



**North Liberty City Council
Regular Session
November 10, 2020**



City Administrator Memo



To **Mayor and City Council**
 From **Ryan Heiar, City Administrator**
 Date **November 6, 2020**
 Re **City Council Agenda November 10, 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 website. 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 (10/27/20)
- Claims
- Change Order #3, St. Andrews Drive Project, Metro Pavers, \$604.80
- Pay Application #7, St. Andrews Drive Project, Metro Pavers, \$125,259.23
- Pay Application #1, Ranshaw House, Phase 2, Wolfe Contracting Inc., \$44,650
- Liquor License Renewal, Rusciano’s Authentic Taste of Napoli

Meetings & Events

Tuesday, Nov 10 at 6:30p.m.
City Council

Monday, Nov 16 at 7:00p.m.
Library Board

Tuesday, Nov 24 at 6:30p.m.
City Council

Thursday, Nov 26
Thanksgiving Holiday – City
Offices Closed

Friday, Nov 27
Thanksgiving Holiday – City
Offices Closed

Aspen Ridge Transfer of Outlot

As part of the final plat approval for Aspen Ridge Subdivision Part One, the City agreed to take title to Outlot A, which comprises the northern portion of Fox Run Pond. The City has in fact been maintaining the area for several years as part of its ordinary upkeep of the Fox Run Pond area without issue. Staff recommends approval of the transfer.

Annual Appropriations

The City has previously entered into economic development agreements called annual appropriations to incentivize businesses. With an annual appropriation, TIF funds generated by the business are used to rebate the taxes paid. The difference between an annual appropriation and a standard rebate agreement is that the annual appropriation must be approved each year by the Council. An annual appropriation is the preferred method of offering an incentive in most cities throughout Iowa because it is much less risky than other options as it is structured as a rebate of taxes already paid by the

business versus cash up front. The chart below provides a summary of annual appropriations, all of which are recommended for approval.

Company	Amount	Length of Agreement	Year of Agreement	Agreement Terms
A&M Development	\$276,822			Dependent on type of development, not-to-exceed \$5 mil
Corridor Media Properties (CBJ)	\$31,638	10 years	4	100% of taxes rebated annually for 10-years
Spotix	\$70,788	7 years	4	100% of taxes rebated annually for 7-years, not-to-exceed \$400,000
Total	\$379,248			

FY22 TIF Draw

The urban renewal draw, also known as the TIF Indebtedness Report, and not to be confused with annual appropriations referenced above, recognizes the amount of TIF revenue that needs to be certified in FY22 in order to make debt and rebate payments. This year’s draw is \$5.28 million, approximately \$300,000 less than last year’s draw of \$5.6 million. Staff recommends approval of the certification.

CARES Resolution

The state has asked cities to include the following language in their CARES Act Resolution:

BE IT FURTHER RESOLVED, that the City of North Liberty affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

The revised resolution on the agenda includes this language and staff recommends the City Council approve the revisions.

Ranshaw Way, Phase 5 Compensation Estimate Procedure Approval

Iowa’s eminent domain law allows cities to waive the usual statutory requirement to secure appraisals for the purchase of real estate, when the parcels being acquired have a low market value. The Ranshaw Way/Highway 965 Phase 5 project includes several properties where the city will only require a temporary construction easement, and the appraisal for the easement would cost more than the value of the easement itself. This

resolution establishes procedures for the City to use compensation estimates instead of appraisals for acquiring the temporary construction easements for this project.

The Preserve Rezoning Request, Second Reading

Watts Development Group, Inc. is requesting a zoning map amendment to allow 7.87 acres – south of Denison Avenue and west of Oak Terrace Lane – to be developed with 26 single-family dwellings and related infrastructure. The development is proposed to be condominium owned. The PAD is being requested to allow the flexibility of having multiple single-family residences on one lot, which is not permitted in the RS and RM Districts alone. Although the Planning Commission unanimously recommended approval of the request at its October 2, 2020 meeting, one expressed concern was the lack of visitor parking within the development. Notably, the proposed development meets minimum parking requirements and allows for two additional parking spaces in the driveway. Additionally, the aforementioned parking change on Oak Terrace Lane will accommodate approximately 20 parked vehicles. Staff recommends approval of the zoning change request.

Update: Staff spoke with the developer about some of the concerns expressed at the last meeting. They indicated that they are unable to remove one of the units for financial reasons. However, they did indicate that they would provide some off-street parking spaces toward the south end of the development and move the internal sidewalk off the curb. Staff anticipates that a revised site plan is forthcoming.



Agenda



City Council

November 10, 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 enter the meeting ID 865 5149 7050 and meeting password 558223829. 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, October 27, 2020
 - B. Claims
 - C. St. Andrews Drive Project, Change Order Number 3, Metro Pavers, \$604.80
 - D. St. Andrews Drive Project, Pay Application Number 7, Metro Pavers, \$125,259.23
 - E. Liquor License Renewal, Rusciano's Authentic Taste of Napoli
5. City Engineer Report
6. City Administrator Report
7. Mayor Report
 - A. National Hunger and Homelessness Week Proclamation
8. Aspen Ridge
 - A. Resolution Number 2020-94, A Resolution accepting the transfer of ownership of Aspen Ridge Part 1, Outlot A

9. Annual Appropriations
 - A. Resolution Number 2020-96, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment financed obligations which shall come due in the next succeeding fiscal year – A & M Development
 - B. Resolution Number 2020-97, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment financed obligations which shall come due in the next succeeding fiscal year- Spotix, Inc.
 - C. Resolution Number 2020-98, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment financed obligations which shall come due in the next succeeding fiscal year-Corridor Media Properties, L.L.C.

10. FY 22 Urban Renewal Draw
 - A. Discussion and possible action on the Annual Urban Renewal funds request for FY 22

11. Compensation Estimate Procedure Approval
 - A. Resolution Number 2020-99, A Resolution authorizing the establishment of compensation estimates for the Ranshaw Way Phase 5 Improvement Project

12. CARES Resolution
 - A. Resolution Number 2020-100, A Resolution authorizing a request for reimbursement for eligible costs related to the COVID-19 Public Health Emergency from the Iowa COVID-19 Government Relief Fund

13. Watts Group Development Rezoning
 - A. Second consideration of Ordinance Number 2020-15, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at the southwest corner of Denison Avenue and Oak Terrace Avenue located in North Liberty, Iowa to those set forth in the Municipal Code for RS-4 PAD Single-Unit Residence Planned Area Development

14. Old Business

15. New Business

16. Adjournment



Consent Agenda



City Council
October 27, 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 October 27, 2020 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: RaQuishia Harrington, Chris Hoffman, Brent Smith, and Brian Wayson; absent – Annie Pollock (joined at 6:31 p.m.).

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Kevin Trom, Diane Venenga, Erin Allen, Josiah Bilskemper, Adam Hahn, Michael Pentecost, Emily Naylor, Pam Hoogerwerf, James Kincade and other interested parties.

Approval of the Agenda

Smith moved, Hoffman seconded to approve the agenda with removal of the South Slope lease agreement. The vote was all ayes. Agenda approved. Pollock joined at 6:31 p.m.

Consent Agenda

Harrington moved, Hoffman seconded to approve the Consent Agenda including the City Council Minutes from the Regular Session on October 13, 2020; the attached list of Claims; September Revenues; September Treasurer Report; Liquor License Renewal, The Depot Express; and Liquor License Renewal, The Leaderboard. The vote was all ayes. Consent Agenda approved.

City Engineer Report

City Engineer Kevin Trom reported that updated speeds based on the speed studies on Forevergreen Road and Kansas Avenue are on tonight's agenda. The contractor on the Southwest Growth Area Project has had delays on the project. The crew has been on site all week this week. The St. Andrews Drive Project is almost complete with two major outstanding items, light poles and the bike repair station. The contractor on the Aquatic Center HVAC project continues to work on the punch list. Check plans for Ranshaw Way, Phase 5 have been submitted to IDOT. A project overview is later on tonight's agenda. Dubuque Street Phase 1 design continues. Staff will be meeting to review tomorrow.

Utilities will be asked to make relocations in 2021. Ranshaw House, Phase 2 work continues interior and exterior. The parking lot is expected to be completed by winter.

City Administrator Report

City Administrator Ryan Heiar reported that the City continues to look for neighborhood ambassador candidates. Council is reminded to encourage potential candidates to apply. Heiar presented information on the Social Justice and Racial Equity update contained in the packet. Staff has started conversation with the United Way on housing agencies at the Ranshaw House and is seeking funding for furniture. The start of a Mayor Youth Leadership Council will be brought back forward to the Council after the budget is put to bed for the year. Council discussed the report with Heiar.

Mayor Report

Mayor Donahue proclaimed November 18, 2020 as Injury Prevention Day. Pam Hoogerwerf, the Community Outreach and Injury Prevention Manager at UIHC spoke regarding the proclamation.

Council and the Mayor discussed the Passenger Rail report.

Ranshaw Way, Phase 5 presentation

Emily Naylor & Josiah Bilskemper from Shive-Hattery presented information on the upcoming Ranshaw Way, Phase 5 Project. The Council discussed the presentation with staff.

GIS Agreement

Mulcahey presented information on the GIS Agreement. Hoffman moved, Harrington seconded to approve Resolution Number 2020-85, A Resolution approving the Professional Services Agreement between SAM LLC and the City of North Liberty for GIS Programs and Services. The vote was: ayes –Harrington, Smith, Wayson, Hoffman; nays – none; absent – Pollock. Motion carried.

Traffic Stop Data Memorandum of Agreement

Heiar presented information on the agreement. Chief Venenga added additional information. Council discussed the MOA with staff. Pollock rejoined the meeting at 7:46 p.m. Pollock moved, Smith seconded to approve Resolution Number 2020-87, A Resolution approving the Memorandum of Agreement between CR Research Group LC and the City of North Liberty. The vote was: ayes – Hoffman, Smith, Pollock, Harrington, Wayson; nays – none. Motion carried.

Street Name Amendment

Rusnak presented information on the amendment. Harrington moved, Pollock seconded to approve Resolution Number 2020-88, A Resolution authorizing and approving the change of the Street Name of Ogden Drive and Ogden Court to Ogden Lane in Greenbelt Trail – Part One in the City of North Liberty, Johnson County, Iowa. The vote was: ayes – Harrington, Pollock, Hoffman, Smith, Wayson; nays – none. Motion carried.

Purchasing Policy

Mulcahey provided information on the amendment. Wayson moved, Hoffman seconded to approve Resolution Number 2020-89, A Resolution approving the Purchasing Policy for the City of North Liberty, Iowa. The vote was: ayes – Hoffman, Harrington, Smith, Pollock, Wayson; nays – none. Motion carried.

Settlement Agreement

Lientz presented information on the agreement. Smith moved, Pollock seconded to approve Resolution Number 2020-90, A Resolution approving the Settlement Agreement and Release and between D.W. Stoakes Properties, LLC and the City of North Liberty. After discussion, the vote was: ayes – Smith, Harrington, Wayson, Pollock, Hoffman; nays – none. Motion carried.

Parking Control Devices

Rusnak presented information on this item. Pollock moved, Harrington seconded to approve Resolution Number 2020-91, A Resolution approving Parking Control Devices in the City of North Liberty, Iowa. The vote was: ayes – Harrington, Hoffman, Pollock, Wayson, Smith; nays – none. Motion carried.

Speed Limits

Trom presented information on the proposed speed limit changes. Heiar presented additional information on the amendments. Pollock moved, Wayson seconded to approve Resolution Number 2020-92, A Resolution approving special speed limits in the City of North Liberty, Iowa. After discussion, the vote was: ayes – none; nays – Wayson, Hoffman, Smith, Harrington, Pollock. Motion failed. Wayson moved, Hoffman seconded to reconsider. The vote was: ayes- Hoffman, Harrington, Pollock, Wayson; nays – Smith. Motion carried. Council discussed possible revision to the resolution. Hoffman moved to approve the resolution with change of speed limit further west of Covered Bridge Road as per the City Planning Director's recommendation. Wayson seconded. After discussion, the vote was: ayes – Pollock, Wayson, Smith, Harrington, Hoffman; nays – none. Motion carried.

City Clean Up Day

Heiar presented information on the proposal for a fall clean up. Hoffman moved, Harrington seconded to approve Resolution Number 2020-93, A Resolution authorizing

Staff to create an alternate program to Spring Clean Up 2020. The vote was: ayes – Harrington, Pollock, Wayson, Smith, Hoffman; nays – none. Motion carried.

Watts Group Development Rezoning

Rusnak presented the rezoning application. Rusnak reported that the Planning Commission and Staff recommended approval with 9 conditions. At 8:24 p.m., Mayor Donahue opened the public hearing regarding proposed rezoning. Adam Hahn, The Watts Group, spoke regarding the proposal. Council discussed the proposal with Hahn. The public hearing was closed.

Pollock moved, Wayson seconded to approve the first consideration of Ordinance Number 2020-15, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at the southwest corner of Denison Avenue and Oak Terrace Avenue located in North Liberty, Iowa to those set forth in the Municipal Code for RS-4 PAD Single-Unit Residence Planned Area Development. After discussion, the vote was: ayes – Hoffman, Pollock, Wayson, Smith, Harrington; nays – none. Motion carried.

Zoning Ordinance Update

Wayson moved, Pollock seconded to approve the third consideration and adoption 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. The vote was: ayes – Harrington, Hoffman, Smith, Pollock, Wayson; nays – none. Motion carried.

Old Business

Councilor Wayson reported that his neighbors were complimentary of staff's handling of the zoning ordinance. He reported that the pandemic is starting to be in big force again in Iowa and encouraged all to wear masks, avoid big crowds and stay home. Councilor Smith reported on Project Better Together.

New Business

Councilor Pollock encouraged residents to apply for neighborhood ambassadors' program. Pollock encouraged all to be safe this Halloween and presented additional Halloween options. Pollock suggested all wear a mask and vote next Tuesday. The NLTAP program is offering free rides to polling places, if the applicant qualifies.

Adjournment

Mayor Donahue adjourned the meeting at 8:51 p.m.

CITY OF NORTH LIBERTY

By: _____
Terry L. Donahue, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

CHANGE ORDER
For Local Public Agency Projects

No.: 3

Non-Substantial:

N/A

Substantial:

Administering Office
Concurrence Date

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

Project Number: 1184140

Contract Work Type: St. Andrews Drive Improvements

Local Public Agency: City of North Liberty

Contractor: Metro Pavers

Date Prepared: October 7, 2020

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

A - Description of change to be made:

8003 - ADD an item for "Tree Revisions"

B - Reason for change:

8003 - City staff approved proposal to add three new crabapple trees near the parklet (to replace trees removed for construction), and approved installation of smaller diameter aspen trees within the roundabout central island. The aspen trees delivered to the landscape subcontractor from the tree supplier were smaller diameter than ordered. The trees were in good condition and were approved for planting with a credit for each tree.

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

8003 - Agreed Lump Sum Price as follows:

\$1,108.80 = ADD Crabapple Trees = 3 Trees @ \$369.60

(\$504) = DEDUCT Aspen Tree Sizes = 9 Trees @ (\$56)

\$604.80 = NET cost increase

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

8003 - An agreed upon lump sum price for the work was established. Costs were considered reasonable based on materials, labor and equipment required to complete the work. The cost includes allowable prime contractor markup per project specifications.

E - Contract time adjustment:

No Working Days added

Working Days added: _____

Unknown at this time

Justification for selection:

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

Change Order No.: 3

F - Items included in contract:

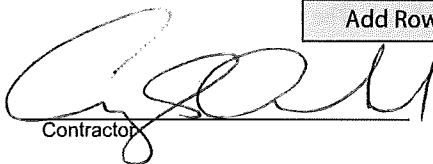
Participating			For deductions enter as "-x.xx"			
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
				Add Row	Delete Row	TOTAL

G - Items not included in contract:

Participating			For deductions enter as "-x.xx"				
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		CO-3	8003	Tree Revisions	\$604.80	1.000	\$604.80
				Add Row	Delete Row	TOTAL	\$604.80

H. Signatures

Agreed:

 10/21/2020
 Contractor Date

Recommended:

Project Engineer Date

Approved:

Person in Responsible Charge Date Other (optional) Title Date

ST. ANDREWS DRIVE

APPLICATION AND CERTIFICATE FOR PAYMENT

Owner: City of North Liberty
 Contractor: Metro Pavers INC.

Project: St. Andrews Drive Improvements

Contract #: 1184140

Pay App# 7
 Date 11/4/2020

Contract Item	Description	Unit of Measure	Unit Price	Awarded		Current		To Date	
				Units Contracted	Original Contract Total	Unit	Cost	Unit	Cost
1.00	EXCAVATION CLASS 10	CY	\$ 8.60	30,810.0000	\$ 264,966.00		\$ -	30500	\$ 262,300.00
2.00	TOPSOIL, ON-SITE	CY	\$ 5.45	6,430.0000	\$ 35,043.50		\$ -	5860	\$ 31,937.00
3.00	CEMENT STABILIZATION-GEO	SY	\$ 8.25	13,695.0000	\$ 112,983.75		\$ -	13695	\$ 112,983.75
4.00	SUBASE, MODIFIED	CY	\$ 35.00	2,461.0000	\$ 86,135.00		\$ -	2461	\$ 86,135.00
5.00	RMVL OF STRUCTURE, LIGHT FIXT	EA	\$ 291.00	1.0000	\$ 291.00		\$ -	1	\$ 291.00
6.00	12"PVC SAN SEW FORCE MAIN, TRE	LF	\$ 82.00	134.0000	\$ 10,988.00		\$ -	134	\$ 10,988.00
7.00	RMVL OF SAN SEW, PVC, < TO 36"	LF	\$ 8.00	136.0000	\$ 1,088.00		\$ -	136	\$ 1,088.00
8.00	12" ST SEW RCP 2000D CLASS III	LF	\$ 36.00	225.0000	\$ 8,100.00		\$ -	225	\$ 8,100.00
9.00	15" ST SEW RCP 2000D CLASS III	LF	\$ 46.00	961.0000	\$ 44,206.00		\$ -	961	\$ 44,206.00
10.00	18" ST SEW RCP 2000D CLASS III	LF	\$ 38.00	208.0000	\$ 7,904.00		\$ -	208	\$ 7,904.00
11.00	24" ST SEW RCP 2000D CLASS III	LF	\$ 67.00	276.0000	\$ 18,492.00		\$ -	276	\$ 18,492.00
12.00	30" ST SEW RCP 2000D CLASS III	LF	\$ 77.00	184.0000	\$ 14,168.00		\$ -	184	\$ 14,168.00
13.00	36" ST SEW RCP 2000D CLASS III	LF	\$ 97.00	628.0000	\$ 60,916.00		\$ -	628	\$ 60,916.00
14.00	48" ST SEW RCP 2000D CLASS III	LF	\$ 173.00	20.0000	\$ 3,460.00		\$ -	20	\$ 3,460.00
15.00	RMVL OF ST SEW PIPE <36"	LF	\$ 10.50	396.0000	\$ 4,158.00		\$ -	396	\$ 4,158.00
16.00	PIPE APRON, RCP, 24"	EA	\$ 915.00	1.0000	\$ 915.00		\$ -	1	\$ 915.00
17.00	PIPE APRON, RCP, 36"	EA	\$ 1,425.00	1.0000	\$ 1,425.00		\$ -	1	\$ 1,425.00
18.00	PIPE APRON, RCP, 48"	EA	\$ 1,940.00	1.0000	\$ 1,940.00		\$ -	1	\$ 1,940.00
19.00	48" PIPE APRON FOOTING, CONCRE	EA	\$ 700.00	1.0000	\$ 700.00		\$ -	1	\$ 700.00
20.00	SUBDRAIN, LONGITUD TYPE 1, 6"	LF	\$ 9.35	4,670.0000	\$ 43,664.50		\$ -	4670	\$ 43,664.50
21.00	SUBDRAIN, FIELD TILE 6" NONPER	LF	\$ 13.48	205.0000	\$ 2,763.40		\$ -	205	\$ 2,763.40
22.00	SUBDRAIN CLEANOUT TYPE A1, 6"	EA	\$ 375.00	17.0000	\$ 6,375.00	8.5	\$ 3,187.50	17	\$ 6,375.00
23.00	SUBDRAIN OUTLETS/CONNECT 6"	EA	\$ 112.00	28.0000	\$ 3,136.00		\$ -	28	\$ 3,136.00
24.00	WATERMAIN TRENCHED PVC 12"	LF	\$ 43.00	1,012.0000	\$ 43,516.00		\$ -	1012	\$ 43,516.00
25.00	RMVL OF WATERMAIN	LF	\$ 10.00	600.0000	\$ 6,000.00		\$ -	600	\$ 6,000.00
26.00	FITTING, DUCTILE IRON 12"	EA	\$ 712.00	21.0000	\$ 14,952.00		\$ -	22	\$ 15,664.00
27.00	VALVE, GATE, DIP, 12"	EA	\$ 2,500.00	8.0000	\$ 20,000.00		\$ -	9	\$ 22,500.00
28.00	FIRE HYDRANT ASSY	EA	\$ 4,610.00	3.0000	\$ 13,830.00		\$ -	4	\$ 18,440.00
29.00	VALVE BOX EXTENSION	EA	\$ 560.00	2.0000	\$ 1,120.00	2	\$ 1,120.00	2	\$ 1,120.00
30.00	FIRE HYDRANT ADJUST	EA	\$ 1,900.00	1.0000	\$ 1,900.00		\$ -	1	\$ 1,900.00
31.00	FIRE HYDRANT ASSY RMVL	EA	\$ 650.00	2.0000	\$ 1,300.00		\$ -	2	\$ 1,300.00
32.00	MANHOLE, SW-401, 48"	EA	\$ 3,080.00	1.0000	\$ 3,080.00		\$ -	1	\$ 3,080.00
33.00	MANHOLE, SW-401, 72"	EA	\$ 5,640.00	2.0000	\$ 11,280.00		\$ -	2	\$ 11,280.00
34.00	MANHOLE, SW-401, 84"	EA	\$ 7,350.00	1.0000	\$ 7,350.00		\$ -	1	\$ 7,350.00
35.00	INTAKE, SW-505	EA	\$ 4,940.00	1.0000	\$ 4,940.00		\$ -	1	\$ 4,940.00
36.00	INTAKE, SW-509	EA	\$ 3,875.00	17.0000	\$ 65,875.00		\$ -	17	\$ 65,875.00
37.00	INTAKE, SW-510	EA	\$ 4,255.00	3.0000	\$ 12,765.00		\$ -	3	\$ 12,765.00
38.00	INTAKE, SW-512, 24"	EA	\$ 1,285.00	1.0000	\$ 1,285.00		\$ -	1	\$ 1,285.00

ST. ANDREWS DRIVE

Contract Item	Description	Unit of Measure	Unit Price	Awarded		Current		To Date	
				Units Contracted	Original Contract Total	Unit	Cost	Unit	Cost
39.00	INTAKE, SW-512, 30"	EA	\$ 1,510.00	4.0000	\$ 6,040.00		\$ -	4	\$ 6,040.00
40.00	MANHOLE ADJUST, MINOR	EA	\$ 1,450.00	2.0000	\$ 2,900.00		\$ -	2	\$ 2,900.00
41.00	CONNECT OT EXISTING INTAKE	EA	\$ 935.00	1.0000	\$ 935.00		\$ -	1	\$ 935.00
42.00	RMV INTAKE	EA	\$ 605.00	4.0000	\$ 2,420.00		\$ -	4	\$ 2,420.00
43.00	9" PCC PVMT	SY	\$ 45.35	11,268.0000	\$ 511,003.80		\$ -	11371.6	\$ 515,702.06
44.00	RMVL OF PVMT	SY	\$ 4.00	7,226.0000	\$ 28,904.00		\$ -	7329.6	\$ 29,318.40
45.00	RMVL OF SIDEWALK	SY	\$ 8.00	476.0000	\$ 3,808.00		\$ -	476	\$ 3,808.00
46.00	5" PCC SIDEWALK	SY	\$ 45.85	540.0000	\$ 24,759.00		\$ -	540	\$ 24,759.00
47.00	6" PCC SIDEWALK	SY	\$ 34.00	3,436.0000	\$ 116,824.00		\$ -	3436	\$ 116,824.00
48.00	DETECTABLE WARNINGS, CAST IRON	SF	\$ 35.00	368.0000	\$ 12,880.00		\$ -	368	\$ 12,880.00
49.00	6" DRIVEWAY TYPE A	SY	\$ 50.35	148.0000	\$ 7,451.80		\$ -	148	\$ 7,451.80
50.00	DRIVEWAY, GRANULAR	TON	\$ 30.00	31.0000	\$ 930.00		\$ -	31.2	\$ 936.00
51.00	BITUMINOUS PCC UNIT PAVERS BED	SF	\$ 17.23	4,256.0000	\$ 73,330.88	48	\$ 827.04	4256	\$ 73,330.88
52.00	GRANULAR PCC UNIT PAVERS BED	SF	\$ 24.25	1,819.0000	\$ 44,110.75		\$ -	1819	\$ 44,110.75
53.00	PCC SUBSLAB OF UNIT PAVERS	SY	\$ 45.85	473.0000	\$ 21,687.05		\$ -	473	\$ 21,687.05
54.00	30" PCC RIBBON CURB	LF	\$ 36.35	248.0000	\$ 9,014.80		\$ -	248	\$ 9,014.80
55.00	RMVL OF TYPE A SIGN ASSY	EA	\$ 125.00	4.0000	\$ 500.00		\$ -	4	\$ 500.00
56.00	PERF SQUARE STEEL TUBE POST	LF	\$ 12.50	282.0000	\$ 3,525.00		\$ -	282	\$ 3,525.00
57.00	POST ANCHOR/BREAK AWAY INSTALL	EA	\$ 150.00	19.0000	\$ 2,850.00		\$ -	19	\$ 2,850.00
58.00	CONCRETE FOR POST ANCHOR INSTA	EA	\$ 275.00	4.0000	\$ 1,100.00	0.4	\$ 110.00	4	\$ 1,100.00
59.00	TYPE A SIGNS, SHEET ALUMINUM	SF	\$ 20.00	223.0000	\$ 4,460.00	66	\$ 1,320.00	223	\$ 4,460.00
60.00	PVMT PAINTED MARKING	STA	\$ 150.00	123.0600	\$ 18,459.00	12.31	\$ 1,846.50	123.06	\$ 18,459.00
61.00	PAINTED SYMBOLS & LEGENDS	EA	\$ 275.00	8.0000	\$ 2,200.00		\$ -	8	\$ 2,200.00
62.00	PVMT MARKING RMVL	STA	\$ 125.00	24.1000	\$ 3,012.50		\$ -	24.1	\$ 3,012.50
63.00	SYMBOLS & LENGENDS RVML	EA	\$ 125.00	2.0000	\$ 250.00		\$ -	2	\$ 250.00
64.00	TEMP TRAFFIC CONTROL	LS	\$ 15,000.00	1.0000	\$ 15,000.00	0.05	\$ 750.00	1	\$ 15,000.00
65.00	TEMP GRAVEL ACCESS DRIVES	TON	\$ 35.00	250.0000	\$ 8,750.00		\$ -	215.87	\$ 7,555.45
66.00	CONCRETE BARRIER RAIL	LF	\$ 50.00	105.0000	\$ 5,250.00	105	\$ 5,250.00	105	\$ 5,250.00
67.00	CONVENT SEED/FERT/MULCH TY 4	AC	\$ 800.00	5.9000	\$ 4,720.00		\$ -	0	\$ -
68.00	HYDRAULIC SEED/FERT/MULCH TY 1	AC	\$ 3,975.00	2.6000	\$ 10,335.00	2.6	\$ 10,335.00	2.6	\$ 10,335.00
69.00	HYDRAULIC SEED/FERT/MULCH TY 2	AC	\$ 3,675.00	3.3000	\$ 12,127.50	3.3	\$ 12,127.50	3.3	\$ 12,127.50
70.00	SWPPP MGMT	LS	\$ 2,400.00	1.0000	\$ 2,400.00	0.1	\$ 240.00	1	\$ 2,400.00
71.00	SILT FENCE OR TUBE 8" DIA	LF	\$ 1.65	9,900.0000	\$ 16,335.00	4987	\$ 8,228.55	7496	\$ 12,368.40
72.00	PERMEABLE DITCH CHECK	LF	\$ 6.00	535.0000	\$ 3,210.00	235	\$ 1,410.00	235	\$ 1,410.00
73.00	RMVL OF SEDIMENT SF,CF, OR DC	LF	\$ 0.50	1,000.0000	\$ 500.00	40	\$ 20.00	40	\$ 20.00
74.00	RMVL OF DEVICE, SF,CF, OR DC	LF	\$ 0.10	9,900.0000	\$ 990.00	7496	\$ 749.60	7496	\$ 749.60
75.00	BIODEGDE EROSION CONTROL BLNKT	SQ	\$ 16.00	425.0000	\$ 6,800.00	216	\$ 3,456.00	216	\$ 3,456.00
76.00	OPEN THROAT INTAKE PROT DEVICE	EA	\$ 75.00	4.0000	\$ 300.00		\$ -	2	\$ 150.00
77.00	AREA DRAIN, INLET PROT DEVICE	EA	\$ 50.00	9.0000	\$ 450.00	2	\$ 100.00	5	\$ 250.00
78.00	WATERING FO RPLANTS	MGAL	\$ 270.00	40.0000	\$ 10,800.00		\$ -	0	\$ -
79.00	INSTAL/FURNISH 2.5" TREE	EA	\$ 531.67	12.0000	\$ 6,380.04	12	\$ 6,380.04	12	\$ 6,380.04
80.00	INSTAL/FURNISH 5 GAL SHRUBS	EA	\$ 43.48	48.0000	\$ 2,087.04	48	\$ 2,087.04	48	\$ 2,087.04
81.00	INSTAL/FURNISH 1 GAL PERENNIAL	EA	\$ 11.35	1,890.0000	\$ 21,451.50	1890	\$ 21,451.50	1890	\$ 21,451.50
82.00	AMENDED SOIL 24"	CY	\$ 87.50	857.0000	\$ 74,987.50	57	\$ 4,987.50	857	\$ 74,987.50
83.00	LIMESTONE OUTCROPPING	SF	\$ 74.15	520.0000	\$ 38,558.00		\$ -	520	\$ 38,558.00
84.00	LIMESTONE EDGING	LF	\$ 14.60	80.0000	\$ 1,168.00	80	\$ 1,168.00	80	\$ 1,168.00
85.00	DECORATIVE ROCK MULCH	CF	\$ 5.35	3,115.0000	\$ 16,665.25	3115	\$ 16,665.25	3115	\$ 16,665.25


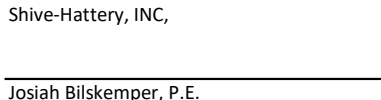
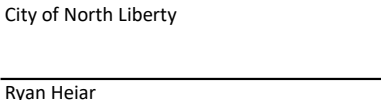
ST. ANDREWS DRIVE

Contract Item	Description	Unit of Measure	Unit Price	Awarded		Current		To Date	
				Units Contracted	Original Contract Total	Unit	Cost	Unit	Cost
86.00	SITE FURNITURE- BENCH	EA	\$ 6,400.00	1.0000	\$ 6,400.00	1	\$ 6,400.00	1	\$ 6,400.00
87.00	SITE FURNITURE- BIKE REPAIR ST	EA	\$ 2,000.00	1.0000	\$ 2,000.00		\$ -	0	\$ -
88.00	LIGHT ASSY- L1, RDWY LIGHT/REC	EA	\$ 6,200.00	6.0000	\$ 37,200.00	1	\$ 6,200.00	1	\$ 6,200.00
89.00	LIGHT ASSY-L2, PED LIGHT	EA	\$ 4,000.00	8.0000	\$ 32,000.00	2	\$ 8,000.00	2	\$ 8,000.00
90.00	LIGHT ASSY- L3, CTR ISLD UPLGT	EA	\$ 580.00	10.0000	\$ 5,800.00	10	\$ 5,800.00	10	\$ 5,800.00
91.00	CONTROL CABINET	EA	\$ 11,860.00	1.0000	\$ 11,860.00		\$ -	0	\$ -
92.00	ELECTRICAL CIRCUITS	LF	\$ 9.00	1,900.0000	\$ 17,100.00		\$ -	1900	\$ 17,100.00
93.00	HANDHOLES/JUNCTION BOXES	EA	\$ 406.00	10.0000	\$ 4,060.00		\$ -	10	\$ 4,060.00
94.00	RECPETACLE- CTR ISLD	EA	\$ 450.00	4.0000	\$ 1,800.00	4	\$ 1,800.00	4	\$ 1,800.00
95.00	EROSION STONE	TON	\$ 30.00	235.0000	\$ 7,050.00	176	\$ 5,280.00	176	\$ 5,280.00
96.00	REVENTMENT CLASS E	TON	\$ 48.00	75.0000	\$ 3,600.00		\$ -	52	\$ 2,496.00
97.00	TEMP FENCE CONSTRUCTION 48"	LF	\$ 12.00	700.0000	\$ 8,400.00		\$ -	748	\$ 8,976.00
98.00	MOBILIZATION MPI	LS	\$ 100,000.00	1.0000	\$ 100,000.00		\$ -	1	\$ 100,000.00
99.00	MAINT OF POSTAL SERVICE	LS	\$ 500.00	1.0000	\$ 500.00	0.1	\$ 50.00	1	\$ 500.00
100.00	MAINT OF SOLID WASTE COLLECTIO	LS	\$ 500.00	1.0000	\$ 500.00		\$ -	1	\$ 500.00
101.00	CONCRETE WASHOUT	LS	\$ 2,500.00	1.0000	\$ 2,500.00		\$ -	1	\$ 2,500.00
	Stored Material - PCC Material	LS	\$ 46,205.83				\$ -	0	\$ -
	Stored Material - Bench	LS	\$ 6,100.00				\$ -	0	\$ -
CO-01 - 8001	Galvanized Bike Station	LS	\$ 250.00				\$ -	1	\$ 250.00
CO-01 - 8002	Field Tile Work	LS	\$ 13,788.05				\$ -	1	\$ 13,788.05
CO-03 - 8003	Tree Revision	LS	\$ 604.80			1	\$ 604.80	1	\$ 604.80
				Totals	\$ 2,346,401.56	Total Current	\$ 137,951.82	Total To Date	\$ 2,270,159.02

Original Contract Sum \$ 2,346,401.56
 Net Change by Change Order \$ 15,146.85
 Contract Sum to Date \$ 2,361,548.41

Total Completed and Stored to Date \$ 2,270,159.02
 Less Retainage (5%) \$ 113,507.95
 Total Earned Less Retaingae \$ 2,156,651.07
 Less Previous Certificates for Payment \$ 2,031,391.84

Current Payment Due \$ 125,259.23

Contractor Metro Pavers, INC.	Engineer Shive-Hattery, INC,	Owner City of North Liberty
		
Tyler Duster	Josiah Bilskemper, P.E.	Ryan Heiar
Title Project Manager	Title Project Engineer	Title City Administrator
Date 11/4/2020	Date 11/04/20	Date

Wolfe Contracting, Inc
Pay Application

Customer: Shive-Hattery Inc.
2839 Northgate Dr
Iowa City, IA 52245

Project: Ranshaw House Phase 2
Contract #

Contractor: Wolfe Contracting, Inc
2200 Grandview Avenue
Muscatine, IA 52761

Application #: 1
Application Date: 10/29/2020
Period To: 9/30/2020 - 10/29/2020
Contract Date: 9/30/2020
WCI Project No: 1420

Contractor's Application For Payment

1. Original Contract Sum:	\$	420,000.00
2. Net change by Change Orders:	\$	(32,325.81)
3. Contract Sum to Date:	\$	387,674.19
4. Total Completed & Stored to Date:	\$	47,000.00
5. Retainage:	\$	2,350.00
a. 5% of Completed Work:	\$	2,350.00
b. 5% of Stored Material:	\$	-
6. Total Earned Less Retainage:	\$	44,650.00
7. Less Previous Certificate for Payment:	\$	-
8. Current Payment Due:	\$	44,650.00
9. Balance to Finish, Including Retainage:	\$	340,674.19

Change Order Summary	Additions	Deductions
CAR 1	\$ -	\$ 32,325.81
CAR 2	\$ -	\$ -
CAR 3	\$ -	\$ -
CAR 4	\$ -	\$ -
CAR 5	\$ -	\$ -
CAR 6	\$ -	\$ -
CAR 7	\$ -	\$ -
CAR 8	\$ -	\$ -
CAR 9	\$ -	\$ -
CAR 9	\$ -	\$ -
CAR 10	\$ -	\$ -
TOTALS	\$ -	\$ 32,325.81
NET CHANGES by Change Orders	\$	(32,325.81)

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 Certificate for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.



Contractor:

By: Rusty Wolfe

Date: 10/29/2020

State of:

County of:

Subscribed and sworn to before me this day: 10/29/2020

Notary Public: Kathryn Kemp
My commission expires: JUNE 4, 2021

Architect's Certificate for Payment

In accordance with 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: \$44,650.00

Architect: Tandi Brannaman, Shive-Hattery

By: Tandi Brannaman Date: 10-30-2020

Continuation Sheet

Based on AIA Document G703

Application No.

Pay App 1

Application Date:

10/29/2020

B	C	D	E	F	G	H	I
Description of Work	Scheduled Value	WORK	Work Completed This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored to Date (D+E+F)	Balance to Finish (C-G)	Retainage (If Variable Rate)
		Completed from Previous Application(s) (D=E)					
Mobilization/Bonding	\$ 12,000.00	\$ -	\$ 12,000.00		\$ 12,000.00	\$ -	\$ 600.00
Wolfe Contracting Inc.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Siding Material	\$ 10,250.00	\$ -	\$ -		\$ -	\$ 10,250.00	\$ -
Siding Labor	\$ 30,750.00	\$ -	\$ -		\$ -	\$ 30,750.00	\$ -
Window Material	\$ 14,325.00	\$ -	\$ -		\$ -	\$ 14,325.00	\$ -
Window Labor	\$ 21,675.00	\$ -	\$ -		\$ -	\$ 21,675.00	\$ -
Interior finishes material	\$ 26,000.00	\$ -	\$ 4,500.00		\$ 4,500.00	\$ 21,500.00	\$ 225.00
Interior finishes labor	\$ 48,000.00	\$ -	\$ 4,500.00		\$ 4,500.00	\$ 43,500.00	\$ 225.00
Hagerty Earthworks	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Concrete prep & demo	\$ 20,160.00	\$ -	\$ -		\$ -	\$ 20,160.00	\$ -
Concrete drive/sidewalk/sub base	\$ 58,075.00	\$ -	\$ -		\$ -	\$ 58,075.00	\$ -
Pavers/sub base	\$ 18,575.00	\$ -	\$ -		\$ -	\$ 18,575.00	\$ -
HDPE Piping	\$ 15,870.00	\$ -	\$ -		\$ -	\$ 15,870.00	\$ -
Excavation for basement drainage	\$ 10,500.00	\$ -	\$ -		\$ -	\$ 10,500.00	\$ -
ADA Ramp	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Materials	\$ 18,750.00	\$ -	\$ -		\$ -	\$ 18,750.00	\$ -
Labor	\$ 14,173.00	\$ -	\$ -		\$ -	\$ 14,173.00	\$ -
JR Painting & Decorating	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Labor	\$ 49,000.00	\$ -	\$ 16,390.00		\$ 16,390.00	\$ 32,610.00	\$ 819.50
Materials	\$ 36,000.00	\$ -	\$ 9,610.00		\$ 9,610.00	\$ 26,390.00	\$ 480.50
Neumiller Electric	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Labor	\$ 1,325.00	\$ -	\$ -		\$ -	\$ 1,325.00	\$ -
Materials	\$ 2,972.00	\$ -	\$ -		\$ -	\$ 2,972.00	\$ -
Renoux Flooring	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Labor	\$ 1,300.00	\$ -	\$ -		\$ -	\$ 1,300.00	\$ -
Materials	\$ 1,500.00	\$ -	\$ -		\$ -	\$ 1,500.00	\$ -
Ruckles Home Improvements	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Labor	\$ 4,500.00	\$ -	\$ -		\$ -	\$ 4,500.00	\$ -
Materials	\$ 4,300.00	\$ -	\$ -		\$ -	\$ 4,300.00	\$ -
CO # 1	\$ (32,325.81)	\$ -	\$ -		\$ -	\$ (32,325.81)	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
TOTALS	\$ 387,674.19	\$ -	\$ 47,000.00	\$ -	\$ 47,000.00	\$ 340,674.19	\$ 2,350.00

Applicant License Application (BW0095672)

Name of Applicant: <u>CGR LLC</u>		
Name of Business (DBA): <u>Rusciano's authentic taste of Napoli</u>		
Address of Premises: <u>710 Pacha parkway #5</u>		
City <u>North Liberty</u>	County: <u>Johnson</u>	Zip: <u>52317</u>
Business	<u>(319) 665-2761</u>	
Mailing	<u>710 Pacha parkway #5</u>	
City <u>North Liberty</u>	State <u>IA</u>	Zip: <u>52317</u>

Contact Person

Name <u>Carol Gorney</u>	
Phone: <u>(563) 357-2924</u>	Email <u>cgrllc2016@gmail.com</u>

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

Term:12 months

Effective Date: 10/23/2019

Expiration Date: 10/22/2020

Privileges:

- Outdoor Service
- Special Class C Liquor License (BW) (Beer/Wine)
- Sunday Sales

Status of Business

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

Ownership

Carol Gorney

First Name: Carol **Last Name:** Gorney
City: iowa city **State:** iowa **Zip:** 52240
Position: manager
% of Ownership: 45.00% **U.S. Citizen:** Yes

Gennaro Rusciano

First Name: Gennaro **Last Name:** Rusciano
City: iowa City **State:** iowa **Zip:** 52240
Position: owner/ chef
% of Ownership: 55.00% **U.S. Citizen:** No

Insurance Company Information

Insurance Company: <u>Illinois Casualty Co</u>

Insurance Company: Illinois Casualty Co

Policy Effective Date: 10/23/2019

Policy Expiration 10/22/2020

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective Date:

Temp Transfer Expiration Date:



State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: _____

Name of Business (DBA):

Rusciano's

Address of Business:

710 Pacha Pkwy #5

Business Phone: _____

Email: _____

State of Iowa ABD License #: _____

Johnson County Health Department:

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

Name: _____

James Lacina

Title: _____

Env. Health Manager

Date: _____

8/20/20

Signature: _____

James Lacina



North Liberty Police Department

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

August 28, 2020

Liquor License Check

Business: Rusciano's Authentic Taste of Napoli
710 Pacha Parkway Suite 5
North Liberty, IA 52317

Owners: Carol Gorney (DOB: 1963)
Gennaro Rusciano (DOB: 1982)

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: 10/1/2020

Name of Business: Ruscanos

Address: 710 Pacha Pkwy #5 North Liberty



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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21) Kitchen Cleaning Rags are Disposed of in a Non-Combustible Container	IFC 304.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPRESSED CYLINDERS	Code Section	Yes	No	N/A
22) Compressed Gas Cylinders are Secured or Chained	IFC 5303.5.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Provide Explanation for any "No" Answers Below

Inspection Completed by: Carol Gorney
Signature: _____



Mayor Report



PROCLAMATION

National Hunger and Homelessness Awareness Week

Whereas, hunger and homelessness remain one of our nation's most pressing domestic issues; and

Whereas, this proclamation is an endeavor to educate and promote awareness about issues surrounding hunger and homelessness and to inspire action and advocacy on behalf of people with food insecurities and who lack a permanent home; and

Whereas, the plight of hunger and homelessness is an issue faced daily by hundreds of men, women, and children throughout our own community; and

Whereas, food insecurity and hunger stem from poverty and a lack of reliable income sources; and

Whereas, homelessness is the result of a complex set of circumstances that push people into poverty and force impossible choices between food, shelter and other basic needs; and

Whereas, there are many organizations committed to sheltering and providing supportive services as well as meals and food supplies to people in need such as the membership of the Local Homeless Coordinating Board; and

Whereas, there has been steady progress to end hunger and homelessness through the collaborative efforts of our community, and we continue to work towards developing resources and capacity to meet the needs of people who are homeless and hungry, and thereby offer them hope, opportunity, and dignity.

Now, Therefore, I, Terry L. Donahue, Mayor of North Liberty, do hereby proclaim November 16th – 20th to be

National Hunger and Homelessness Awareness Week

in North Liberty, Iowa and urge all citizens to join in recognizing the important roles we each can play in making a difference in the lives of men, women, and children who experience hunger and homelessness in our community.

Mayor Terry L. Donahue



Aspen Ridge

RESOLUTION NO. 2020-94

A RESOLUTION ACCEPTING THE TRANSFER OF OWNERSHIP OF ASPEN RIDGE, PART ONE, OUTLOT A

WHEREAS, the City of North Liberty approved the final plat of Aspen Ridge Subdivision, Part One, via Resolution No. 07-110 on June 12, 2007, and

WHEREAS, the final plat of Aspen Ridge Subdivision, Part One, provides that Outlot A shall be dedicated to the City of North Liberty, and

WHEREAS, the City of North Liberty has maintained said Outlot A as the northern portion of the common open space known as Fox Run Pond since its construction, and

WHEREAS, the record owner of Outlot A has now provided the City of North Liberty with a deed to Outlot A.

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

The deed transferring ownership of Outlot A to the City of North Liberty, and the City's ownership thereof, is accepted.

APPROVED AND ADOPTED this 10th day of November, 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



WARRANTY DEED
(CORPORATE/BUSINESS ENTITY GRANTOR)
THE IOWA STATE BAR ASSOCIATION
Official Form No. 335
Recorder's Cover Sheet

Preparer Information: (Name, address and phone number)

Mark C. Danielson, 222 South Linn Street Iowa City, Iowa 52240
Phone: (319) 338-7551

Taxpayer Information: (Name and complete address)

City of North Liberty, 3 Quail Creek Circle, North Liberty IA 52317

Return Document To: (Name and complete address)

Mark C. Danielson, 222 South Linn Street Iowa City, Iowa 52240

Grantors:

North Liberty Aspen Ridge LLC

Grantees:

City of North Liberty

Legal description:

Document or instrument number of previously recorded documents:



WARRANTY DEED
(CORPORATE/BUSINESS ENTITY GRANTOR)

For the consideration of one Dollar(s) and other valuable consideration, North Liberty Aspen Ridge LLC, a(n) limited liability company organized and existing under the laws of Iowa does hereby Convey to City of North Liberty

the following described real estate in Johnson County, Iowa:
Outlot A Aspen Ridge Addition - Part One as recorded in Plat Book 52 at Page 82 of the records of the Johnson County Recorder's Office.

This deed is exempt according to Iowa Code 428A.2(21).

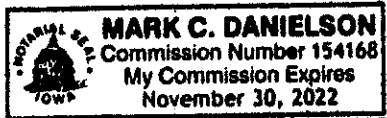
The grantor hereby covenants with grantees, and successors in interest, that it holds the real estate by title in fee simple; that it has good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances, except as may be above stated; and it covenants to Warrant and Defend the real estate against the lawful claims of all persons, except as may be above stated.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, according to the context.

Dated on NOVEMBER 14, 2019.

North Liberty Aspen Ridge LLC, a(n) limited liability company
By Terry Michael Roberts, Manager
By John Weihe, Manager

STATE OF IOWA, COUNTY OF JOHNSON
This record was acknowledged before me on NOVEMBER 14, 2019, by Terry Michael Roberts as Manager of North Liberty Aspen Ridge LLC

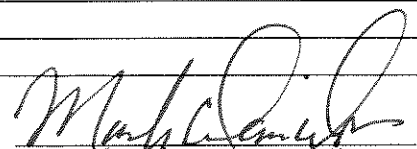


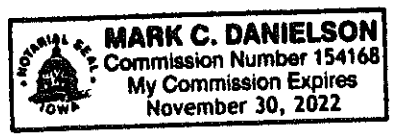
Signature of Notary Public

STATE OF IOWA, COUNTY OF JOHNSON

This record was acknowledged before me on NOVEMBER 21, 2019, by John Weihe

as Manager
of North Liberty Aspen Ridge LLC


Signature of Notary Public



STATE OF _____, COUNTY OF _____

This record was acknowledged before me on _____, by _____

as _____
of _____

Signature of Notary Public

STATE OF _____, COUNTY OF _____

This record was acknowledged before me on _____, by _____

as _____
of _____

Signature of Notary Public



Annual Appropriations

Resolution No. 2020-96

OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR

WHEREAS, the City of North Liberty, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City of North Liberty Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in the amount of **\$276,822** (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2021 with respect to the City's agreement with **A & M Development**;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2021.

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

Section 1. The City Council hereby obligates **\$276,822** for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2021.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2020 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

APPROVED AND ADOPTED this 10th day of November, 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

Resolution No. 2020-97

OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR

WHEREAS, the City of North Liberty, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City of North Liberty Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in the amount of **\$70,788** (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2021 with respect to the City's agreement with Spotix, Inc.;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2021.

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

Section 1. The City Council hereby obligates **\$70,788** for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2020.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2020 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

APPROVED AND ADOPTED this 10th day of November, 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

Resolution No. 2020-98

OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR

WHEREAS, the City of North Liberty, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City of North Liberty Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in the amount of **\$31,638** (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2021 with respect to the City's agreement with Corridor Media Properties, LLC;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2021.

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

Section 1. The City Council hereby obligates **\$31,638** for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2020.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2020 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

APPROVED AND ADOPTED this 11th day of November, 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



TIF Draw – FY 22

**CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS
CERTIFICATION TO COUNTY AUDITOR
Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area**

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

Urban Renewal Area Number: 52001 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified*: \$ **7,196,452**

*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Dated this 10th day of November, 2020

Signature of Authorized Official 319/626-5700
Telephone

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

Urban Renewal Area Number: 52001 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. <u>2014C TIF Bond</u> <u>City needs \$336, in princ/int/pa fees</u> <u>100% of debt paid with TIF</u>	<u>10/30/2014</u>	<u>336,500</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. <u>Green State Community Credit Union (fka University of Iowa Community Credit Union) Development Agreement</u> <u>100% TIF Taxes</u> <u>Payment 8 of 8</u>	<u>11/10/2020</u>	<u>662,789</u>
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. <u>2015A GO Bond</u> <u>City needs \$293,150 in princ/int/pa fees</u>	<u>10/07/2015</u>	<u>293,150</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. <u>2018A TIF/GO Bond</u> <u>City needs \$171,898 in princ/int/pa fees</u>	<u>10/15/2018</u>	<u>171,898</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. <u>REDLG Loan for the Library Project</u> <u>Year 8 of 10</u>	<u>10/22/2013</u>	<u>40,000</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

Total For City TIF Form 1.1 Page 1: 1,504,337

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

Urban Renewal Area Number: 52001 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
<p>6. <u>TIF Rebate Agreement A & M Property</u> <u>Refunding TIF taxes paid up to a maximum rebate of \$5,000,000.</u> <u>Total rebated to date (including this payment): \$1,556,650</u> <u>(Includes GEICO certification)</u></p>	<p><u>02/08/2011</u></p>	<p><u>276,822</u></p>
<p><input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>		
<p>7. <u>Spotix Development Agreement</u> <u>Payment 4 of 7. Employment requirement starts in 2018. Min investment of</u> <u>\$1,900,000.00</u></p>	<p><u>11/10/2020</u></p>	<p><u>70,788</u></p>
<p><input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>		
<p>8. <u>Corridor Media Properties Development Agreement</u> <u>Assignment from A & M Development. Year 4 of 10. Office Premium</u></p>	<p><u>11/10/2020</u></p>	<p><u>31,638</u></p>
<p><input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>		
<p>9. <u>2017 A TIF Bond</u> <u>City needs \$142,050 in princ/int/pa fees</u></p>	<p><u>04/27/2017</u></p>	<p><u>142,050</u></p>
<p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>		
<p>10. <u>2017B TIF Bond</u> <u>100% TIF Bond</u> <u>City needs \$526,681 in princ/int/pa fees</u></p>	<p><u>5/30/2017</u></p>	<p><u>526,681</u></p>
<p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>		

If more indebtedness entry lines are needed continue to Form 1.1 Page 3.

Total For City TIF Form 1.1 Page 2: 1,047,979

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

Urban Renewal Area Number: 52001 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
11. 2019A GO/TIF Bond City needs \$946,700 in princ/int/pa fees Fully certified in FY 21	8/13/2019	0
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
12. 2020A GO/TIF Bond City needs \$575,648	06/23/2020	4,644,136
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
13.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
14.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
15.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 4.

Total For City TIF Form 1.1 Page 3: 4,644,136

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

Total For City TIF Form 1.1 Page 5:

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.



Compensation Estimate Procedure Approval

RESOLUTION NO. 2020-99

**AUTHORIZING THE ESTABLISHMENT OF
COMPENSATION ESTIMATES FOR THE RANSHAW WAY
PHASE 5 IMPROVEMENT PROJECT**

WHEREAS, the City of North Liberty has approved the design plan for the proposed Ranshaw Way Phase 5 Improvement Project (the "Project"), and

WHEREAS, the Project requires the acquisition by the City of various interests in portions of several parcels of real estate along Ranshaw Way, some of which are non-complex, minor acquisitions of relatively low value, and

WHEREAS, the City of North Liberty has determined that obtaining appraisals for those parcels of land affected only by a temporary construction easement would be unnecessary and uneconomical, in that the cost of the appraisal would be likely to exceed the cost of the acquisition of the temporary construction easement, and

WHEREAS, Iowa Code Section 6B.54(2) authorizes an acquiring agency to prescribe a procedure to waive the appraisal in cases involving an acquisition of property with a low fair market value.

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

The use of the appraisal waiver provision in Iowa Code Section 6b.54(2) for the acquisition of temporary construction easements within the Ranshaw Way Phase 5 Improvement Project is approved; the City Attorney is authorized to establish compensation estimates in lieu of full appraisals for those properties within the Project which contemplate only the acquisition of temporary construction easements; the compensation estimate for each such parcel shall be based on the appraised value of temporary construction easements on nearby properties within the Project which are of similar zoning and use; the City Attorney is thereafter authorized to negotiate the purchase of temporary construction easements with the respective landowners or their attorneys.

APPROVED AND ADOPTED this 10th day of November, 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



CARES Resolution - Amended

Resolution No. 2020-100

RESOLUTION AUTHORIZING A REQUEST FOR REIMBURSEMENT FOR ELIGIBLE COSTS RELATED TO THE COVID-19 PUBLIC HEALTH EMERGENCY FROM THE IOWA COVID-19 GOVERNMENT RELIEF FUND

WHEREAS, the United States Congress approved the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide economic relief related to the COVID-19 pandemic;

WHEREAS, Governor Kim Reynolds allocated \$100 million of the State of Iowa's CARES Act funding to local governments for direct expenses incurred in response to the COVID-19 emergency; and

WHEREAS, local government funding reimbursements may only be used for necessary expenditures incurred due to the COVID-19 pandemic were not accounted for in the current fiscal year budget except for when the program allows were incurred during the time period of March 1, 2020 through December 30, 2020 and have not been reimbursed from other sources.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of North Liberty that:

1. The City of North Liberty requests reimbursement in a maximum allocation amount set forth by the State of Iowa and not to exceed \$463,471.78; and
2. The City Clerk is authorized to submit the reimbursement request for eligible expenditures in response to the COVID-19 public health emergency in accordance with state guidelines on behalf of the City of North Liberty.

BE IT FURTHER RESOLVED, that the City of North Liberty affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

APPROVED AND ADOPTED this 10th day of November, 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



Watts Group Development Rezoning

Ordinance No. 2020-15

AN ORDINANCE AMENDING CHAPTER 167 OF THE NORTH LIBERTY CODE OF ORDINANCES BY AMENDING THE USE REGULATIONS ON PROPERTY LOCATED AT THE SOUTHWEST CORNER OF DENISON AVENUE AND OAK TERRACE AVENUE LOCATED IN NORTH LIBERTY, IOWA TO THOSE SET FORTH IN THE MUNICIPAL CODE FOR THE RS-4 PAD SINGLE-UNIT RESIDENCE PLANNED AREA DEVELOPMENT

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

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

Lot 29 The Preserve, Part One to North Liberty, Johnson County, Iowa recorded in Book 63 Page 170 in the Office of the Johnson County Recorder

Such that said property shall be classified and zoned as RS-4 PAD Single-Unit Residence District Planned Area Development.

SECTION 2. CONDITIONS IMPOSED. The following conditions are hereby imposed upon said rezoning as listed in the October 6, 2020 North Liberty Planning Commission report:

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 depict 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.

SECTION 3. ZONING MAP. It is hereby authorized and directed that the Zoning Map of the City of North Liberty, Iowa, be changed to conform to this amendment upon final passage, approval and publication of this ordinance as provided by law.

SECTION 4. RECORDATION. The City Clerk is hereby authorized and directed to record this ordinance at the Johnson County Recorder's office upon final passage and approval.

SECTION 5. REPEALER. All Ordinances and 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 October 27, 2020.

Second reading on _____.

Third and final reading on _____.

CITY OF NORTH LIBERTY:

TERRY L. DONAHUE, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2020-15 in the *North Liberty Leader* on _____.

TRACEY MULCAHEY, CITY CLERK



October 6, 2020

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

Please Note:

The plans have been revised, such that conditions 5, 6, 7, 8 and 9 have been met.

Re: 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.

Mayor Donahue:

The North Liberty Planning Commission considered the above-referenced request at its October 6, 2020 meeting. The Planning Commission took the following action:

Findings:

1. The zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan;
2. The proposed use and density of the development would be compatible with the area;
3. The zoning map amendment achieves consistency with Section 168.12 of the North Liberty Code of Ordinances, entitled "PAD Zone – Planned Area Development Overlay District and the site plan achieves consistency with Section 165.04(2) of the North Liberty Code of Ordinances entitled, "Site Plan Requirements" with the conditions recommended by City staff.

Recommendation:

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

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 depict 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.

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

Becky Keogh, Chairperson
North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **October 2, 2020**
 Re **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.**

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

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

Current Zoning:

The property is currently zoned RM-8 – Multi-Unit Residence District.



- | | |
|-------------------------------|-------------------------------|
| Subject Property | RS-8: Residential Single-Unit |
| Zoning Districts | RD-8: Residential Two-Unit |
| Public Use | RD-10: Residential Two-Unit |
| ID: Interim Development | RM-6: Residential Multi-Unit |
| RS-3: Residential Single-Unit | RM-8: Residential Multi-Unit |
| RS-4: Residential Single-Unit | RM-12: Residential Multi-Unit |
| RS-6: Residential Single-Unit | |

1 inch = 350 feet

**Comprehensive Plan Future Land Use Map Designation:
Residential**



The North Liberty Comprehensive Plan articulates the following regarding residential uses: *The plan promotes the development of a diversified housing stock that is affordable to a wide range of incomes. Even though general planning goals include limiting residential uses along arterials and in some cases even collector streets, the miles of such frontages within the City make strict adherence to those goals impractical, and landscape buffers, limited access, and smart neighborhood street layouts are utilized to minimize traffic impacts. Higher density residential development is considered to be somewhat of a transitional buffer between office/commercial development and lower density residential neighborhoods, in part because it is practical to locate the greater numbers of residents found in the higher density developments closer to the commercial services they need.*

It is staff's opinion that zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan.

Proposed Zoning:

The applicant is requesting a zoning map amendment to RS-4 PAD Single-Unit Residence District Planned Area Development to allow the property to be developed with 26 single-family dwellings and related infrastructure on one lot. Each unit would be condominium owned and the greenspace, private street and other features would be within the common area.

The Planned Area Development is being requested to allow the flexibility of having multiple single-family residences on one lot, which is not permitted in RS Single-Unit Residence Districts or RM Multi-Unit Residence Districts alone. It is also being requested to reduce the required front yard setback along Oak Terrace Avenue. The residences along Oak Terrace Avenue would have a 15' front yard setback with walkways connecting to the public sidewalk and rear loaded garages. This is a traditional neighborhood style of development. There would be a sidewalk on the west side of the private street connecting to Denison Avenue and Oak Terrace Avenue. There is a minimum of 19' from the garage to sidewalk and/or private street to ensure adequate space for vehicle parking.

Section 168.12 of the North Liberty Code of Ordinances entitled "PAD Zone – Planned Area Development Overlay District" reads in part:

1. *Defined. A Planned Area Development Zone District is intended to encourage innovation and flexibility in planning the development of land so development is compatible with the site's physical and environmental characteristics. This district allows for flexibility in zone district requirements. The Planned Area Development District provides an opportunity for the development of a mixture of uses and housing types in a coordinated manner. The intent of the underlying zone district shall guide the development. It is incumbent upon the person proposing the PAD to justify the project, and any variations from the underlying zone district. A PAD is considered an amendment to the underlying zone district regulations. Section 165.04(2) specifies the PAD requirements.*
2. *General. Planned area developments may be allowed by Council approval in any zoning district. No such planned area development permit shall be granted unless such development either meets the use limitations of the zoning district in which it is located and the density and other limitations of such district, except as such requirements may be lawfully modified as provided by this code. Compliance with the regulations of this section in no way excuses the developer from the applicable requirements of a subdivision ordinance, except as modifications thereof are specifically authorized in the approval of the application for the planned area development.*
5. *Commission and Council Action.*
 - A. *Approval. In order that it may approve a planned area development, the Council shall have authority to require that the following conditions (among others it deems appropriate) be met by the applicant:*
 - (1) *The proponents of the planned area development shall demonstrate to the satisfaction of the Council that they are financially able to carry out the proposed project.*

- (2) *The proponents intend to start construction within one year of either approval of the project or of any necessary zoning district change, and intend to complete said construction, or approved stages thereof, within four years from the date construction begins.*
- B. Limitations on Application.**
- (1) *Upon approval of a planned area development, construction shall proceed only in accordance with the plans and specifications approved by the Council, and in conformity with any conditions attached by the jurisdiction as to its approval.*
 - (2) *Amendment to approved plans and specifications to a planned area development shall be obtained only by following procedures here outlined for first approval.*
 - (3) *The Code Official shall not issue any permit for any proposed building, structure or use within the project unless such building, structure, or use is in accordance with the approved development plan and any conditions imposed in conjunction with its approval.*

Public Input:

Letters were sent to property owners within 200 feet of the subject property notifying them of the August 18, 2020 good neighbor meeting. Approximately 6 people attended the meeting. People attending appeared to just be curious about some of the details about the development. The adjacent property owners to the north attempted to attend the virtual meeting but were unable to connect. Plans of the proposed development were sent to them and advised them to reply with any questions or comments. No questions or comments have been received.

Analysis of the Zoning Map Amendment:

The subject property is part of The Preserve, which contains a mixture of residential zonings including, RS-4 Single-Unit Residence District, RS-6 Single-Unit Residence District, RD-8 Two-Unit Residence District, RD-10 Two-Unit Residence District and RM-8 Multi-Unit Residence District. Please see attached Zoning Map.

The subject property is currently zoned RM-8 Multi-Unit Residence District (8 residential units/ acres). It is difficult to surmise if the proposed use would be less dense than if the property were developed in accordance with RM-8 standards. This because no site plan for the RM-8 was submitted. It is staff's opinion, however, that the proposed development would be smaller in scale (i.e. separated one-story units vs. one or two-story attached units).

The developable portion of property is approximately 3.15 acres of the 7.87 acre lot. City staff recognizes that overall density decreases when taking into account the storm water facility. However, considering the adjacent properties are zoned RD-8 Two-Unit Residence District, RD-10 Two-Unit Residence District and RM-8 Multi-Unit Residence District, the proposed zoning and use of the property would not be incompatible with the area.

Approval standards:

Section 168.12 of the North Liberty Code of Ordinances, entitled “PAD Zone – Planned Area Development Overlay District” sets forth the approval standards (Ordinance language in *italics* and staff analysis in **bold**).

3. *Conditions.*

- A. *Area. No planned area development shall have area less than that approved by the Council as adequate for the proposed development.*

It is City staff’s opinion that the land area is adequate for the proposed development.

- B. *Uses. A planned area development that will contain uses not permitted in the zoning district in which it is to be located will require a change of zoning and shall be accompanied by an application for a zoning amendment, except that any residential use shall be considered a permitted use and shall be governed by density, design and other requirements of the planned area development permit.*

The planned area development is being requested to allow the flexibility of having multiple single-family residences (a residential use) on one lot, which is not permitted in RS Single-Unit Residence Districts or RM Multi-Unit Residence Districts alone. It is City staff’s opinion that the requested use would be permitted with approval of the planned area development.

- C. *Ownership. The development shall be in single or corporate ownership at the time of application, or the subject of an application filed jointly by all owners of the property.*

The development is in single ownership.

- D. *Design. The Commission and Council shall require such arrangements of structures and open spaces within the site development plan as necessary to ensure that adjacent properties will not be adversely affected.*

- (1) *Density. Density of land use shall in no case be more than 25 percent higher than allowed in the zoning district, except not more than 10 percent higher in residential districts.*

The submitted site plan depicts 26 single-family units on 7.87, which equates to 3.3 units/acre. No increase in density is being requested.

- (2) *Arrangement. Where feasible, the least height and density of buildings and uses shall be arranged around the boundaries of the development.*

City staff is requesting that the development be subject to the design standards and maximum height limitations for single-unit dwellings in its recommendations for approval.

- (3) *Specific Regulations. Lot area, width, yard, height, density, and coverage regulations shall be determined by approval of the site plan.*

Please see City staff’s analysis of the site plan.

- E. *Open Spaces. Preservation, maintenance, and ownership of required open spaces within the development shall be accomplished by either:*
- (1) *Dedication of land as a public park or parkway system, or*
 - (2) *Granting to the jurisdiction a permanent, open space easement on and over the said private open space to guarantee that the open space remain perpetually in recreational use, with ownership and maintenance being the responsibility of an owners' association established with articles of association and bylaws which are satisfactory to the Council.*

It is City staff's opinion that open space is not required within the proposed development.

- F. *Landscaping. Landscaping, fencing, and screening related to the uses within the site and as means of integrating the proposed development into its surroundings shall be planned and presented to the Commission and Council for approval, together with other required plans for the development. A planting plan showing proposed tree and shrubbery plantings shall be prepared for the entire site to be developed. A grading and drainage plan shall also be submitted to the Commission and Council with the application.*

A landscaping, grading and drainage plan has been provided. No fencing is proposed.

- G. *Signs. The size, location, design, and nature of signs, if any, and the intensity and direction of floodlighting shall be detailed in the application.*

The location of the proposed signs are depicted at both entrances. City staff is requesting that the signs be ground style and incorporate a similar type of masonry used on the residences in its recommendations for approval.

- H. *Exterior Lighting. The size, material type, location, and intensity of all exterior lighting shall be detailed in the application.*

The type of lighting and a photometrics plan is located on sheet E1.00 of the site plan.

- I. *Desirability. The proposed use of the particular location shall be shown, as necessary or desirable, to provide a service or facility which will contribute to the general well-being of the surrounding area. It shall also be shown that under the circumstances of the particular case, the proposed use will not be detrimental to the health, safety, or general welfare of persons residing in the vicinity of the planned area development.*

This development is part of The Preserve. It is City staff's opinion that this development would contribute to the general well-being of the City of North Liberty.

4. *Commission and Council Determination. In carrying out the intent of this section, the Commission and Council shall consider the following principles:*
- A. *It is the intent of this section that site and building plans for a planned area development shall be prepared by a designer or team of designers having professional competence in urban planning as proposed in the application. The Commission and Council may require the applicant to engage such expertise as a qualified designer or designer team.*
The planned area development plan has been prepared by a professional engineer.
- B. *The Council may approve or disapprove an application for a planned area development. In approval, the Council may attach such conditions as it may deem necessary to secure compliance with the purpose set forth in this chapter.*
City staff has provided conditions in its recommendation for approval.

The Planned Area Development Overlay District requires submittal of a site plan. Section 165.04(2) of the North Liberty Code of Ordinances entitled, "Site Plan Requirements" sets forth the approval standards (Ordinance language in *italics* and staff analysis in **bold**).

2. *Site Plan Requirements. Site plans, which are required for review and approval for any use in any district or elsewhere by this code, shall comply with and illustrate the following:*
- D. *All site plans shall clearly illustrate the general methods of development, design, special distribution, location, topography (both existing and proposed), soil erosion control measures, relationship to flood overlay zones, and such other information as necessary to show compliance with the requirements of this code. A preliminary site plan may be submitted for preliminary land use approval; however, the final site plan required by this code shall be submitted, reviewed, and approved prior to the issuance of building or construction permits.*
This information has been provided on the site plan.
- E. *The site plan shall include the following legal information:*
- (1) *Legal property owner's name and description of property.*
- (2) *Applicant's name, requested land use, and zoning.*
- (3) *If the applicant is other than the legal owner, the applicant's interest shall be indicated and the legal owner's authority to appeal shall be certified.*
This information has been provided on the coversheet of the site plan.
- F. *The site plan shall clearly illustrate in color perspective and enumerate the following information:*
- (1) *Property boundary lines, dimensions, and total area.*
This information has been provided on sheet C1.00 of the site plan.
- (2) *Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the final site plan.*
This information has been provided on sheet C3.00 of the site plan.

- (3) *The availability and location of existing utilities.*
This information has been provided on sheets C400 and C500 of the site plan.
- (4) *The proposed location, size, shape, color, and material type of all buildings or structures.*
**This information has been provided on sheets C101 and C300 of the site plan.
Please see attached rendering of the proposed dwellings.**
- (5) *The total square feet of building floor area, both individually and collectively.*
This information has been provided on the coversheet of the site plan.
- (6) *The number of dwelling units, bedrooms, offices, etc., as required to determine special compliance.*
This information has been provided on the coversheet of the site plan.
- (7) *The proposed location of identification signs. An identification sign is defined as a sign displaying the name, address, insignia or trademark, and occupant of a building or the name of any building on the premises. Installation shall be in accordance with the Chapter 173 of this code.*
The location of the proposed signs are depicted at both entrances. City staff is requesting that the signs be ground style and incorporate a similar type of masonry used on the residences in its recommendations for approval.
- (8) *A vicinity sketch showing detailed adjacent land uses within 500 feet of the property and general existing land uses within 1,000 feet of the property.*
This information has been provided on the coversheet of the site plan.
- (9) *Existing buildings, right-of-way, street improvements, utilities (overhead or underground), easements, drainage courses, vegetation and large trees, etc.*
This information has been provided on sheet C.100 of the site plan.
- (10) *Parking areas, number of parking spaces proposed, number of parking spaces required by this code, type of surfacing to be used, etc.*
This information has been provided on the coversheet and sheet C.200 of the site plan.
- (11) *Walkways, driveways, outside lighting, walls, fences, signs, monuments, statues and other manmade features to be used in the landscape.*
This information has been provided on sheet C.200 of the site plan.

(12) *Location and type of all plants, grass, trees, or ground cover to be used in the landscape. Landscaping shall be illustrated in elevation and color perspective with the size and exact names of plants, shrubs, or trees to be planted clearly indicated.*
This information has been provided on sheet L.100 of the site plan. It is staff's opinion that a color perspective is not necessary.

(13) *Walls, fences or other artificial screens to be used as buffers shall be shown in elevation and color perspective with proposed height and structural material to be used indicated. See Section 169.02 for the guidelines concerning landscaping.*
Walls, fences or other artificial screens are not proposed.

(14) *Traffic considerations, architectural themes, pedestrian movement, etc., and all other considerations pertinent to the proposed use may be requested for illustration or statistical purposes.*

The development would have an entrance on Denison Avenue and Oak Terrace Avenue. Architectural renderings have been provided. The residences along Oak Terrace Avenue would have a 15' front yard setback with walkways connecting to the public sidewalk and rear loaded garages. This is a traditional neighborhood style of development. There would be a sidewalk on the west side of the private street connecting to Denison Avenue and Oak Terrace Avenue. There is a minimum of 19' from the garage to sidewalk and/or private street to ensure adequate space for vehicle parking.

(15) *The methods of compliance with all applicable flood plain development standards and flood (overlay) districts as contained in this code.*

The subject property is not located within a flood hazard area.

Additional Considerations:

It is staff's opinion that the site plan is substantially approvable. However, the following comments would need to be addressed prior to submission to City Council:

1. The plans be revised such that the top of foundation wall or window wells not be lower than the minimum low opening elevation; and
2. That the grade plan depict the design the overland drainageways through this lot for each location such that stormwater runoff street overflow will not encroach on unit 1 or unit 16;

Findings:

1. The zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan;
2. The proposed use and density of the development would be compatible with the area;
3. The zoning map amendment achieves consistency with Section 168.12 of the North Liberty Code of Ordinances, entitled "PAD Zone – Planned Area Development Overlay District and the site plan achieves consistency with Section 165.04(2) of the North Liberty Code of Ordinances entitled, "Site Plan Requirements" with the conditions recommended by City staff.

Recommendation:

Staff recommends the Planning Commission accept the three listed findings and forward the 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 the City Council with a recommendation for approval subject to the following conditions:

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 depict 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.

Suggested motion:

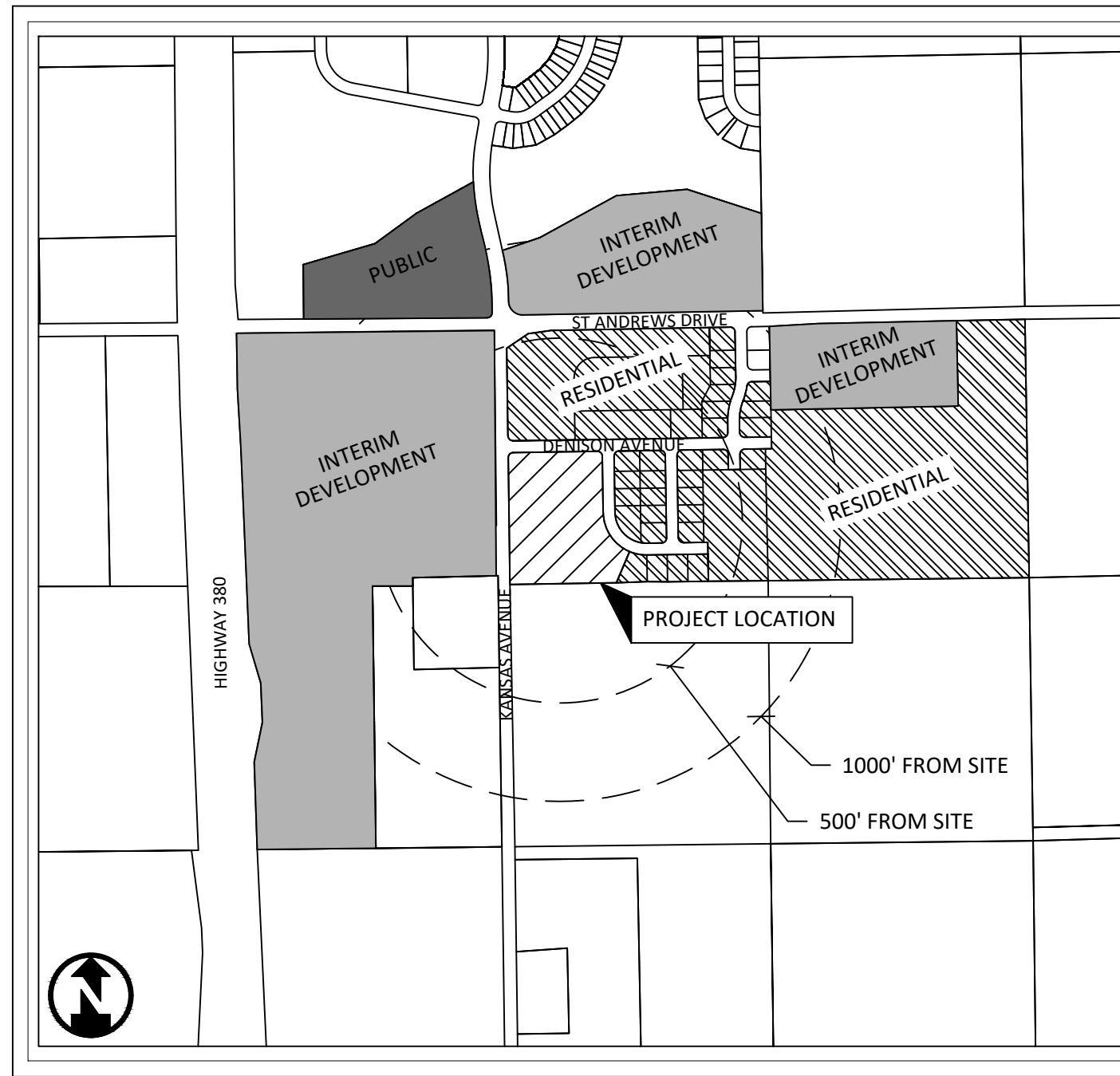
I move that the Planning Commission accept the three listed findings and forward the zoning map amendment with the nine listed conditions recommended by City staff to the City Council with a recommendation for approval.

DRAWINGS FOR PROPOSED IMPROVEMENTS THE PRESERVE LOT 29 PAD SITE PLAN IN THE CITY OF NORTH LIBERTY, JOHNSON COUNTY, IOWA

LEGAL DESCRIPTION

LOT 29 OF THE PRESERVE, NORTH LIBERTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF, CONTAINING ABOUT 7.87 ACRES, AND SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PROJECT SITE IS LOCATED IN SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST. PARCEL ID IS 0614333001.



CITY OF NORTH LIBERTY, IOWA

SHEET INDEX	
C0.00	COVER SHEET
CIVIL	
C0.01	LEGEND AND GENERAL NOTES
C0.02	GENERAL NOTES
C1.00	TOPOGRAPHIC SURVEY AND REMOVAL PLAN
C2.00	SITE AND UTILITY PLAN
C3.00	GRADING & EROSION CONTROL PLAN
C4.00	PAVEMENT PLAN
C4.10	CURB RAMP DETAILS
C9.00	CONSTRUCTION DETAILS SHEET 1 OF 2
C9.01	CONSTRUCTION DETAILS SHEET 2 OF 2
E1.00	PHOTOMETRIC PLAN
L1.00	LANDSCAPE PLAN
L1.10	LANDSCAPE DETAILS

NOTE:
THE PROPOSED IMPROVEMENTS INCLUDED IN THESE DRAWINGS HAVE BEEN DESIGNED IN ACCORDANCE WITH CITY OF NORTH LIBERTY REQUIREMENTS AND THE IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS), LATEST ADDITION, UNLESS NOTED OTHERWISE ON THE PLANS.

THE FOLLOWING DESIGN EXCEPTIONS ARE REQUIRED:

REQUIRED FRONT YARD	25'	15'
REQUIRED SIDE YARD	10'	N/A
REQUIRED SEPARATION DISTANCE	N/A	10'
REQUIRED REAR YARD	30'	15'*
*19' WHEN SIDEWALKS IS ADJACENT TO GARAGE		

CONSTRUCTION SCHEDULE

START DATE - FALL 2020
SITE UTILITIES - FALL 2020
SITE PAVING - SPRING 2021
SITE RESTORATION - SPRING 2021
COMPLETION DATE - SPRING 2021

SITE INFORMATION

PURPOSE OF DEVELOPMENT
26 DETACHED SINGLE-UNIT RESIDENCES

ZONING INFORMATION
CURRENT ZONING RM-8
PAD SITE PLAN PROPOSED ZONING RS-4 PAD

MINIMUM LOT REQUIREMENTS		
MINIMUM LOT SIZE	21,780	SF
TOTAL LOT SIZE	7.87	AC
DEVELOPABLE LOT SIZE	3.15	AC
TOTAL LOT SIZE DENSITY	3.43	UNITS/AC
DEVELOPABLE LOT SIZE DENSITY	8.57	UNITS/AC
LOT FRONTAGE	75	FEET
LOT WIDTH	100	FEET
MAXIMUM BUILDING HEIGHT	35' OR 2 1/2	STORIES
MAXIMUM FLOOR AREA RATIO	0.60	FAR
PARKING SPACES PER UNIT	2	

BUILDING TYPE A FLOOR PLAN	2,000 SF (16 UNITS)
BUILDING TYPE B FLOOR PLAN	2,175 SF (10 UNITS)
TOTAL PROJECT BUILDING AREA	53,750 SF

APPLICANT INFORMATION

OWNER/APPLICANT :
WATTS GROUP DEVELOPMENT, INC.
425 E. OAKDALE BLVD, SUITE 101
CORALVILLE, IOWA 52241

DEVELOPER'S ATTORNEY:
MICHAEL J. PUGH
425 E. OAKDALE BLVD, SUITE 101
CORALVILLE, IOWA 52241

PROJECT INFORMATION

SCOPE OF WORK:
CONSTRUCTION OF 27 SINGLE FAMILY
TOWNHOMES WITH ASSOCIATED PAVING AND
UTILITIES.

CONTACT PERSON:
BRIAN BOELK
AXIOM CONSULTANTS, LLC
60 E. COURT STREET, UNIT 3
IOWA CITY, IOWA 52240-3833
PHONE: 319-519-6220
EMAIL: BBOELK@AXIOM-CON.COM

UTILITY CONTACTS

MIDAMERICAN GAS
CONTACT NAME : CARSON HEMPHILL
CONTACT PHONE: 319-341-4461
CONTACT EMAIL: CRHEMPHILL@MIDAMERICAN.COM

CENTURYLINK
CONTACT NAME : TOM STURMER
CONTACT PHONE: 720-578-8090
CONTACT EMAIL:
THOMAS.STURMER@CENTURYLINK.COM

CITY OF NORTH LIBERTY WATER
CONTACT NAME : GREG METTERNICH
CONTACT PHONE: 319-626-5719
CONTACT EMAIL:
GMETTERNICH@NORTHLIBERTYIOWA.ORG

CITY OF NORTH LIBERTY WASTEWATER
CONTACT NAME : DREW LAMMERS
CONTACT PHONE: 319-626-5773
CONTACT EMAIL: DLAMMERS@NORTHLIBERTYIOWA.ORG

CITY OF NORTH LIBERTY STREETS-STORMWATER
CONTACT NAME : MICHAEL PENTECOST
CONTACT PHONE: 319-626-5718
CONTACT EMAIL:
MPENTECOST@NORTHLIBERTYIOWA.ORG

MIDAMERICAN ELECTRIC
CONTACT NAME : JASON WARREN
CONTACT PHONE: 319-341-4425
CONTACT EMAIL: JLWARREN@MIDAMERICAN.COM

SOUTH SLOPE TELEPHONE
CONTACT NAME : BRIAN FRESE
CONTACT PHONE: 319-227-7111
CONTACT EMAIL: BRIAN@SOUTHSLOPE.COM

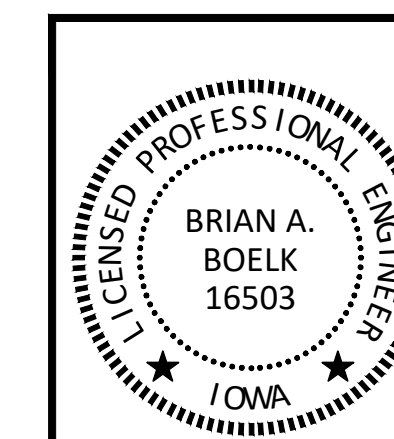
MEDIACOM IOWA CITY
CONTACT NAME : TIM EAGEN
CONTACT PHONE: 888-847-4757
CONTACT EMAIL: TEAGAN@MEDIACOMCC.COM



CITY APPROVAL

BY: _____

DATE: _____



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNED: _____ DATE: _____

BRIAN A. BOELK, P.E.

LICENSE NUMBER 16503.

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020.

PAGES OR SHEETS COVERED BY THIS SEAL: ALL



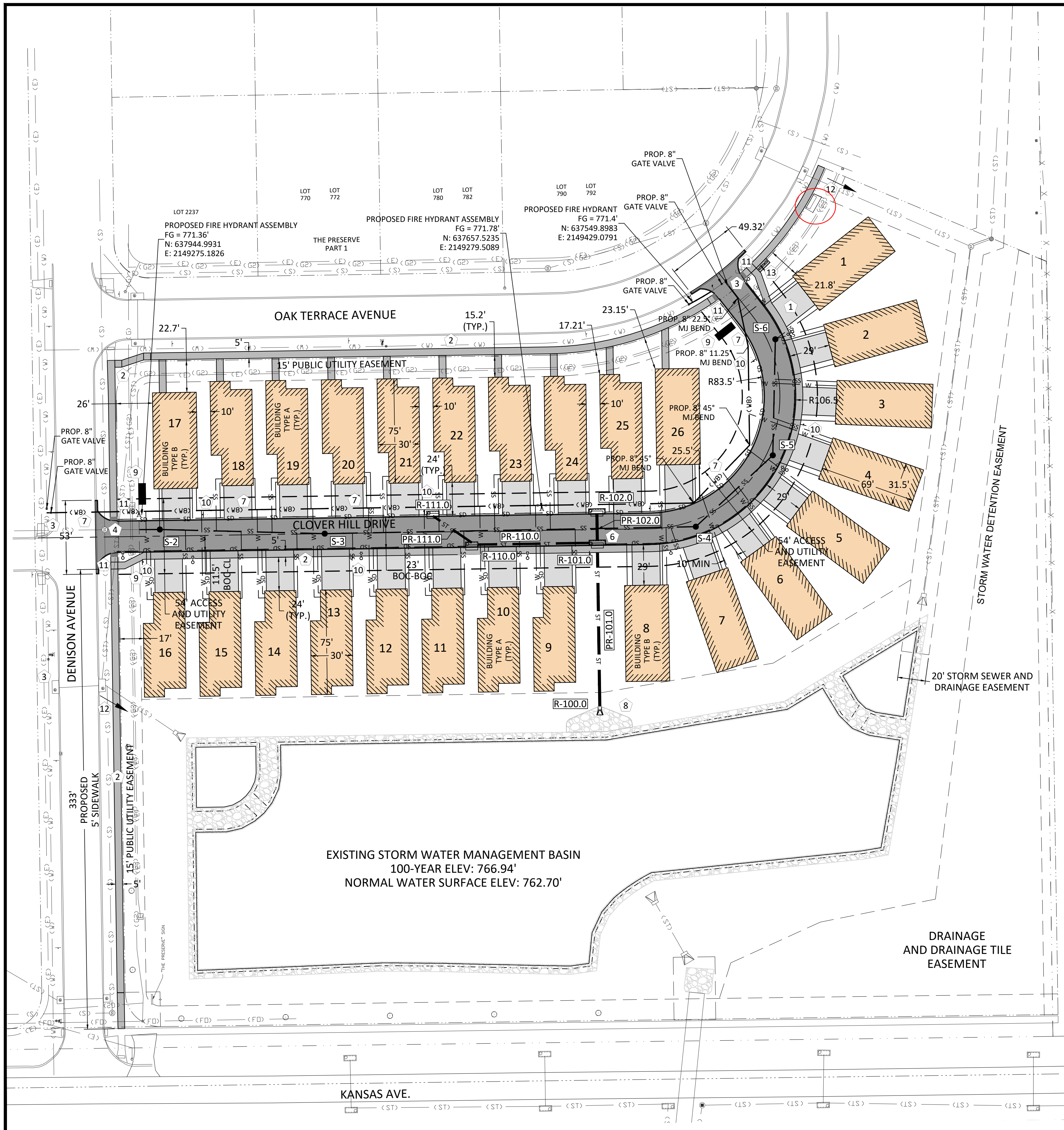
REV	DATE	DESCRIPTION OF CHANGES

NOT FOR CONSTRUCTION
DATE ISSUED: OCT. 14, 2020
CURRENT REV: C

PROJECT NAME: LOT 29 - THE PRESERVE
CLIENT NAME: WATTS GROUP

ISSUED FOR: CITY REVIEW
PROJECT NUMBER: 190186
SHEET NUMBER: C0.00
PROJECT MANAGER: BOELK

COVER SHEET



SITE PLAN KEYNOTES:

- 1 PROPOSED STANDARD DUTY CONCRETE PAVEMENT. SEE DETAIL 1 C4.00.
- 2 PROPOSED 4" CONCRETE SIDEWALK. SIDEWALK JOINTS TO BE INSTALLED ACCORDING TO NORTH LIBERTY SUDAS SUPPLEMENT SEE DETAIL 2 C4.00.
- 3 CONNECT PROPOSED WATER MAIN TO EXISTING WATER MAIN PER CITY OF NORTH LIBERTY REQUIREMENTS. PROVIDE THRUST BLOCKS AT TEE CONNECTIONS TO EXISTING WATERMAIN. MINIMUM BURY 5.5' FOR PROPOSE WATER SERVICE. STOP BOX MUST BE LOCATED WITHIN THE RIGHT-OF-WAY. MAINTAIN AT LEAST 18" OF SEPARATION BETWEEN STORM AND WATER SERVICE. ABANDON EXISTING SERVICE ACCORDING TO CITY OF NORTH LIBERTY POLICY AND PROCEDURE.
- 4 CONNECT PROPOSED SANITARY SEWER SERVICE TO EXISTING SANITARY SEWER SERVICE. CONTRACTOR TO TELEWISE/VERIFY CONDITION AND DEPTH OF EXISTING SANITARY SERVICE PRIOR TO CONNECT TO VERIFY ACCEPTANCE AND SIZE.
- 5 CONTRACTOR TO COORDINATE ELECTRICAL SERVICE WITH UTILITY COMPANY AND CITY.
- 6 PROPOSED STORM SEWER SERVICE LINE, INLETS, AND OUTLET.
- 7 PROPOSED 645 LF OF 8" PVC WATERLINE. CONNECT TO EXISTING WATERMAIN ON OAK TERRACE AVE. WATERMAIN TO BE BORED UNDERNEATH DENISON AVE. CONTRACTOR TO COORDINATE WATERMAIN CONNECTION ACTIVITIES PRIOR TO CONSTRUCTION WITH CITY OF NORTH LIBERTY WATER DEPARTMENT.
- 8 PROPOSED STILLING BASIN FOR PROPOSED STORM SEWER OUTFALL. TOP OF ROCK 762.70'. BOTTOM OF STILLING BASIN 762.00'.
- 9 PROPOSED MONUMENT SIGN
- 10 PROPOSED "NO PARKING ANYTIME" SIGNS ON EAST AND WEST SIDES OF PRIVATE DRIVE.
- 11 PROPOSED PEDESTRIAN CURB RAMP (SUDAS 7030.207 CURB RAMP FOR CLASS B OR C SIDEWALK) INSTALLED WITH CAST IRON DARK RED DETECTABLE WARNING SURFACE IN ACCORDANCE WITH NORTH LIBERTY SUDAS SUPPLEMENT.
- 12 EXISTING OVERLAND FLOW PATHWAY
- 13 PROPOSED MAILBOX CLUSTER

SITE PLAN NOTES:

1. EASEMENTS RECORDED IN BOOK 63, PAGE 170, SEQ. 1.
2. TOTAL SF OF PROPOSED BUILDINGS:
26 UNITS
TOTAL: 53,617 SF
3. PRE DEVELOPMENT IMPERVIOUS AREA: 0% (0 AC)
POST DEVELOPMENT IMPERVIOUS AREA: 25% (2.03 AC)
4. PROPOSED 8" SANITARY SEWER TO BE PRIVATELY OWNED AND MAINTAINED.
5. CONTRACTOR TO PROVIDE TWO GATE VALVES AT WATERLINE CONNECTIONS TO EXISTING WATERMAIN.
6. ACCESS ROADS ARE TO BE DESIGNED TO SUPPORT FIRE APPARATUS WEIGHTING AT LEAST 75,00 LBS.

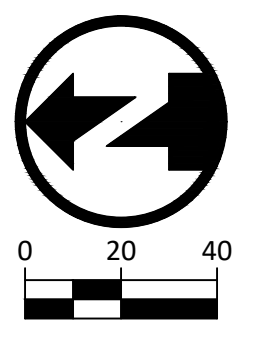
PAVEMENT LEGEND

- PCC DRIVEWAY PAVING
- PCC SIDEWALK
- PCC STREET PAVING

SANITARY SEWER STRUCTURES					
STRUCTURE ID	TYPE	RIM	INFLOW PIPE IE	OUTFLOW PIPE IE	DEPTH
S-2	48" SW-301	771.58	8" IE: 758.05 S	8" IE: 757.95 N	13.64
S-3	48" SW-301	772.34	8" IE: 758.74 S	8" IE: 758.64 N	13.69
S-4	48" SW-301	771.59	8" IE: 760.17 SE	8" IE: 760.07 N	11.52
S-5	48" SW-301	772.00	8" IE: 760.45 E	8" IE: 760.55 NW	11.55
S-6	48" SW-301	772.27		8" IE: 760.87 W	11.40

STORM SEWER STRUCTURES				
STRUCTURE ID	TYPE	RIM / FG	INFLOW PIPE IE	OUTFLOW PIPE IE
R-100.0	FES	765.48	24" IE: 763.11 E	
R-101.0	10' SW-542	771.02	24" IE: 764.56 E 18" IE: 764.40 N	24" IE: 764.30 W
R-102.0	12' SW-545	771.02		24" IE: 765.02 W
R-110.0	SW-541	771.45	18" IE: 765.40 NE	18" IE: 765.30 S
R-111.0	SW-509	771.62		18" IE: 766.12 SW

STORM SEWER PIPE TABLE								
PIPE ID	STRUCTURE US	STRUCTURE DS	INVERT US	INVERT DS	LENGTH (FEET)	SLOPE	SIZE (IN)	NOTES
PR-101.0	R-101.0	R-100.0	764.30	763.11	122	0.98%	24	RCP
PR-102.0	R-102.0	R-101.0	765.02	764.56	24	2.00%	24	RCP
PR-110.0	R-110.0	R-101.0	765.30	764.40	91	1.00%	18	RCP
PR-111.0	R-111.0	R-110.0	766.12	765.40	36	2.00%	18	RCP



AXIOM CONSULTANTS
WWW.AXIOM-CON.COM | (319) 519-6220

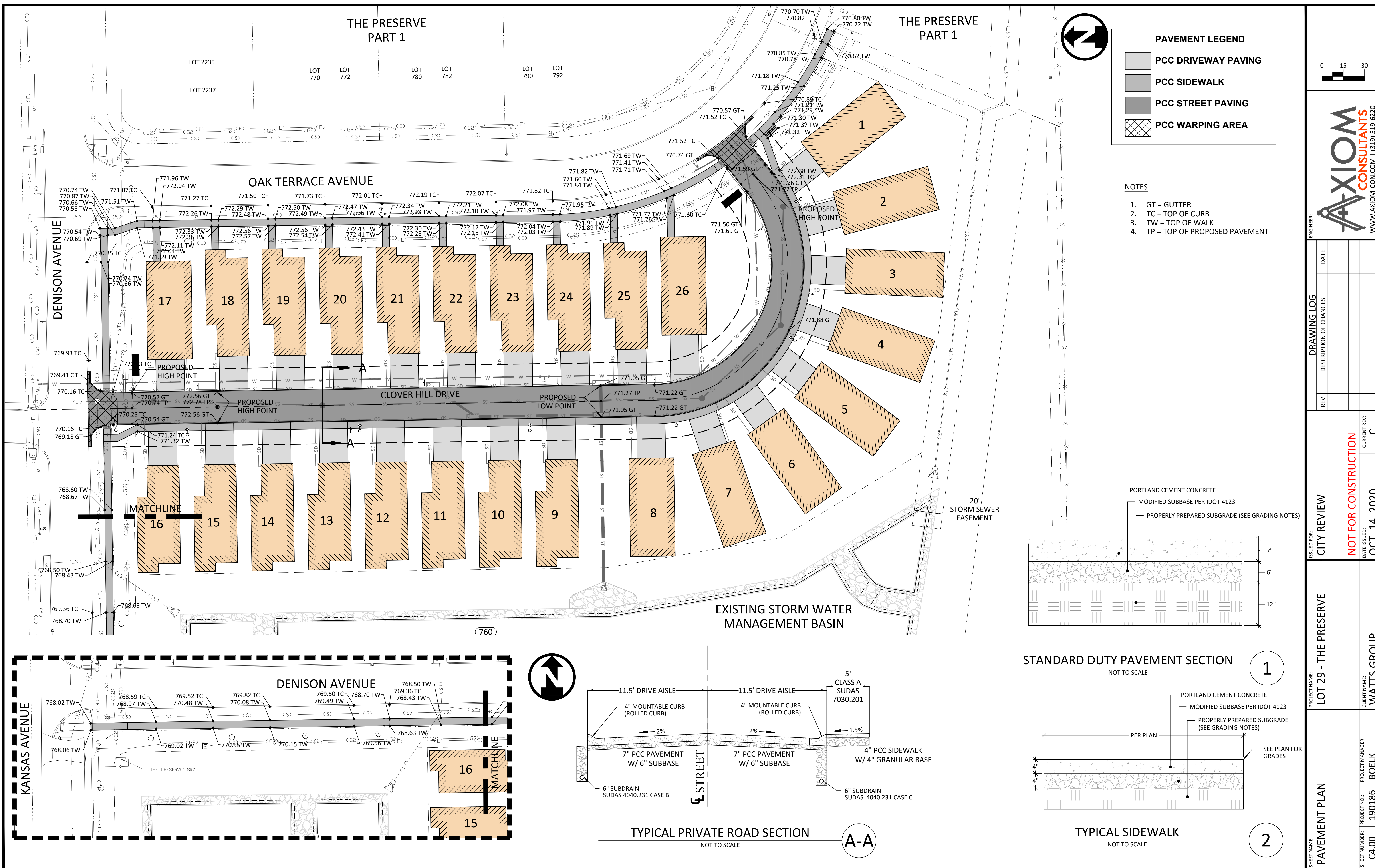
ENGINEER: _____ DATE: _____

REV	DESCRIPTION OF CHANGES

ISSUED FOR: CITY REVIEW
NOT FOR CONSTRUCTION
 DATE ISSUED: OCT. 14, 2020
 CURRENT REV: C

PROJECT NAME: LOT 29 - THE PRESERVE
 CLIENT NAME: WATTS GROUP

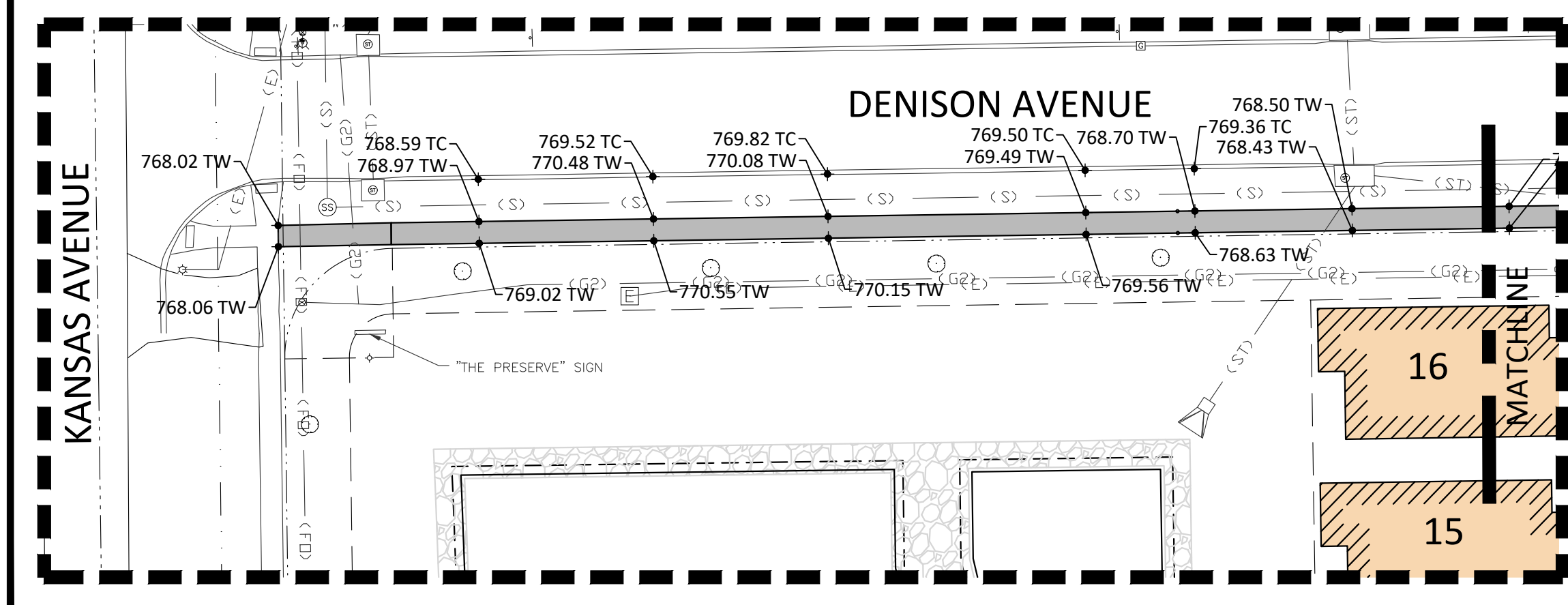
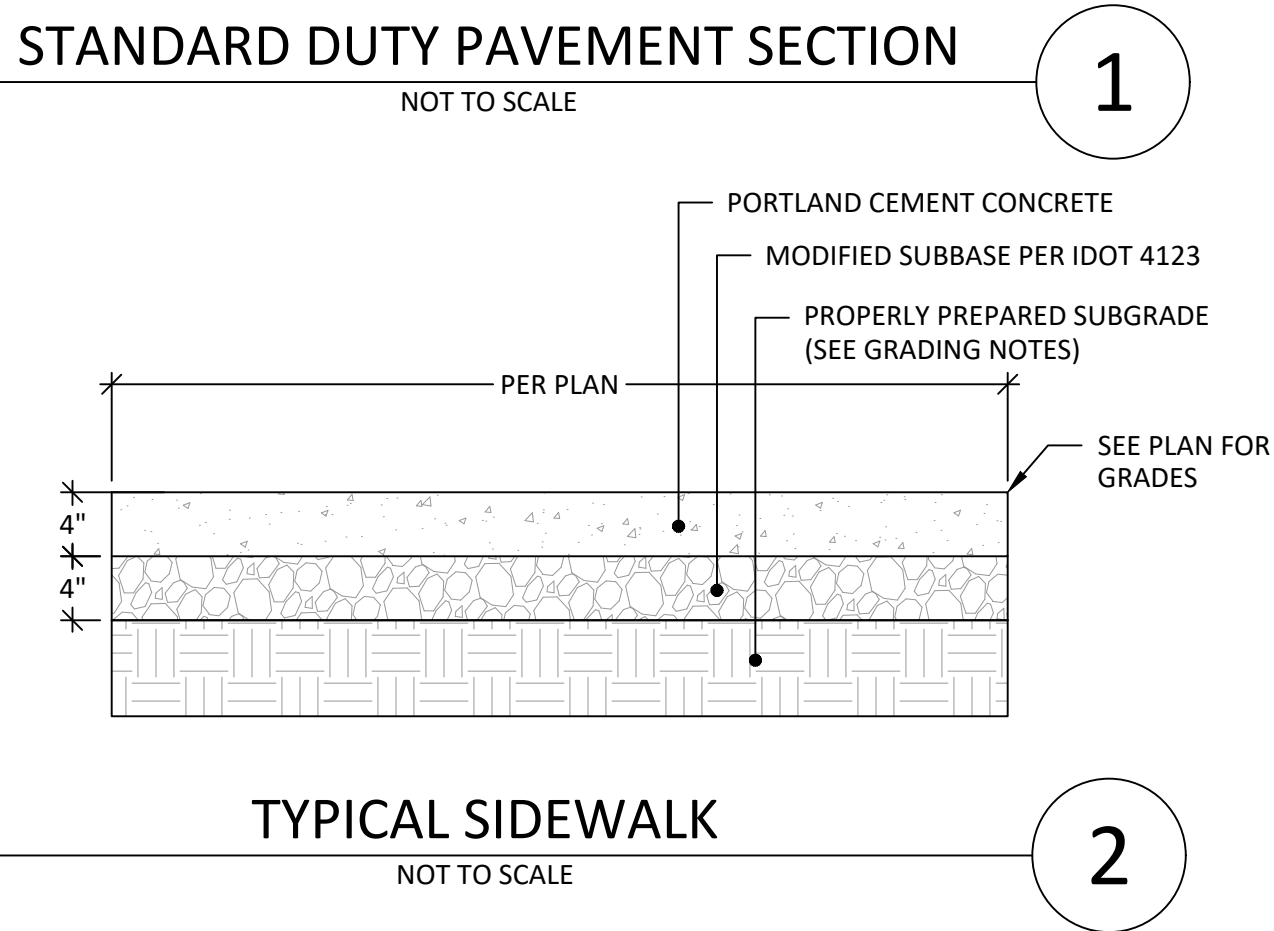
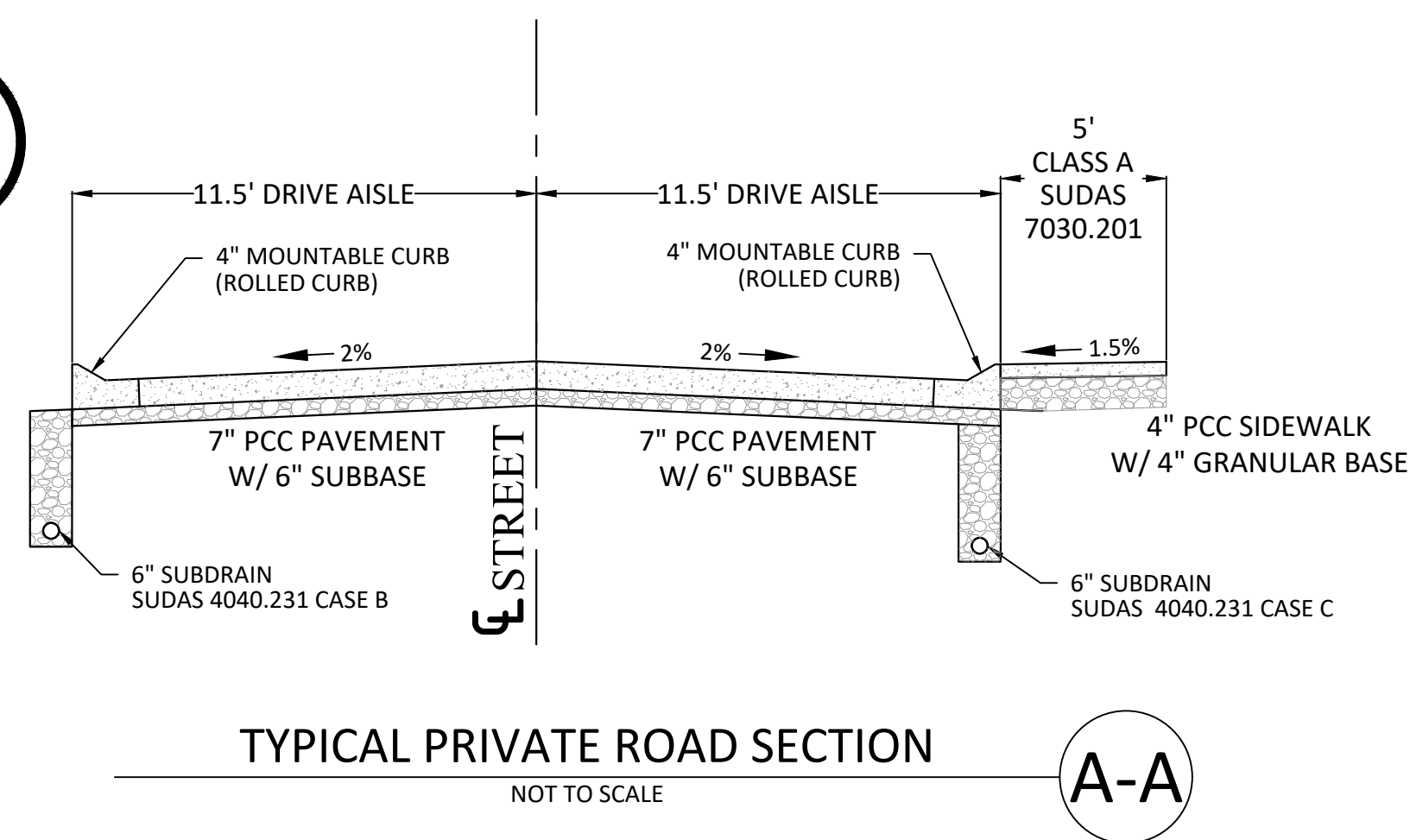
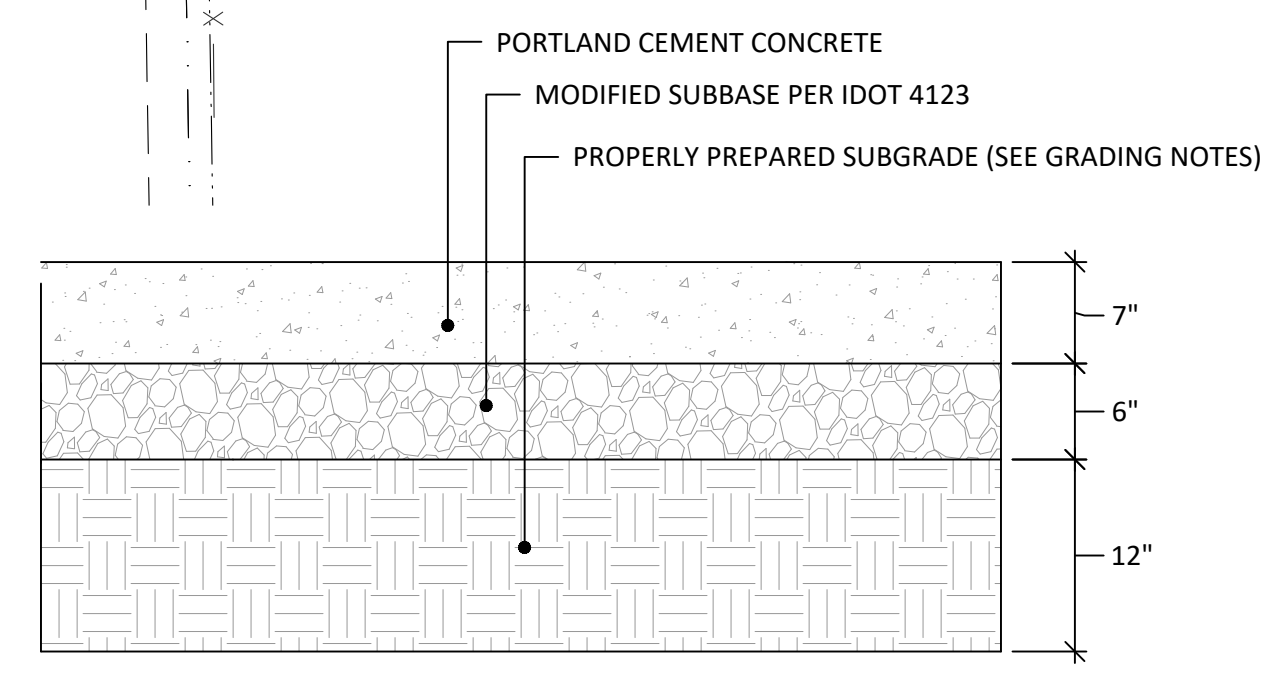
SHEET NUMBER: C2.00
 PROJECT NUMBER: 190186
 PROJECT MANAGER: BOELK



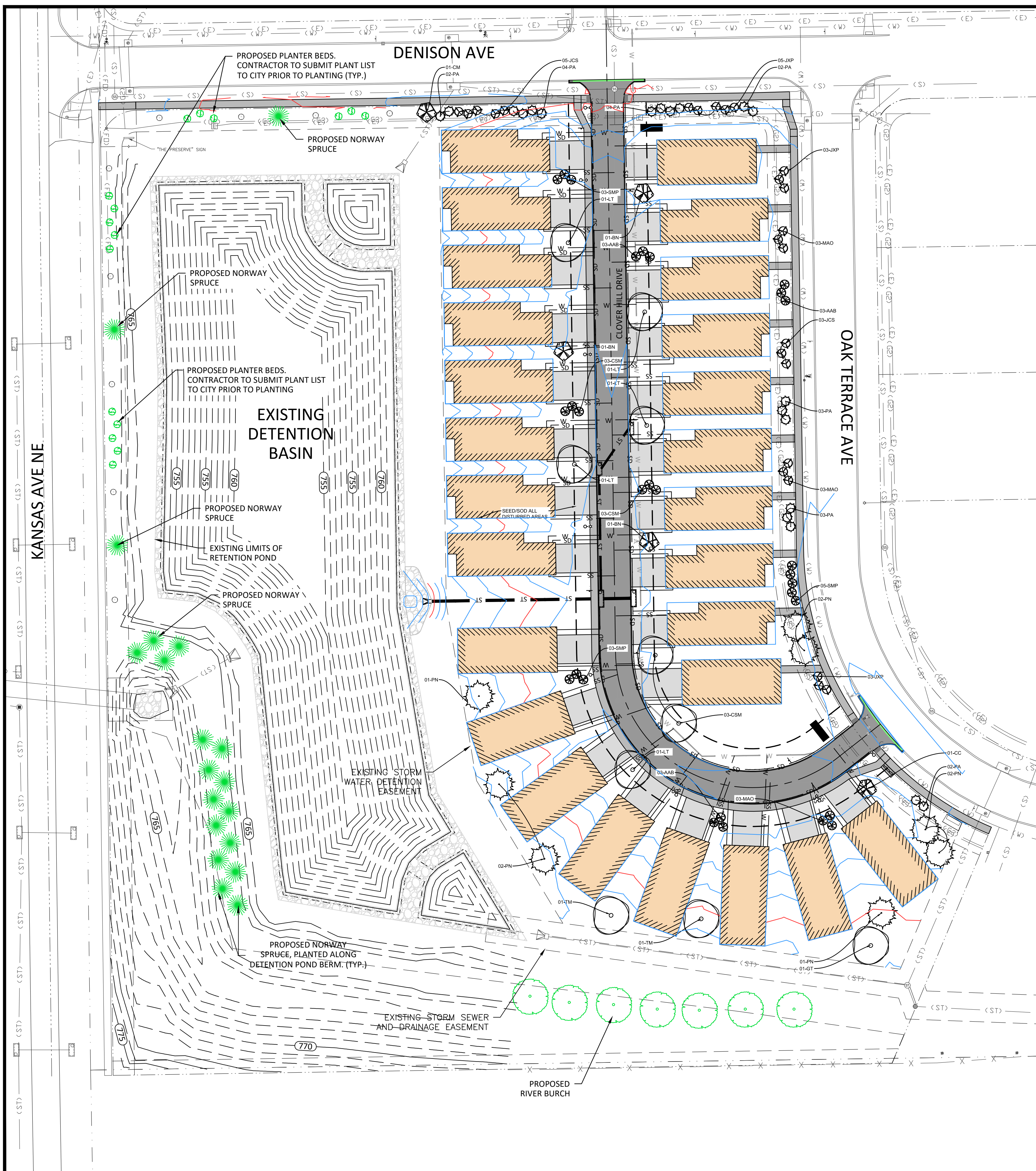
PAVEMENT LEGEND

- PCC DRIVEWAY PAVING
- PCC SIDEWALK
- PCC STREET PAVING
- PCC WARPING AREA

- NOTES**
1. GT = GUTTER
 2. TC = TOP OF CURB
 3. TW = TOP OF WALK
 4. TP = TOP OF PROPOSED PAVEMENT



AXIOM CONSULTANTS WWW.AXIOM-CON.COM (319) 519-6220	
DRAWING LOG	ENGINEER:
DATE	
DESCRIPTION OF CHANGES	
REV	CURRENT REV: C
NOT FOR CONSTRUCTION	
DATE ISSUED: OCT. 14, 2020	
CITY REVIEW	CLIENT NAME: WATTS GROUP
PROJECT NAME: LOT 29 - THE PRESERVE	PROJECT MANAGER: BOELK
PAVEMENT PLAN	SHEET NUMBER: C4.00 190186

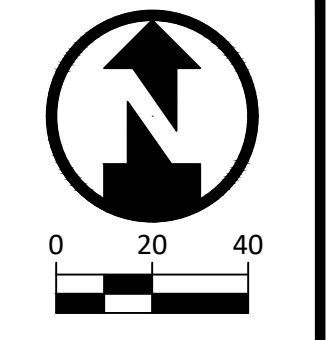


LANDSCAPE LEGEND

- PLANTS:**
- PROPOSED DECIDUOUS OVERSTORY
 - ◊ PROPOSED DECIDUOUS UNDERSTORY/ORNAMENTAL
 - PROPOSED EVERGREEN TREE
 - ⊗ DECIDUOUS SHRUB
 - ⊕ EVERGREEN SHRUB

ID	QTY.	BOTANICAL/COMMON NAME	MAT. SIZE	ROOT	SPACING	NOTES
DECIDUOUS TREES						
TM	2	Tilia mongolica 'Harvest Gold' PPI2232 MONGOLIAN LINDEN	35' H X 20' W	BB	SEE PLAN	MIN. OF 2" TRUNK DIAMETER AT 6" ABOVE GRADE
BN	5	Betula nigra 'Little King' FOX VALLEY DWARF RIVER BIRCH	10' H X 12' W	BB	SEE PLAN	MIN. OF 1.5" TRUNK DIAMETER AT 6" ABOVE GRADE
CC	1	Cercis canadensis 'Forest Pansy' FOREST PANSY REDBUD	20' H X 20' W	BB	SEE PLAN	MIN. OF 1.5" TRUNK DIAMETER AT 6" ABOVE GRADE
LT	5	Liriodendron tulipifera TULIP TREE	60' H X 40' W	BB	SEE PLAN	MIN. OF 2" TRUNK DIAMETER AT 6" ABOVE GRADE
CM	3	Cornus mas 'Golden Glory' CORNELIAN-CHERRY DOGWOOD	15' H X 15' W	BB/3 GAL.	SEE PLAN	MIN. OF 1.5" TRUNK DIAMETER AT 6" ABOVE GRADE
GT	1	Gleditsia triacanthos 'Skyline' SKYLINE HONEYLOCUST	45' H X 35' W	BB	SEE PLAN	MIN. OF 2" TRUNK DIAMETER AT 6" ABOVE GRADE
EVERGREEN TREES						
PN	9	Pinus nigra AUSTRIAN PINE	50' H X 30' W	BB	SEE PLAN	MIN. OF 36" HEIGHT WHEN PLANTED
PA	20	Picea abies 'Cupressina' CUPRESSINA NORWAY SPRUCE	20' H X 6' W	BB	SEE PLAN	MIN. OF 36" HEIGHT WHEN PLANTED
EVERGREEN SHRUBS						
JXP	11	Juniperus x pfitzeriana 'Mt Julep' MINT JULEP CHINESE JUNIPER	4-5' H X 4-8' W	3 GAL.	SEE PLAN	MIN. OF 24" HEIGHT WHEN PLANTED
MAO	9	Mahonia aquifolium OREGON GRAPE-HOLLY	4-6' H X 4-6' W	3 GAL.	SEE PLAN	MIN. OF 24" HEIGHT WHEN PLANTED
JCS	8	Juniperus chinensis 'Sea Green' SEA GREEN JUNIPER	4-6' H X 6-8' W	3 GAL.	SEE PLAN	MIN. OF 24" HEIGHT WHEN PLANTED
DECIDUOUS SHRUBS						
AAB	9	Aronia arbutifolia 'Brilliantissima' RED CHOKEBERRY	6-8' H X 6-8' W	2 GAL.	SEE PLAN	MIN. OF 36" HEIGHT WHEN PLANTED
CSM	9	Cornus sanguinea 'Midwinter Fire' BLOODTWIG DOGWOOD	5-6' H X 5-6' W	2 GAL.	SEE PLAN	MIN. OF 36" HEIGHT WHEN PLANTED
SMP	11	Syringa meyeri 'Palbin' MEYER LILAC	4-5' H X 5-7' W	2 GAL.	SEE PLAN	MIN. OF 36" HEIGHT WHEN PLANTED

ALL PLANTS NURSERY MATCHED, QUALITY SPECIMEN; PLANS SHALL SUPERCEDE PLANT COUNTS



ENGINEER: _____

REV	DATE	DESCRIPTION OF CHANGES

ISSUED FOR: CITY REVIEW

NOT FOR CONSTRUCTION

DATE ISSUED: OCT. 14, 2020

CURRENT REV: C

PROJECT NAME: LOT 29 - THE PRESERVE

CLIENT NAME: WATTS GROUP

LANDSCAPE PLAN

SHEET NUMBER: L1.00

PROJECT NO.: 190186

PROJECT MANAGER: BOELK

1425B COTTAGE

SINGLE FAMILY HOME



FRONT ELEVATION



REAR ELEVATION



1425B COTTAGE | SINGLE FAMILY
AUGUST 20TH, 2020

1402 COTTAGE

SINGLE FAMILY HOME



FRONT ELEVATION



REAR ELEVATION



1402 COTTAGE | SINGLE FAMILY
AUGUST 20TH, 2020

1372 COTTAGE

SINGLE FAMILY HOME



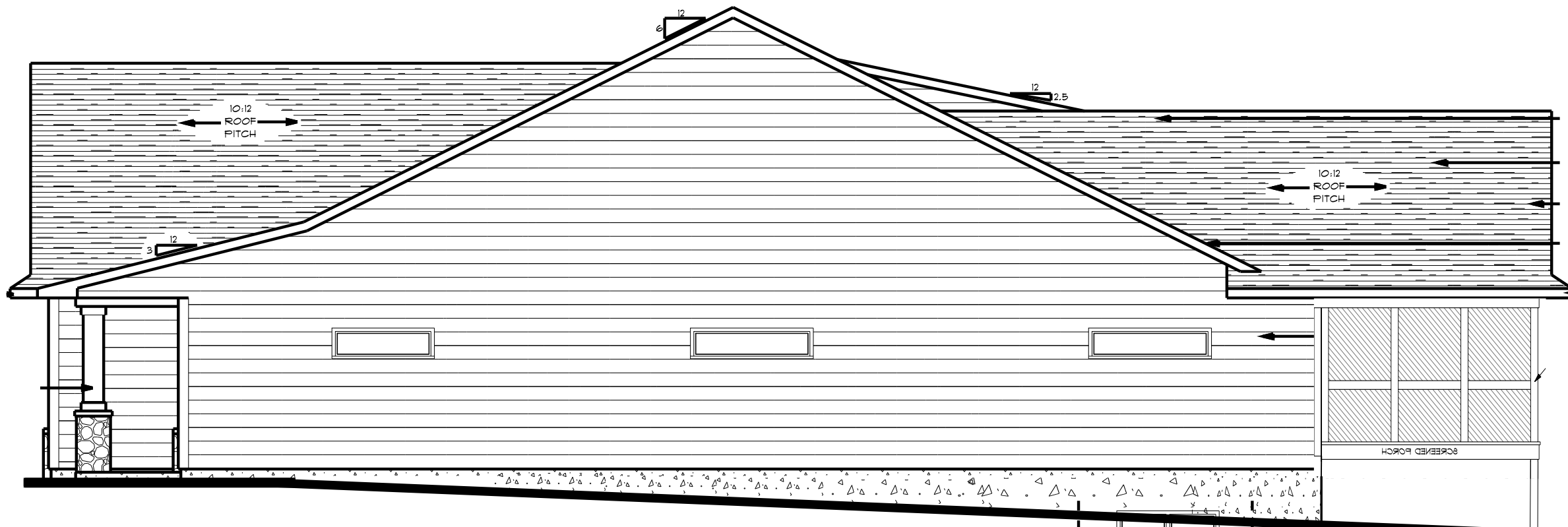
FRONT ELEVATION



REAR ELEVATION



1372 COTTAGE | SINGLE FAMILY
AUGUST 20TH, 2020



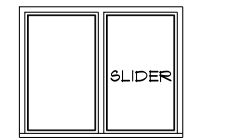
WINDOW WELL AS REQUIRED

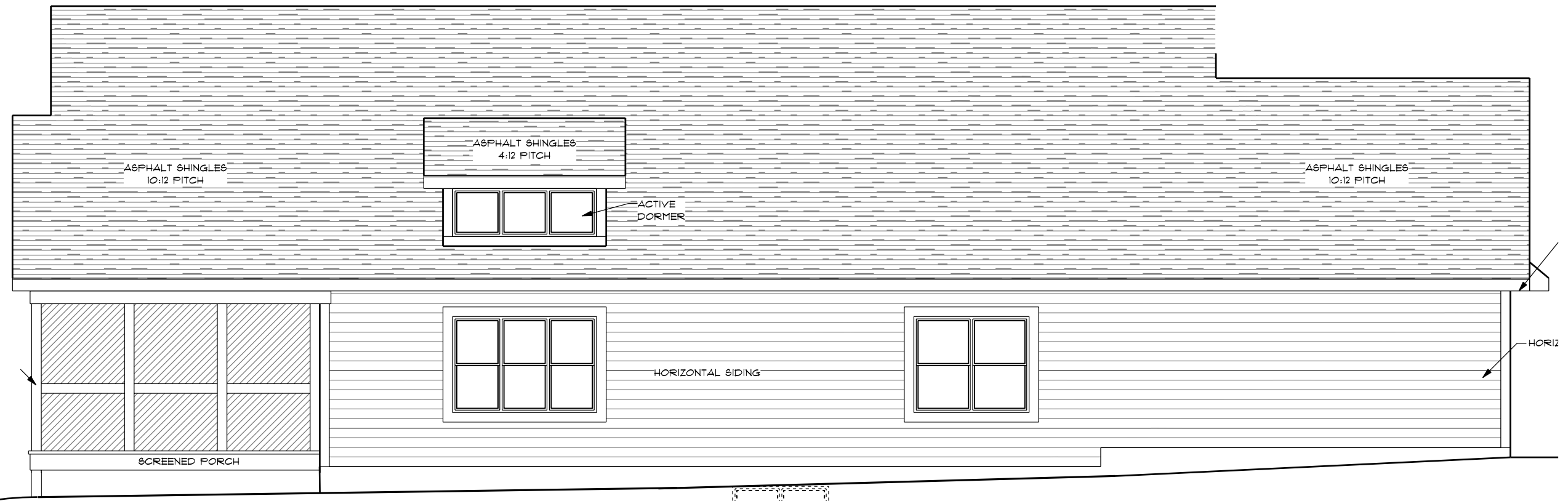


WINDOW WELL AS REQUIRED



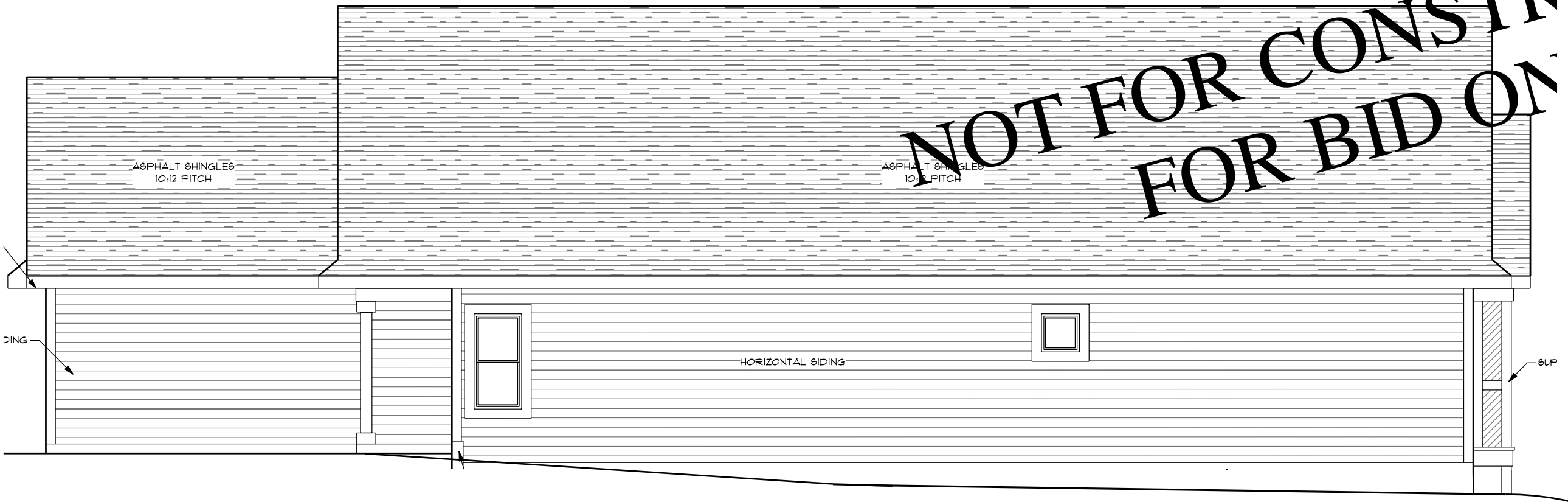
WINDOW WELL AS REQUIRED





NOTE:
WIN. WELL & DRAINAGE
AS REQ. BLOCK OUT
CONC. FOR WINDOW

**NOT FOR CONSIDERATION
FOR BID ONLY**





Additional Information

To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **11/4/2020**
Re **Monthly Report**

October Permit Report:

79 permits were issued in October with estimated construction value of 6.5 million dollars. Fourteen new housing permits were issued with construction value of 2.5 million dollars. Staff completed 234 inspections during the month of October.

Rental/Code Compliance Cases:

Nine rental permit applications received in October. A total of twenty-three code compliance cases were processed in October.

Vintage Estate Project:

Construction site runoff permit was issued October 1st. Crew is on site clearing trees to begin rough grading of the site.





Monthly Permit Tally Report

10/01/2020 - 10/31/2020

Permit #	Permit Type	Type of Improvement	Project Description	Construction Value	Total Fees
10958	Fire	Alternative Fire Extinguishing Systems	Dry Chemical Fire Suppression System for Chemical Storage 101	\$20,480.00	\$0.00
				\$20,480.00	

Group Total: 1

Group: Automatic Fire Sprinkler System

11148	Fire	Automatic Fire Sprinkler System	Install two (2) upright sprinklers and two (2) pendant sprinklers to protect areas created by new wall locations	\$6,500.00	\$83.00
11090	Fire	Automatic Fire Sprinkler System	installation of new wet fire sprinkler system	\$25,339.00	\$347.00
				\$31,839.00	\$430.00

Group Total: 2

Group: Backflow Preventer

11275	Building	Backflow Preventer	Installing 2 backflow preventers for chemical dispensers at Liberty High School athletic complex	\$1,000.00	\$23.50
11236	Building	Backflow Preventer	Removal of lawn irrigation meter, cap lines	\$300.00	\$23.50
				\$1,300.00	\$47.00

Group Total: 2

Group: Commercial Alteration

11276	Building	Commercial Alteration	Commercial Re-roof	\$0.00	\$23.50
11268	Building	Commercial Alteration	Commercial Re-Roof	\$1.00	\$23.50
11172	Building	Commercial Alteration	Remodel of new hair salon	\$5,000.00	\$111.25
11171	Building	Commercial Alteration	interior and exterior renovation	\$420,000.00	
				\$425,001.00	\$158.25

Group Total: 4

Group: Construction Site Runoff

11122	Construction	Construction Site Runoff	Demolition, Site clearing/earthwork & Construction of 30 home development	\$0.00	\$150.00
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				\$0.00	\$150.00
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Group Total: 1

Group: Fence

11290	Zoning	Fence	Installation of 4' black vinyl chain link fence in back and side yard with gates	\$3,095.00	\$25.00
11233	Zoning	Fence	Replace a section of the fence that was knocked down from the derecho. Will be replaced with the same design and the current existing location	\$500.00	\$25.00
11218	Zoning	Fence	Fence Construction	\$2,891.00	\$25.00
				\$6,486.00	\$75.00

Group Total: 3

Group: Fire Alarm & Detection Equipment

11225	Fire	Fire Alarm & Detection Equipment	Replacement of Fire Alarm panel with integrated Cellular DACT for Monitogin	\$947.57	\$75.00
11165	Fire	Fire Alarm & Detection Equipment	Fire Alarm Installation	\$4,785.90	\$111.00

11139	Fire	Fire Alarm & Detection Equipment	Add Notification to Suite 105	\$882.91	\$79.00
				\$6,616.38	\$265.00

Group Total: 3

Group: Foundation

11253	Building	Foundation	Adding a footings for a 10 x 14 deck addition to be installed in spring under another permit.	\$500.00	\$23.50
				\$500.00	\$23.50

Group Total: 1

Group: Manufactured Home

11195	Building	Manufactured Home	New Manufactured Home Installation	\$60,000.00	\$322.97
11194	Building	Manufactured Home	New Manufactured Home Installation	\$60,000.00	\$322.97
11189	Building	Manufactured Home	New Manufactured Home Installation	\$60,000.00	\$322.97
11188	Building	Manufactured Home	New Manufactured Home Installation	\$60,000.00	\$322.97
				\$240,000.00	\$1,291.88

Group Total: 4

Group: Mechanical Electrical Plumbing (MEP)

11305	Building	Mechanical Electrical Plumbing (MEP)	Change out leaking water heater 10/29/20	\$1,200.00	\$23.50
11284	Building	Mechanical Electrical Plumbing (MEP)	Upgrade service and upgrade wiring in main level and basement	\$10,000.00	\$181.25
11277	Building	Mechanical Electrical Plumbing (MEP)	construction trailer - Temporary Electric Service	\$100.00	\$23.50
11270	Building	Mechanical Electrical Plumbing (MEP)	Water heater replacement	\$0.00	\$23.50
11269	Building	Mechanical Electrical Plumbing (MEP)	Installing reznor in garage.	\$1,500.00	\$54.00
11254	Building	Mechanical Electrical Plumbing (MEP)	Change out leaking water heater	\$1,200.00	\$23.50
11244	Building	Mechanical Electrical Plumbing (MEP)	Water heater replacement	\$0.00	\$23.50
11228	Building	Mechanical Electrical Plumbing (MEP)	Replace furnace and A/C system	\$6,700.00	\$135.05
11214	Building	Mechanical Electrical Plumbing (MEP)	Add NEMA 14-50 outlet in garage for electric vehicle charging	\$200.00	\$23.50

10876	Building	Mechanical Electrical Plumbing (MEP)	New Commercial baseball complex- Diamond Dreams	\$1,200,000.00	\$7,207.15
				\$1,220,900.00	\$7,718.45

Group Total: 10

Group: New Industrial

11146	Building	New Industrial	Foundation and building services	\$1,500,000.00	\$8,156.72
				\$1,500,000.00	\$8,156.72

Group Total: 1

Group: New Multi-Family Dwelling

11266	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11265	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11264	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11263	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11262	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11261	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11260	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
11259	Building	New Multi-Family	Townhome	\$160,000.00	\$2,052.72
				\$1,280,000.00	\$16,421.76

Group Total: 8

Group: New Single Family Dwellings Attached

11159	Building	New Single Family	SFD	\$188,000.00	\$2,209.52
11158	Building	New Single Family	SFD	\$188,000.00	\$2,359.52
11155	Building	New Single Family Dwellings Attached	1890 & 1892 Carroll Ct Ranch Zero Lot	\$230,816.00	\$2,449.29

11154	Building	New Single Family Dwellings Attached	1890 & 1892 Carroll Ct Ranch Zero Lot	\$230,816.00	\$2,599.29
11150	Building	New Single Family Dwellings Attached	1875 & 1877 Carroll Ct Ranch Zero Lot	\$230,816.00	\$2,449.29
11149	Building	New Single Family Dwellings Attached	1875 & 1877 Carroll Ct Ranch Zero Lot	\$230,816.00	\$2,599.29
				\$1,299,264.00	\$14,666.20

Group Total: 6

Group: Permanent Sign

11278	Zoning	Permanent Sign	Sign above door. 60x60 inch circle design	\$500.00	\$50.00
				\$500.00	\$50.00

Group Total: 1

Group: Rental

11288	Rental	Rental	2020 Rental Permit	\$0.00	\$100.00
10688	Rental	Rental	2020 Rental Permit	\$0.00	\$174.00
10440	Rental	Rental	2020 Rental Permit	\$0.00	\$150.00
10422	Rental	Rental	2020 Rental Permit	\$0.00	\$150.00
10420	Rental	Rental	2020 Rental Permit	\$0.00	\$150.00
10139	Rental	Rental	2021 Rental Permit	\$0.00	\$150.00
6083	Rental	Rental	2021 Rental Permit	\$0.00	\$250.00



Permit Summary Report Inspection Type

Schedule Date 01/01/2020 TO 10/31/2020

	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	12	0	0		154
Re-inspection	35	40	29	32	22	46	36	52	30	40	0	0		362
1st SWPPP	1	1	13	9	4	4	10	3	4	4	0	0		53
Above Suspended Ceiling	0	1	1	0	0	1	0	0	0	0	0	0		3
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	1	0	0		8
Deck, Porch, Sunroom Footings	2	4	4	10	17	14	11	13	11	14	0	0		100
Final	4	0	1	3	2	4	3	5	7	4	0	0		33
Final (Alterations and additions)	2	3	2	1	8	8	8	22	14	8	0	0		76
Fire - Automatic Sprinkler System	2	2	1	0	5	2	0	0	3	0	0	0		15
Fire - Automatic Sprinkler System - Preconcealment	0	6	0	0	0	0	0	0	0	0	0	0		6
Fire - Fire Alarm Installation	5	0	1	1	0	4	1	0	5	0	0	0		17
Fire - Fire Dept. Acceptance	3	1	1	2	6	3	0	0	2	1	0	0		19
Fire - Kitchen Hood Suppression System Installation	0	0	0	1	1	1	0	0	0	0	0	0		3
Fire - LP-Gas (Permanent Installation)	0	0	0	0	0	0	0	0	0	1	0	0		1
Fire - Retail Sales of Fireworks	0	0	0	0	0	2	0	0	0	0	0	0		2
Footings/Slabs	1	0	11	8	6	9	17	4	9	9	0	0		74
Foundation Dampproofing	1	0	6	6	6	1	8	5	3	4	0	0		40
Foundation Wall	1	0	9	7	6	5	13	5	6	5	0	0		57
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	29	0	0		103
Grading	0	0	0	22	2	10	4	4	3	9	0	0		54
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	1	0	0		8
Notice of Termination CSR	0	0	0	9	11	8	7	10	2	6	0	0		53
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	18	0	0		119
Plumbing below slab	8	0	7	9	7	4	13	10	7	5	0	0		70
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	15	6	5	4	0	0		96
Residential Photovoltaic (PV) Solar System	4	4	2	1	5	6	3	2	3	6	0	0		36
Residential Rough-in (New Construction)	12	21	4	8	3	8	4	15	9	9	0	0		93
Rough In (Alterations and additions)	4	2	4	3	4	8	5	1	1	3	0	0		35
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	10	0	0		69
Sidewalk Release	1	0	8	5	9	9	9	4	3	7	0	0		55
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	3	0	0		51
Temporary Electric Service	3	0	7	7	6	4	13	4	8	5	0	0		57
Water Heater	5	1	0	0	0	0	0	0	2	2	0	0		10
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	13	0	0		90
Zoning Department Acceptance	0	0	3	0	0	1	0	0	0	0	0	0		4
Totals:	195	228	179	205	199	212	244	218	238	234	0	0		2152



Certificate of Occupancy Monthly Report

10/01/2020 - 10/31/2020

Applicant	Parcel Address	Project Description	Permit Type	Date C.O. Issued
Katie Uchida	545 Penn Court Unit 5	2020 Rental Permit	Rental	10/27/2020
Mona Williams	85 Sugar Creek Lane Suite 2	Day care/ was previously a day care, no modifications	Zoning	10/2/2020
Graciela Gonzalez - Rancho Nuevo	1295 Jordan Street Suite 8	Opening new restaurant	Zoning	10/2/2020
Anne Goddard	175 N. Highway 965 Unit 6	Commercial kitchen space	Zoning	10/8/2020
Kathleen A Pelland	7 Hawkeye Drive Unit 102	2 Chair Hair Salon Sole Proprietor	Zoning	10/12/2020
Briana Evans	27 Holiday Lodge Road	Install new Manufactured Home	Building	10/30/2020
Golfview Estates	244 Golfview Court	New Manufactured Home Installation	Building	10/23/2020
Golfview Estates	234 Golfview Court	New Manufactured Home Installation	Building	10/23/2020
Jason Peterson	1245 & 1247 Abraham Drive	2020 Rental Permit	Rental	10/1/2020
Watts Group	735 Brook Ridge Avenue	New Duplex	Building	10/19/2020
Stillwater Homes	1247 Abraham Drive	Duplex/Zero Lot Line	Building	10/1/2020

Stillwater Homes	1245 Abraham Drive	Duplex/Zero Lot	Building	10/1/2020
Robson Homes	1460 Franklin Street	New residential home	Building	10/26/2020
Kaitlyn Dubishar	450 Penn Court Unit 6	2020 Rental Permit	Rental	10/21/2020
Brandi Radcliffe - Powder Joy Properties	1022 Maple Street	2020 Rental Permit	Rental	10/12/2020
Cory Hoffman	275 Lehigh Avenue	2020 Rental Permit	Rental	10/9/2020
LK Builders, LLC	1435 E. Tartan Drive	Single Family Resident	Building	10/9/2020
H&H Home Builders	1520 Salm Drive	New construction 2-story dwelling with full walk-out	Building	10/7/2020
Barry Frantz Construction, Inc	1220 Leann Circle	New Attached SFD with two stall garage	Building	10/19/2020
Watts Group	700 Brook Ridge Avenue	New Zero lot with attached garage	Building	10/2/2020
Briana Evans-Holiday Mobile Homes	230 Holiday Lodge Road	Used 16 by 80 mobile home being moved from 6 Golfview Ct.	Building	10/12/2020
McComas Lacina-Brad Klaes	1400 S. Dubuque Street	Liberty High Phase 3 -Two story addition to the high school with courtyard.	Building	10/29/2020
Chad & Shannon Knipfer	310 Locust Drive	finishing lower level of home adding fireplace	Building	10/29/2020
Andrew Robison - ACR Property Investment	660 Molly Drive	2021 Rental Permit	Rental	10/20/2020

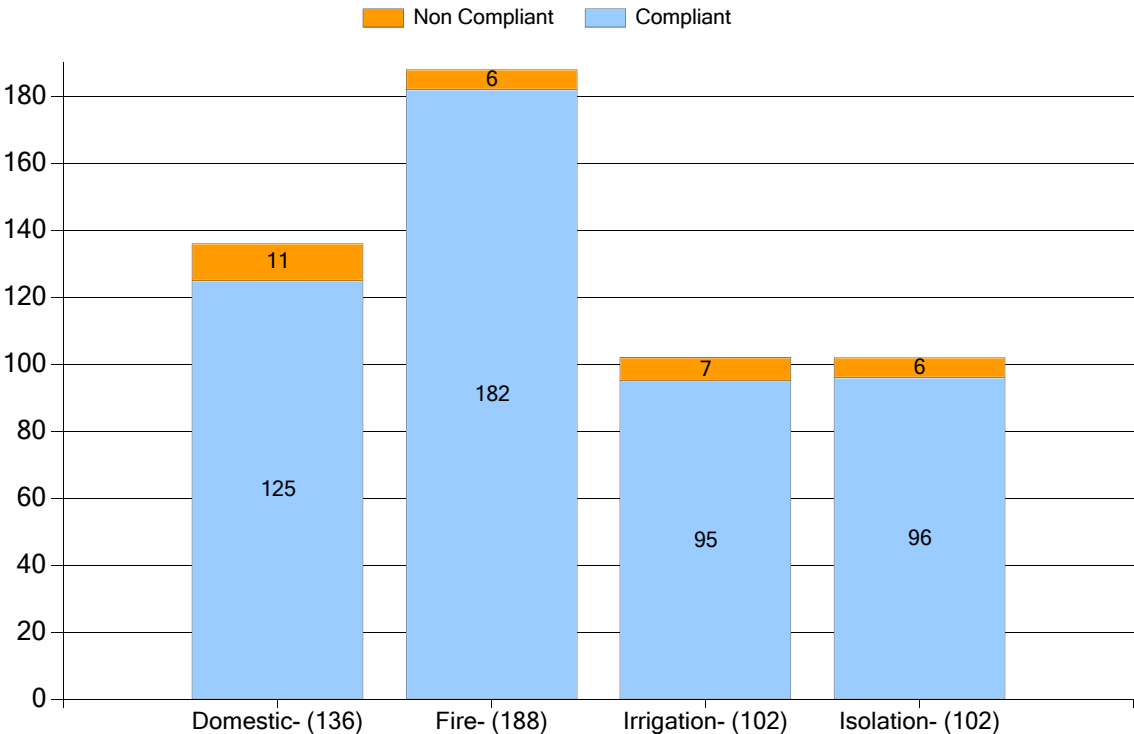
Terry Family Revocable Trust - Kristina Adams	245 Sadler Lane Unit 304	2020 Rental Permit	Rental	10/12/2020
Brian & Marjorie Loes	385 Sugar Creek Lane	2022 Rental Permit	Rental	10/27/2020

Code Compliance Report

10/01/2020 - 10/31/2020

Case Date	Case #	Status	Complaint	Reporting Code
10/1/2020	4371	Closed	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/1/2020	4372	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/1/2020	4373	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/2/2020	4374	Closed	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/5/2020	4375	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/6/2020	4376	Closed	past due annual backflow preventer test report	Building Code
10/6/2020	4377	Closed	past due annual backflow preventer test report	Building Code
10/6/2020	4378	Closed	past due annual backflow preventer test report	Building Code
10/7/2020	4379	Closed	past due annual backflow preventer test report	City Code
10/7/2020	4380	Open	past due annual backflow preventer test report	City Code
10/7/2020	4381	Closed	past due annual backflow preventer test report	City Code
10/7/2020	4382	Closed	past due annual backflow preventer test report	City Code
10/7/2020	4383	Open	past due annual backflow preventer test report	City Code
10/9/2020	4384	Open	have allowed the unit to be occupied by someone other than the owner without obtaining the required rental permit	Housing Code
10/20/2020	4385	Open	past due annual backflow preventer test report	City Code
10/20/2020	4386	Closed	past due annual backflow preventer test report	City Code
10/20/2020	4387	Open	past due annual backflow preventer test report	City Code
10/20/2020	4388	Open	past due annual backflow preventer test report	Building Code
10/20/2020	4389	Closed	past due annual backflow preventer test report	City Code
10/26/2020	4390	Closed	past due test report	Building Code
10/26/2020	4391	Open	past due test report	Building Code
10/26/2020	4392	Open	past due test report	Building Code
10/30/2020	4393	Open	no rental permit	Housing Code

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. 30, 2020**
Re **Communications Staff Report for August**

COVID-19

This is still a thing, and still impacting our work.

Great Neighborhoods

Following the September launch of our Great Neighborhoods initiative, we continued to recruit potential Neighborhood Ambassadors through the month. Our recruitment efforts included social media, earned media through print, television and radio, direct mail, introductions and direct asks, online information sessions and other media. At the end of the month, most neighborhoods had at least one volunteer applicant. Details and application are available at northlibertyiowa.org/BeGreat.

I Remember When

In October we launched the first series, focused on the theme “social justice,” of our new first-person storytelling project. We’ve produced and published three first-person stories and continue to seek more. Episodes, and the submission form, are available at northlibertyiowa.org/irememberwhen.

Halloween

We’ve continued to offer guidance on safety practices for Halloween in line with Johnson County Public Health. Additionally, we worked collaboratively to produce and highlight a variety of Halloween programs through the month, including the second annual community pumpkin display, a pair of drive-in movie nights, Halloween moonlight walk, and more.

Fall into Cleanup Day

With the cancelation of the annual spring cleanup day, we worked to find an alternative for this fall. Working with administration and streets, we devised an alternative for customers in November.

Winter Activities

With a long, strange winter expected ahead, we’re working collaboratively to identify and highlight in-town opportunities for fun and activity December through March, and, potentially longer. Much of the work will be done by the Recreation Department, but we also see opportunities with the library team and with Beat the Bitter, which will go forward in a limited, carefully way.

Projects

While projects are wrapping up for the year, we are gearing up for 2021 and 2022 projects, and spent time meeting with the engineering team and staff leadership to talk about major infrastructure projects planned for the future.

Other Items

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

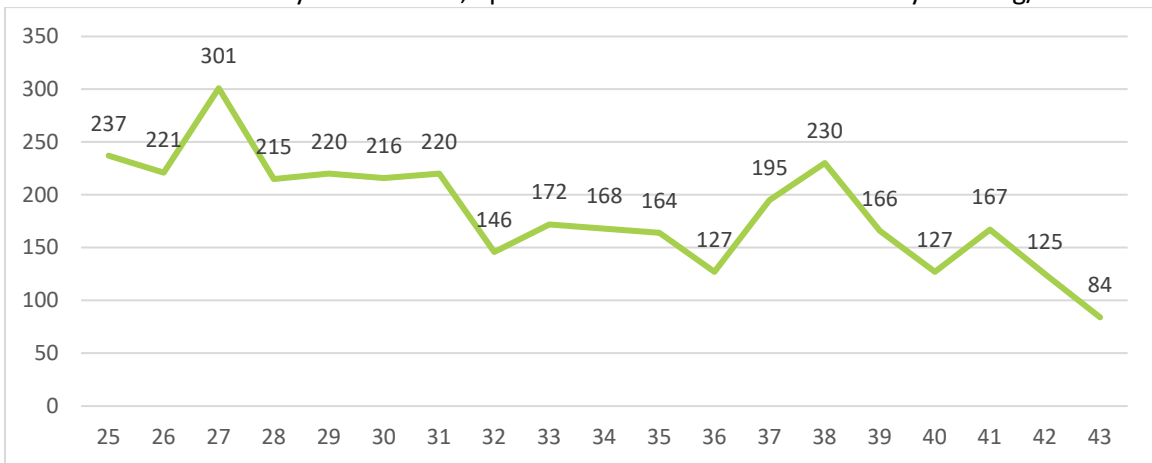
We sent news releases about city programming and service changes, COVID-19 issues, derecho cleanup, and more. we did interviews with KZIA, KCRG and Iowa News Now about Great Neighborhoods, Halloween changes and equity programming.

Completed Videos

Title	Requested By	Completed	Duration
Fire Prevention Week: Kitchen	Fire	Oct. 1	0:09
Fire Prevention Week: Gear	Fire	Oct. 1	0:09
City Council	Administration	Oct. 3	1:05
Planning and Zoning	Administration	Oct. 6	0:24
Social: Halloween Moonlight Walk	Communications	Oct. 13	0:02
Tree and Storm Water Advisory	Administration	Oct. 14	0:35
Eye on: Flushing	Communications	Oct. 14	0:02
I Remember When: Quanda	Communications	Oct. 14	0:04
Library Board of Trustees	Administration	Oct. 19	0:37
Promo: Stone Soup Supper	Communications	Oct. 15	0:02
Housing Security When Needed Most	Better Together	Oct. 16	0:31
City Council	Administration	Oct. 27	2:22
YLaH: Growing Crystals!	Library	Oct. 22	0:30
YLaH: Smash Books/Journals	Library	Oct. 23	0:14
Total completed productions: 14	Duration of new video: 6.8 hours		

52317 Podcast

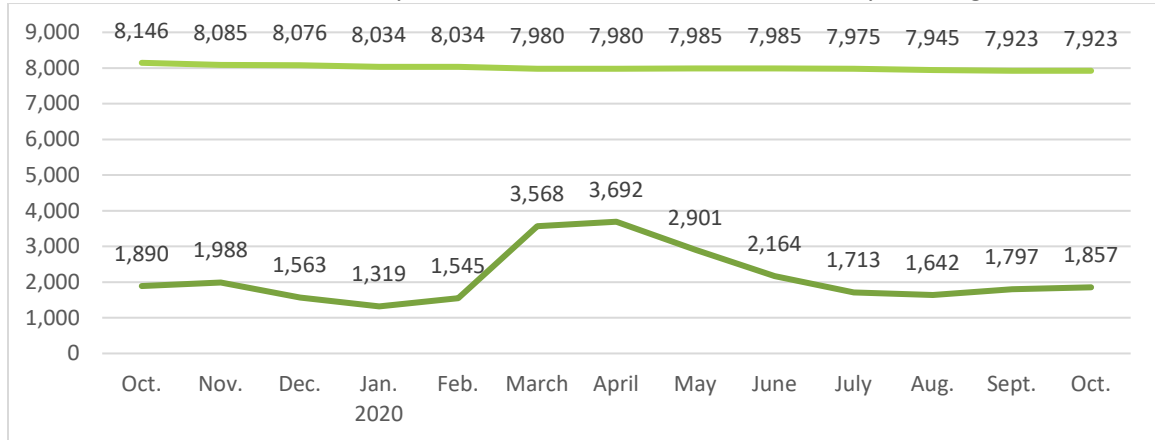
Release schedule is every three weeks; episodes can be found at northlibertyiowa.org/52317.



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** 43: Ice Cube Press; 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 Oct: Get your trebuchet ready; Sept: A perfect storm; 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

Social Media

Month	Facebook		Twitter		Instagram	Nextdoor
	New likes	Reach	New follows	Impressions	Followers	Members
Oct 2020	75	28,92	6	35,000	2,216	4,657
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	23,476	17,070	42,626	1.82	1:12
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 NL City Council
FROM: Jennie Garner, Library Director
DATE Nov 5, 2020
SUBJECT: Monthly Library Report

Library News

We opened our doors fully for the first time earlier this week to offer access to the polling site in the Community Center gymnasiums from 7am-8pm. There were some reservations as we continue to see high COVID rates in Johnson County but it was also fantastic to have the public in the library, even if just for a short walk through the hallways. Every person who came in wore a mask, which reflects how caring out community is. We also placed cloth masks on a table by the entrance and gave away over 30 masks that day.



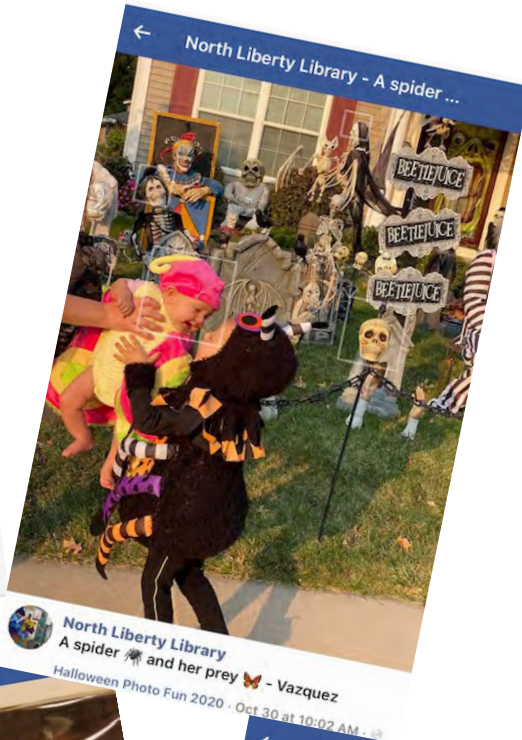
The library has expanded services to include outdoor lockers for patrons to pick up materials after hours. The lockers have an electronic lock with a one-time code that is erased after each use. Thanks for our maintenance and parks staff for prepping and installing these. This is another service we anticipate continuing when we are fully operational in the future. Patrons have already begun using these and feedback has been positive.

Erin, our Youth and Teen Services Librarian, has been working with local leaders to seek a way for the library to help form a NEST in North Liberty to help our students who may need additional support. She is still working on funding but we're hopeful that we'll be able to find a model that works. The rec staff has said they will be able to help supply transportation for kiddos if we can get it all ironed out. More to come on that.

In addition, we are partnering with Big Brothers Big Sisters of Johnson County to host a Neighborhood NEST program on Wednesdays each week in the library for about 10 kids and volunteers. This NEST is scheduled to go until the end of May.

As mentioned earlier, the library launched a new service (the first week in November) called HelpNow that 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 staff continues to work hard to find ways to engage the public online and safely. This month we had a call for patrons to post Halloween photos and I've included a few of the submissions (scroll for highlights). Of course, Matilda needed a costume as well. The gingerbread haunted houses were one of the kits that we had available through curbside pickup in the month of October. Each month we are offering craft kits for families and different age groups to take home. These have proven to be very popular.





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

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

Date **November 3, 2020**

Re **Monthly Report**

We performed various building and equipment maintenance tasks as needed this month. We continue to work with Shive Hattery and contractors regarding the Ranshaw House project and the Aquatic Center HVAC project. We awarded the hail damage roofing replacement work to Yorder's Roofing from Wellman, Iowa. They were the lowest bidder and have the ability to perform both asphalt shingle and metal type roofing repairs.

We performed equipment repair and preventative maintenance on equipment as needed this month. We have begun servicing and installing winter equipment as time permits preparing for the upcoming season.

We maintained ball fields, soccer fields and facilities at Penn Meadows Park this month. The season has recently ended so we have winterizing all park facilities including all turf irrigation systems.

We winterized the water fountain at Liberty Centre Pond/Park.

We finished mowing and trimming all City parks and grounds for the season. All native prairie areas have been cut down for the season and we hope to finish winterizing all City streetscapes within a week.

Park Staff spent a week grading and making improvements along Forevergreen Rd. preparing for a November dormant seeding.

Parks staff installed new park benches at Beaver Kreek Park, Centennial Park and Fox Valley Pond.

Parks Staff attended the Aquatic, Forest, and Roadside Pest Management Re-Certification Applicator Class on October 26th at the Johnson County Extension Office. This is required annually to maintain our state pesticide and herbicide licenses.

We assisted the IDNR Fishery Management team with the release of 2000 rainbow trout on October 26th at Liberty Centre Pond. The trout arrived from the state hatchery near Manchester, Iowa. The trout stocking will give anglers winter long fishing opportunities at Liberty Centre Pond. All IDNR fishing regulations will be enforced.

We continue to work on the proposed FY2122 Parks operating budget and capital improvement plan to prepare for the next fiscal year.

The last two Seasonal Park Maintenance Workers have finished working for the season. We had a great seasonal crew this year and couldn't have accomplished what we do without them.



North Liberty Police Monthly Report October 2020

Training:

- Members attended monthly training for canine, bomb squad, tactical team, and dive team.
- Two patrol officers attended an online 40-hour 1st Line Supervisor Training class. (80 hours)
- The Chief and LT continue to complete the Internal Affairs and Discipline Seminar. The conference is online and the sessions have been recorded. We have until the end of this month to view all of the classes (80 hours).
- One officer attended a Fair and Impartial Policing Instructor course at ILEA (16 hours).
- The Canine and Canine Officer completed recertification this month on protection, tracking and narcotic detection (12 hours)
- Officer Liz Monroe is in her 10th week of training at the police academy.
- Officer Cade Burma is halfway through his Field Training Officer program. He is paired up with a training officer.
- Our two honor guard members attended their quarterly training (16 hours).
- Chief attended the 2020 Virtual Iowa Summit on Justice and Disparities. She was invited by our local NAACP chapter president. (8 hours)
- Chief also attended a virtual training conference for Lexipol Connect 2020 to provide an update on what Lexipol has done for customers this year. They provide the best practices for policies for Iowa and incorporate any legislative changes (6 hours)

Traffic Contacts	268
Parking Contacts	17
Vehicle Inspections	15
Vehicle Unlocks	17
Crash Investigations	20
Public Assists	320
Assist other Agency	150
Crimes Against Persons Report	11
Crimes Against Property Report	22
Other Reports	35
Arrests	37
Warrants	7
Alcohol/Narcotics Charges	15
Crimes Against Persons Charges	9
Crimes Against Property Charges	5
Other Charges	24
Animal Calls	54
Total Calls for Service	1860
*Total Calls for Service for the year	17551

Public Relations:

- Allowed a Navy Recruitment meeting to be held in our training room.
- We hosted the virtual Iowa Women's Foundation luncheon and seminar for other city staff members in our training room.
- Requested and worked the Liberty HS football games. The department is reimbursed by the school district.
- Hosted the DEA drug take back at our new PD. During this event, the public is allowed to drop off expired or unused prescription medications for proper disposal. We collected roughly 100 pounds of medication and had it properly disposed.

Equipment:

- Got two scheduled vehicles that were about to hit 100,000 miles traded off and the replacements in-service.

- All in-car computers were updated to the latest software configurations and the tracker form was installed for officers to update on all traffic contacts. We are still working on the audit piece and the geolink tracking for the compliance and audit tracking. The geolink piece was added and it crashed all of the computers, so are trying to find a fix with the vendor, so we can extract the data.
- A parked patrol car was stuck by a drunk driver on the interstate. This unit was on a traffic stop with another vehicle on the side of the road. Fortunately no one was injured. We are waiting on insurance to total the vehicle and the equipment that was inside. The vehicle only had 43,000 miles on it.
- Purchased a webcam for one of our conference rooms to host additional trainings and meetings.

Enforcement/Crime:

- We responded to two car dealerships that were broken into. In both cases, keys and a car were taken from their lots and recovered in North Liberty. The case is still under investigation and we are working on identifying the individual responsible.
- Officers have been called by parents and guardians for kids refusing to get up and go to school. This has been for elementary and high school kids. We have assisted by getting the children to school or out of the vehicle while they are in the drop off lane.
- Officers worked GTSB this month enforcing traffic and OWI related incidents on the roadways.
- Published an update for all businesses and the community about the I-Pledge for the use of tobacco, vaping and nicotine products. We conducted a compliance check with a 19 year old and 5 out of the 13 businesses sold him tobacco. Those employees were cited, referred to the I-Pledge website and we will have to check back in a few months to see if they are compliant.

Department Admin:

- Chief attended an ILEA council meeting in Johnston, Iowa and as well as the Iowa's Police Chiefs Executive Board meeting in Oelwein, Iowa.
- Continue to get the final items on the PD punch list signed off on. Working on items that are not working at the moment or have not been installed (awnings, salleyport vehicle emission testing, call boxes, shelving in lobby, glass insert in interior doors, landscaping, knox box operational at back gate etc)
- The council approved the study with Dr. Barnum for the traffic contact analysis piece for the calendar year of 2021 and 2022. This will cost the city \$10,000 a year for this report, analysis, and recommendations.
- Continue to work on budget items and posted for the new part-time position for public relations and a property crime investigator. We hope to have this person selected and start in January.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 11/4/2020



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **November 2, 2020**
Re **Monthly Report – October 2020**

October 2020 was definitely different than the norm within the Community Center due to ongoing pandemic. No Haunted Happenings, no maze, less decorations as this month is the start of our larger special event season. Operations continue to be added in a dial, phased approach.

COVID19 Update – October:

All FT Staff remain working Monday-Friday with 6am to 9pm as our facility hours. Limited part-time staff are scheduled and we are planning to add more part-time staff as we prepare to be open on weekends starting in 2021. Most operations have switched to all on-line with members scheduling/reserving own use times, membership purchases and registration for programs on a monthly basis.

Facility Usage:

Facility usage has been tracked since the pandemic began. In June, we began offering lap swim and we averaged 34 users per day. In July, lap swim continued and we added the Weight & Exercise area and averaged 64 users per day. In August, use went down as the Indoor Pool was closed but weight & exercise and track use averaged 53 users per day. In September, the Indoor Pool re-opened and we added gymnasium use and averaged 96 users per day. As the weather begins to change, gets colder, in October we averaged 102 users per day. We anticipate this number to continue to rise in the upcoming months.

Programs:

Some programs/classes continue to be offered virtually. We will utilize the City website and 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 for the month of October included Tippi Toes Dance, Aqua Boot Camp, Barre, Body Blast, Body Sculpt, Aqua Aerobics & Toning, Easy Does It, Pee Wee soccer, and Water Resistance.

Leagues:

NLCT youth volleyball (75 kids) and flag football (46 kids) programs just finished, without any issues. These numbers are down from previous years but since Tiffin now has a Recreation Department some kids that would normally sign up in NL signed up in Tiffin. Our youth competitive basketball league continues play with a total of 35 teams. This program is smaller this year due to the lack of gym space and not being able to use the schools, but still a good turnout. No issues to date. Men's basketball (8 teams) and coed volleyball (5 teams) continue play on Sundays. These numbers are also less due to gym space and not being able to use school gymnasiums. Brian is in charge of these leagues if you have direct questions.

BASP: We continue to offer our After School Program only as the ICCSD continues with their Hybrid model of learning. Team A days (Mon & Tues) average 20 students and Team B days (Thurs & Fri) average 8 participants. We have cut back staff to meet our needs and will continue to evaluate. Matt F may assist with local “NEST” opportunities if they develop.

Offsite Programs: Schools remain closed for our offsite programs.

Swim Lessons:

The first session of swim lessons ran Sept-Oct, and averaged 40 participants. More lessons will be provided in November as we gradually find additional staff to teach.

Indoor Pool:

Lap swim times for members only, by appointment only, 6 swimmers per time slot continues. We are averaging 32 lap swimmers per day, with highest day in October as 39. Lap swim numbers may decrease as we add more swim lessons and aqua fitness classes.

Weight & Exercise Area:

Weight & Cardio exercise times for members only, by appointment only, for 20 exercisers per time slot continues. We are averaging 39 users per day, with highest day in October as 46. 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. We are averaging 13 users per day, with highest day in October as 37. We will continue to see a rise as the weather turns colder.

Gymnasiums:

Pickleball, basketball and open volleyball times for members only, by appointment for 12 users per time slot per gymnasium. We are averaging 9 users per day, with highest day in October as 20. 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: (+) \$3,077.00 in weight & exercise fees; (+) \$2,196.00 in pool pass revenue; and \$795.00 in split membership fees.

Rentals:

Facility remains closed for rentals. We have been getting a lot of requests for gymnasium rental but our programming takes precedence. This will most likely not change until we are allowed back into school sites. We may begin taking small classroom rentals in 2021.

Daily Fees:

Drop-in use for any part of the facility or for classes remain halted due to pandemic. No daily fees to report.

Additional Reports:

Recdesk Monthly Revenue

Recdesk Dashboard Summary

Recdesk Membership Summary

Recdesk Organizational Activity

Revenue By Period - GL Account Summary

Start Date: 10/1/2020 12:00 AM End Date: 10/31/2020 11:59 PM

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

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

Regular Revenue

		DEBITS									CREDITS	
<u>**Gross</u>	<u>**Net</u>	<u>Cash</u>	<u>Check</u>	<u>CC (Gross)</u>	<u>CC (Net)</u>	<u>ACH (Gross)</u>	<u>ACH (Net)</u>	<u>Internal CC</u>	<u>Acct Credit</u>	<u>Other</u>	<u>Refunds</u>	<u>Other</u>
000 - Household Credit Account												
-1,868.05	-1,868.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	488.50	0.00	-2,356.55
010-4-1-4563 - Weight Fees												
3,077.00	2,981.90	0.00	225.00	3,166.50	3,071.40	0.00	0.00	0.00	3.50	0.00	-318.00	0.00
010-4-1-4564 - Class/Programs												
12,568.00	12,196.11	50.00	0.00	11,976.00	11,604.11	0.00	0.00	0.00	834.50	0.00	-292.50	0.00
010-4-1-4565 - League Fees												
4,170.00	4,044.90	0.00	0.00	4,170.00	4,044.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4566 - Before/After School												
2,680.00	2,593.42	0.00	0.00	2,886.00	2,799.42	0.00	0.00	0.00	104.00	0.00	-310.00	0.00
010-4-1-4572 - Season Pool Pass												
2,196.00	2,120.94	0.00	0.00	2,477.50	2,402.44	0.00	0.00	0.00	24.50	0.00	-306.00	0.00
010-4-1-4574 - Swim Lessons												
2,612.00	2,534.54	0.00	0.00	2,528.95	2,451.49	0.00	0.00	0.00	195.05	0.00	-112.00	0.00
010-4-1-4575 - Aquatic Program/Classes												
563.50	538.17	28.00	42.00	811.50	786.17	0.00	0.00	0.00	123.00	0.00	-441.00	0.00
010-4-1-4591 - Park/Special Event Fees												
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4592 - Field Rentals/Tennis Courts												
1,623.75	1,603.38	0.00	45.00	678.75	658.38	0.00	0.00	0.00	900.00	0.00	0.00	0.00

Revenue By Period - GL Account Summary

Start Date: 10/1/2020 12:00 AM End Date: 10/31/2020 11:59 PM

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

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

NONE - Unassigned

0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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Split - Membership - Black & Gold

795.00	740.64	0.00	0.00	1,812.00	1,757.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,017.00	0.00
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<u>28,417.20</u>	<u>27,485.95</u>	<u>78.00</u>	<u>312.00</u>	<u>30,507.20</u>	<u>29,575.95</u>	<u>0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>2,184.55</u>	<u>488.50</u>	<u>-2,796.50</u>	<u>-2,356.55</u>
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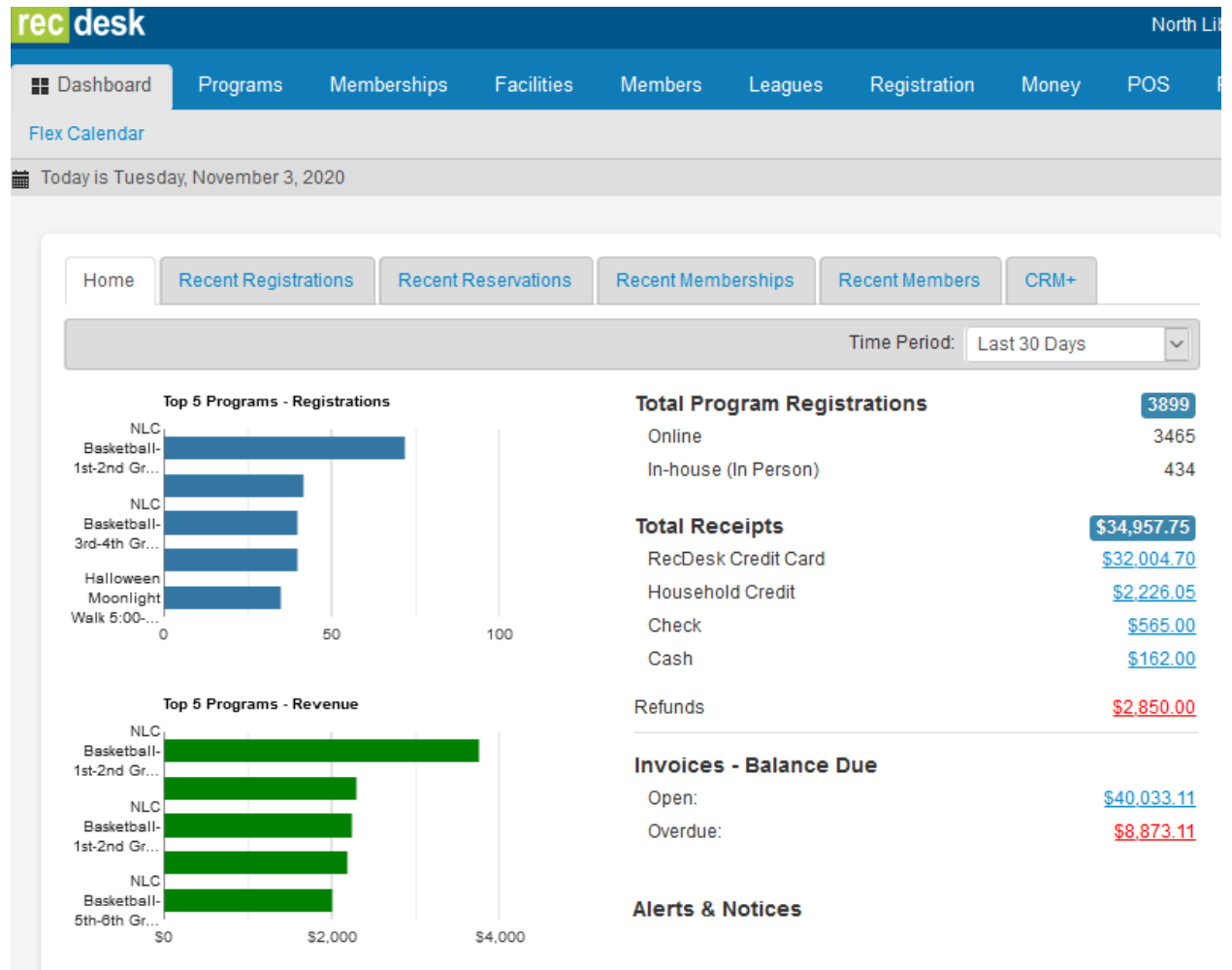
** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

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

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

RecDesk Dashboard Summary; last 30 days:



Membership Summary by Month

rec desk

Dashboard Programs Memberships Facilities Members Leagues Registration Mo

Reports Activity Counts

Today is Tuesday, November 3, 2020

Membership Counts (By Period)

Time Range From Date To Date

Custom Date Range 10/01/2020 10/31/2020

Summary By Month

	Oct, 2020
New Primaries	144
All New	195
Primary Renewals	35
All Renewals	47
Active Primaries	2118
All Active	2540

Recdesk Organization Activity; last 30 days

Time Period: Last 30 Days

Export to Excel

Organization Activity

From 10/4/2020 to 11/3/2020

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	3871	11	248	890	414	4
Resident	2513	2	168	563	210	
Non-Resident	1358	9	80	327	204	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	653	0	42	24	133	
18 - 65	2317	11	174	461	253	
65+	901	0	32	405	28	
Male	2185	11	121	450	202	
Female	1686	0	127	440	212	
Other Genders	0	0	0	0	0	
Online vs In-House						
Online	3437	0	151	N/A	390	
In-Person	434	11	97	N/A	24	



To **City Council, Mayor and City Administrator**
From **Drew Lammers**
Date **Nov. 1, 2020**
Re **October 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 Fire Prevention Plan. Employees completed the target solutions tasks and also reviewed safety training topics as a group.
3. WPCP staff flushed and tested all backup float systems at each lift station. A few parts were replaced during testing and all stations remain 100% operational.
4. All facility equipment and buildings have been winterized. This involves adding heat tape and insulation to critical exposed equipment and piping as well as operating and inspecting all heating systems.
5. WPCP management updated all annual contracts with various contractors and suppliers.
6. 563.43 Tons of biosolids were hauled and applied to local farm fields. The dry cake treatment process saves on hauling cost and is also a much faster application process than the previous liquid hauling/application. We can have everything hauled to the field and applied within days if weather cooperates as opposed to several weeks with liquid applications.
7. The SW Growth Lift Station Project has started to progress. Contractor crews have been working on the wet well and valve vault installations as well as setting up for a larger underground bore below the interstate. 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 **November 3, 2020**
Re **Monthly Report – October 2020**

In the month of October, we treated a total of 40,617,000 gallons of water, our average daily flow was 1,310,000 gallons, and our maximum daily flow was 1,939,000 gallons. The total amount of water used in the distribution system was 6.10% higher than October 2019.

We had a busy month with 8,708 accounts read, 29 re-reads, 193 finals, 4 shut-offs (vacant properties), 2 re-connect for water service, 0 shut-off notices delivered, 6 new meter set inspections, 8-meter change outs, 18 MIU change outs, assisted 2 customers with data logging information, and 51 calls for service. We will be hand delivering notices to delinquent accounts on November 17th, as we will be resuming our shut-off policy starting this month. Notices were sent out in October with additional information on payment arrangements regarding the new Iowa Residential Utility Disruption Prevention Program, and community organizations that might be able to help. Our monthly total service work averaged 13 calls per day.

We started our bi-annual hydrant flushing program implementing a directional flow method. Flushing using directional flow increases the velocity of the water and helps to scour the pipe wall, it takes much longer to flush every hydrant in the distribution system this way however, it is the best way to accomplish our goal. We flush hydrants to remove harmless minerals and sediment that collect in the water mains, this also helps us make sure all hydrants are in working order.

We've taken Tower III out of service for maintenance. Maguire Iron has been doing some spot repair work (sandblasting/painting) in the interior "wet" part of the tower, they're planning on finishing their work around the 12th. We'll have to allow 10 days before we can start refilling the tower and begin the bacteria testing process. While the tower is empty, we've replaced an underground 6-inch main line valve and some interior plumbing fixtures that are used for our telemetry sensors.

We received our new hydro-excavating machine last month. Vermeer delivered it on the 16th and gave us training that same day.

Water Superintendent
Greg Metternich



October 1st, 2020

Board Members Present: Richard Grugin, Craig Sundell, Marcia Ziemer, Jeremy Parrish, Amalia Gedney-Lose

Absentees: Megan Lehman, Shannon Green

Others Present: 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 Richard Grugin

2. Approval of Minutes

- September 2nd, 2020: Motion by Marcia Ziemer, seconded by Craig Sundell; motion carried.

3. Board Update

- Welcome new board member: Jeremy Parrish

4. Reports

- Parks Report
 - Continued catch up now that things from the Derecho are settled.
 - A lot of the staff have returned to school, so working with full time staff primarily.
 - Continue to have building maintenance (Phase 2 at Ranshaw house, Rec Center humidification unit)
 - Continued ball field maintenance which has been busy with CR and NL leagues.
 - Soccer and football have been active so there has been line painting associated with it.
 - Centennial Park tot lot is done and is open to the public. There has been a lot of use already.

- The trail between the playgrounds should lead to a splash pad and amphitheater when the full project is complete.
 - Marcia asked about Centennial planning – some projects have been delayed for COVID-19. Anticipates next phase for road paving and then will try to aim for fundraising to support the other structures.
 - Red Fern Dog Park opened October 1st (soft opening). The park was busy today. Asking for public feedback, as needed.
 1. Grand opening will be Spring 2021
 - Number of seeding projects this fall due to the high volume of projects across many of the community parks.
 - Guy is asking for public opinion on areas for improvement at Red Fern Dog Park.
 - Craig asked about fundraisers. Guy anticipates letting specific groups continue their fundraising efforts and then towards the end can start other fundraising opportunities. Goal is to avoid overlap in funding for certain areas (i.e. dog park).
 - Amalia asked about the company that was being brought on for Centennial Park. Guy reports that this was placed on hold because of COVID-19 but anticipates it coming to the forefront soon.
 - Amalia asked about grants for the older adult equipment by the Rec Center, but the grant was not funded.
- Recreation/Pool Report (Brian Motley)
 - Increased numbers within the Rec facility due to the weather changes.
 - Full reopening happened on 9/21 for the pool. Painting is complete and the pool has been refilled.
 - Lap swimming is up and running.
 - Tippiie Toes dance, Aquatic programs, Peewee baseball, and other aerobic classes have started.
 - Shared football programs between NL, Coralville, and Tiffin is ongoing.
 - NLC Volleyball is going on which is another shared program.
 - Numbers, in general, have been lower which is good in regard to social distancing.
 - NLC Basketball will start in January and they anticipate higher enrollment numbers and may have to turn down some participants unless they can re-establish contract with ICCSD.
 - No Haunted Event this year, but there is a Halloween Moon Walk around Liberty Centre Pond with currently 200 people signed up.
 - Swim lessons started with decreased numbers. Parents have to be in water with child for younger children and the class sizes are limited to 3 participants.
 - BASP is up and running due to hybrid. The numbers vary between 8 and 16 students.
 - Richard asked about staffing. Currently Rec Center is not open on the weekends, and there is a decreased number of staff which causes some

constraints. Hoping to increase as number of users, team sports, etc. occur.

- Continued cleaning practices for distancing, masking, wiping down and sanitizing practices.
- There has not been push back from community members regarding restrictions and temp checks when entering the Rec Center.
- Jeremy reports that Diventures has also been doing the parent in the water method for swim lessons but they are planning to discontinue that practice.
- Amalia asked about Swim Lesson demand. Brian believes that there was higher demand than slots available and that staffing of swim lessons continued to be a challenge.

- Questions or Concerns
 - No additional questions.

5. Next Meeting

- Thursday, November 5, 2020 at 7:00pm.

6. Adjourn

- Motion by Amalia Gedney-Lose, seconded by Craig Sundell; motion carried at 7:26 pm.



To **Mayor and City Council**
CC **City Administrator Ryan Heiar**
From **Street Superintendent Michael Pentecost**
Date **November 2, 2020**
Re **Street Department Staff Monthly Report for October**

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

- Locating of City Utilities (369 job tickets) ongoing
 - a. This is an increase of 35% from October 2019
- Continued animal control services (16 responses to animal issues)
- Cemetery plot locates (0 in total)
- Projects/Meetings
 - a. St. Andrews Drive Reconstruction project
 - i. Still waiting on pedestrian and roadway lights and a few punchlist items
 - b. Ranshaw Way Phase 5
 - i. 70% design meeting with staff
 - ii. Working with utility contractors for relocation
 - c. Southwest Growth Project
 - i. Progress meetings held every week
 - ii. Contractor has increased activity on project
 - d. Dubuque St Phase 1
 - i. 70% design meeting with staff
 - ii. Gathering utility data for design team
 - e. New Subdivisions
 - i. The Preserves Part 5 design review by staff
- Meeting with City Hall staff on canceled Clean Up Day and how to accommodate residents
 - a. Process created for residential sign up and compensation for clean up
- Mowing of ROW areas
- Street and Parks staff completed grading and seeding on W Forevergreen Rd 321 project
- A number of sign repairs and new installs including Kansas Ave new speed limit
- Traffic signal maintenance/repairs
- Traffic Controls Committee meeting to evaluate and recent signage requests from public
- Staff conducted monthly safety inspections for all street equipment and buildings along with annual gas and Co2 testing in all buildings
- BCI temporary drive removed and curb repoured as part of Ranshaw Way Phase 3 project
- Crack sealing of all concrete repair locations completed this summer
- Supervisor completed updates to 8 job descriptions for HR

- Training
 - a. Supervisor training for Water Treatment and Distribution CEU to maintain licenses through Zoom by AWWA
 - b. Supervisor completed 21-Day Equity Challenge about racism and diversity
- 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
- Staff stump ground 9 trees that were removed this season
 - a. These were not derecho trees
 - b. Staff will reseed areas next spring
- Fall Leaf Collection
 - a. Starting date was October 12th
 - b. Ending date is November 20th
- Storm Sewer
 - a. Goose Lake area erosion repairs completed
 - b. Barricades installed to keep vehicle traffic from damaging greenspace
 - c. Liberty Pond drainage blockage removed by staff
- Sanitary Sewer
 - a. Contractor completed around 1200 feet of CIPP (Cure In Place Piping) for West Truck sewer main
- Derecho Storm Event
 - a. Contractor started trimming and removing of unsafe trees
 - b. Some additional trees have been identified for trimming and removal
 - c. Communication continues with property owners, city staff, and tree clearing company
- Snow Operations
 - a. Installation of some winter equipment
 - b.** 2 snow events (10-19-20 and 10-26-20) requiring minimal brine and salt spreading for vehicle travel



Installing compost material for West Forevergreen Rd 321 project



CIPP process for West Trunk Sewer Main



Contractor performing derecho tree trimming and removals