1	1	0	0	103	
Permanent Electric Service Release	28	12	5	7	5	8	10	6	20	1	0	0	102	
Plumbing below slab	8	0	7	9	7	4	13	10	7	0	0	0	65	
Pool (residential)	0	0	0	0	0	1	0	0	0	0	0	0	1	
Rental	0	0	0	0	1	1	1	0	0	0	0	0	3	
Residential final (New Construction)	8	7	8	11	20	12	14	6	5	1	0	0	92	
Residential Photovoltaic (PV) Solar System	4	4	2	1	5	6	3	2	3	0	0	0	30	
Residential Rough-in (New Construction)	12	21	4	8	3	8	4	15	9	0	0	0	84	
Retail Sales of Fireworks	0	0	0	0	0	2	0	0	0	0	0	0	2	
Rough In (Alterations and additions)	4	2	4	3	4	8	5	1	1	2	0	0	34	
Rough-in	0	1	1	0	0	2	0	0	0	0	0	0	4	
Sewer & Water Service	2	1	13	7	6	1	16	8	5	0	0	0	59	
Sidewalk Release	1	0	8	5	9	9	9	4	3	1	0	0	49	
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	2	12	0	17	0	0	0	48	
Temporary Electric Service	3	0	7	7	6	4	13	4	8	0	0	0	52	
Water Heater	5	1	0	0	0	0	0	0	2	0	0	0	8	
Water Main and Appurtenance	0	0	0	0	0	0	0	0	1	0	0	0	1	
Witness air pressure test and piping inspection	13	22	3	4	7	5	5	8	10	0	0	0	77	
Zoning Department Acceptance	0	0	3	0	0	1	0	0	0	0	0	0	4	
Totals:	195	228	179	205	199	212	243	218	237	15	0	0	1931	

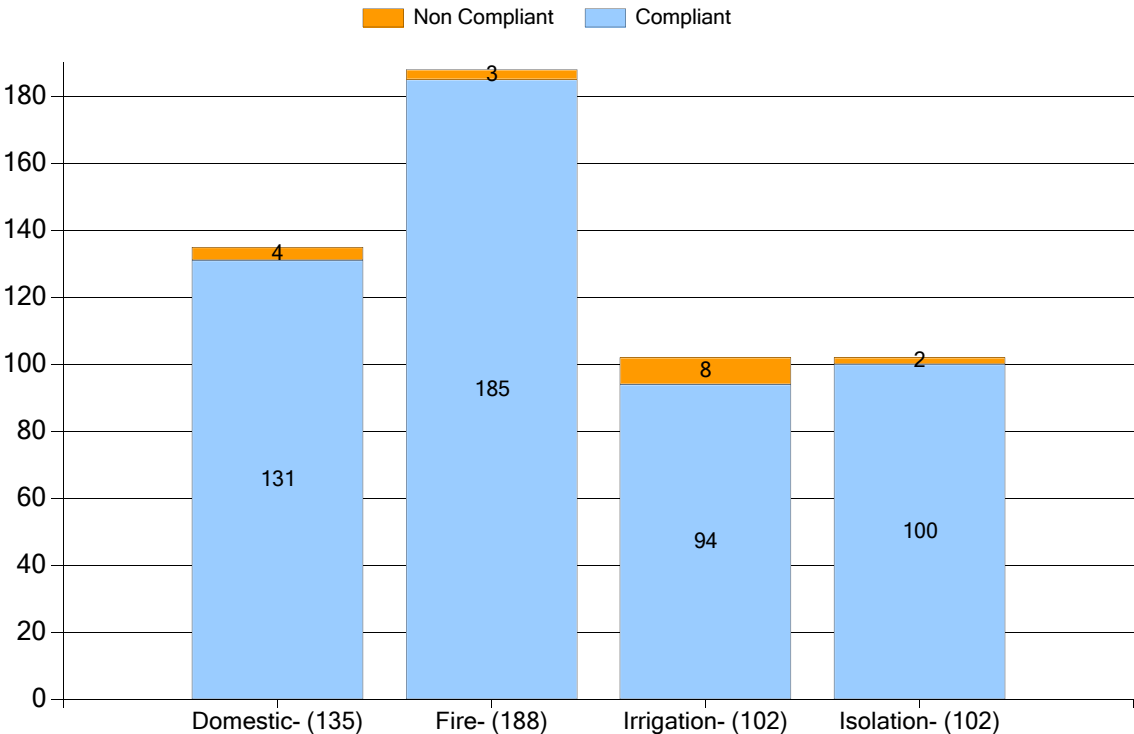
Code Compliance Report

9/1/2020 - 09/30/2020

Case Date	Case #	Status	Complaint	Reporting Code
9/1/2020	4330	Open	Connected sewer pipe to city's storm sewer without proper authorization	Building Code
9/2/2020	4331	Closed	grass exceeding 6" height limit	Nuisance
9/3/2020	4332	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4333	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4334	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4335	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4336	Open	past due annual backflow preventer test report	City Code
9/3/2020	4337	Open	past due annual backflow preventer test report	City Code
9/3/2020	4338	Open	past due annual backflow preventer test report	City Code
9/3/2020	4339	Open	past due annual backflow preventer test report	City Code
9/3/2020	4340	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4341	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4342	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4343	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4344	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4345	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4346	Open	past due annual backflow preventer test report	City Code
9/3/2020	4347	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4348	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4349	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4350	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4351	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4352	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4353	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4354	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4355	Closed	past due annual backflow preventer test report	City Code
9/3/2020	4356	Closed	past due annual backflow preventer test report	City Code
9/11/2020	4357	Open	junk (auto parts) and improperly stored lumber in back yard and discarded items left in lot behind rear lot fence.	Zoning Code
9/14/2020	4361	Closed	grass exceeding 6" height limit	Nuisance

9/16/2020	4358	Open	junk vehicle parked in driveway for months and not removed after letter from HOA	Nuisance
9/17/2020	4359	Closed	Unlicensed contractor	Building Code
9/17/2020	4360	Open	32 sq ft real estate sign dilapidated and not repaired or removed from property	Zoning Code
9/21/2020	4362	Open	Construction activity without valid permit	Building Code
9/21/2020	4363	Open	junk, commercial construction materials, equipment, and general refuse accumulated on the property for an extended period of time	Nuisance
9/22/2020	4364	Open		
9/23/2020	4368	Open	junk collecting around property that blows onto neighbors' properties	Nuisance
9/25/2020	4365	Closed	Great Clips has temporary advertising signs on 965	Zoning Code
9/28/2020	4369	Open	junk collecting outside residence	Nuisance

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 **Oct. 7, 2020**
Re **Communications Staff Report for August**

COVID-19

This is the seventh consecutive monthly report under the pandemic. The pandemic colors most of our work either directly or indirectly.

Great Neighborhoods

In September, we launched the start of our Great Neighborhoods initiative, starting with recruitment for Neighborhood Ambassadors. The goal is to build a framework that will promote information equity citywide and better relationships among the city and residents. Jillian, who has led this work, met with staff throughout the city to help figure out how they can continue and benefit from the work. Since its launch, we've pressed forward with an outreach campaign to intentionally recruit ambassadors in the areas where we see lower levels of engagement and connection. Our initial round on applications are due at the end of October. Details and application are available at northlibertyiowa.org/BeGreat.

I Remember When

Staff has been looking to build a first-person storytelling platform for a few years now, inspired by the City of Denver's I Am Denver project, to share stories from our community. We spent time over the summer thinking about how to do this and, in September, we launched the I Remember When project. The project captures and amplifies stories and voices in seasons, with each season set around a theme. Following the listening posts and discussions surrounding equity, we themed the first season "social injustice" and recorded two pilot episodes to help the public understand the format and the goals. Those pilot episodes, and the vector for initial public story sharing, are available at northlibertyiowa.org/irememberwhen.

Halloween

We know the holiday will look different this year, so we spent time in September working through what it would look like, how departments might adjust their programming to fit current safety protocols, recommendations from local experts at Johnson County Public Health and how we might message that guidance. Guidance has been well received.

Hall of Fame Mayor

Last month we learned that Mayor Donahue would be inducted into the Iowa League of Cities Hall of Fame, but that the pandemic would make that induction...different. We set about working with administration to secretly put together a congratulatory video and lay a trap for

the mayor with the help of our neighbors in Coralville. I think we nailed it, and we're proud to have the first hall-of-famer in the history of Coralville's new Xtream Arena.

Equity Programing

We worked with the North Liberty Library staff and local providers to offer free cultural competency training to the community. We are also partnering with the Iowa City Area Business Partnership to offer different training to local businesses in January. We will continue to look for opportunities to increase capacity here in our community through our residents, business owners and other stakeholders.

Fire Prevention Week

We worked with the North Liberty Fire Department to produce Fire Prevention Week program videos. Normally, these educational pieces would be delivered in-person at local schools, so we helped them pivot to another option for the annual week.

Other Items

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

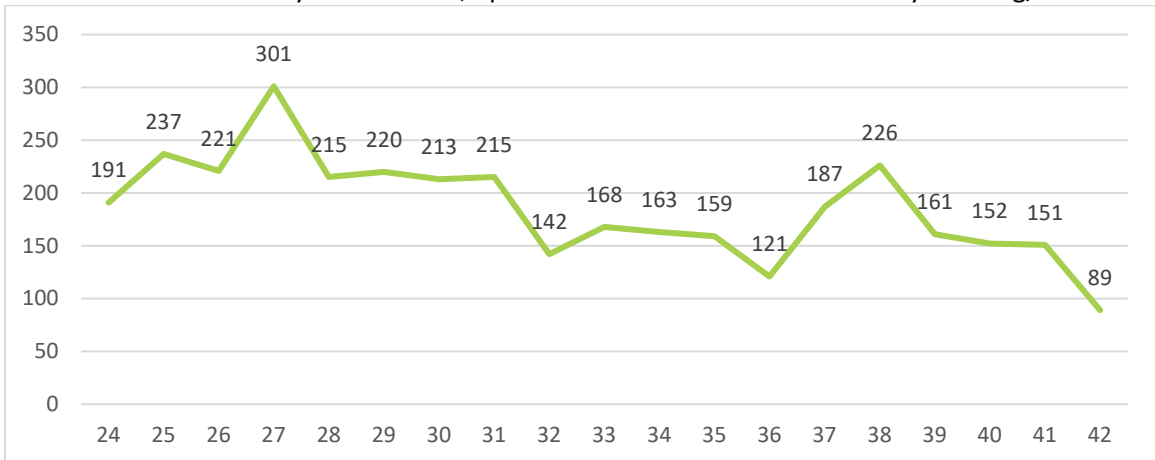
We sent news releases about city programming and service changes, COVID-19 issues, derecho cleanup, and more. we did interviews with KZIA, KCRG and Iowa News Now about Great Neighborhoods, Halloween changes and equity programming.

Completed Videos

Title	Requested By	Completed	Duration
Planning and Zoning	Administration	Sept. 1	0:45
YLaH: T(w)een Terrariums!	Library	Sept. 2	0:08
Parks and Recreation	Administration	Sept. 3	0:27
Social: Libraries are Wonderful!	Library	Sept. 3	0:01
YLaH: Paper Luminary	Library	Sept. 4	0:13
City Council	Administration	Sept. 8	0:59
Congratulations, Mayor Donahue	Administration	Sept. 8	0:09
Mayor Donahue Hall of Fame Award	Administration	Sept. 11	0:14
Communications Advisory Commission	Administration	Sept. 14	1:02
YLaH: Haunted Gingerbread Houses!	Library	Sept. 15	0:23
Senior Connections: Travis Weipert	Administration	Sept. 16	0:27
YLaH: Homemade Bouncy Balls	Library	Sept. 17	0:15
Library Board of Trustees	Administration	Sept. 21	0:47
City Council	Administration	Sept. 22	0:58
Neighborhood Ambassadors promo	Communications	Sept. 22	0:02
I Remember When: Abdouramane	Communications	Sept. 23	0:04
Transit Committee	Administration	Sept. 24	0:51
YLaH: Doodlebugs	Library	Sept. 25	0:35
YLaH: Haunted Houses!	Library	Sept. 28	0:18
Eye on: Great Neighborhoods	Communications	Sept. 28	0:17
Senior Connections: Medicare Q&A	Administration	Sept. 28	0:39
Senior Connections: Osteoarthritis	Administration	Sept. 28	0:44
Total completed productions: 21	Duration of new video: 7.6 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** 42: Brown’s School of Martial Arts; 41: Salon Ludic; 40: Tamarack 39: Table; 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

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 Sept: Get your trebuchet ready; Aug: It's back? to school season; July: Summer summer summertime; June: Stop and listen; 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;

Social Media

Month	Facebook		Twitter		Instagram	Nextdoor
	New likes	Reach	New follows	Impressions	Followers	Members
Sept 2020	66	21,472	11	33,500	2,195	4,624
Aug 2020	35	13,370	18	39,500	2,118	4,568
July 2020	35	13,370	18	39,500	2,118	4,568
June 2020	95	37,016	53	81,200	2,080	4,522
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

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

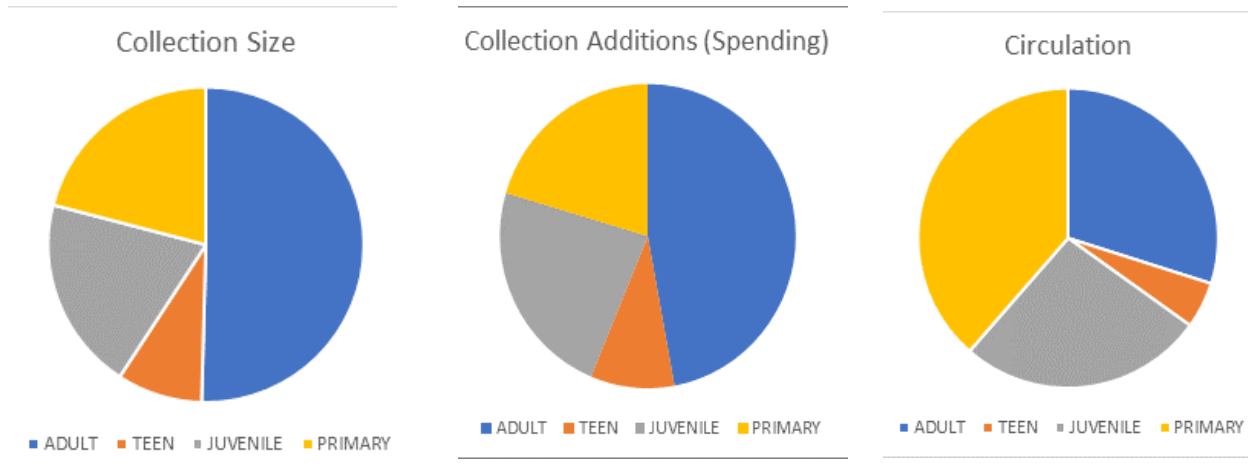
Month	Sessions	Users	Pageviews	Pgs/Session	Avg Session
Sept 2020	20,279	14,604	40,599	2.0	1:30
Aug 2020	19,804	14,379	36,863	1.86	1:16
July 2020	17,231	10,213	35,578	2.06	1:29
June 2020	22,535	15,909	44,379	1.97	1:22
May 2020	14,669	11,451	39,087	1.90	1:10
April 2020	18,727	13,796	34,990	1.36	1:10
March 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

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: Ryan Heiar and City Council
FROM: Jennie Garner, Library Director
DATE: Oct 5, 2020
SUBJECT: Monthly Library Report

At a glance



Andrew, our collection development librarian, has been analyzing our collection and looking at the comparison between the size of the collection, and overall purchasing of different age groups of material, and items checked out. It's pretty evenly matched. It should be noted that children's books cost an average of \$2.00 less per item than adult materials so while we still see a need to focus on purchasing more in the younger picture book category, we feel overall we are fairly balanced.

In addition, Erin and Kayla, youth services staff, have been conducting a diversity audit of the youth collection. Kayla started with the teen materials (physically assessing over 4000 items) using several specific criteria from what is depicted on the cover to subject matter. A diversity audit is basically an inventory of the collection to determine the amount of diversity within the titles. It's a way to analyze collection data to make sure that we include a wide variety of points of view, experiences and representations within a collection. Our goal as a library is to not only reflect our community but also to provide other views of the world. This project has been in the works for several months and with the pandemic closure, Kayla was able to devote more time than she normally would have to complete the teen area audit in two months when it likely would have taken 4-6 months otherwise. Plans are also in place to begin an audit of the adult collection. We will be publicizing some of the findings in a blog that I will share with all of you as soon as we are able.

Library News

We have also just completed the State Library of Iowa Annual Survey. You can review the results of that here: <https://tinyurl.com/yxflufvo>. It's noteworthy that these statistics reflect three quarters of our year rather than a full-year because we were

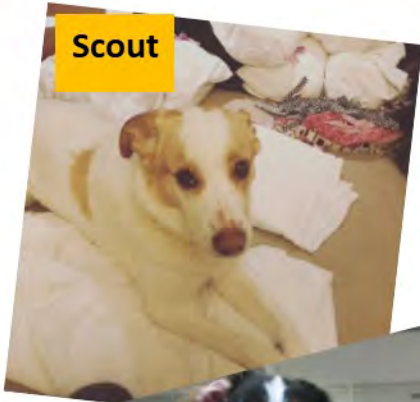
closed to the public from March 17 to July 6 and only able to offer limited curbside services safely. As staff has reflected on the pandemic, as with many industries, we realize that we've had to pivot and reinvent much of the library service model and alter our program delivery in order to meet the needs of our community and keep both staff and patrons safe and we are continuing to do just that.

With that in mind, North Liberty Library will be launching a new service in November called HelpNow, which is part of one of our current databases, BrainFuse. HelpNow offers live one-on-one online tutoring seven days a week, a writing lab for tutoring and paper review, standardized test prep, lessons and free practice tests, and an adult learning center. With the current state of the world and online learning as a reality, we're excited to be able to offer this educational resource to support both youth and parents in the learning process.

The library is sponsoring a storywalk at Liberty Centre Pond this month. If you have an opportunity to stroll the pond, you can follow the story, *Fright Club*.

Finally, because it's really difficult to take photos of virtual programming, I decided to share a picture of our Library Entertainment Services Librarian, Matilda – follow her on Instagram @NLPetsread – with her friend, Mongo, who lives at the Clear Creek Amana Middle School with his teacher librarian, Liz (who also works at North Liberty Library). And who doesn't like pictures of pets? So I've included some shots of the NLL staff's pets also.

Scroll to the next page...



Scout



Beto



Bambi

Chimi



Valli

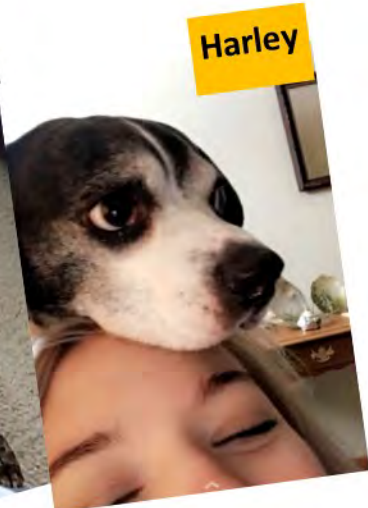
npetsread North Liberty Library



Matilada



Mika



Harley

Instagram interaction icons: heart, comment, share, carousel, bookmark



Hank

Fiona

Liddey



Albus



Bug



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

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

Date **September 1, 2020**

Re **Monthly Report**

The Parks Department continues to make sure that our trails and outdoor spaces are safe for residents using our trails and parks. Our trails continue to be heavily used as well as playgrounds and ball fields.

We continue to mow and weed trim our parks & trails system. We are starting to get caught up now that we are not dedicating as much time to storm cleanup. However, we are still finding tree related problems and continue to address these issues as they arise.

We continue to work our way through landscaping maintenance. It has been a challenge with limited staff available but it is coming along.

We performed various building and equipment maintenance tasks as needed this month. We have been working with Shive Hattery and contractors regarding the Ranshaw House project and Aquatic Center HVAC project. I have been working with roofing contractors requesting bids for city owned buildings that received roof damage during the July hail storm. We have 16 different building structures that our insurance company has indicated that we should replace.

We continue to maintain ball fields and facilities during the week and weekends in support of the City of Cedar Rapids youth ball league and our own NLCBS town league. The season seems to be going well. We continue to paint soccer lines at Penn Meadows in support of our soccer program. WE painted lines for a full-size football field at Centennial park in support of youth football.

The Centennial Park tot lot playground has been installed and the rubberized safety surface has been completed. It is now open to the public for use.

The Parks department has been working at the dog park in preparation of the soft opening of the Dog Park on October 1. We finished the shelters, installed pet waste stations, picnic tables and did a complete over seeding of the area. The benches and trash receptacles were sent back to the manufacturer due to substandard paint and will be installed as soon as we receive them back.

We have completed a number of fall seeding projects this month at Centennial Park playground, Koser Park drainage enhancements, Marlee Park grading restoration due to the past Kansas round-a-bout project, Quail Ridge Park grading around new sidewalk, Beaver Kreek old playground area and Red Fern Dog Park over seeding project.







North Liberty Police Monthly Report September 2020

Training:

- Bomb squad, dive team, canine, and SERT training was attended by members this month (40 hours)
- Officer Burma graduated from ILEA and is now starting FTO training. For the next few months, he will be assigned to work with another officer for training.
- Officer Monroe completed her online ILEA training and is now at in person classes at the police academy (week 6)
- Our new tactical team member attended a week-long certification course in Cedar Rapids. (40 hours)
- Chief and Lieutenant are attending an online Internal affairs school (80 hours). In-person sessions were moved to online and we have 60 days to view the courses.
- Chief viewed the U of I Human Rights webinars Understanding White Privilege; Race-Criminal Justice, Police and Prosecutors; Race- History for police from 9/11 to Kenosha. (3 hours)
- Firearms training completed for all members of the department, handgun, shotgun, rifle and night qualification and included O/C (Mace) update (176 hours). This was our first in-house training since COVID began.
- Chief attended online webinars from the ICMA online conference on systemic racism, police and social workers, and police reform. (3 hours)
- Lieutenant attended an online training on how to respond to traffic collisions involving livestock truck rollovers.
- Administration attended Redacting Records and Iowa Law online (8 hours)
- The Chief and a Sergeant attended training in Des Moines presented by the FBI local chapter. The topics covered were history, breach point, and the mental well being of officers. (16 hours)
- Two patrol officers are going through 40 hours of online First Line Supervisor Training for the next month and a half with 2 to 4 hours completed each week. (80 hours)

Traffic Contacts	436
Parking Contacts	20
Vehicle Inspections	20
Vehicle Unlocks	19
Crash Investigations	15
Public Assists	273
Assist other Agency	128
Crimes Against Persons Report	7
Crimes Against Property Report	23
Other Reports	44
Arrests	32
Warrants	4
Alcohol/Narcotics Charges	19
Crimes Against Persons Charges	9
Crimes Against Property Charges	7
Other Charges	14
Animal Calls	46
Total Calls for Service	1802
*Total Calls for Service for the year	15691

Public Relations:

- We have provided several one on one individual tours of the new facility.
- Invited to the Ranshaw house for the ghost hunters recording event.
- Still receiving snacks and thank you items from members of the public. Also, a local church group have offered prayers for North Liberty Officers at their services.
- One of our honor guard members represented NLPD at the 294 ILEA graduation class in Des Moines. Since all Johnson County Members had recruits graduating, our local honor guard was requested to provide the flag ceremony services.

- A sergeant held a safety talk at Hope Church.
- Officers participated at Heritage Christian School for a birthday parade at the request of family.
- 7 child safety seat checks were completed this month.

Equipment:

- Purchased 5 pocket 2020 Legal Guides from the public agency training council on police actions and court decisions. These are used for briefing discussions with the sergeants and patrol officers.
- Continue to purchase equipment namely cleaning supplies, and operational equipment for the new PD.

Enforcement:

- We have had several vehicles burglarized and stolen from Fox Run area. Neighbors were notified via the next-door app to lock and remove valuables including keys from their vehicles. The suspected juveniles have connections to both North Liberty and Cedar Rapids. The stolen vehicles were used in other vehicle burglaries and ended with pursuits in Cedar Rapids, which eventually led to their apprehension.
- We discovered individuals from NY stealing grease from local businesses. The suspects were identified and charged with theft.
- Officers continue to work traffic enforcement under the GTSB state grant. Several impaired drivers were arrested and removed from the roadways.
- We assisted other agencies pursuing vehicles coming into town at high rates of speed. We deployed stop sticks to assist the Iowa State Patrol, Cedar Rapids PD and Linn County Sheriff's Office, which ended the each pursuit and individuals were apprehended.

Department Admin:

- Held a virtual open house for the public for the New PD. Thank you to the council members, staff, architect, and builder for being a part of the open house.
- Updated all job descriptions within the department.
- Updated procedures for the new PD. The areas updated were the use of the detention area, interview rooms, conference room, training room sally port, weight room, locker room and general building maintenance.
- Continue to work with legal for the City and the NAACP on a non-disclosure agreement for review of use of force and complaints between our agencies.
- Legal also is helping with the legal documents for the MOU with Dr Barnum for review of police contacts for drivers, pedestrians, bicycles, and the review and release of the information.
- Our records supervisor was asked to assist with the candidate interviews for Mt Vernon PD's office assistant. Since they do not currently have someone in that position and utilize the same record management system, we have offered to have the new hire do some training at our department.
- Continue to work on the punch list for items that need finished at the new PD. We did get the front lobby paneling completed and the fan installed in the sally port to exhaust vehicle emissions. The site work still needs to be completed as well as concrete, drainage, awnings, and signs. We also had a couple of small change orders for details that were overlooked or cut during the Value Engineering that we will need to function.



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **September 25, 2020**
Re **Monthly Report – September 2020**

Information in this report is tabulated through September 25, 2020 as Shelly will be on vacation the last week of Sept leading up to our meeting date. Operations continue to be added in a dial, phased approach.

COVID19 Update – September:

All FT Staff remain working Monday-Friday with 6am to 9pm as our facility hours. Limited part-time staff are scheduled. We continue to be busy communicating changes in operations to all on-line with members scheduling own use times, membership purchases and registration for programs on a monthly basis.

Programs:

Some programs/classes continue to be offered virtually. Staff continues to research new ways to provide recreation programs. We will utilize the City website as well as our Recdesk software to promote programs as they are offered. Many variables and unknowns makes planning very difficult and we need to be prepared to make changes instantly. In-person programs that began in September included Tippi Toes Dance, Aqua Boot Camp, Barre, Body Blast, Body Sculpt, Aqua Aerobics & Toning, Easy Does It, Pee Wee Baseball, and Water Resistance.

B-ASP: ICCSD will go to their Hybrid model beginning Sept 28. We will offer our After School Program only and will provide enrollment numbers as this begins and continues into October. Participants can register/pay for this service on both in-school and non-school days if desired. On non-school days participants will need to provide own transportation to the community center. Rough estimates at this time show approximately 20 participants per day.

Offsite Programs: Schools remain closed for our offsite programs.

Swim Lessons:

Swim lessons will begin September 28 with limited number of participants and lesson restrictions. We are gradually finding additional staff to teach so more lessons may be offered in the November 12 session.

Indoor Pool:

Lap swim times for members only, by appointment only, 6 swimmers per time slot began upon reopening on September 21. We are averaging 34 lap swimmers per day. Some aqua fitness classes began Sept 21 as well and participants are happy to be back in class.

Weight & Exercise Area:

Weight & Cardio exercise times for members only, by appointment only, for 20 exercisers per time slot continues. We are averaging 23 users per day. As word gets out and the weather

changes use will increase. Staff will continue to monitor usage and maintain cleaning/disinfecting protocol to meet the potential increase in use.

Track:

Track times for members only, by appointment only, for 10 users per time slot began to pick up with rain and will continue to rise as the weather turns colder. We are averaging 4 users per day.

Gymnasiums:

Pickleball, basketball and open volleyball times for members only, by appointment for 12 users per time slot per gymnasium has begun. We are averaging around 18 users per day. We anticipate an increase in use as the weather turns colder. Late afternoon to evening times are limited due to programming normally held offsite at schools which is no longer an option. Staff will continue to monitor all use areas, make changes and review what is working well.

Memberships:

Opening to members only, gives us contact information/communication avenues if things change and if we need to alter operations. We continue to see a spurt in revenue as new memberships are purchased. This month summary: (+) \$1,294.40 in weight & exercise fees; (+) \$3,033.00 in pool pass revenue; and \$828 in split membership fees.

Rentals:

Facility remains closed for rentals.

Daily Fees:

Drop-in use for any part of the facility or for classes remain halted due to pandemic. Thus no daily fees to report.

Additional Reports:

Recdesk Monthly Revenue
Recdesk Dashboard Summary
Recdesk Membership Summary



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

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

- Locating of City Utilities (347 job tickets) ongoing
 - a. This is an increase of 28% from September 2019
- Continued animal control services (13 responses to animal issues)
- Cemetery plot locates (2 in total)
- Projects/Meetings
 - a. St. Andrews Drive Reconstruction project
 - i. Substantial completion
 - ii. Pedestrian and roadway lights delayed because of Covid so temporary roadway lights installed
 - iii. Contractor working on punch list items
 - iv. Excess top soil (155 dump truck loads) hauled to City storage site to be used in other projects
 - b. Ranshaw Way Phase 5
 - i. Continued evaluation and data collection for project
 - c. Southwest Growth Project
 - i. Progress meetings held every other week
 - ii. Contractor schedule is behind about 2 months
 - d. Dubuque St Phase 1
 - i. Continued evaluation and data collection for project
 - e. New Subdivisions
 - i. Greenbelt Trail walkthrough review
 - ii. Harvest Estates II Part 6 walkthrough review
- Mowing of ROW areas
- Warning Siren at St. Andrews Dr repaired and now operational again
- Staff conducted monthly safety inspections for all street equipment and buildings
- Training
 - a. Supervisor training for Water Treatment and Distribution CEU to maintain licenses through Zoom by IAMU
- 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 staff is now operating out of the new shop
- Sanitary Sewer
 - a. Contractor completed jet/vac part of CIPP (Cure In Place Piping) project for West Truck sewer main
 - b. 22,760 pounds of pipe debris removed
- School
 - a. All LED speed signs programmed for 20-21 calendar year
 - b. Monitored first on-site school day with no traffic related issues
- Derecho Storm Event
 - a. Staff completed 4th round of tree collection
 - i. 156 regular hours and 11 overtime hours diverted this month
 - b. ROW pickup ended September 7th
 - c. Debris dumping site closed September 14th
 - d. Grinding of debris pile bidding in process
 - e. Trimming and removing of unsafe trees bidding process completed
 - i. 18 block work area
 - ii. Contractor to remove branches, trees, stumps, and restore area
 - iii. Timeframe of work from October through December
 - iv. Cost of service is \$49,400
 - v. Communication about project with affected property owners
 - f. Johnson County Emergency Management purchased 4 portable generators to be stored at North Liberty for our use or other communities when needed



To **City Council, Mayor and City Administrator**
From **Drew Lammers**
Date **Oct. 1, 2020**
Re **September 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 Laboratory Emergency Action Plan and Violence in the Workplace. Employees completed the target solutions tasks and also reviewed safety training topics as a group.
3. 4 new membrane cassettes were assembled and installed in train 3. We were able to utilize the old cassettes in the spare slots on all 4 of the trains. This provides additional secondary treatment capacity as well as flux reduction for the rest of the cassettes (makes them work with less overall pressure to produce the same amount effluent). This will hopefully allow us to get an even a longer lifespan out of the city's membrane investments.
4. All 12 original membranes (2008) have been retrofitted with the updated membrane aeration diffusers and SCADA programming. WPCP staff worked 5 long days to convert all of the air diffusers on the cassettes. Each cassette required a systematic procedure to retrofit as well as delicate handling not to damage the membranes and a lot of hardware installation.

The WPCP staff is great at having a hands on approach when dealing with the City equipment (especially the membranes) which is not only a benefit for experience but a time and expense savings as well. We are all very pleased with how well everything turned out. Please check out some of the photos below.
5. A new split system air conditioner was installed at North Liberty Rd. Lift Station. The unit installed is more of an industrial brand better suited for the cooling demands required for the space at the station.
6. Staff graded and reseeded a few large areas around the facility that were dug up for equipment repairs after the derecho. Most all other repairs are done except for the damaged fencing which is being scheduled with the recently selected contractor.
7. September was another slow month for progress on the SW Growth Lift Station Project due to wet soil. City staff continues to have meetings with engineers, contractors, and inspectors to discuss updates and details of the project.

Drew Lammers

WPCP Superintendent







To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **October 6, 2020**
Re **Monthly Report – September 2020**

In the month of September, we treated a total of 38,892,000 gallons of water, our average daily flow was 1,296,000 gallons, and our maximum daily flow was 1,564,000 gallons. The total amount of water used in the distribution system was 6.59% higher than last September.

We had a busy month with 8,703 accounts read, 39 re-reads, 146 finals, 2 shut-offs (vacant properties), 1 re-connect for water service, 0 shut-off notices delivered, 6 new meter set inspections, 13-meter change outs, 54 MIU change outs, assisted 1 customer with data logging information, and 68 calls for service. We will be sending notices to delinquent accounts in October, as we will be following our shut-off policy starting in November. The notices will have additional information on payment arrangements, and community organizations that might be able to help. Our monthly total service work averaged 17 calls per day.

We spent several days grading and seeding 11 different areas where we installed new sample stations, we also had to repair a couple of sidewalks that were removed during the excavation.

We spent a great deal of time at the treatment plant with routine maintenance, changed cartridge filters on all three trains, replaced a hose on our bulk chlorine storage tank, replaced a leaking valve on our caustic fill line, changed out tubing on our chlorine monitoring equipment, and replaced the tubing on all nine of our peristaltic chemical feed pumps.

Lynch Excavating was hired by a property owner on South Chestnut St. to repair a service leak, when the curb stop was exposed, they found two property owners shared one schedule 40 plastic inch and a half line running under the roadway. In order to make the repair Lynch had to remove about eight-feet of water main and two other services located on the opposite side of the street. I had Lynch install a new six-inch main line valve and separate all four of the properties service lines that were located on that eight-foot section of water main. We issued a boil order for South Chestnut St., flushed, and took two bacteria samples

We replaced a damaged hydrant located near the intersection of South Jones Blvd. and Hauer Dr. The hydrant had been hit by a vehicle and did not break at the break-away flange the hydrant was not repairable.

Water Superintendent
Greg Metternich



Parks & Recreation Commission Minutes
September 3, 2020, 7:00pm

Board Members Present: Richard Grugin, Craig Sundell, Marcia Ziemer, Megan Lehman, Shannon Greene, Amalia Gedney-Lose

Absentees: 1 Board Vacancy

Others Present: Shelly Simpson, Tim Hamer, Guy Goldsmith, Brian Motley

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 live by the public on the internet at northlibertyiowa.org/live, on Facebook at facebook.com/northliberty or on YouTube at www.youtube.com/channel/UCrCw6ipAPjJnd-olpRgPJcg. You can also attend by phone; call 1 (312) 626 6799 with a touch-tone phone and enter the meeting ID 892 3665 8556 and eight-digit meeting password 40202134.

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

1. Call to Order
 - Time: 7:00 by Megan Lehman
2. Approval of Minutes
 - August 6, 2020: Motion by Craige Sundell, seconded by Shannon Greene; motion carried.
3. Board Update
 - One vacancy remains; an additional member will be joining at Oct meeting
 - The mayor has not yet appointed someone. There were 3 applicants that are to be reviewed at the 9/8/20 meeting.
 - Appointment of Chair, Vice Chair, and Secretary
 - Chair: Megan, motion by Amaia Gedney-Lose, seconded by Richard Gurgin

- Vice Chair: Richard Grugin, motion by Megan Lehman, Seconded by Amalia Gedney-Lose
- Secretary: Amalia, motion by Megan Lehman, Seconded by Craig Sundell

4. Reports

- Parks Report
 - Most of the month has been dedicated to storm clean up.
 - Clean up has gone quite well. It has taken a lot of time and equipment, but it is improving.
 - Plan to close gates to further debris by 9/14/20
 - Limited staff means that there is focus on the necessities like mowing and trimming.
 - Landscaping maintenance with street scapes and around town, working on cleaning weeds and tidying
 - Working with contractors for Ranshaw House – bid went over so working to get project back in budget.
 - HAVC is on schedule at aquatic center
 - City of CR inquired about using baseball fields due to their closure. Planning to bring their youth teams down here. Anticipate more activity at Penn Meadows Park on the weekends.
 - Waiting for Pour and Play grounding for Centennial Tot Lot
 1. Possibly 9/15
 - Most of the seasonal staff has returned to college, 2 remain.
 - Dog park had to drop down on priority list with storm. Also concerns with turf growing due to dry weather. Benches are not in yet. A little left on shelter roofs.
 - Some damage – shingles lost, one dugout cover taken out at Quail Ridge, prior to that there was damage from the hail storm in July. Still working through the tree damage, high priority/dangerous things are done for the most part. On the day of the storm, the trails were covered with trees and limbs. They cleared this the day of the storm to ensure the trails were open before the end of 8/10.
 - Shannon gave kudos for the timeliness of the clean up and shared that there were many people that she heard from community members. Guy voiced positive response from community members and an emphasis on pride and community.
 - Registration for dog park use is being processed by someone at City Hall. There will be a registration process that is still in

development. Registration and proof of vaccination is required for dog park use.

- Planning some temporary signage with information kiosk.
- Recreation/Pool Report
 - Fall programming/registration: pushed back as we've progressed through COVID. Registration window is 1 month prior to programs starting to help eliminate cancellations and the needs for refunds.
 - Some September programming registration started in August.
 - Programming online continues.
 - Decision making is impacted day to day, school schedules, etc.
 - ASP: No program until school goes to the hybrid system. On the hybrid system, they would have after school only.
 1. 40 were registered in spring when they set up the hold your spot
 2. Sending emails to communicate with families about their interest to start 9/21 as this is the first 2-week period of the hybrid learning plan.
 3. Majority are ICCSD. If Clear Creak students want to join BASP, they have to find their own transportation to the center.
 4. Pick up from schools on hybrid in person days, but if students wanted to come on days when they're not in school they have to have their own transportation.
 5. Shelly will have Matt Fielder look into enrollment of BASP students at North Bend to see if their enrollment is full and if there are limitations related to van transportation from Clear Creak district to the rec center.
 - Swim lessons: next opens 9/8 for registration. This will help gauge interest. For lower levels, asking that parent be in the water with the child. As people register, they will communicate need and session numbers. Staffing remains short so they may not be able to offer as many lessons due to this.
 - HVAC project and repainting occurred throughout August. Deadline was pushed back 1 week for HVAC and 7 days of cure

time for the paint for painting. 2 coats of white are down, but blue and black lines are not done yet. Once all painting is done, they will let cure for 7 days and then hope to open on 9/14.

- Weight and exercise: members are getting used to times and process for signing up. Same for the track. On 9/1, Pickleball and Basketball able to use the gym. Basketball has been going but Pickleball hasn't picked up yet.
- Additional reports in the packet. Increase in weight fees and slight increase in pool use which is anticipated to increase more when reopening.

- Questions or Concerns

- No additional questions.

5. Next Meeting

- Thursday, October 1, 2020 at 7:00pm. (Note: Shelly will be absent)

6. Adjourn

- 7:27 pm



North Liberty Planning Commission

Tuesday, October 6, 2020

Via Zoom

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

Chair Becky Keogh called the October 6, 2020 Regular Session of the North Liberty Planning Commission to order at 6:30 p.m. Commission members present: Barry A'Hearn, Becky Keogh, Jessica Marks, Kylie Pentecost and Patrick Staber; absent: Josey Bathke, Jason Heisler.

Others present: Ryan Rusnak, Tracey Mulcahey, Grant Lientz, Kevin Trom, James Kincade, Adam Hahn, Brian Boelk and other interested parties.

Approval of the Agenda

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

Preliminary Plat – 1475 South Jones Boulevard

Staff Presentation

Rusnak presented the request of Tyler and Jennifer Doran to approve a Preliminary Plat for a two-lot subdivision at 1475 South Jones Boulevard. Staff recommends approval with two findings and five conditions.

Applicants Presentation

No application presentation was made.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including that it is straight forward and as expected.

Recommendation to the City Council

A'Hearn moved, Staber seconded to approve the preliminary plat for 1475 South Jones Boulevard with the two findings. After discussion, A'Hearn moved, Staber seconded to accept the two listed findings and the five conditions and forward the Preliminary Plat to the City Council with a recommendation for approval. Marks moved to call the question on the first motion. The vote was: ayes – none; nays - Staber, Pentecost, Marks, Keogh, A'Hearn. Motion failed. The vote on the second motion was: ayes - Pentecost, Marks, Keogh, A'Hearn, Staber; nays – none. Motion carried.

The Preserve, Part One, Lot 29 Rezoning

Staff Presentation

Rusnak opened the public Hearing for Zoning Map Amendment: Request of Watts Group Development, Inc. for a zoning map amendment on 7.87 acres, more or less, from RM-8 Multi-Unit Residence District to RS-4 PAD Single-Unit Residence District Planned Area Development on property located at the southwest corner of Denison Avenue and Oak Terrace Avenue, being Lot 29 of The Preserve, Part One to North Liberty, Johnson County, Iowa. No oral or written comments were received. The public hearing was closed. Staff recommends approval with nine conditions as follows:

1. That the development be subject to the design standards and maximum height limitations for buildings in the single-unit residence district;
2. That the private drive be named, subject to approval by the Building Official;
3. That the site plan depicts and dedicate a public ingress/egress and utility easement, subject to approval as to form and content by the City Attorney;
4. That no portion of any building project into a public easement;
5. That the signs be ground style and incorporate a similar type of masonry used on the residences;
6. That the mailbox pad located at the southeast portion of the property be labeled on the site plan;
7. That the landscaping to revised to adhere to the visual corner clearance at the intersection of streets;
8. That the plans be revised such that the top of foundation wall or window wells not be lower than the minimum low opening elevation; and
9. That applicant demonstrate the site plan's consistency with the City's post-construction storm water runoff control ordinance, as determined by the City Engineer, prior to City Council's consideration of the zoning map amendment.

Applicants Presentation

Adam Hahn, Watts Group, offered additional information regarding the application.

Public Comments

No comments were received.

Questions and Comments

The Commission discussed the application including how the units and lots are developed, the size of the units, the differences between this development and Vintage Estates, parking concerns, and access to the development for emergency vehicles.

Recommendation to the City Council

Pentecost moved, Staber seconded that the Planning Commission accept the three listed findings and forward the zoning map amendment with the nine listed conditions recommended by City staff to the City Council with a recommendation for approval. The vote was: ayes – Marks, Staber, A'Hearn, Pentecost, Keogh; nays – none. Motion carried.

Approval of Previous Minutes

Staber moved, Marks seconded to approve the minutes of the September 1, 2020 Planning Commission meeting. The vote was all ayes. Minutes approved.

Old Business

No old business was presented.

New Business

No new business was presented.

Adjournment

At 6:53 p.m., Staber moved, A'Hearn seconded to adjourn. The vote was all ayes. Meeting adjourned.

Minutes by Tracey Mulcahey, City Clerk