



**North Liberty City Council
Regular Session
September 14, 2021**



City Administrator Memo



To **Mayor and City Council**
 From **Ryan Heiar, City Administrator**
 Date **September 10, 2021**
 Re **City Council Agenda September 14, 2021**

Meeting Note

Tuesday's meeting will be held **in person** as well as live streamed at [Watch Meetings Live](#).

Consent Agenda

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

- City Council Minutes (08/24/21)
- Claims
- Liquor License Renewal, Zio John's
- Pay Application #4, Ranshaw House Phase 2 Project, Wolfe Contracting Inc., \$130,886.94

Meetings & Events

Tuesday, Sep 14 at 6:30p.m.
City Council

Monday, Sep 20 at 7:00p.m.
Library Board

Tuesday, Sep 28 at 6:30p.m.
City Council

Evermore Preliminary Plat

The Evermore, Part Two Preliminary Plat – located at the northeast corner of West Forevergreen Road and South Jasper Avenue – consists of 10 commercially zoned lots on 53.94 acres. This development will be served by the nearly completed southwest growth sanitary sewer pump station. A roundabout at the West Forevergreen Road/South Jasper Avenue intersection is envisioned as a joint North Liberty, Coralville, Tiffin project. Additionally, South Jasper Avenue would be improved to City standards. The City will take the lead on these two improvements and intends to apply for a Revitalize Iowa's Sound Economy (RISE) grant for the construction. A good neighbor meeting was held on July 28, 2021. No surrounding property owners attended. The Planning Commission recommended approval of the Preliminary Plat at its September 7, 2021 meeting. Staff also recommends approval.

Proclamation Policy

The City receives many requests for proclamations over the course of a year and to this point, all the requests have been granted. In the unlikely event that a request for an inappropriate or divisive proclamation would be submitted, staff worked with the Mayor to develop the included policy defining expectations for proclamations. Mayor Donahue and staff recommend approval of the proposed policy.

Assessment Resolution

Staff recommends approval of the assessment resolution that will allow the City to collect actual expenses related to lawn care service for a property in the Deerfield subdivision that failed to mow its lawn. The assessment is in the amount of \$55.

Stewart/Cherry Street Property Purchase

Alliant Energy is selling the property on Stewart Street that was once the location of a substation. They no longer have use for the property and given the City has started discussions on a future vision for Cherry Street, staff recommends securing this property now. The City's offer is \$9,000, plus 90% of the costs of a survey, contingent on Council approval. If Council agrees to the purchase, staff will work to close on the property.

Comprehensive Plan

The agenda includes a resolution approving a services agreement with RDG Planning & Design to rewrite the City's Comprehensive Plan in an amount not to exceed \$118,000. The City received three responses to its request for proposals. Two of the proposals – Houseal Lavigne Associates (Chicago) and RDG Planning & Design (Des Moines/Omaha) – were from firms primarily engaged in generating master plans. Both firms were interviewed by a selection committee made up of City staff. While both firms were outstanding, the selection committee is recommending RDG to perform the update. After reviewing several completed plans and interviewing representatives from municipalities who worked with RDG, City staff is confident the new Comprehensive Plan will be robust and will be the result of substantial community input. The rewrite is expected to take just over one year to complete.

Dubuque Street, Phase 1 Project

Staff have reached an agreement with North Liberty Clinic of Chiropractic, PLC, for the acquisition of its leasehold interest in 430 N. Dubuque Street. The property is being acquired as part of the Dubuque Street Phase One project, and a condemnation hearing is set for later this month. City Attorney Lientz recommends approval of this agreement and acceptance of the conveyance.

Hate Crime Ordinance, Public Hearing & 2nd Reading

As requested at the previous City Council meeting, a second public hearing notice has been published for the proposed Hate Crime Ordinance and is scheduled for Tuesday. The included ordinance incorporates changes that were introduced at the August 24 meeting, including adding the term "bias-motivated". Also included in the packet for reference are previous memos, emails from the public and other related materials.

Recordation Ordinance, 3rd and Final Reading

This minor ordinance amendment clarifies the duties of the developer to record certain documents along with a final subdivision plat. Minimum Low Opening (MLO) tables were previously included on a plat, and a previous ordinance amendment requires that the table be provided in a separate document. This amendment does not represent a substantial change from current practices, but instead merely serves to codify current practices since the MLO tables were moved to a separate form. Staff recommends approval.



Agenda



City Council

September 14, 2021

6:30 p.m.

Regular Session

Council Chambers

1 Quail Creek Circle

1. Call to order
2. Roll call
3. Approval of the Agenda
4. Consent Agenda
 - A. City Council Minutes, Regular Session, August 24, 2021
 - B. Claims
 - C. Liquor License Renewal Zio Johno's
 - D. Ranshaw House Phase 2, Pay Application Number 4, Wolfe Contracting, Inc., \$130,886.94
5. Public Comment
6. City Engineer Report
7. City Administrator Report
8. Mayor Report
 - A. Welcoming Week Proclamation
 - B. National Hispanic Heritage Month Proclamation
9. Preliminary Plat
 - A. Resolution Number 2021-87, A Resolution approving the Preliminary Plat for The Evermore, Part Two, North Liberty, Iowa
10. Proclamation Policy
 - A. Resolution Number 2021-88, A Resolution approving the Proclamations Policy for the City of North Liberty, Iowa
11. Assessment Resolution
 - A. Resolution Number 2021-89, A Resolution assessing delinquent amounts owed to the City of North Liberty, Iowa to individual property taxes

12. Property Purchase
 - A. Resolution Number 2021-90, A Resolution approving the Offer to Buy Real Estate and Acceptance between the City of North Liberty and Interstate Power and Light

13. Comprehensive Plan
 - A. Resolution Number 2021-91, A Resolution approving the Services Agreement between the City of North Liberty and RDG for Comprehensive Planning Services

14. Dubuque Street, Phase 1 Project
 - A. Resolution Number 2021-92, A Resolution Authorizing Settlement Agreement with North Liberty Clinic of Chiropractic, PLC

15. Hate Crime Ordinance
 - A. Public Hearing regarding proposed Hate Crime Ordinance amendment
 - B. Second consideration of Ordinance Number 2021-15, An Ordinance amending Chapter 42 of the North Liberty Code of Ordinances

16. Recordation Ordinance
 - A. Third consideration and adoption of Ordinance Number 2021-14, An Ordinance amending the recordation requirements of final subdivision plat documents in Chapter 180 of the North Liberty Code of Ordinances

17. Old Business

18. New Business

19. Adjournment



Consent Agenda



City Council
August 24, 2021
Regular Session

Call to order

Mayor Donahue called the August 24, 2021 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: RaQuishia Harrington, Chris Hoffman, Brent Smith, Brian Wayson; absent—Annie Pollock.

Others present: Ryan Heiar, Grant Lientz, Ryan Rusnak, Kevin Trom, Mary Byers, Romy Hoffman, Diane Venenga, Mike Benza, Rodney Anderson, Sujit Singh and other interested parties.

Approval of the Agenda

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

Consent Agenda

Wayson moved, seconded by Hoffman to approve the Consent Agenda including the City Council Minutes, Regular Session, August 10, 2021; Claims; SW Growth Area Water and Sewer Extensions, Pay Application Number 12, Boomerang Corporation, \$81,652.50; Ranshaw Way Phase 5 Project, Change Order Number 2, Peterson Contractors, Inc., (\$1,753.70); and Ranshaw Way Phase 5 Project, Pay Application Number 3, Peterson Contractors, Inc., \$830,755.54. The vote was all ayes. Motion carried.

Public Comment

Rodney Anderson, 1552 Deerfield Drive, addressed the Council on complaints from his neighbors about his kids are riding dirt bikes on city sidewalks and streets. Mr. Anderson would like the City to review North Liberty Ordinance 75.7 which addresses dirt bikes.

Police Chief Venenga and City Attorney Lientz are reviewing the Ordinance and will report back to the Council.

City Engineer Report

Kevin Trom reported on the Ranshaw Way, Phase 5 Project, and the traffic shifts that will start in the area next week. Trom met with the contractor of the Southwest Growth Utility Project to

review the punch list and are looking for a startup of a lift station on August 30 or 31. The contractor has finished the punch list on the Ranshaw House Phase II. Trom will be following up on the completion. The Pool Heater Replacement contractor has started on site. City Hall schematic will be ready for staff review on September 3rd. There was a preconstruction meeting last week on the Centennial Park Loop Road Project and contractor will begin construction the first week of September.

City Administrator Report

City Administrator Ryan Heiar reported that union negotiations begin next week with the Police Department. Council can expect a meeting with the union attorneys to discuss possible incentives to hire and maintain officers. Mayor Donahue and Heiar will be speaking August 31st at the University of Iowa Hospitals and Clinic Certificate of Need Hearing. Heiar reported the new US Census numbers for North Liberty are 20,479 which is a 53% increase from 2010 and 12% increase from the Special Census in 2017.

Mayor Report

Mayor reported on the Public Statement from Emergency Management and City of Iowa City on mask wearing.

Bowman Annexation

At 6:52 p.m., Mayor Donahue opened the Public Hearing regarding proposed annexation of Bowman property. No oral or written comments were received. The Public Hearing was closed at 6:53 p.m.

Hoffman moved, seconded by Wayson, to approve Resolution Number 2021-84, A Resolution approving annexation of certain property to the City of North Liberty, Iowa. The vote was: ayes - Hoffman, Harrington, Wayson, Smith; nays - none; absent - Pollock. Motion carried.

Rarick Annexation

At 6:54 p.m. Mayor Donahue opened the Public Hearing regarding proposed annexation of the Rarick property. No oral or written comments were received. The Public Hearing was closed at 6:55 p.m.

Hoffman moved, seconded by Wayson to approve Resolution Number 2021-85, A Resolution approving annexation of certain property to the City of North Liberty, Iowa. The vote was: ayes - Wayson, Hoffman, Smith, Harrington; nays - none; absent - Pollock. Motion carried.

Greenbelt Trail Subdivision Part Two

Hoffman moved, seconded by Smith to approve Resolution Number 2021-86, A Resolution approving the Developer's Agreement for Greenbelt Trail Subdivision Part Two. The vote was: ayes - Smith, Wayson, Harrington, Hoffman; nays - none; absent - Pollock. Motion carried.

ARPA Funding

The City will be receiving funds from the American Rescue Plan Act (ARPA) Funds in the amount of \$2,906,110.44 which will come in two installments. The funds can be used for projects and programs that fall within certain categories. Ryan Heiar led the discussion on different ways the funds can be used, and it was the consensus of the Council to continue to evaluate spending options and to discuss with the County what they have learned in the public input sessions.

Hate Crime Ordinance

At 7:11 p.m. Mayor Donahue open the Public Hearing regarding proposed Hate Crime Ordinance amendment. Mike Benza spoke in support of the Ordinance. No oral or written comments were received. The Public Hearing was closed at 7:15 pm.

Wayson moved, seconded by Hoffman to amend section 42.08, to add the language "Bias-Motivated Hate Crime" in the body of the first section of the paragraph. After discussion, the vote was: ayes - Harrington, Smith, Hoffman, Wayson; nays - none; absent - Pollock. Motion carried. Harrington moved, seconded by Hoffman to approve the First consideration of Ordinance Number 2021-15, An Ordinance amending Chapter 42 of the North Liberty Code of Ordinances. After discussion the vote was: ayes - Harrington, Smith, Hoffman, Wayson; nays - none; absent - Pollock. Motion carried.

Recordation Ordinance

Harrington moved, seconded by Hoffman to approve the Second consideration of Ordinance Number 2021-14, An Ordinance amending the recordation requirements of final subdivision plat documents in Chapter 180 of the North Liberty Code of Ordinances. The vote was: ayes - Wayson, Smith, Harrington, Hoffman; nays - none; absent - Pollock. Motion carried.

JT Properties Rezoning

Smith moved, seconded by Hoffman to approve amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at the southwest corner of Highway 965 and 240th Street located in North Liberty, Iowa to those set forth in the Municipal Code for the C-2A Highway Commercial District. The vote was: ayes - Smith, Harrington, Hoffman, Wayson; nays - none; absent - Pollock.

Old Business

Wayson encourages everyone to keep up with handwashing and masks due to increase in numbers with COVID.

New Business

FryFest is September 3rd; League of City's Conference is September 15-17 in Coralville. Hoffman is planning on running for Mayor this fall and there will be two seats to fill on the City Council.

Adjournment

Mayor Donahue adjourned the meeting at 7:39 p.m.

City of North Liberty

By: _____
Terry L. Donahue, Mayor

Attest: _____
Mary Byers, Deputy City Clerk

Services <<https://directory.iowa.gov/service/Index?>

[_ga=1.101492737.1604613096.1488473035&ia_slv=1630672541912](https://www.google.com/search?ga=1.101492737.1604613096.1488473035&ia_slv=1630672541912)>

License Application (LC0040325)

Agencies <https://directory.iowa.gov/?ia_slv=1630672541912>

Social <https://directory.iowa.gov/social/Index?ia_slv=1630672541912>

<https://www.iowa.gov/search/google?ia_slv=1630672541912>

- Applicant

Name of Legal Entity : zio johno's, Inc.

Name of Business(DBA) : zio johno's

Address of Premises : 780 community dr. #1

City : North Liberty

County : Johnson

Zip : 52317

Business : (319) 626-3232

Mailing Address: 383 abbotsford rd

City : cedar rapids

State : iowa

Zip : 52403

- Contact Person

Name : Eli Khairallah

Phone : (319) 721-6503

Email : eli@ziojohnsononline.com

- License Information

License Number : LC0040325

License/Permit Type : Class C Liquor License

Term : 12 Month

Effective Date : 2021-09-10

Expiration Date : 2022-09-09

Sub-Permits/Privileges :

- Status of Business

Business Type : Privately Held Corporation

- Ownership

eli khairallah

City : cedar rapids

State : iowa

Zip : 52403

Position : Owner

% of ownership : 100

U.S. Citizen : Yes

- **Insurance Company Information**

Insurance Company : MOUNT VERNON FIRE INS CO

Policy Effective Date : 2021-09-10

Policy Expiration : 2022-09-10

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): Zio Johno's

Address of Business: 780 Community Drive #1

Business Phone: _____

Email: _____

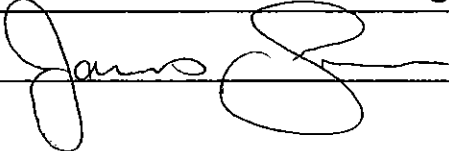
State of Iowa ABD License #: _____

Johnson County Health Department:

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

Name: James Lacina

Title: Environmental Health Manager Date: 9/2/21

Signature: 



North Liberty Police Department

340 N Main St•PO Box 77•North Liberty, Iowa•52317•(319) 626-5724/Fax: 5743

September 4, 2021

Liquor License Check

Business: Zio Johno's
780 Community Drive
North Liberty, IA 52317

Owner: Eli Khairallah (DOB: 1960)

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

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.



North Liberty Fire Department

Occupancy: **Zio Johno's Spaghetti House**

Occupancy ID: **ZIOJ02**

Address: **780 Community DR Apt/Suite #1
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **9/7/2021** By: **Hardin, Bryan E (01-1022)**

Time In: **14:59** Time Out: **15:30**

Authorized Date: **09/07/2021** By: **Hardin, Bryan E (01-1022)**

Next Inspection Date: **10/07/2021 Reinspection**



Form: General Fire
Inspection Checklist 1.3

Inspection Description:

ORDER TO COMPLY:

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

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

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

Inspection Topics:

Fire Extinguishers

Fire Extinguisher Monthly Inspection - Initial & Date Tag

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

Status: **FAIL**

Notes: **Complete monthly inspections.**



Emergency Lights & Exit Signs

Emergency Lighting - Illumination

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

Status: FAIL

Notes: Two emergency lights in kitchen are flashing red, check batteries.



Electrical Rooms / Electrical Wiring

Electrical Equipment - 3 Feet Clearance in Front of Panel

605.3 Working space and clearance. A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Where the electrical service equipment is wider than 30 inches, the working space shall be not less than the width of the equipment. Storage of materials shall not be located within the designated working space.

Status: FAIL

Notes: Maintain clearance in front of electrical panel.



Interior Finish/Flame Spread

Suspended Ceiling Tiles/Panels in Place

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

Status: FAIL

Notes: Kitchen, several missing ceiling tiles. Replace all missing ceiling tiles.

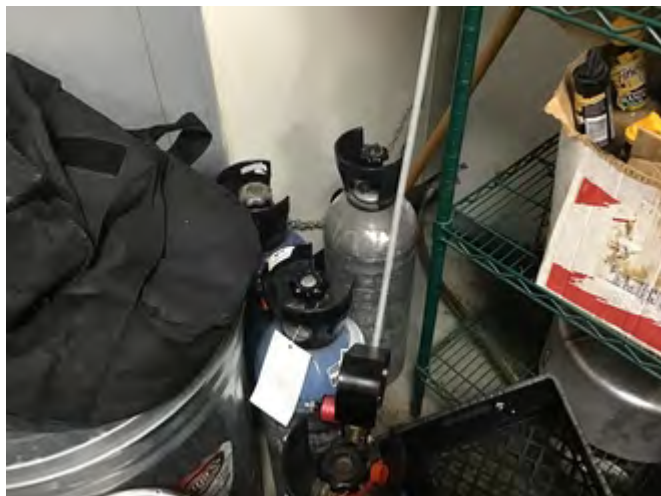
Compressed Gas Cylinders / LPG

Compressed Gas Cylinders Secured or Chained

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

Status: FAIL

Notes: 1) Behind bar, clip from chain is missing. Add clip to lock chain to eye hook.
2) kitchen, secure all cylinders.



Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 31 minutes

Total Time: 31 minutes

Summary:

Overall Result: Correction Notice Issued

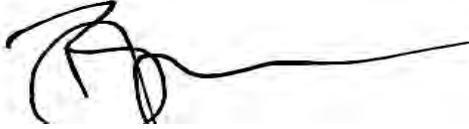
Inspector Notes:

Closing Notes:

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

Inspector:

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



Signed on: 09/07/2021 15:21

Signature

Date

Representative Signature:

Signature of: Pedro Ramirez on 09/07/2021 15:26



Signature

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

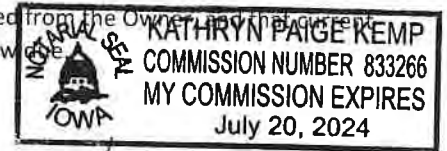
Application #: 4
Application Date: 8/17/2021
Period To: 2/24/2021 - 8/17/2021
Contract Date: 9/30/2020
WCI Project No: 1420

Contractor's Application For Payment

1. Original Contract Sum:	\$	420,000.00
2. Net change by Change Orders:	\$	(11,139.74)
3. Contract Sum to Date:	\$	408,860.26
4. Total Completed & Stored to Date:	\$	408,860.26
5. Retainage:	\$	20,443.01
a. 5% of Completed Work:	\$	20,443.01
b. 5% of Stored Material:	\$	-
6. Total Earned Less Retainage:	\$	388,417.25
7. Less Previous Certificate for Payment:	\$	257,530.31
8. Current Payment Due:	\$	130,886.94
9. Balance to Finish, Including Retainage:	\$	20,443.01

Change Order Summary	Additions	Deductions
CAR 1	\$ -	\$ 32,325.81
CAR 2	\$ 4,532.21	\$ -
CAR 3	\$ 3,024.52	\$ -
CAR 4	\$ 13,629.34	\$ -
CAR 5	\$ -	\$ -
CAR 6	\$ -	\$ -
CAR 7	\$ -	\$ -
CAR 8	\$ -	\$ -
CAR 9	\$ -	\$ -
CAR 9	\$ -	\$ -
CAR 10	\$ -	\$ -
TOTALS	\$ 21,186.07	\$ 32,325.81
NET CHANGES by Change Orders	\$	(11,139.74)

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 no payment shown herein is now due.



Contractor:

By: Rusty Wolfe Date: 8-17-21

State of: IOWA

County of: MUSCATINE

Subscribed and sworn to before me this day: 8/17/2021

Notary Public: Kathryn P Kemp
My commission expires: July 20, 2024

Architct'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 Archtecte'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: \$130,886.94

Architect: Tandi Brannan
By: Tandi Brannan Date: 8/24/2021



Mayor Report



PROCLAMATION

Welcoming Week

Whereas, North Liberty's success depends on making sure that all persons feel welcome here; and

Whereas, new residents make up a vital part of our community and robust growth – bringing fresh perspectives and new ideas, starting businesses, and contributing to the vibrant diversity that we all value; and

Whereas, all new North Libertarians are worthy of a sense of belonging to our community; a feeling fostered by peers, neighbors, and local governmental entities through positive interactions and equitable access; and

Whereas, during Welcoming Week, we honor the spirit of unity which brings people together across North Liberty, the greater Johnson County area, and the nation; and

Whereas, we invite our residents in reaffirming and renewing the commitment to the core American value of providing opportunity and sanctuary for all who seek; and

Whereas, regardless of where we are born or what we look like, we are united in our efforts to build a stronger, prosperous, more inclusive North Liberty community; and

Whereas, North Liberty residents & business owners, local elected officials, and City employees continually and intentionally work to build a community where every resident has the opportunity to contribute their best; and

Whereas, the City of North Liberty has crafted a network of Neighborhood Ambassadors, resourceful leaders embedded in their neighborhoods. These residents promote an atmosphere of belonging, engage in equity work, understand the unique character of their area, and serve as a conduit between residents and resources; and

Whereas, Johnson County's Welcoming Week activities culminate with a countywide photo scavenger hunt challenge at 2 pm on Sunday and online recipes & video instruction from North Liberty chefs at Rusciano's Authentic Taste of Napoli, Rancho Nuevo Mexican Bar & Grill, and Da Flava Unit food truck; events also include a Free Community Meal, art installation dedication, Step Afrika! performance, and neighborhood gatherings.

Now, therefore, be it resolved that I, Terry L. Donahue, Mayor of North Liberty, do hereby recognize September 10 - 19, 2021, as

Welcoming Week

in the City of North Liberty and would encourage community members to visit welcomeicarea.org to learn how they can participate in this year's mix of virtual & in-person countywide activities.

Signed in North Liberty, Iowa, this 14th day of September, 2021.

Mayor Terry L. Donahue



PROCLAMATION

National Hispanic Heritage Month

Whereas, National Hispanic Heritage Month is an opportunity to recognize the contributions of Americans of Latin and Hispanic descent and to celebrate their heritage and culture; and

Whereas, each year, the federal government and local governments observe National Hispanic Heritage Month as the period from September 15 to October 15, by recognizing and celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America; and

Whereas, Latin Americans have made innumerable contributions to the community in North Liberty and it is important the city recognize and celebrate the diverse histories and cultures of the Latin population; and

Whereas, the Latino community is integral to our City, with business owners and residents alike who are proud to be a part of the Latino community, but hope for greater visibility, recognition and representation; and

Whereas, the City of North Liberty continually strives to foster mutual understanding and respect among all our people; and

Whereas, this observance affords special opportunities to become more knowledgeable about Hispanic heritage and to honor the many Hispanics who have contributed to the progress of city, the state, and the nation;

Now, therefore: I, Terry Donahue, Mayor of North Liberty, Iowa, do hereby proclaim September 15 to October 15, 2021, to be **National Hispanic Heritage Month** in North Liberty and urge members of our community to learn about and recognize the contributions of Latin Americans to our history, culture and community.

Mayor Terry L. Donahue



Preliminary Plat



September 7, 2021

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

Request of Ders 380 LLC, Moyna North to approve a Preliminary Plat for a 10 lot subdivision on 53.94 acres, more or less, on property located at the northwest corner of West Forevergreen Road and South Jasper Avenue.

Mayor Donahue:

The North Liberty Planning Commission considered the above-reference request at its September 7, 2021 meeting. The Planning Commission took the following action:

Findings:

1. The preliminary plat, which proposes commercial development, achieves consistency with the Comprehensive Plan Future Land Map designation, which is Commercial.
2. The Preliminary Plat depicts proposed commercial lots consistent with C-2-A Highway Commercial District bulk requirements; and
3. The Preliminary Plat achieves consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

Recommendation:

The Planning Commission accepted the three listed findings and forward the Preliminary Plat to the City Council with a recommendation for approval.

The vote for approval was 4-0.

Josey, Bathke, Vice-Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **May 28, 2021**
 Re **Request of Ders 380 LLC, Moyna North LLC to approve a Preliminary Plat for a 10 lot subdivision on 53.94 acres, more or less, on property located at the northwest corner of West Forevergreen Road and South Jasper Avenue.**

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

Request Summary:

The Preliminary Plat proposes 10 lots and related infrastructure on 53.94 acres.

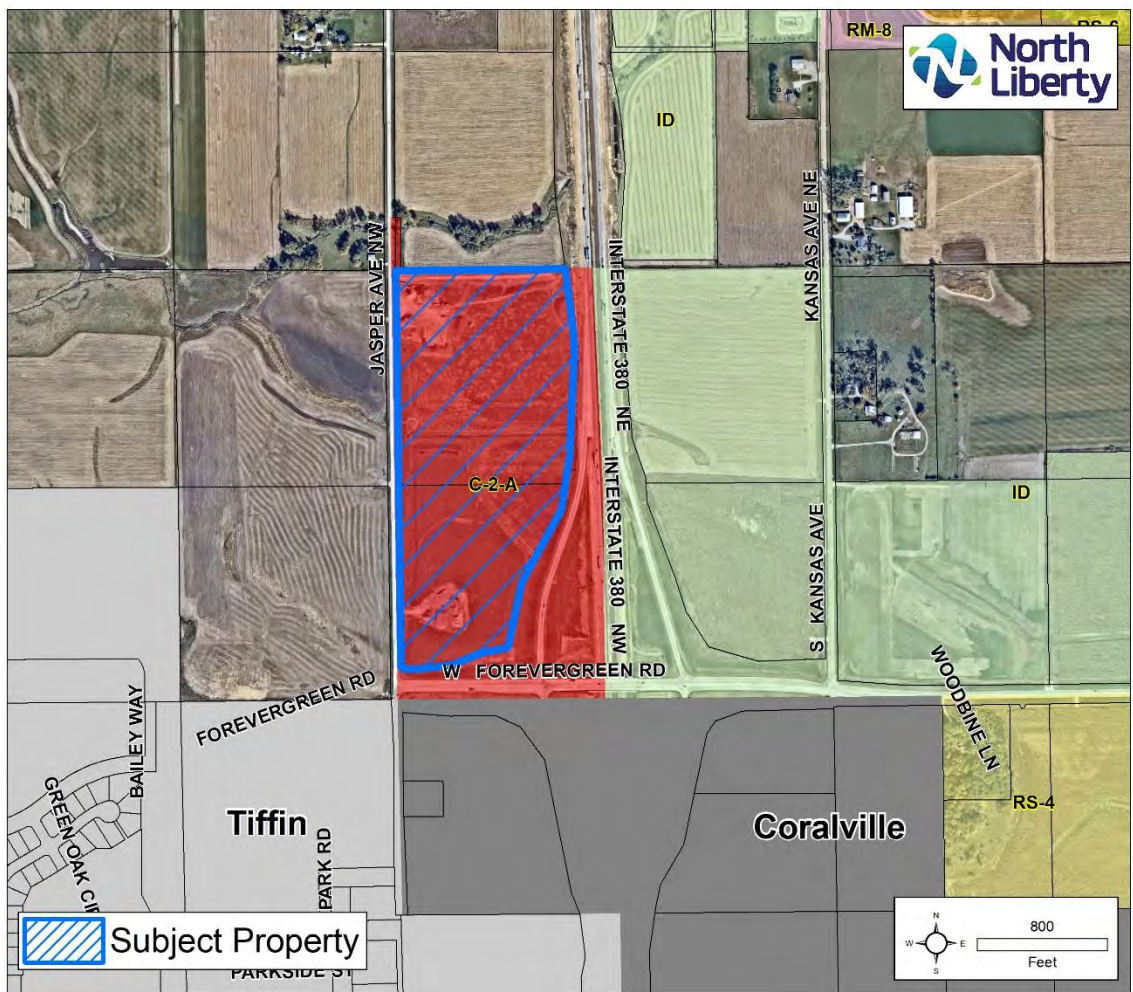


Current Zoning:

The property is currently zoned C-2-A Highway Commercial District.

C-2-A Description:

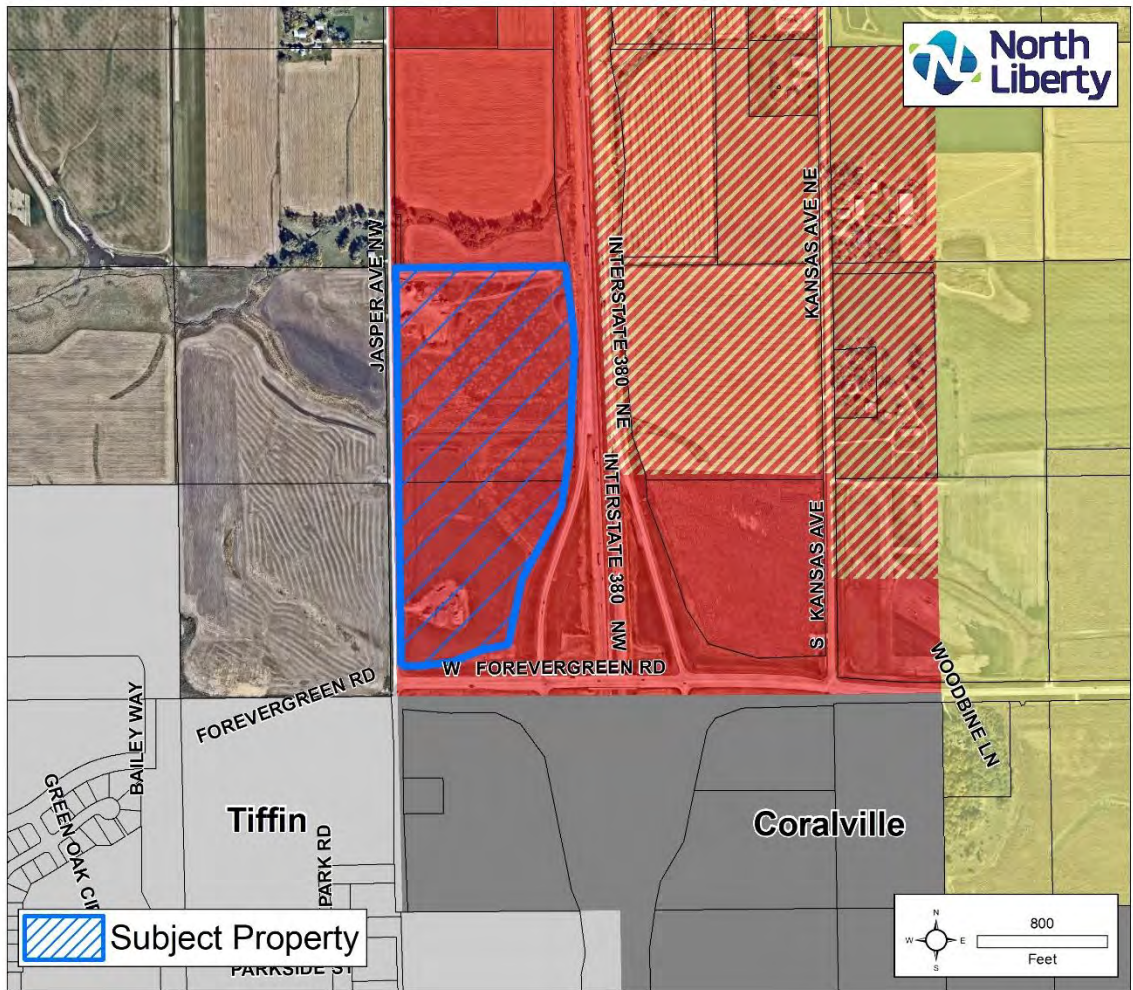
The C-2-A Highway Commercial District is intended to provide for those commercial uses which may take particular advantage of a highway location and/or due to size or other nuisance constraints may be incompatible with the predominantly retail uses permitted in the C-1-A and C-1-B Commercial Districts, and whose service area is not confined to any one neighborhood or community.



Consistency with Comprehensive Plan:

The property is designated Commercial on the Future Land Use Map.

The C-2-A zoning is consistent with the Commercial designation.



Approval Standards:

Section 180.11(3)(A) of the North Liberty Code of Ordinances sets forth the preliminary subdivision plat submittal requirements and review (Ordinance language in *italics* and staff analysis in **bold**).

- Preliminary Subdivision Plat Submittal Requirements and Review. The preliminary plat, in general, contains more information than the final plat, so that the subdivider and the City can ensure conformance with codes, master facility plans, and good planning and engineering practices. Though the preliminary plat is not recorded, it is approved by resolution of the City Council, and conditions for approval of the plat shall be addressed on any final plats of the same area.*

A. *Preliminary Plat Contents. The application shall include a preliminary plat of the subdivision drawn to a scale of one inch to one hundred feet minimum, and shall show:*

(1) A location map to provide spatial reference, showing the outline of the area to be subdivided, existing streets and corporate limits in the vicinity, a north arrow and scale or note stating "not to scale," and other information that might help clarify where the plat is located as well as its surroundings and size relative to other City features;

This has been provided on the Preliminary Plat.

(2) Name of proposed subdivision and date;

This has been provided on the Preliminary Plat.

(3) Legal description and acreage;

This has been provided on the Preliminary Plat.

(4) Name and address of owner;

This has been provided on the Preliminary Plat.

(5) Names of the persons preparing the plat, owner's attorney, representative or agent, if any;

This has been provided on the Preliminary Plat.

(6) Existing and proposed zoning district classification of all land within the proposed subdivision and within about 200 feet of the subdivision;

This has been provided on the Preliminary Plat.

(7) North point and graphic scale;

This has been provided on the Preliminary Plat.

(8) Contours at two-foot intervals or less, both existing and as generally proposed (subject to more refinement in subsequent construction plans);

This has been provided on the Preliminary Plat.

(9) Building setback lines as required by the current or proposed zoning district classifications;

This has been provided on the Preliminary Plat.

(10) The approximate boundaries of areas of known flood levels or floodplains, areas covered by water, wooded areas, floodways, and all open channel drainage ways;

This is not applicable.

(11) *Locations, names, and dimensions of existing lot lines, streets, public utilities, water mains, sewers, drainpipes, culverts, watercourses, bridges, railroads and buildings within in the proposed subdivision and within about 200 feet of the subdivision;*

This has been provided on the Preliminary Plat.

(12) *Layout of proposed blocks, if used, and lots, including the dimension of each lot, and the lot and block number in numerical order;*

This has been provided on the Preliminary Plat.

(13) *Layout and dimensions of proposed streets, sidewalks, trails, alleys, utility and other easements, parks and other open spaces or reserved areas;*

This has been provided on the Preliminary Plat. The sanitary sewer adjacent to the lift station will be deep, so easement widths may need to be adjusted on the Final Plat.

(14) *Grades of proposed streets and alleys;*

This has been provided on the Preliminary Plat.

(15) *A cross-section of the proposed streets showing the roadway locations, the type of curb and gutter, the paving, and sidewalks to be installed;*

This has been provided on the Preliminary Plat.

(16) *The layout of proposed water mains and sanitary sewer systems;*

This has been provided on the Preliminary Plat.

(17) *The drainage of the land, including proposed storm sewers, ditches, culverts, bridges and other structures;*

This has been provided on the Preliminary Plat.

(18) *Stormwater management facilities when applicable;*

This has been provided on the Preliminary Plat.

(19) *A signed certificate of the Johnson County Auditor for the subdivision name;*

This information has been provided.

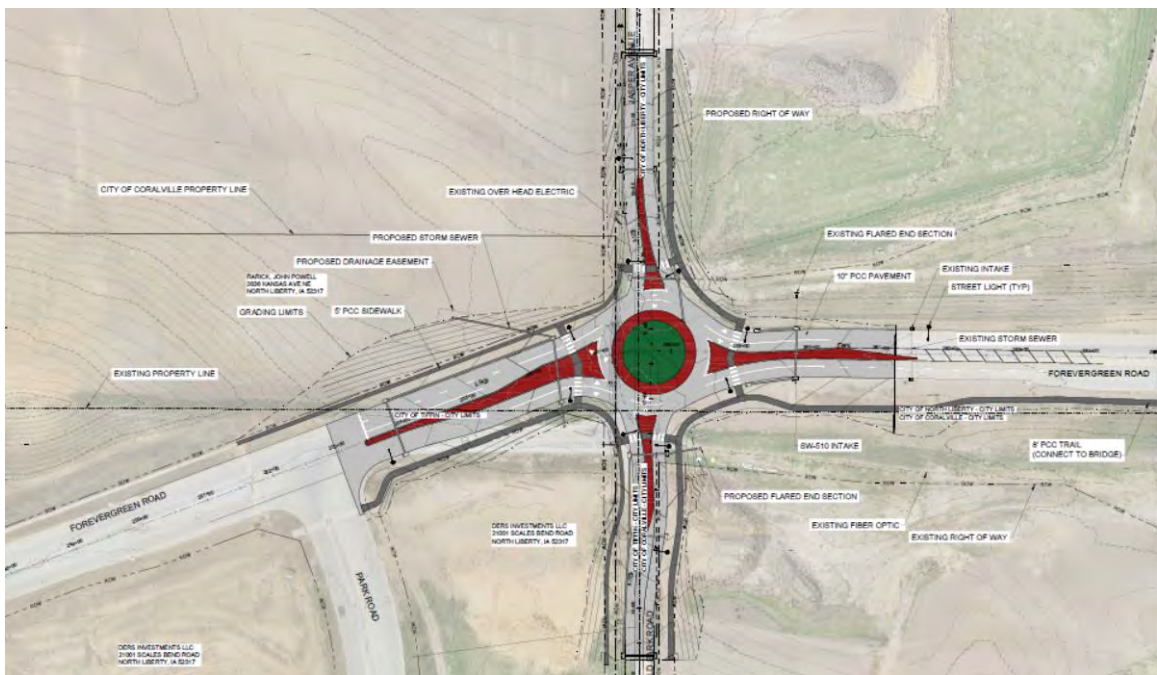
(20) *Other special details or features that may be proposed or required.*

None required.

Other Considerations:

1. West Forevergreen Road/South Jasper Avenue Intersection

City staff is envisioning a roundabout at the West Forevergreen Road/South Jasper Avenue intersection. Since this is the Coralville, North Liberty, Tiffin boundary, cost sharing of this improvement is anticipated. The City will apply for a Revitalize Iowa's Sound Economy (RISE) grant for this construction. There is some pending litigation, which is preventing full design and construction at this time.



2. South Jasper Avenue.

South Jasper Avenue is currently a gravel road. The preliminary plat depicts the roadway improved to City standards. This construction would occur in conjunction with the roundabout. The City will apply for a Revitalize Iowa's Sound Economy (RISE) grant for this construction. If development proceeds the roadway reconstruction, a temporary paved surface will be necessary.

3. Future Zoning/Land Use

Commercial development in North Liberty has been steady, and diversified. The demand for commercial property drops significantly beyond the Ranshay Way and Penn Street frontages, with very few exceptions. Demand for new development often follows the opening of new interchanges, but in today's economic market and with so much commercial property already available, it is easy to see that the City of North Liberty is substantially over-zoned for commercial development. Certainly, the new Forevergreen

Road interchange will bring opportunities, such a Steindler Orthopedic Clinic. However, recent calculations by staff indicate that there is enough commercially zoned property in North Liberty to take over 100 years to build out.

Staff has been working on a large Zoning Ordinance amendment, which in part contains a zoning district allowing for certain types of commercial land uses, but also light industrial uses, which would occur in enclosed buildings. Staff has discussed this with the applicant who is fully supportive of the new zoning district.

Staff Recommendation:

Findings:

1. The preliminary plat, which proposes commercial development, achieves consistency with the Comprehensive Plan Future Land Map designation, which is Commercial.
2. The Preliminary Plat depicts proposed commercial lots consistent with C-2-A Highway Commercial District bulk requirements; and
3. The Preliminary Plat achieves consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

Recommendation:

Staff recommends the Planning Commission accept the three listed findings and forward the request to approve the Preliminary Plat for 10 lots to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the three listed findings and forward the Preliminary Plat to the City Council with a recommendation for approval.

Resolution No. 2021-84

**RESOLUTION APPROVING THE PRELIMINARY PLAT
AND FINAL PLAT FOR THE EVERMORE, PART TWO,
NORTH LIBERTY, IOWA**

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

WHEREAS, the owner and applicant, Ders 380 LLC, Moyna North LLC, has filed with the City Clerk a preliminary plat described in Exhibit A which is attached hereto;

WHEREAS, the property is described as:
BEGINNING AT THE NORTH QUARTER CORNER OF SECTION 22, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA; THENCE N89°10'59"E, ALONG THE NORTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 22, A DISTANCE OF 912.84 FEET; THENCE S00°49'01"E, 90.00 FEET; THENCE N89°10'59"E, 25.00 FEET; THENCE S00°49'01"E, 60.00 FEET; THENCE N89°10'59"E, 104.50 FEET; THENCE N82°33'14"E, 50.00 FEET, TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF INTERSTATE NO. 380, AS ESTABLISHED BY TRUSTEE WARRANTY DEED, AND RECORDED IN BOOK 5653 AT PAGE 610 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE; THENCE S07°26'46"E, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 252.62 FEET, TO A POINT 150.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1293+70; THENCE S02°23'55"E, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 130.00 FEET, TO A POINT 150.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1292+40; THENCE S02°51'19"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 436.84 FEET, TO A POINT 190.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1288+05; THENCE S02°21'54"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 180.62 FEET, TO A POINT 205.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1286+25; THENCE S08°25'28"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 346.16 FEET, TO A POINT 270.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1282+85; THENCE S28°45'39"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 502.49 FEET, TO A POINT 530.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1278+55; THENCE S12°20'21"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 412.83 FEET, TO A POINT 635.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1274+55; THENCE

S77°53'29"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 172.52 FEET, TO A POINT 805.00 FEET NORMALLY DISTANT WESTERLY FROM INTERSTATE NO. 380 CENTERLINE STATION 1274+25; THENCE S67°44'16"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 186.84 FEET, TO A POINT 130.00 FEET NORMALLY DISTANT NORTHERLY FROM RELOCATED FOREVERGREEN ROAD CENTERLINE STATION 261+25; THENCE S82°44'15"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 206.52 FEET, TO A POINT 105.00 FEET NORMALLY DISTANT NORTHERLY FROM RELOCATED FOREVERGREEN ROAD CENTERLINE STATION 259+20; THENCE S89°41'25"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 90.00 FEET, TO A POINT 105.00 FEET NORMALLY DISTANT NORTHERLY FROM RELOCATED FOREVERGREEN ROAD CENTERLINE STATION 258+30; THENCE N54°48'31"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 25.83 FEET, TO A POINT 120.00 FEET NORMALLY DISTANT NORTHERLY FROM RELOCATED FOREVERGREEN ROAD CENTERLINE STATION 258+08.97; THENCE S89°41'25"W, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 33.00 FEET, TO A POINT ON THE WEST LINE OF THE WEST ONE-HALF THE NORTHEAST QUARTER OF SAID SECTION 22; THENCE N00°44'44"W, ALONG SAID WEST LINE, 2431.07 FEET, TO THE POINT OF BEGINNING. SAID TRACT OF LAND CONTAINS 53.94 ACRES, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

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

WHEREAS, said preliminary plat has been examined by the North Liberty Planning and Zoning Commission, which did recommend that the preliminary plat described as The Evermore, Part Two be approved with no conditions;

WHEREAS, said preliminary plat are found to conform with Chapter 354 of the Code of Iowa and ordinances of the City of North Liberty.

NOW, THEREFORE, BE IT RESOLVED that the Preliminary Plat for The Evermore, Part Two is approved.

APPROVED AND ADOPTED this 14th day of September, 2021.

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



Proclamation Policy



City of North Liberty Proclamations Policy

A proclamation is an official announcement issued by the Mayor to recognize a day, week, or month that will have a major citywide impact. The goal of a proclamation is to honor, celebrate, or create awareness of an event, special occasion, cause, or significant issue. They should generally be related to a community benefit or organization or City of North Liberty operations. In addition, the document should convey a positive message to North Liberty residents.

Guidelines for Proclamation Requests

The City receives many requests to present both new and annually recurring proclamations each and every month. As such, formal presentation of proclamations at City Council meetings is limited and the following guidelines have been established by the Mayor's office to ensure all requests can be appropriately considered and reviewed in advance.

- All proclamation requests must be submitted to the Mayor through the City Clerk's office **at least 30 days in advance** of the preferred issue date to allow for the approval process and production of the document itself. A draft of the proclamation should be included with the request by letter or email.
- Proclamations are not automatically renewed each year. Proclamations that may occur every year must be requested annually. If the request is for a repeat of a previous proclamation, a copy of that document should be included with the request.
- The Mayor's office reserves the right to approve or decline the production of a proclamation request and to edit any drafted material for final wording.
- Each proclamation request must come from a North Liberty resident and/or organization. This includes requests from national, international, or out-of-state organizations - in such instances, a local chapter or office should be associated with the request.

Proclamation Content

- A proclamation should reflect inclusiveness, not exclusiveness, and recognize that the strength of our democracy is our diversity. It must not take sides in matters of political, ideological or religious controversy or individual convictions.
- Proclamations must have a citywide significance and demonstrate relevancy to North Liberty

Presentation at Council Meetings

Requests for proclamations will be reviewed by City Staff and the Mayor, after which the City will provide notification of how and when the proclamation will be presented. If a formal presentation at a City Council meeting is available, the entity or organization requesting the proclamation is encouraged to be present to receive the proclamation from the Mayor. The representative may be invited to make brief comments – no more than 2-3 minutes. North Liberty City Council meets the second and fourth Tuesday of each month at 6:30 p.m..

Instructions for accepting proclamations and recognition at a City Council meeting:

1. Proclamations and recognitions are presented near the beginning of the meeting. It is advised that you arrive a few minutes before the start time of the meeting.
2. If you or anyone in your party has mobility issues, please let City Staff know beforehand so we can have staff deliver the proclamation or recognition to you during the meeting.
3. The Mayor will begin by reading all or a portion of the proclamation/recognition. If a representative is present, they may come forward to accept the proclamation, and may be invited to say a few words at the podium. The representative may bring others with them.
4. The representative should identify themselves and anyone else with them by name, organization and title. The representative may, if invited, make brief comments (about 2-3 minutes).
5. After accepting the proclamation or recognition, the representative and their guests may be seated or feel free to leave the meeting.

Resolution No. 2021-88

**RESOLUTION APPROVING THE PROCLAMATIONS POLICY FOR
THE CITY OF NORTH LIBERTY, IOWA**

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

WHEREAS, the Mayor of the City of North Liberty receives many requests for proclamations; and

WHEREAS, a policy setting the guidelines is beneficial to both staff and the Mayor in helping advise the public regarding requests for Proclamations; and

WHEREAS, the City's Proclamations Policy has created to match the current operations and provide clarifications of the guidelines of the City.

NOW, THEREFORE, BE IT RESOLVED that the Proclamations Policy for North Liberty, Iowa be approved.

APPROVED AND ADOPTED this 14th day of September, 2021.

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



Assessment Resolution

Resolution No. 2021-89

**RESOLUTION ASSESSING DELINQUENT AMOUNTS OWED
TO THE CITY OF NORTH LIBERTY, IOWA TO INDIVIDUAL
PROPERTY TAXES**

WHEREAS, the following individuals have not paid the amounts listed below which are due and payable to the City of North Liberty, Iowa as follows:

<u>Name</u>	<u>Property</u>	<u>Parcel</u>	<u>Amount</u>	<u>Description</u>
Vumilia Grace	1577 Deerfield Dr	0602403009	\$55.00	Weeds & Grass

WHEREAS, diligent effort has been made to collect said amount; and

WHEREAS, under the terms of the Municipal Code of North Liberty, Iowa, this amount is delinquent and should be certified pursuant to said Municipal Code.

NOW, THEREFORE, BE IT RESOLVED THAT that the City Clerk is hereby authorized and directed to certify to the Johnson County Treasurer the above and foregoing delinquent amount to the appropriate real property in North Liberty, Johnson County, Iowa, as hereinbefore described.

APPROVED AND ADOPTED this 14th day of September, 2021.

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



Property Purchase

**OFFER AND
ACCEPTANCE [IPL as Seller]**

TO Interstate Power and Light Company (F/K/A Iowa Electric Light & Power Co.):

1. REAL ESTATE DESCRIPTION. The Buyers offer to buy real estate in JOHNSON County, Iowa, described as follows:

See Legal Description, Exhibit A attached hereto and made a part hereof:

with any easements and appurtenant servient estates, but subject to the following: a) any zoning and other ordinances; b) any covenants of record; c) any easements of record for public utilities, roads and highways; and d) (consider: liens, mineral rights; other easements; interest of others) _____, (the "Real Estate").

2. PRICE. The purchase price shall be: Ten Thousand Dollars (\$ 10,000.00) (the "Purchase Price"), payable at LINN County, Iowa, as follows: (\$ 1,000.00) EARNEST MONEY TO BE PAID WITHIN 10 BUSINESS DAYS OF ACCEPTANCE AND TO BE HELD BY SELLER UNTIL CLOSING AND THE BALANCE TO BE PAID AT CLOSING.
3. REAL ESTATE TAXES. Seller shall pay all real estate taxes which are a lien on the Real Estate prior to possession and any unpaid real estate taxes payable in prior years. . Seller shall pay its prorated share, based upon the date of possession, of the real estate taxes, if any, for the fiscal year commencing July 1 prior to Closing, due and payable on the following fiscal year. Buyer shall be given a credit for such proration, if any, at Closing based upon the last known actual net real estate taxes payable according to public records. Buyers shall pay all subsequent real estate taxes.
4. SPECIAL ASSESSMENTS.
- a. Seller shall pay all installments of special assessments which are a lien on the Real Estate and, if not paid, would become delinquent during the calendar year this Offer and Acceptance is accepted, and all prior installments thereof.
- b. All other special assessments shall be paid by Buyers.
5. RISK OF LOSS. Risk of loss prior to Seller's delivery of possession and Closing of the Real Estate to Buyer shall remain with the Sellers.
6. CARE AND MAINTENANCE. The Real Estate shall be preserved in its present condition and delivered intact at the time possession is delivered to Buyers.
7. POSSESSION AND CLOSING. If Buyers timely perform all obligations, possession and Closing of the Real Estate shall be delivered to Buyers on or before [Note: provide a minimum of 60 days] November 2, 2021 (the "Closing").
8. FIXTURES. All property that integrally belongs to or is part of the Real Estate, whether attached or detached, such as light fixtures, shades, rods, blinds, awnings, windows, storm doors, screens, plumbing fixtures, water heaters, water softeners, automatic heating equipment, air conditioning equipment, wall to wall carpeting, built-in items and electrical service cable, outside television towers and antenna, fencing, gates, and landscaping shall be considered a part of Real Estate and included in the sale except: (consider: rental items.) _____
9. USE OF PURCHASE PRICE. At time of settlement, funds of the Purchase Price may be used to pay taxes and other liens and to acquire outstanding interests, if any, of others.

10. ABSTRACT AND TITLE. Seller is not obligated to provide a 40 year merchantable abstract to Buyer. Seller will provide any title documentation it has in its possession provided Seller makes no warranty or representations related to the accuracy or completeness of such information.
11. DEED. Upon payment of Purchase Price, Seller shall convey the Real Estate to Buyers, by Warranty Deed.
12. TIME IS OF THE ESSENCE. Time is of the essence in this Offer and Acceptance.
13. REMEDIES OF THE PARTIES:
 - a. If Buyers fail to timely perform this Offer and Acceptance, Seller may forfeit it as provided in the Iowa Code, and all payments made shall be forfeited or, at Seller's option, upon thirty days written notice of intention to accelerate the payment of the entire balance because of such failure (during which thirty days such failure is not corrected) Seller may declare the entire balance immediately due and payable. Thereafter this Offer and Acceptance may be foreclosed in equity and the Court may appoint a receiver.
 - b. If the Seller fails to timely perform this Offer and Acceptance, Buyers have the right to have all payments made returned to them.
 - c. Buyers and Seller also are entitled to utilize any and all other remedies or actions at law or equity available to them and shall be entitled to obtain judgment for costs and attorney fees as permitted by law.
14. STATEMENT AS TO LIENS. If Buyers intend to assume or take subject to a lien on the Real Estate, the Seller shall furnish Buyers with a written statement from the holder of such lien, showing the correct balance due.
15. SUBSEQUENT CONTRACT. If applicable, any real estate contract executed in performance of this contract shall be on the current form of the Iowa State Bar Association.
16. APPROVAL OF COURT. If the sale of the Real Estate is subject to Court approval, the fiduciary shall promptly submit this Offer and Acceptance for such approval. If this Offer and Acceptance is not so approved on or before Closing it shall be void.
17. CONTRACT BINDING ON SUCCESSORS IN INTEREST. This Offer and Acceptance shall apply to and bind the successors in interest of the parties. Buyer may not assign its interest in this Offer and Acceptance without the prior written consent of Seller.
18. CONSTRUCTION. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.
19. TIME FOR ACCEPTANCE. If this Offer and Acceptance is not accepted by the Seller on or before [Note: provide a minimum of 10 business days] September 8, 2021, it shall become void and all earnest payments shall be repaid to the Buyers.
20. a. **Environmental Conditions.** This Offer and Acceptance is expressly contingent upon the receipt by Seller or Buyers, on or before possession, of results satisfactory to each of any investigation, tests, audits, examinations or analysis of the environmental condition of the Real Estate that the Seller or Buyer may obtain. Each party shall bear its own costs of performing the environmental assessments and testing it deems appropriate. If for any reason, Seller or Buyers determines that the property to be acquired is not in satisfactory environmental condition, as determined in each party's sole and absolute discretion, Seller or Buyers may terminate this Offer and Acceptance, and Buyers will be returned to their original position, including the return of any earnest money deposit.

b. **Property Condition.** Buyer agrees to take possession of the Real Estate "AS IS" without representations or warranties expressed or implied by Seller.

21. ACCESS TO REAL ESTATE. If applicable Buyer's access to Real Estate prior to possession and Closing shall be contemplated on a separate Access Agreement with term limitations and conditions.
22. EASEMENTS. At Closing, Buyer agrees to grant any easements Seller requires as may be deemed necessary by Seller for the operation of the utility on Seller's form of easement at no further cost to Seller.
23. FURTHER DOCUMENTATION. Buyer and Seller agree in good faith to execute such further or additional documents as may be necessary or appropriate to carry out the intent and purpose of this Offer and Acceptance.
24. SUBDIVISION. In the event that a subdivision of the Real Estate or a parcel of land of which the Real Estate comprises a part is required to allow Seller to convey the Real Estate in conformance with Iowa Code Section 354 and / or the subdivision ordinance of the municipality or county in which the Real Estate is situated, Buyer and Seller shall work together in good faith to subdivide the Real Estate. In the event that Seller is unable to secure approval by the applicable authority to subdivide the Real Estate on or before Closing, Seller may terminate this Offer and Acceptance by providing Buyer written notice thereof. Buyer shall bear ninety percent (90%) of the actual, reasonable and documented costs of subdividing the Real Estate for the purpose of excluding the southern 20' of the western 60' from Lot 34, Interurban Addition.
25. See Attached, Exhibit B – Written Letter to IDNR
26. CITY COUNCIL APPROVAL. This offer is made contingent upon approval of the North Liberty City Council. If this offer is not approved by resolution of the North Liberty City Council within 30 days of acceptance by Seller, or if the resolution so approved is subsequently vetoed by the Mayor of the City of North Liberty, then the offer and acceptance shall be null and void, and all sums paid shall be returned to Buyer.



Grant D. Lientz, City Attorney
City of North Liberty, Buyer

8/20/2021

Date

This Offer and Acceptance is accepted _____, 20____.

INTERSTATE POWER AND LIGHT COMPANY (Seller)

By:

Exhibit A – Legal Description

The South 25 feet of Myers Street abutting Lot 33 of Interurban Railway Addition to the town of North Liberty, Iowa according to the recorded plat thereof, subject to an easement for egress and ingress for the public over the North 10 feet of said tract.

And

Lot Thirty-three (33), Lot Thirty-four (34) excepting the South 20 feet, and Lot Thirty-Five (35) excepting the East 25 feet thereof, all in Interurban Addition, North Liberty, Iowa, according to the plat thereof, recorded in Plat Book 1, page 106 and 107, Plat of Records of Johnson County, Iowa.

Except

The West 60 (sixty) feet of lot 35 of the Interurban Railway Addition to the town of North Liberty according to the plat thereon recorded in Plat Book 1, pages 106 and 107, Plat Records of Johnson County, Iowa.

Exhibit B - Written Letter to IDNR



Interstate Power and Light Co.
An Alliant Energy Company

200 First Street SE
P.O. Box 351
Cedar Rapids, IA 52406-0351

Office: 1.800.822.4348
www.alliantenergy.com

June 11, 2015

Janet Gastineaux
Iowa Department of Natural Resources
7900 Hickman Road
Suite 200
Windsor Heights, IA 50324-4432

Re: Interstate Power and Light Company
Report of an Oil Spill – North Liberty, Iowa
Spill Number: 060415-JAG-1638

Dear Janet Gastineaux:

This letter is being sent on behalf of Interstate Power and Light Company (an Alliant Energy company). It is the written report of a spill condition as required per the State of Iowa regulations. The subject spill was contained and all cleanup has been accomplished.

a. The exact location of the hazardous condition.

Cherry Street and Stewart Street in North Liberty, Iowa

b. The time and date of onset or discovery of the hazardous condition.

1:15 PM on 06/04/2015

c. The name and volume of each material involved in the hazardous condition.

approximately 1 gallon of electrical equipment oil

d. The medium (land, water or air) in which the hazardous conditions occurred or exists.

gravel

e. The name, address and telephone number of the party responsible for the hazardous condition.

Interstate Power and Light Company
200 First Street SE
Cedar Rapids, Iowa 52401
563-584-7388

f. The time and date of the verbal report to the department of the hazardous condition.

4:38 PM on 06/04/2015

g. The weather conditions at the time of the hazardous condition onset or discovery.

fair

h. The name, mailing address and telephone number of the person reporting the hazardous condition.

Mark Teply
200 1st Street SE
Cedar Rapids, IA 52401
800-526-3323

i. The name and telephone number of the person closest to the scene of the hazardous condition who can be contacted for further information and action.

Tim Van Weelden, Mgr Substation Constr & Maint
319-786-1914

j. Any other information, such as the circumstances leading to the hazardous condition, visible effects and containment measures taken that may assist in proper evaluation by the department.

An electrical equipment failure and accompanying fire allowed the release of approximately 1 gallon of electrical equipment oil onto gravel. The substation unit is non PCB. All visible signs of oil were cleaned and the spill material will be disposed of properly.

Please do not hesitate to contact me at 563-584-7388 if you have additional questions.

Sincerely,

Debbie Freese
Environmental Specialist
DebbieFreese@alliantenergy.com

cc: Facility File

Counter Offer #1 to the Offer & Acceptance

This Counter-offer dated August 26, 2021, between:

Interstate Power and Light Company (IPL) (Seller) and

City of North Liberty, Iowa (Buyer)

is hereby agreed upon by both parties involved in the real estate transaction known as **Offer and Acceptance** Dated August 20, 2021:

1. Confirming the legal description of the land sale on Exhibit A (as confirmed by Deputy, Johnson Co. Auditor
2. and price to be \$9000.
3. The city will cooperate with the land sale to the adjacent land owner, as necessary.

Offer good through August 31, 2021

City of North Liberty, Iowa



Interstate Power and Light Company

Date

8/27/2021

Date

Legal Description

Lot Thirty-three (33), Lot Thirty-four (34) excepting the South 20 feet thereof, all in Interurban Addition, North Liberty, Iowa, according to the plat thereof, recorded in Plat Book 1, page 106 and 107, Plat of Records of Johnson County, Iowa.

And

The South 25 feet of Myers Street abutting Lot 33 of Interurban Railway Addition to the town of North Liberty, Iowa according to the recorded plat thereof, subject to an easement for egress and ingress for the public over the North 10 feet of said tract.

Resolution No. 2021-90

RESOLUTION APPROVING THE OFFER TO BUY REAL ESTATE AND ACCEPTANCE BETWEEN THE CITY OF NORTH LIBERTY AND INTERSTATE POWER AND LIGHT

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

WHEREAS, Interstate Power and Light Company (“Alliant”) wishes to sell certain property (“Property”) located within the corporate limits of the City of North Liberty; and

WHEREAS, acquisition of the Property by the City of North Liberty will facilitate reinvestment and development in the Cherry Street District in accordance with the City’s Community Identity and Visioning plan, and

WHEREAS, an Offer to Buy Real Estate and Acceptance Agreement for the Property and counteroffer (the “Agreements”) were executed on behalf of Alliant and the City of North Liberty, contingent upon approval by the City Council; and

WHEREAS, the consideration for the Property established in the Agreements is \$9,000.00, as well as 90% of any required survey costs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of North Liberty, Iowa, that the Agreements are hereby approved and ratified.

BE IT FURTHER RESOLVED, that the City Attorney is hereby directed and instructed to prepare any necessary documents needed in order to transfer the property to the City of North Liberty, Iowa, in accordance with the terms of the Agreements.

APPROVED AND ADOPTED this 14th day of September, 2021.

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



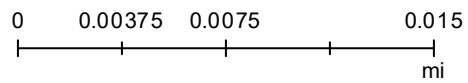
Johnson County



**Johnson County GIS
Web Printing**

My Map

Printed: 9/10/2021



1 inch = 37 feet



The information presented herein is intended to be an accurate representation of existing records. Johnson County assumes no liability for errors or omissions. Users relying on this information do so at their own risk.



Comprehensive Plan

Resolution No. 2021-91

**RESOLUTION APPROVING SERVICES AGREEMENT
BETWEEN THE CITY OF NORTH LIBERTY AND RDG FOR
COMPREHENSIVE PLANNING SERVICES**

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

WHEREAS, the City Council desires to update the City's Comprehensive Plan; and

WHEREAS, a request for proposals was published and posted in the appropriate locations to obtain proposals for services; and

WHEREAS, three consultants provided proposals that were reviewed by City staff, and

WHEREAS, after interviewing two consulting firms, staff selected RDG based on their qualifications; and

WHEREAS, RDG has presented a proposal for services relating to this project; and

NOW, THEREFORE, BE IT RESOLVED that the agreement presented by RDG is approved for Comprehensive Planning Services Agreement at a lump sum fee of \$118,000 plus costs of expenses is hereby approved as set forth therein.

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

APPROVED AND ADOPTED this 14th day of September, 2021.

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



Proposal to Prepare

A New Comprehensive Plan for the City of North Liberty, Iowa

Submitted by

RDG Planning & Design
in association with HDR, Inc.





June 11, 2021

Ryan Rusnak, AICP
Planning Director
City of North Liberty
PO Box 77
3 Quail Creek Circle
North Liberty, Iowa 52317

RE: Proposal to Prepare the
North Liberty Comprehensive
Plan

Dear Mr. Rusnak and Members of the Selection Committee:

RDG Planning & Design is pleased to submit this proposal to prepare a new comprehensive plan for the City of North Liberty. This is an exciting opportunity for the city to work in partnership with its residents to develop a vision for the community that is oriented to action and implementation. As you review our proposal, consider the following highlights that set us apart from other firms and will provide a distinct value to the community.

Extensive Land Use Planning Experience: We have completed hundreds of land use plans for communities of all sizes from North Dakota to Texas and across Iowa. We use an interactive process that informs people about the implications of different growth scenarios that lead to a preferred future.

Practical and Strategic: Our team includes former city officials who understand what it is like to implement a plan. Plans can take many forms and orient to the primary users and audiences to ensure they remain relevant. Some plans are traditional (Dyersville), while others have been technical (planOKC), strategic (Pella), and theme-based (Cedar Rapids). This approach has resulted in numerous planning awards, both state and national.

Robust Public Engagement: In light of the pandemic, we have blended traditional engagement efforts with Social Pinpoint (and other online platforms). Regardless of the setting, our marketing and promotion strategies are key to attracting people to the process.

Multi-disciplinary: Our team includes leading experts in active transportation, housing strategies, environmental/water resources, preservation, and district/corridor planning. As a multi-disciplinary firm, we have architects, landscape architects, and artists that can bring unique expertise to the process.

Our work is mission-driven, based on a commitment to improving the quality and viability of communities. We believe no one will work harder or with a greater commitment to the good of North Liberty.

Sincerely,

Charlie Cowell, AICP
Project Manager
ccowell@rdgusa.com





TABLE OF CONTENTS

Firm Profile Tab 1

Key Personnel Tab 2

Work Program Tab 3

Relevant Work and References Tab 4

Cost Estimate. Tab 5

Firm Profile 01



FIRM PROFILE



Office Location

301 Grand Avenue
Des Moines, IA 50309
T: 515-288-3141
www.rdgusa.com

Project Contact

Charlie Cowell, AICP
Urban Planner
ccowell@rdgusa.com

Services

- Planning & Urban Design
- Architecture
- Art Studio
- Engineering
- Graphic Design & Multimedia
- Interior Design
- Landscape Architecture
- Lighting Design
- Strategic Facilities Planning
- Sustainability

Size of Firm

- 178 Employees
- 6 Urban Planners
 - 1 GIS Analysts
 - 17 Landscape Architects



ABOUT RDG

From our newest team members to the founding principals who began their practices in the 1960s, RDG Planning & Design is a multifaceted network of design and planning professionals. Diverse in knowledge and experience, we are united in the pursuit of meaning for our clients and ourselves. RDG Shutte, Wilscam, Birge, Inc. (doing business as RDG Planning & Design) is a privately held corporation of Nebraska; parent company is Renaissance Design Group. We operate to create one distinct organization with the shared purpose of creating meaning together.

Over fifty years of dedication to success have taken us around the world. Today, our commitment to communication and technology allow us to engage our clients anywhere they may be from our offices in Omaha, Nebraska; Des Moines and Dubuque, Iowa; St. Louis, Missouri; and Ft. Myers, Florida. We're free from boundaries and able to work on a regional, national, or global scale. Our interdisciplinary approach allows us to integrate our broad areas of expertise and apply the right team members to any given endeavor.

Create.

Creation is a result of every interaction with our clients and those they serve. Ultimately, we help create lasting relationships between people and the places they live and love.

Meaning.

We find meaning in relationships, and in people and the deep connections they have to their environments. When we find meaning, we achieve a deeper understanding of how to create the very best spaces to work, live, and play.

Together.

The most important member of our team is you. You know your needs better than anyone else, and you're the advocate for the effort because you'll love and care for your space long after we celebrate its completion.



FIRM PROFILE



ABOUT HDR, Inc.

Since 1917, we have partnered with clients to shape communities and challenge the boundaries of what's possible for a century. Headquartered in Omaha, our expertise spans 10,000 employees, in more than 225 locations around the world including five offices in Iowa. Our engineering, architecture, environmental, and construction services bring an impressive breadth of knowledge to every project. We are consistently ranked among the top firms by leading industry publications, including Engineering News-Record and Architectural Record. Our optimistic approach to finding innovative solutions defines our past and drives our future.

Following our inception, it didn't take us long to expand our resources into Iowa, and we've been successfully partnering with Iowa communities ever since. We have office locations in Ames, Coralville, Cedar Rapids, Council Bluffs, and Des Moines and bring an intricate understanding of the local markets.

HDR is ranked #6 in Transportation ENR Rankings for the Top 500 Design Firms, and we are industry leaders in both transportation and power. Throughout the life of a transportation project, we emphasize the importance of data-driven decisions to identify the best solution. Our full-service teams offer complete project life cycle management, from initial capital planning and economic analyses to design and construction management to geospatial data integration and asset management. We also manage large, complex infrastructure programs such as public-private partnerships and design-build projects to help our clients mitigate risks and achieve successful outcomes.

HDR+RDG

Ames Comprehensive Plan - IA

DSM Douglas Avenue Corridor Plan - IA



Key Personnel 02



PROJECT TEAM



Charlie Cowell, RDG | Planner, Project Manager

Charlie will manage the planning process and production to provide daily support on the project. He has been a major contributor to a range of projects.



Molly Hanson, RDG | Engagement

Molly will lead public engagement efforts, virtual and in-person. Since the emergence of the pandemic, she's developed toolkits for communities. She also brings a strong background in water resources.



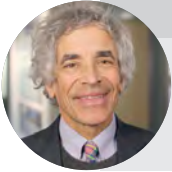
Cory Scott, RDG | Subareas and Economic Development

Cory is one of the Midwest's leading planners, having presented at numerous national and regional conferences and received numerous awards, specifically related to downtown and corridor planning.



Laura Kessel, RDG | Urban Design

Laura will lead urban design and placemaking elements of the plan. She has experience designing active and livable neighborhoods in Iowa such as Gray's Station in Des Moines and The Neighborhood at Indian Creek in Marion.



Martin Shukert, RDG | Land Use, Growth, and Mobility

Marty will lead future land use planning and development concepts. He is fluent in all aspects of community development. Prior to joining RDG, Marty was the Planning Director for the City of Omaha.



Joe Spradling, HDR | Transportation/Mobility

Joe will coordinate transportation efforts among the various stakeholders. He led a similar effort with RDG on the Douglas Avenue Corridor Study.



Amy Haase, RDG | Neighborhoods and Housing

Amy's a Midwest leading expert in housing planning, having led studies from Minnesota to Texas and Kansas to Indiana. Her focus will target housing needs and gaps in North Liberty.



Stephanie Fleckenstein, HDR | Utilities

Stephanie will provide support for utilities. She led a similar effort with RDG on the recent comprehensive plan.



Greg Pierce, RDG | Environment and Water Resources

Greg will contribute to the environmental aspects of the comprehensive plan, focusing primarily on water resources.





CHARLIE COWELL AICP

Project Manager / Planner – 515.309.3265 – ccowell@rdgusa.com

EDUCATION

2013, University of Iowa, Master of Community and Regional Planning

2011, University of Northern Iowa, Bachelor of Economics

REGISTRATIONS

American Institute of Certified Planners

AFFILIATIONS

American Planning Association, National and Iowa Chapter - Board Member, Professional Development Chair

Charlie has experience across many fields of urban planning and implementation including historic preservation, code writing, and active transportation. As a former planner with the City of Sioux City, he worked one-on-one with developers on site plan proposals, downtown greenspace improvements, code reviews, and drafting recommendations. Charlie's experience translates into his success in creating realistic and sustainable recommendations for communities of all sizes.

Development Ordinance and Guidelines

Charlie provides ordinance review on all planning projects and specializes in ordinance drafting and development.

- Grand Forks Downtown Form Based Code - Grand Forks, ND (In progress)
- Dyersville Zoning Ordinance Rewrite - Dyersville, IA
- Bettendorf Zoning Rewrite - Bettendorf, IA
- Pella Planning Services - Pella, IA
- Highway 141 Overlay Design Manual - Grimes, IA
- The Neighborhood at Indian Creek Design Standards - Marion, IA
- Camdenton Zoning Updates - Camdenton, MO
- Seward Zoning Updates - Seward, NE
- Douglas County Stormwater Ordinance - Nebraska

Code Development - Enforcement and Site Plan Review* – Sioux City, IA

Special District & Downtown Plans

- Pella Downtown Streetscape - Pella, IA
- Academy Arts District Plan - Maize, KS
- Dyersville Downtown Plan - Dyersville, IA
- Mandan Downtown Plan - Mandan, ND
- MidTown Tosa Plan - Wauwatosa, WI
- Waupaca Downtown Plan - Waupaca, WI
- West Lake Drive Corridor Plan - Detroit Lakes, MN

Land Use and Comprehensive Planning

- Grimes Comprehensive Plan Update - Grimes, IA
- Kalona Comprehensive Plan Update - Kalona, IA
- Plan Dyersville: Comprehensive Plan - Dyersville, IA
- Seward Comprehensive Plan - Seward, IA
- Detroit Lakes Comprehensive Plan Update - Detroit Lakes, MN
- Derby Comprehensive Plan - Derby, KS

**Indicates work completed while employed with another firm.*





CORY SCOTT AICP

Subareas and Economic Development – 515.288.3141 – cscott@rdgusa.com

EDUCATION

2010, University of Nebraska Omaha, Master of Science, Urban Studies

2000, Iowa State University, Bachelor of Science, Community and Regional Planning

REGISTRATIONS

American Institute of Certified Planners

National Charrette Institute - Management & Facilitation

Since joining RDG in 2000, Cory has been involved in all phases of project development, including conducting research and focus groups to producing graphics and publications. Cory has been published in numerous articles, cited in academic studies, and spoken at conferences about market-based planning. His plans and passion for communities have resulted in millions of dollars of new investment – both public and private funds – and honored by numerous awards.

Commercial District Plans (selected)

Kansas

- De Soto
- Fort Scott
- Olathe
- Illinois
- Mount Vernon

Iowa

- Burlington
- Clear Lake
- Council Bluffs
- Dyersville
- Marshalltown
- Mason City

Minnesota

- Bemidji
 - Detroit Lakes
 - Park Rapids
- ### Missouri
- Trenton
 - Milan

Nebraska

- Columbus
- Kearney
- McCook
- Nebraska City
- Ogallala
- Plattsmouth

North Dakota

- Fargo
 - Mandan
 - Williston
- ### South Dakota
- Deadwood
 - Sturgis
 - Yankton

Wyoming

- Buffalo
- Gillette
- Rawlins

Wisconsin

- De Pere
- La Crosse
- Waupaca
- Wauwatosa

Notable Corridor Plans (selected)

- Highway 100 Corridor Study – Cedar Rapids, IA
- Bluff Street Redevelopment Plan – Council Bluffs, IA
- Douglas Avenue Corridor Study – Des Moines, IA
- Ingersoll Avenue Improvement Study – Des Moines, IA
- West Lake Drive – Detroit Lakes, MN
- 71B Corridor Plan – Fayetteville, AR
- Highway 169 Study – Fort Scott, KS
- Northwest Land Use and Transportation Plan – Fargo, ND
- Stocktrail Neighborhood - Gillette, WY
- South Locust Corridor Plan – Grand Island, NE
- West Adams Street – Macomb, IL
- Academy Arts District Plan – Maize, KS
- Highway 163 Corridor – Pleasant Hill, IA
- Blackstone Neighborhood – Omaha, NE
- Maple Street Corridor Plan – Omaha, NE
- Mt. Rushmore Corridor Master Plan – Rapid City, SD
- MidTown and East Tosa North Avenue – Wauwatosa, WI
- South Central Neighborhood – Wichita, KS





AMY HAASE AICP

EDUCATION

1999, University of Nebraska
Omaha, Master of Science - Urban
Studies

1995, Wayne State College,
Bachelor of Arts - Social Science
Field Endorsement

REGISTRATIONS

American Institute of Certified
Planners

Certified Public Facilitator,
International Association of Public
Participation (IAP2)

AFFILIATIONS

Metro Area Transit Authority,
Omaha - Board Member

Neighborhoods and Housing – 402.392.0133 – ahaase@rdgusa.com

Since joining RDG in 1999, Amy has managed numerous projects including comprehensive plans, housing market studies, downtown and corridor redevelopment, neighborhood revitalization, park master plans, and transportation studies. Amy is a trusted leader in developing plans and leading public engagement processes that fit the needs of communities for communities of all sizes throughout the Midwest.

Land Use and Comprehensive Planning

- **Iowa:** Ames, Grimes, Pella
- **Kansas:** Hays, Ellis County, Junction City, Geary County
- **Missouri:** Excelsior Springs, Maryville, Camdenton
- **Nebraska:** Norfolk, Plattsmouth, Ravenna, Schuyler, Seward, Superior, Wayne, Valentine; Douglas, Cuming, and Sarpy Counties
- **North Dakota:** Bismarck
- **Oklahoma:** Oklahoma City (National APA Daniel Burnham Award), Shawnee
- **South Dakota:** Brookings, Sturgis, Yankton
- **Texas:** Kermit, Midland

Housing Market Studies (selected)

- **Iowa:** Clarinda, Muscatine, Winterset; Calhoun, Hamilton, Jasper, Mitchell, Pocahontas, Story, and Washington Counties

- **Indiana:** Bloomington Housing & Neighborhood Study, Indiana Uplands Regional Housing Study
- **Kansas:** DeSoto, Dodge City, Garden City, Great Bend, Hays, Liberal, Russell; Dickinson, Ford, Finney, Johnson, and Lyon Counties
- **Nebraska:** Kearney, Lincoln, Nebraska City, Norfolk, Plattsmouth, Schuyler, Wayne, York County
- **Minnesota:** Ada, Appleton, Bemidji, Cannon Falls, Lake City, Mabel-Canton-Spring Grove, Plainview, Proctor, Roseau, Wadena, Wells, Zumbrota, Becker, Pine, Dodge, and Clearwater Counties

Neighborhood Planning

- Live Salina: A Strategic Housing and Neighborhood Plan – Salina, KS
- Park Avenue Redevelopment Study – Omaha, NE
- Neighborhood Redevelopment Plan – Grand Island, NE
- Downtown Revitalization Plan – Norfolk, NE
- Downtown Plan – Seward, NE





MARTIN SHUKERT FAICP

Land Use, Growth, and Mobility – 402.392.0133 – mshukert@rdgusa.com

Martin is a city planner/urban designer with over 40 years' experience. He has led major downtown/neighborhood reinvestment programs, writing comprehensive plan elements, developing/implementing the city's zoning ordinance, and beginning the process of trail development. Marty has excelled in a variety of areas including transportation; transit and trails; downtown; housing; large scale land use; redevelopment planning and implementation; corridor design; wayfinding; and more.

EDUCATION

1974, University of California at Berkeley, Master of Architecture

1971, Yale University, Bachelor in Division IV Studies (City Planning) - Magna Cum Laude

REGISTRATIONS

Fellow of the American Institute of Certified Planners

American Institute of Certified Planners

PAST EXPERIENCE

Planning and Community Development Director - City of Omaha, Nebraska

Land Use and Comprehensive Planning (selected)

- **Iowa:** Ames, Altoona, Ankeny, Bettendorf, Cedar Rapids, Clear Lake, Denison, Mason City, Mount Vernon, Oskaloosa, Ottumwa, Pella
- **Kansas:** Hays, Junction City
- **Missouri:** Excelsior Springs
- **Nebraska:** Beatrice, Columbus, Chadron, Fremont (1990s), Kearney, Norfolk, Papillion, Plattsmouth, Ralston, Wayne
- **North Dakota:** Dickinson, Jamestown
- **Oklahoma:** Oklahoma City, Shawnee
- **Texas:** Midland
- **Wyoming:** Gillette

Trails and Active Transportation Planning

- Bicycle and Pedestrian Plan - Leawood, KS; Mason City, IA; Vermillion, SD; Grand Island, NE; Iowa City, IA; Topeka, KS; Hays, KS; Garden Plain, KS; Goddard, KS; Great Bend, KS; Park City, KS
- Active Byways for the State of Kansas
- Flint Hills (KS) Nature Trail Master Plan - Flint Hills, KS
- Community Transit Study - Des Moines, IA

Corridor Plans

- 71B Corridor Plan - Fayetteville, AR
- Neiman Road Reallocation - Shawnee, KS
- Davenport Older Commercial Corridors Plan - Davenport, IA
- Detroit Lakes Business Corridor Study - Detroit Lakes, MN
- U.S. 69 Corridor Study - Fort Scott, KS
- South Locust St. Study - Grand Island, NE
- Douglas Ave Plan - Des Moines, IA





MOLLY HANSON

EDUCATION

2009, University of Northern Iowa,
Bachelor of Arts, Earth Science

Engagement – 515.288.3141 – mhanson@rdgusa.com

Molly has 10 years experience working with boards, fundraising, and facilitating and building coalitions around plans and projects. Through her stewardship as Executive Director of Iowa Rivers Revival and as a naturalist with the Madison County Conservation Board, Molly has built coalitions and rallied the public around protecting and improving our natural resources. Molly has completed over 60 community engagement events, distilling complex information educating audiences on promoting sustainable and practical solutions.

City Park Master Plan – Bondurant, IA

Sugar Creek Stream Stability Assessment – Waukee, IA

Waukee Community School District Pool Facility – Waukee, IA

University of Northern Iowa West Campus Assessment – Cedar Falls, IA

North Raccoon River Watershed Planning Meetings – North Raccoon River Watershed Coalition

Montana State University Student Engagement Strategy & Implementation Sessions – Bozeman, MT

- Secured votes from over 70% of student body to approve a fee increase supporting construction of a new campus wellness center

Iowa River Trail Placemaking Plan – Marshalltown, IA

Scott Community College Outdoor Campus Master Plan – Bettendorf, IA

Dubuque County Parks Master Plan – Dubuque, IA

City of Grimes Lions Park – Grimes, IA

Beaver Creek Watershed Planning – Polk County, IA

Central Iowa Water Trails Downtown - Scott Avenue – Des Moines, IA





LAURA KESSEL®

PLA, AICP, LEED AP

Landscape Architect | 515.288.3141 | lkessel@rdgusa.com



Laura combines her education and experience in landscape architecture and planning to create designs that work from the regional scale to the human scale. She strives to create timeless, sustainable designs that enhance communities from an economic, environmental, aesthetic, and social perspective. Laura takes great care in servicing a community's needs whether designing a plaza that serves as the heart of a community; a park that nourishes the land and the people who use it; or a land use plan that allows for a strategic look toward the future.

Douglas Avenue Corridor Plan

- *Des Moines, IA*

Williston Downtown Redevelopment Plan

- *North Dakota*

Gray's Station Master Plan - *Des Moines, IA*

Main Street Landing Design Guidelines -
Davenport, IA

Coralville Riverfront Master Plan - *Iowa*

Federal Avenue - Streetscape Improvements -
Mason City, IA

Towncrest Urban Renewal Plan - *Iowa City, IA*

Iowa River Landing Streetscape

- *Coralville, IA*

Palmer College - Campus Master Plan Update

- *Davenport, IA*

The Neighborhood at Indian Creek - Master
Plan - *Marion, IA*

Kum & Go - New Headquarters Area Master
Plan - *Des Moines, IA*

Chaplain Schmitt Island - Design Guidelines
- *Dubuque, IA*

Forest Grove Park - Land Use Plan
- *Bettendorf, IA*

Ankeny Comprehensive Plan - *Iowa*

US 69 - Corridor Study - *Bourbon County, KS*



GREG PIERCE PE CPESC

Water Resources Engineer | 515.309.3277
gpierce@rdgusa.com



Greg joined RDG in 2014 as a Water Resource Engineer and has over 19 years of experience in Civil Engineering providing planning, designing, and bid assistance/construction administration for both public and private projects. Planning efforts include comprehensive plans, large-scale master plans, watershed/city-scale stormwater management, and neighborhood-scale design.

Stormwater Management Study & Master Plan - *Ankeny, IA*

An 18-month effort, with input from city staff, reviewing historic and current conditions within the watershed areas that pass through the community and its 70-square-mile planned growth boundary. This community of 62,000 (in 2018) was one of the fastest-growing communities in the nation, projecting to push near 100,000 by 2040. The study includes detailed assessments of 18 miles of streams, with video and GIS data collected from surface inspections and from an aerial quadcopter. The study examines expected changes in future runoff levels, identified needs for improvements and stormwater management, and recommends policy adjustments.

Gray's Station - *Des Moines, IA*

The city and developer partnered to reconstruct two existing dry detention basins into a new, larger stormwater wetland. The wetland was integrated into City owned park space. This redesign took two features that were seen as unsightly and inaccessible and changed them to a publicly accessible natural amenity which also provided both water quality benefits and flood control.

Jester Park Nature Center - *Polk County, IA*

A site civil engineering and stormwater management design including grading, utility service, parking lot design, and pedestrian access. Project included design of bioretention cells and constructed wetlands to address the quality and quantity of stormwater runoff.

Watershed Assessment & Stormwater Management Plan - *Johnston, IA*

An 18-month effort with local steering committee to evaluate existing conditions within the urban watersheds of the city, develop plan to manage future development, and address existing issues.



**JOE
SPRADLING PE**

Transportation/Mobility
Joseph.Spradling@hdrinc.com



Joe is a project manager and senior transportation engineer with experience managing multi-disciplinary transportation planning and design projects. Joe brings significant experience leading transportation corridor and location studies; preliminary and final designs; and traffic operations and safety analyses for local agency and state clients.

City of Ames – Ames, IA

- ▶ Ames Comp Plan Update
- ▶ Ames 2040 LRTP (MPO)

Iowa DOT – Des Moines, IA

- ▶ US 69 E 14 Corridor Study

City of Des Moines – Des Moines, IA

- ▶ Merrick Water Trails
- ▶ Douglas Avenue Corridor Plan

Iowa DOT – Des Moines, IA

- ▶ Des Moines Area Integrated Corridor Management Study



**STEPHANIE
FLECKENSTEIN**

PE, ENV SP
Utilities
Stephanie.Fleckenstein@hdrinc.com



Stephanie is an engineer as part of HDR's utility management services team. She has completed several master plan and pipe risk evaluations and has designed knowledge management systems. She excels in establishing comprehensive and proactive solutions for utilities.

Ames Comprehensive Plan – Ames, IA

City of Des Moines – Des Moines, IA

- ▶ Merrick Water Trails

Des Moines Water Works – Polk County, IA

- ▶ Des Moines Water Works City of Ankeny
- ▶ Polk County Water Master Plan

City of Ankeny – Ankeny, IA

- ▶ Sanitary Sewer Master Plan

City of Cedar Rapids – Cedar Rapids, IA

- ▶ Sanitary Sewer Master Plan
- ▶ Stormwater Master Plan Update

Polk County Aviation Authority – Ankeny, IA

- ▶ South Corporate Terminal Grading and Drainage Plan



Work Program 03



WORK PROGRAM

Our approach and methodology are grounded in creating a document driven by and accessible to the community. While there are standard requirements to meet in a comprehensive plan, North Liberty's plan should not only focus on the city's key challenges but also on its strengths. Communities have innate assets, resources, and hidden gems, and a solid planning process should identify these instinctive attributes to create strategies that enhance these strengths. Finding those gems starts by asking community stakeholders the questions necessary to develop a deep understanding of the city.

Ultimately, the city's comprehensive plan should be designed and drafted in a way that provides guidance and inspires the community. We can break down our approach into three core elements:

- Where are we now?
- Where do we want to go?
- How do we get there?

Overlaying all three of these elements is a community engagement process that listens, learns, and builds momentum for implementation.

The following components describe our methodology and approach to the planning process.

PROJECT MANAGEMENT TEAM & STEERING COMMITTEE

Our process includes two principal groups. The Management Team works on the day-to-day activities of the plan's production, while the Steering Committee provides strategic direction.

Project Management Team. The day-to-day work of the plan will be completed in close partnership with the City, understanding they have limited capacity. To build this relationship and ensure the process stays on schedule, we believe in weekly meetings with staff. These meetings allow the team to coordinate public outreach, review concepts, and adjust the process if necessary. The meeting will include project managers from RDG, North Liberty, and key staff as appropriate.

Steering Committee. The Steering Committee should bring a broad representation to the planning process and include traditional representation from City Council, Planning and Zoning Commission, economic development, employers, residents, and school representatives.

The Steering Committee will meet monthly to provide direction, course correction, and review deliverables. The meeting schedule will be set at the very beginning of the process to establish involvement expectations and allow members to plan schedules accordingly.

TASK 1: PUBLIC ENGAGEMENT

Our overriding approach with any planning process is listening: Listening to the desires of residents and making those desires come to life in a plan that residents can own.

PUBLIC ENGAGEMENT PLAN

RDG will develop a Public Engagement Plan with staff at the start of the process. Our team will tailor the process to meet identified goals for the City's public involvement process and include both on-site and online opportunities for residents to engage in the process. The current COVID-19 crisis has elevated everyone's comfort level with technology, and we are excited to use these tools to expand the reach of the traditional planning process.

Building awareness of the plan is a continuous effort throughout the process and must ensure new audiences feel engaged at any point. To do this, the campaign includes traditional online and in-person elements, including:

- **Social Pinpoint.** Social Pinpoint is an online platform for public engagement designed for planning projects. It includes a traditional landing page and interactive opportunities such as surveys, forums, maps, idea walls, and spending privatizations. Its fun design attracts people to engage to provide meaningful input and feedback.



- **Social Media.** Many of North Liberty's residents already engage with familiar social media pages supported by the City, Chamber, and other community groups. We will leverage these pages to attract people to the process. The team will work in partnership with the City to schedule and coordinate announcements.
- **Print Materials.** Traditional print media and promotional materials expand the reach to the broadest audience possible. This includes fliers, posters, banners, and yard signs. Using an established project brand, our team will design and produce these materials.

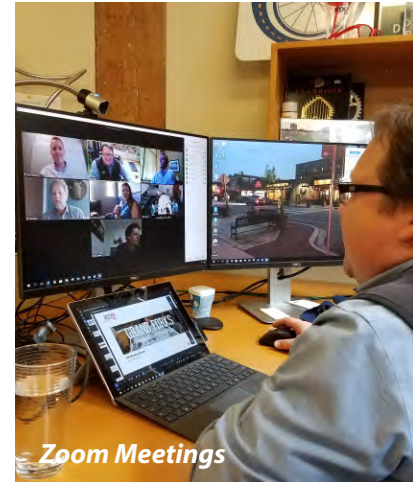
ACTIVITIES

The planning process must establish credibility through creative community engagement, especially in the current times of elevated public health concerns. Through our current projects and national connections, we have virtual and on-site engagement toolkits for all to feel comfortable participating. Accomplishing this level of engagement characterizes RDG's planning efforts.

- 1. Survey + Interactive Mapping.** The process begins with an online survey. It explores perceptions of the issues and opportunities facing the community. The Steering Committee will complete a pilot survey, and a refined survey will be launched to the entire community.
- 2. Listening Sessions.** Our team will conduct a program of small group listening sessions. Their purpose is to learn more



Stakeholder Group Discussions



Zoom Meetings

about the community and further explore the opportunities identified in the survey. We have been hosting listening sessions by Zoom since the pandemic with great success. If conditions permit, we will meet in-person. These sessions will include time with the City Council and Planning and Zoning Commission to understand priorities.

- 3. Community Roundtable.** The Community Roundtable offers residents the first opportunity to learn more about the importance of the plan and share their insights on the city's opportunities and challenges. When held in person, we organize participants into small groups and ask them to talk about their goals and aspirations. We have successfully transitioned this activity to Zoom if necessary, where breakout rooms work in the same manner. These can be broken down by topic area allowing residents to express their ideas for the parts of the city they know and understand best.

- 4. Design Studios.** Land use planning should be as interactive as possible. We do this by preparing concepts on-site and invite people to contribute their ideas and feedback. We have adapted this process for online if circumstances warrant.

- » **Committee Workshop.** We will guide the Steering Committee in developing concepts for the city's future growth and infill priorities. This exercise includes an initial concept for future land use, mobility, parks, districts, and amenities.
- » **Community Workshop.** The next workshop focuses on growth scenarios that consider a balance of residential, commercial, industry, civic spaces, and mobility. These scenarios will then be placed into Urban FootPrint (scenario planning software) to understand absorption rates and make quick comparisons and contrasts that inform decision-making.



» **Infill Scenarios.** Based on the previous studios, specific areas or corridors will be identified for further focus.

5. Polling. The development principles will be developed and presented to staff and the Steering Committee for review. Following their feedback, specific policies and action items will be posted to Social Pinpoint or adapted to in-person polling at planned events.

6. Implementation Workshop/Retreat. We will host an implementation workshop with the Steering Committee, reviewing the plan in its entirety. The workshop can include members from the Planning and Zoning Commission and City Council.

7. Open House - Celebration. With a draft plan completed, we will host an online and on-site open house.

8. Approval Meeting. We will provide material to staff to present the plan to the Planning and Zoning Commission and City Council. Alternatively, we can present on their behalf, yet the spirit of local staff presenting content is to ensure ownership.

9. Expanded Opportunities. We pride ourselves on maximizing community involvement throughout the process. Our team is available to meet with groups in person or by Zoom.



Virtual Open House



Traditional Open House

TASK 2: NORTH LIBERTY TODAY Where are we now?

This component of the plan identifies existing conditions and trends to understand current context. Data will be gathered and assembled in ways that are easily communicated to stakeholders including infographics and maps to identify neighborhood trends and opportunities.

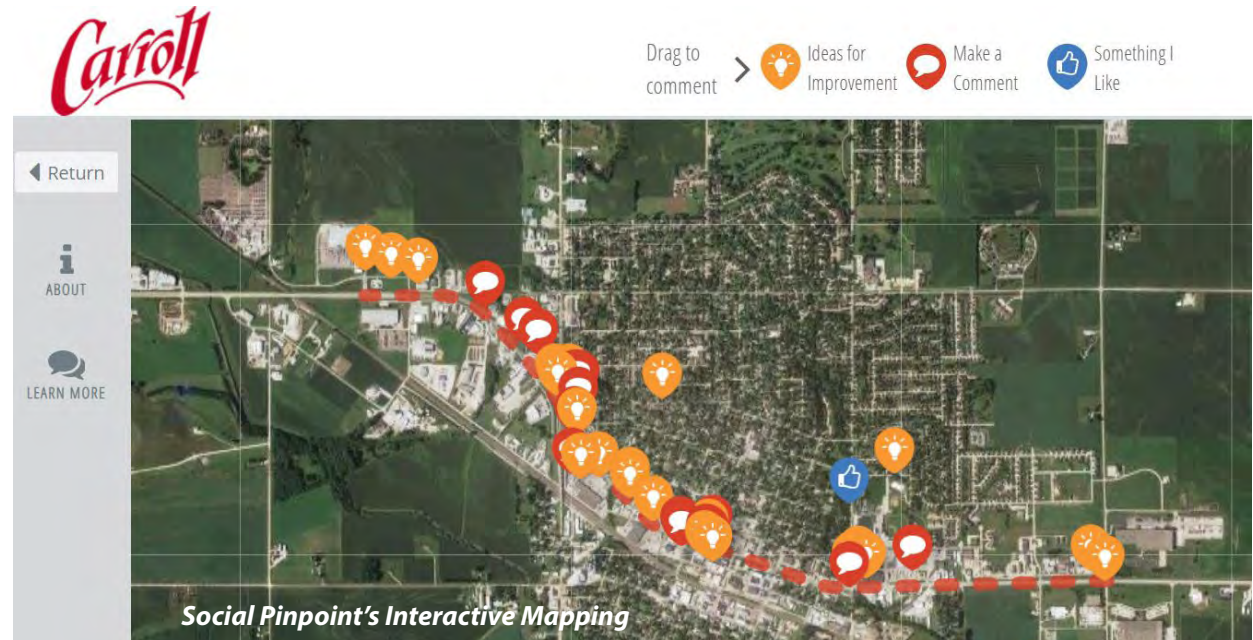
A. DOCUMENT REVIEW

We will review the current comprehensive plan and other planning studies and documents developed by the city, county, or state. Taking advantage of previous efforts both informs our process and provides research and material that can make us more efficient.

B. ECONOMIC & DEMOGRAPHIC TRENDS

Understanding the population, demographic, and economic factors in a city is essential to understanding where we are going. We have worked in numerous cities within easy driving distance to larger markets including Des Moines, Altoona, and Ankeny. North Liberty's location in the larger region creates unique factors to consider when analyzing the data and understanding the city's future.

Data will be gathered and assembled in easily communicated ways to stakeholders, including infographics and atlases to identify trends and opportunities that will include demographic data, along with land use and environmental assets. If available, we'll rely heavily on locally collected data with higher levels of accuracy.



We strongly believe all planning should be based on market realities, thus developing both visionary and realistic plans.

C. HOUSING & DEVELOPMENT SNAPSHOT & TRENDS

A market analysis of North Liberty's housing will include:

- Ten-year review of housing production by type, price, and geography
- Economics of housing, including values and costs
- Comparison and analysis of change in housing occupancy

D. NATURAL RESOURCES & ENVIRONMENTAL CONSTRAINTS

Just as the plan must be based on market reality, the plan must also recognize the environmental constraints and natural resources assets. The data we collect for a comprehensive plan traditionally includes the following to form an environmental constraints and resources map:

- Topography/Slopes
- Waterbody and Stream Corridor Inventory
- Wetlands Inventory
- Drainage System and Structures
- Flooding Boundaries
- Flood Problem Areas
- National Register-listed or eligible sites and properties



E. LAND USE & URBAN DESIGN

We will complete a land use inventory using existing assessor data and on-site verification for a closer analysis of land uses. This task includes additional fieldwork by bike and on foot to inventory the city's character, appearance, and identity. It is essential for us to feel the city's character and express that in the final plan.

F. TRANSPORTATION

The transportation planning element will assemble information to understand opportunities and issues facing North Liberty's future. This analysis will include talking to staff to understand the problem areas, reviewing GIS map to annotate problem areas, looking at all modes and stakeholders, and how we create bike and pedestrian amenities needed to make the city competitive in the larger region.

G. PUBLIC FACILITIES & INFRASTRUCTURE

Community services and infrastructure both form and adapt to land use directions and policy. We will interview facility managers to reveal current deficiencies (real and perceived) and abilities to meet future growth. We will also review and analyze existing infrastructure conditions and provide recommendations on improvements to continue to support future growth in the city.



Mobile Station for Community Activities

H. PARK & RECREATION

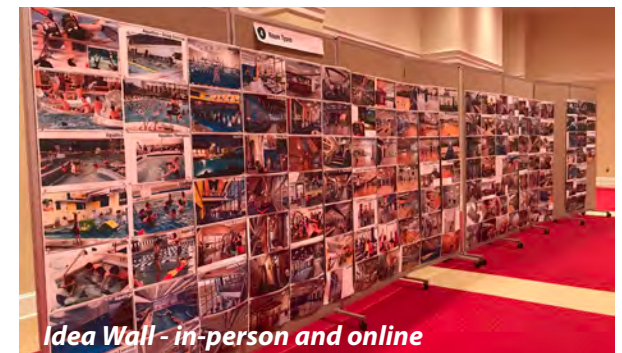
A city's park and recreation system speaks to the quality of life. All of the city's park and recreation facilities will be inventoried and assessed for gaps and opportunities.

I. OPPORTUNITIES & ISSUES

Using the data collected in the above tasks, RDG will assemble an opportunity map for review by the Steering Committee.



Student Curriculum Program, if desired



Idea Wall - in-person and online



TASK 3: THE COMMUNITY VISION

Using the data and input collected in Tasks 1 and 2, we will work with the Steering Committee to draft a vision that will apply to all plan elements. This process will include:

- **Steering Committee Visioning Session.** Using the information gathered during the listening sessions, community round table, survey, and market analyses, the RDG team will work with the Steering Committee to draft a vision with goals and objectives. These should also include performance-based planning goals when appropriate.
- **Conceptual Plan.** RDG and the Committee will work together to prepare an initial Development Concept Plan that considers future land use, transportation, parks, environmental features, and neighborhoods. These concepts will be refined in Task 4.
- **Social Pinpoint Quick Polling.** The draft vision will be published to Social Pinpoint to gain additional feedback. Features like instant polling or up-voting can help the Committee understand the public's priorities or to offer new ideas.

The vision includes many goals and objectives yet needs to be coupled with actions, policies, and programs detailed in Task 4.

TASK 4: NORTH LIBERTY TOMORROW Plan Elements

The plan elements translate to policies that will implement the community vision and achieve the preferred development concept. The goals and principles define the program and design of the city. The specific plan elements are the systems that help the design come to life.

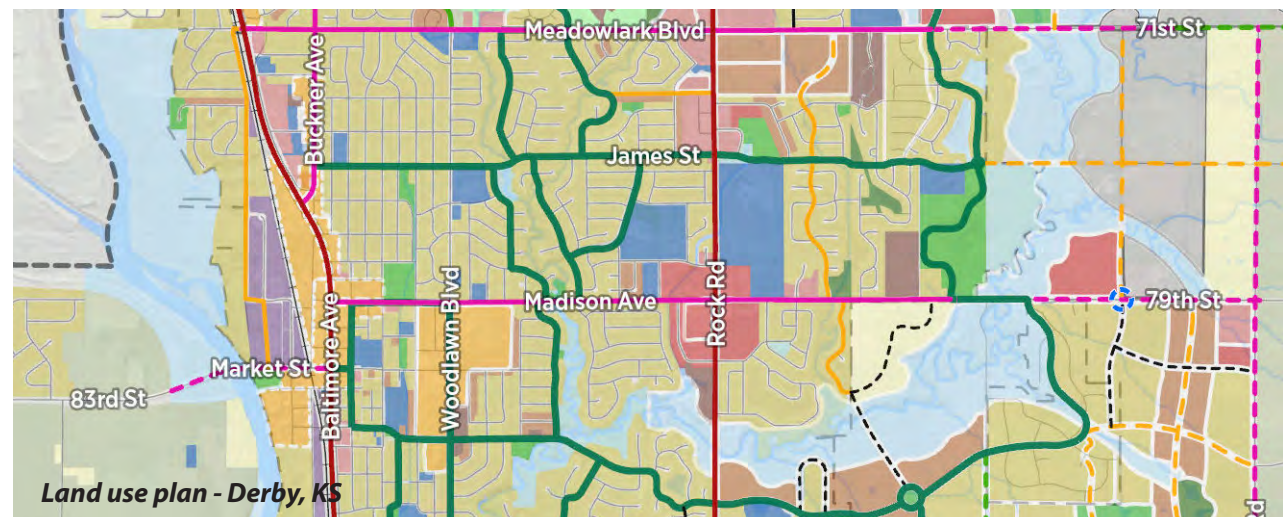
A. LAND USE

The land use plan refines the City Development Concept into a Future Land Use Plan. The plan includes:

- **Policy Areas.** Land use policies cannot always be blanketed across a city, but the policies for older neighborhoods have to be slightly different than new developing areas. This analysis examines planning and land use issues within the established city and growth areas. Based on common themes and characteristics, general development policy

areas will be identified. These policy areas will offer a big-picture perspective to balance neighborhoods and provide quality living environments across the city. Additionally, they offer a level of reassurance to residents about the land use strategy for their neighborhood.

- **Future Land Use Map.** The Future Land Use Plan will indicate both the city-wide and the specific-area plans for the deployment of residential, commercial, additional industrial/employment uses, and mixed-use space.
- **Special Area Plans.** These include special subarea studies for areas of significant potential and character. These may include the areas around downtown and the corridors leading into the district. These areas will be identified during the initial Steering Committee and Community Studios.



- **Decision-Making Framework.** The land use maps will be accompanied by a Decision-Making Framework that identifies each land use and outlines the uses, form, and compatibility of uses in each area. This is an essential tool for staff, Planning and Zoning Commission, and City Council in the day-to-day decision-making process.

B. TRANSPORTATION ELEMENT

The team views this as a key formative system that will address the street network and alternative modes, including pedestrian, bicycle, and transit. This will include developing and incorporating existing plans around the future transportation network, planning-level assessment of street capabilities to support growth, selected roadway policies, infrastructure sustainability policies, and projects/studies that should be initiated in the future.

This does not include other services for modeling services or magnitude of costs for improvements.

C. PARKS, TRAILS, NATURAL AREAS, & GREENWAYS

This element of North Liberty Tomorrow will use input gathered from the community engagement process. Building on this, any gaps in the system as related to future growth areas will be identified along with greenway corridors that can connect destinations around the city. We'll also explore regional park needs, as we understand that is a topic of interest in North Liberty.



A special area plan demonstration from Iowa Living Roadways Project in Bondurant (2015)

D. COMMUNITY FACILITIES & PUBLIC INFRASTRUCTURE

The analysis includes a review of public property and infrastructure by interviewing city staff to define facility adequacy, ability to provide service into the future, and rehabilitation needs.

This does not include services for modeling, tiering utility extensions for growth areas, or magnitude of costs for improvements.

E. HOUSING, NEIGHBORHOODS, & COMMUNITY DEVELOPMENT

We have special expertise in planning for housing, having been involved in Iowa's state-wide housing study and other studies across the Midwest. The housing element will be paired with the city's land use strategy to identify neighborhood-level housing strategies. To do this we will:

- Review recent and current housing activity.

- Assess neighborhood conditions, including a general review of housing and neighborhood conditions based on perceptions of housing conditions, site maintenance issues, streets, sidewalks, infrastructure, and physical design and appearance. This considers the number of vacant lots throughout the city.
- Determine housing needs to achieve overall city housing objectives and needs by type and cost.
- Create a housing and neighborhood implementation program addressing such issues as available sites, mix of housing types, and neighborhood rehabilitation needs. Strategies will be tailored to North Liberty based on our knowledge and experience in housing strategies across Iowa and the Midwest.



F. SPECIAL AREA CONCEPTS

This section will take a close, strategic look at subareas in North Liberty identified by the Steering Committee. The Comprehensive Plan will look at other subareas, including corridors, neighborhoods, and guide future policies and initiatives. Corridors and business districts are important economic engines for the city and recommendations will examine economic development initiatives and urban design possibilities.

TASK 5: IMPLEMENTATION

The implementation strategy will begin with the Implementation Workshop outlined in the Community Engagement Task. During the Implementation Workshop, the team works with participants to establish criteria for determining the priority level of proposed projects. These priority criteria will be matched with the vision established in the community engagement process and used to recommend phasing for projects.

A. IMPLEMENTATION TABLE & CAPITAL IMPROVEMENT PROGRAM

The North Liberty Plan will include an implementation plan that presents the recommendations, sequencing, leaders, partners, and potential funding sources for capital items. We will present capital items as a capital improvement plan in 0-to-5-year, 5-to-10-year, and 10-to-20-year increments.



- **Plan Review & Update.** The plan will identify milestones to track the plan's implementation and indicators to track changes that may warrant modifying the implementation schedule. These milestones and indicators will be established during the Implementation Workshop. Milestones need to be realistic. As such, the implementation section will focus on how to best leverage resources to maximize results.

B. REGULATORY REVIEW

Traditionally, we review current building codes and zoning and subdivision ordinances and identify segments that are inconsistent with the development principles of the comprehensive plan. A memo will be prepared outlining this review and any recommended revisions.

C. PRESENTATIONS

The RDG team will present the final reports to the Planning and Zoning Commission and City Council. This includes displays for the open houses and special events.

D. DOCUMENT REVIEW & DRAFTING

The review of the document will encompass three stages and be done in sections. As sections of the document are drafted, the first stage of the review will be conducted by city staff and the Steering Committee. Once staff and Steering Committee comments are incorporated, the draft sections can be made available to the public on the project website. A consolidated draft plan will be available to the public in concurrence with the final open house with a public comment period. Public comments will be collected and reviewed by RDG and city staff to incorporate into the plan.

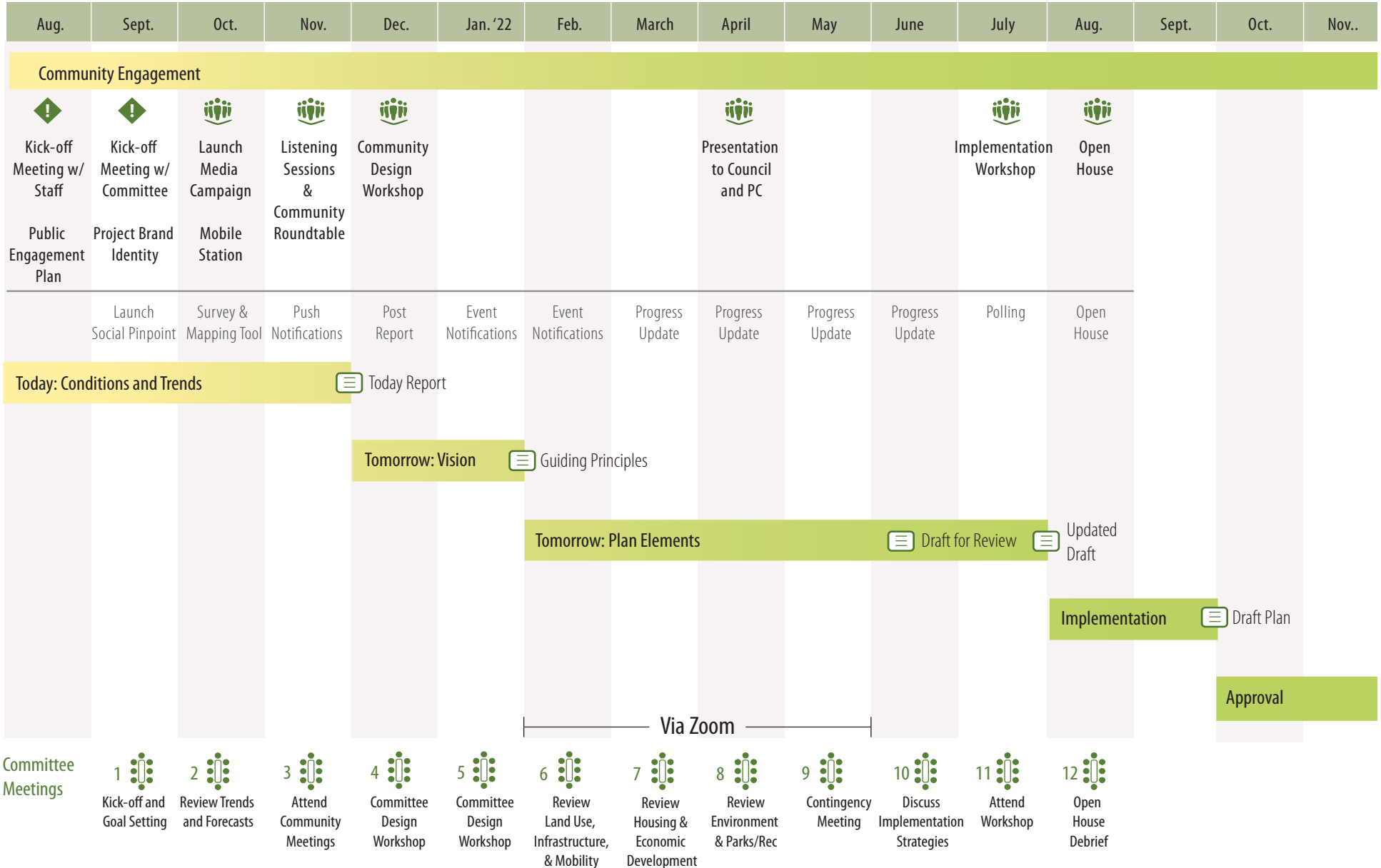
E. PUBLICATION

We believe a plan must be attractive and user-friendly to be implemented to its full potential. None of our plans are alike as they serve different audiences and purposes. Its organization and method of delivery are an outcome of the planning process.



North Liberty Comprehensive Plan Schedule

-  Plan Steering Committee
-  Public Meeting/ Open House
-  Major Events
-  Deliverables



Relevant Work & References 04





COMPREHENSIVE PLANNING



IOWA: Ames, Ankeny, Atlantic, Carlisle, Cass County, Clear Lake, Denison, Dyersville, Fort Madison, Glenwood, Grimes, Kalona, LeMars, Manchester, Mason City, Mills County, Monticello, Mount Vernon, Nevada, Ottumwa, Pella, Pella, Peosta, Polk City, Riverside, Storm Lake

KANSAS: Derby, Ellis County, Hays

NEBRASKA: Atkinson, Beatrice, Benedict, Bradshaw, Brownville, Chadron, Columbus, Cozad, Douglas County, Fremont, Gothenburg, Henderson, Johnson, Kearney, Keith County, Madison County, Nemaha County, Norfolk, Ogallala, Peru, Plattsmouth, Osmond, Papillion, Stromsburg, Ralston, Ravenna, Red Cloud, Sargent, Sarpy County, Schuyler, Seward, Springfield, Waverly, Wayne

MISSOURI: Excelsior Springs, Maryville

NORTH DAKOTA: Dickinson, Jamestown, Fargo NW Area, Valley City

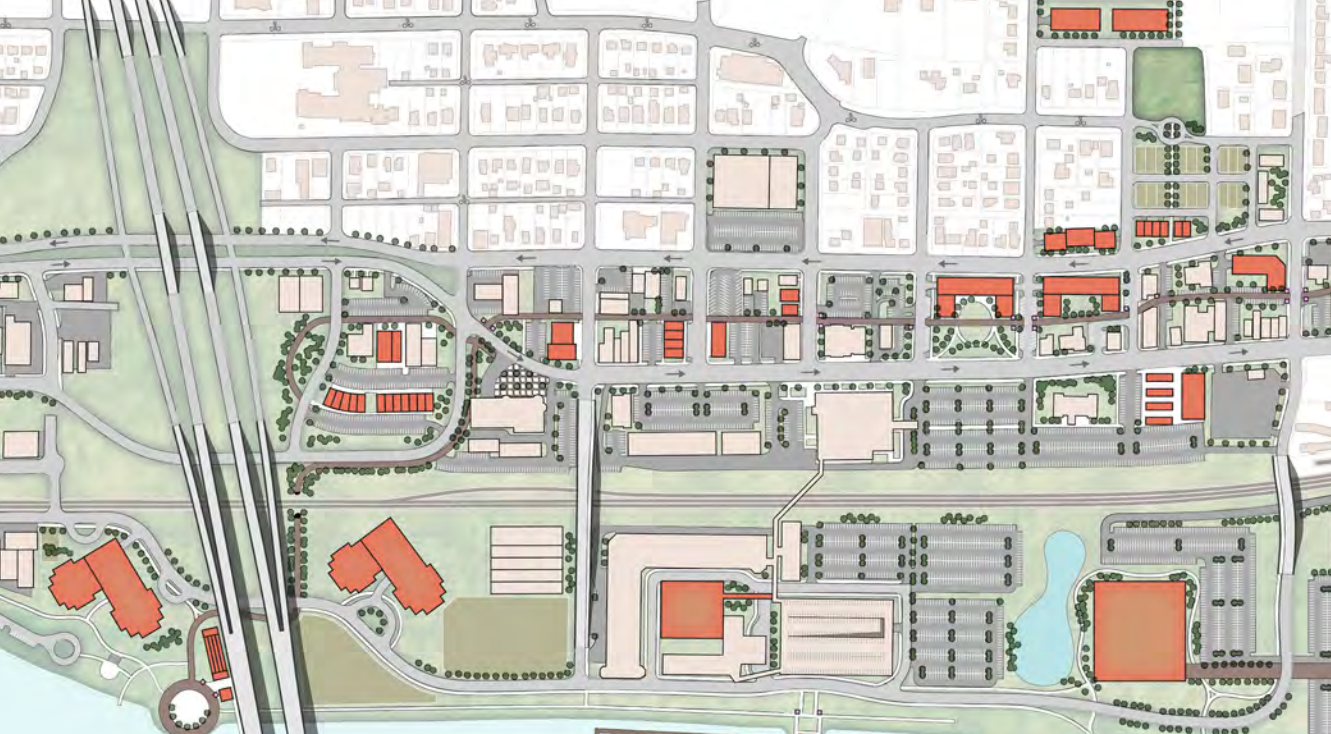
OKLAHOMA: Guthrie, Oklahoma City

SOUTH DAKOTA: Brookings, Huron, Yankton

WYOMING: Gillette

SELECTED AWARDS:

- **2018 National APA for Daniel Burnham Award; planOKC**
- 2018 Iowa APA for Urban Design; Gray's Station Master Plan in Des Moines
- 2017 Iowa APA for Environmental Planning; Clive Greenbelt Master Plan
- **2015 Iowa APA for Comprehensive Plan; Cedar Rapids' EnvisionCR**
- 2015 Nebraska APA for Implementation; Omaha's Park Avenue Plan
- 2014 Iowa APA for Transportation Plan; Mason City Bicycle and Pedestrian Plan
- **2013 Iowa APA for Daniel Burnham Award; Tomorrow Plan**
- 2013 Wyoming APA for Best Project; Downtown Gillette
- 2012 Iowa APA for Urban Design; Federal Avenue Plaza Mason City
- **2011 Iowa APA for Daniel Burnham Award; Ankeny Iowa Comprehensive Plan**
- 2010 Iowa ASLA for Planning; The Neighborhood at Indian Creek in Marion, Iowa
- 2009 Iowa APA for Implementation; Downtown Council Bluffs
- 2009 Nebraska APA for Daniel Burnham Award; Douglas County, Nebraska Plan
- 2009 Nebraska APA for Best Practices; North Omaha Plan
- 2008 National Arbor Day Foundation for Lady Bird Johnson Award; Green Streets for Omaha



PREMIERING BETTENDORF

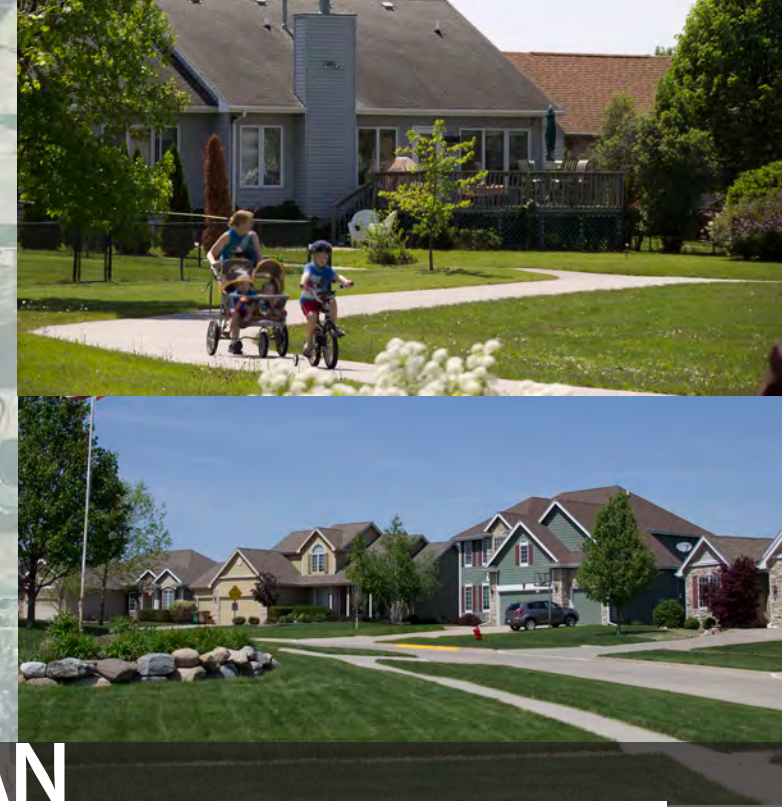
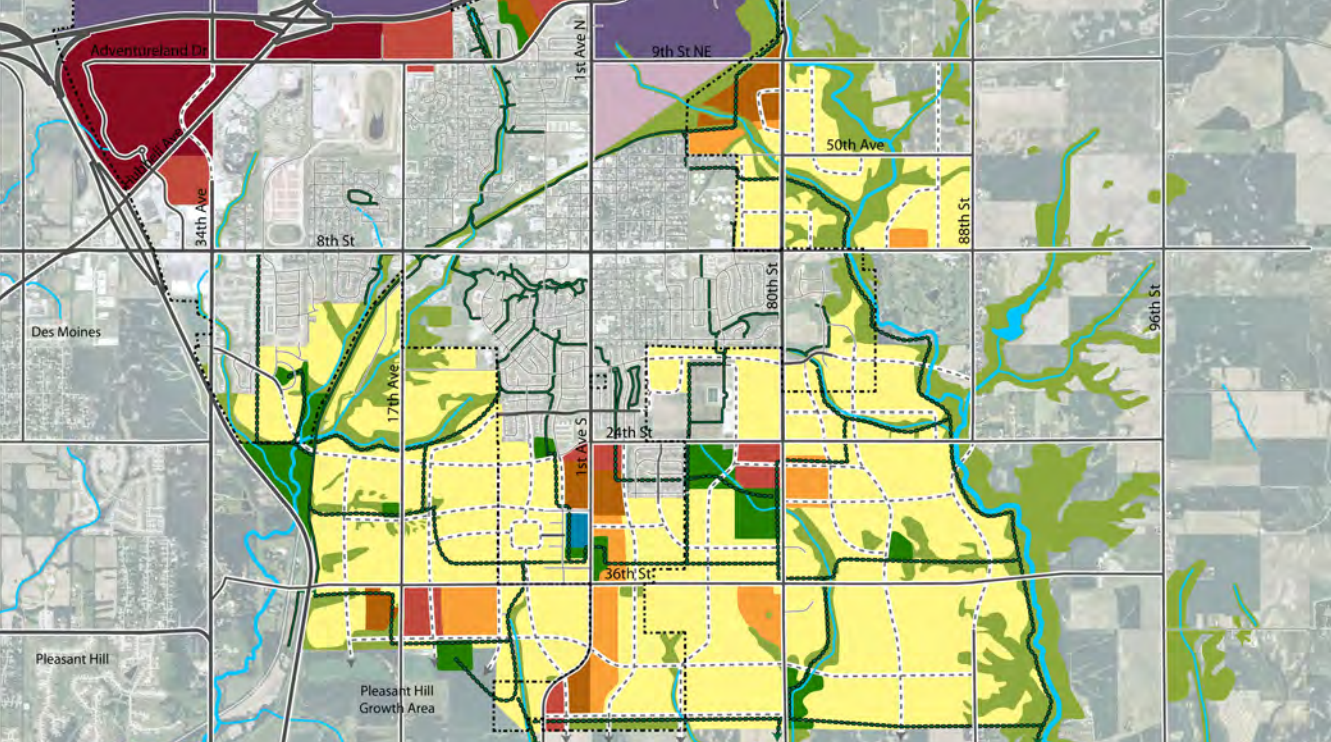
Bettendorf, Iowa

Bettendorf is rapidly growing, and the city is moving north toward Interstate 80. With this growth comes tremendous opportunity for economic development, new housing options, expansions to the parks system, and more. Meanwhile, downtown and the riverfront face considerable opportunity with the reconstruction of the Interstate 74 bridge. The planning process involved over 500 people and an extensive outreach program of going to the people in schools, celebrations, and clubs. The plan includes a detailed implementation strategy, focusing on the cost/benefits of annexing growth areas and the commissioning of a new zoning ordinance to provide more flexibility for both the developer and city through intensity-based land use.

Reference:

Bill Connors, Community Development Director, City of Bettendorf
563.344.4079 | bconnors@bettendorf.org





ALTOONA COMPREHENSIVE PLAN

Altoona, Iowa

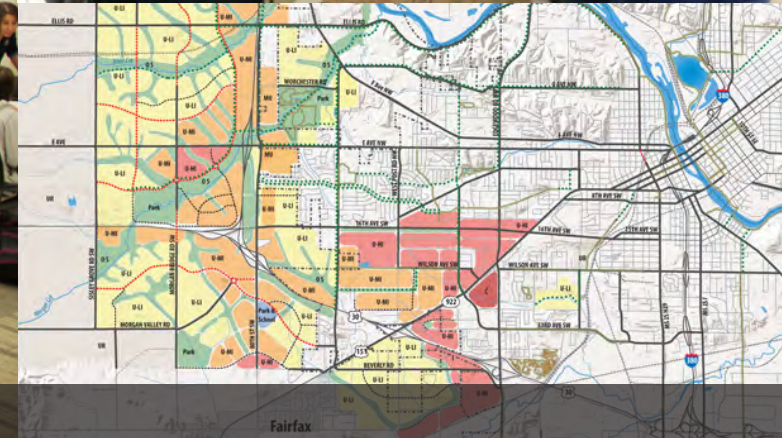


RDG has completed three comprehensive plans for Altoona over the past two decades. When Altoona began to experience significant growth in the early 1990s, RDG developed a comprehensive plan to accommodate that growth. Since then, RDG has provided two updates to keep up with this booming community as it transforms into an economic influencer for the Des Moines metropolitan area. In the most recent comprehensive plan for Altoona, RDG recommended a “neighborhood unit” approach to development that encourages new growth to do more than simply provide a collection of houses. The Altoona plan provides strategies to establish true neighborhoods with civic spaces such as parks and a variety of housing types.

Reference:

John Shaw, Community Development Director, City of Altoona
515.967.5136 | jshaw@altoona-iowa.com





ENVISION CR

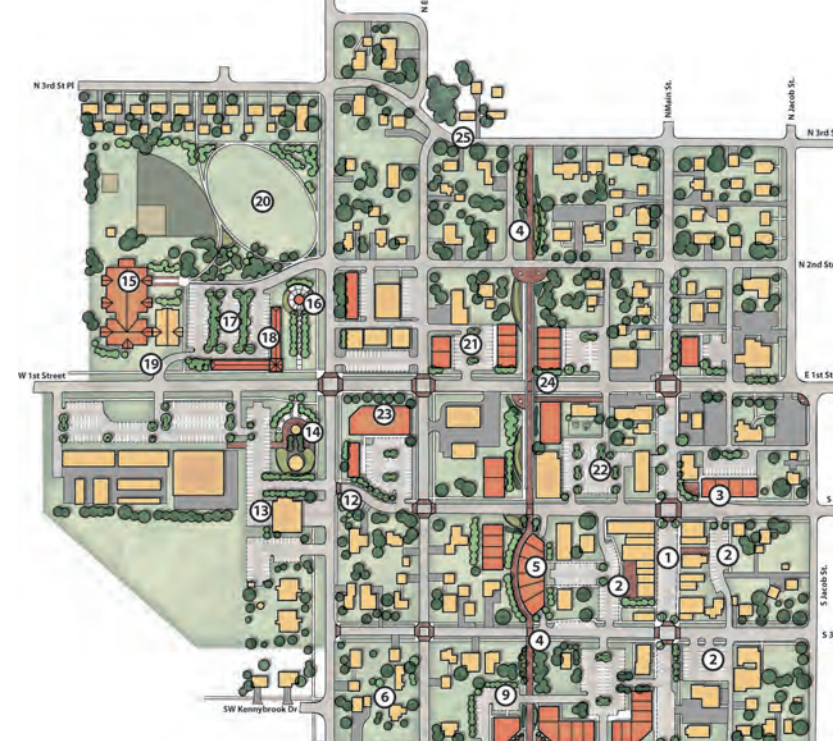
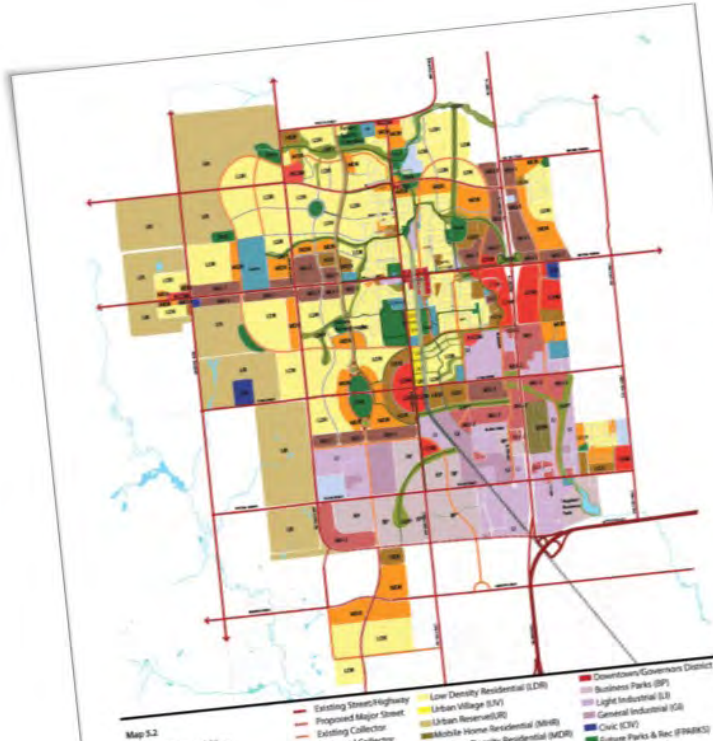
Cedar Rapids, Iowa

Cedar Rapids is a city of great resiliency and vision. Following the 2008 floods, many of the 128,000 residents of this city were ravaged. The process included development of a shared vision among hundreds of Cedar Rapids residents. Through open public meetings, stakeholder workshops, sessions with high school students, and a series of tabletop talks, numerous voices in the community were heard. Common themes emerged and became the founding principles of the plan – StrengthenCR, GrowCR, ConnectCR, GreenCR, InvestCR, and ProtectCR. The award-winning plan defined numerous initiatives to accomplish its goals. Followed by metrics to track its implementation.

Reference:

Adam Lindenlaub, MPO Manager, Cedar Rapids Community Development Department
319.286.5041 | a.lindenlaub@cedar-rapids.org





GRIMES COMPREHENSIVE PLAN & UPDATE

Grimes, IA

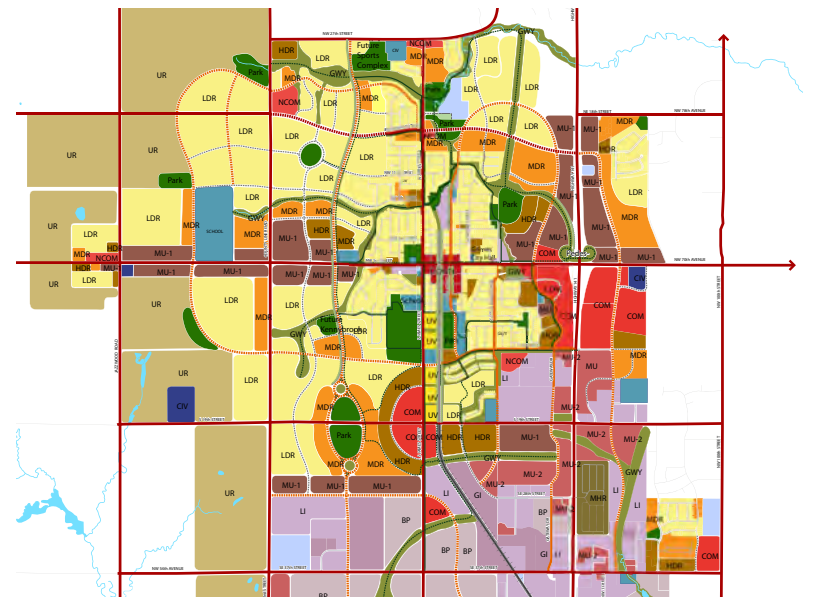


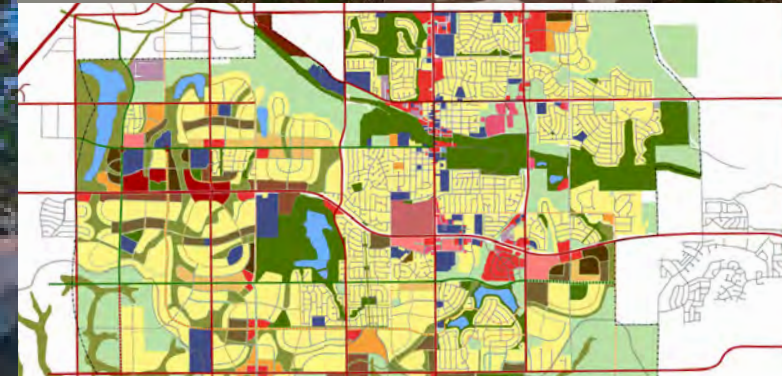
Grimes is a fast-growing northwestern suburb of Des Moines that is projected to more than triple in size between 2010 and 2030. To accommodate this growth, the land use concept provides several new ideas including: a variety of housing types, necessary commercial services, an expanded park system, and a transportation system to connect neighborhoods. The update of the 2010 plan in 2018 forecasts land use to 2040, identifies signature parks, and modifies policy to align with new leadership in the community.

In an effort to create a more distinct identity for Grimes, the plan includes a concept to improve downtown and the surrounding area known as the Governors District. This concept uses the abandoned rail corridor as a spine that will connect the city with community destinations and green spaces, as well as create new development opportunities in the older parts of the city.

Reference:

Brian Buethe, Executive Director, Grimes Chamber and Economic Development
515.986.5770 | brianb@grimesiowa.com





PAPILLION COMPREHENSIVE PLAN

Papillion, Nebraska



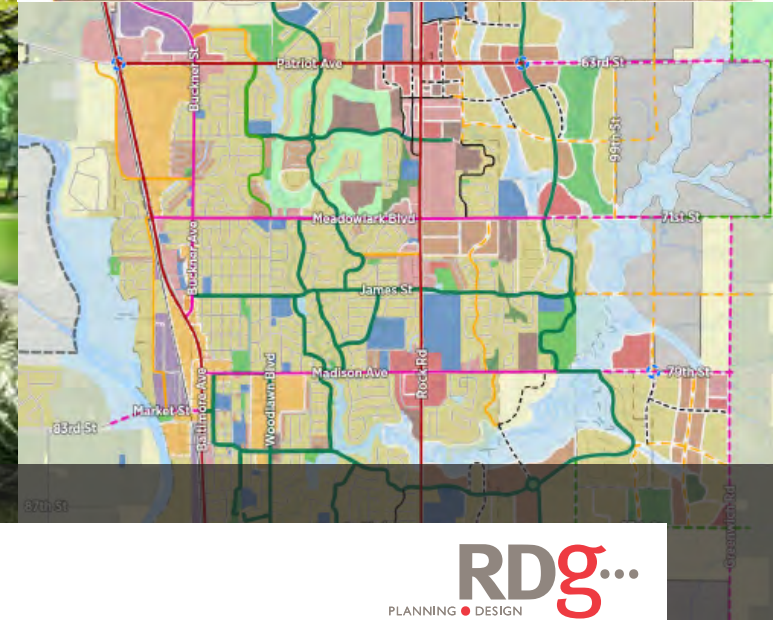
RDG has had the pleasure of working with the city of Papillion since the early 1990s. This growing community in the Omaha metropolitan area has been recognized by Money Magazine as one of the Great Places to Live three times in the last six years. They have placed a high importance on planning and remaining a unified community since the 1990s when we completed their first comprehensive plan. Over the years, we have assisted them in the development of a new zoning ordinance, two parks master plans, a downtown revitalization project, and their current Comprehensive Plan update.

Over the years it has been exciting to bring our evolving and expanding knowledge of planning processes and best practices we have learned from projects across the country. The 1995 Papillion Comprehensive Plan was built on a “Green Ribbon” unifying five existing and developing villages. During the late 1990s and early 2000s, Papillion experienced a significant surge in growth adding more than 400 units annually at the peak. The growth emphasized the need to create new strong

neighborhoods that still felt connected to the historic village of Papillion. Major plan concepts in the 2004 plan included creation of neighborhood units integrating schools, neighborhood parks, residential areas, and commercial centers in a complete, connected environment. The neighborhood unit concept encompasses a mixture of housing choices surrounding a central school/park site with commercial nodes along bordering arterials.

Reference:

Mark Stursma, City of Papillion, Planning Director
402.597.2027 | mstursma@papillion.org



VISION DERBY 2040

Derby, Kansas

Derby (pop. ~23,000) continues to plan for the future by adopting a new comprehensive plan titled "Vision Derby 2040" in 2020. In preparation for Vision Derby 2040, two issues at the top of mind were mixed-use development and active transportation. Many unique features in Derby were used as opportunities by RDG in developing a future growth plan:

- A greenway system through the heart of the city
- The location of McConnell Air Force Base north of the city that limits building design and height for several areas in the city
- A future arterial bridge connection over the Arkansas River to the Wichita metro
- The lack of a traditional downtown because Derby grew along with a highway system as a suburban community

For a suburban city, Vision Derby presents a focused application of horizontal mixed-use along active transportation boulevards. In lieu of a traditional downtown, great parks and public facilities have substituted the role for its residents and visitors. The

plan presents a series of revived and redeveloped town center areas for gathering, activities, and events in the core of Derby. Vision Derby 2040 represents a detailed design guideline and action-oriented comprehensive plan with RDG's assistance. The plan, in association with the Walkable Development Plan and K-15 Area Plan both completed by RDG, was approved by the City Council in 2020.

Reference:

Kathy Sexton, City Manager, City of Derby
316.788.3132 | KathySexton@derbyweb.com





HOUSING PROJECTS

Iowa

Over the past 20+ years, the RDG team has completed hundreds of housing market studies. The hallmark of this work is our desire to provide plans that are more than just assessments of market conditions, but actionable studies that provide communities with a path forward. Our experience working with the state's largest to smallest communities provides us with the broadest understanding and resources to quickly begin collecting data. Our housing assessments in Iowa include:

- Bellevue
- Winterset
- Peosta
- Dyersville
- Webster City
- Muscatine
- Clarinda
- Newton
- Story County
- Jasper County
- Pocahontas County
- Calhoun County
- Hamilton County
- Mitchell County
- Carroll County
- Washington County
- Iowa Finance Authority Housing Study

Reference

Katie Eisenhour, Executive Director,
Scott County Development Committee, Inc.
620.872.7631 | scdcdirector@wbsnet.org



DOWNTOWN PROJECTS

Midwest

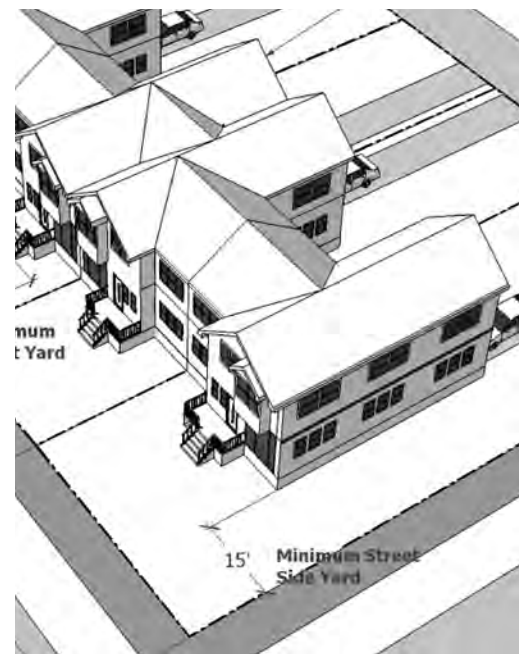
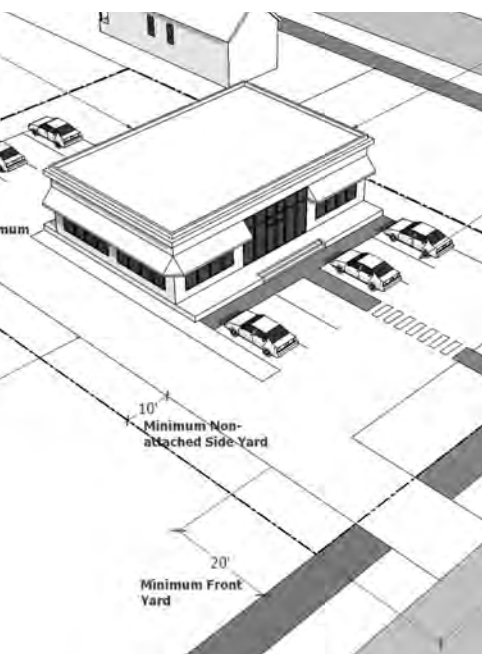
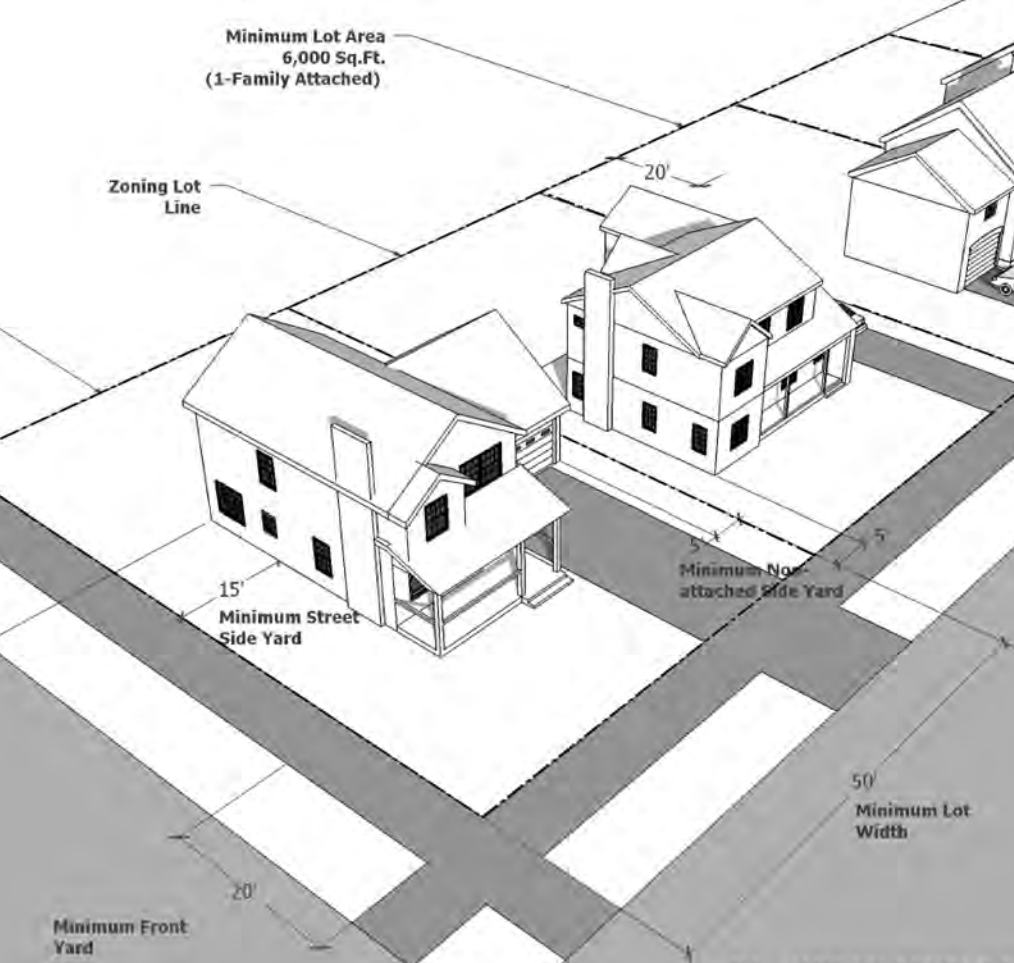
Planning for downtown is a passion for RDG and an important focus of our practice. Our work in cities of all sizes has provided detailed and complete roadmaps for real development and has helped communities view their downtown in new ways. Our plans have received considerable recognition, receiving numerous awards for Best Plan and (more importantly) Plan Implementation by state chapters of the APA. In recent years, five projects that have resulted from our work have been honored as Great Places in America by the National American Planning Association (APA).

- Sidney, NE
- Wakefield, NE
- Olathe, KS (Envision Olathe)
- Grand Forks, ND
- La Cross, WI
- Norfolk, NE
- Pella, IA
- Seward, NE
- Dyersville, IA
- Brownville, NE
- Kearney, NE
- Waupaca, WI
- Bettendorf, IA
- Plattsmouth, NE
- Deadwood, SD
- Walthill, NE
- Crete, NE

Reference

Megan Weaver, Economic Development Director
Wakefield, NE
402.287.8022 | progresswake@outlook.com





DEVELOPMENT REGULATIONS

Zoning Ordinance, Code Revision, and Guidelines

Projects include development of new zoning and subdivision ordinances:

- Bettendorf, IA Zoning Ordinance (pop. 37,000)
- Gillette, WY Unified Development Ordinance (pop. 30,000)
- Plattsmouth, NE Zoning and Subdivision Ordinance (pop. 6,500)
- Kermit, TX Zoning Ordinance (pop. 6,500)
- Manchester, IA Zoning Ordinance (pop. 5,000)
- Dyersville, IA Zoning and Subdivision Ordinance (pop. 4,300)
- Kearney, NE Unified Development Ordinance (pop. 30,000)
- Seward, NE Unified Development Ordinance (pop. 6,500)
- Papillion, NE Zoning and Subdivision Ordinance (pop. 21,000)
- Washington County, IA Zoning Ordinance (pop. 21,000)
- Schuyler, NE Zoning and Subdivision Ordinance (pop. 5,200)

Ordinance Revisions - Projects include innovative solutions to community specific issues:

- Douglas County, NE Stormwater Management Regulations (pop. 571,000)
- Grimes, IA Visual Design Standards (pop. 14,000)
- Pella, IA Zoning Administration, site plan review and code updates (pop. 10,000)
- Keith County, NE: Lake McConaughy Corridor Performance Zoning System (pop. 8,000)
- York, NE Sign Code (pop. 7,800)
- Seward, NE Unified Development Ordinance (pop. 6,500)
- Camdenton, MO Zoning Updates (pop. 4,100)
- Kalona, IA (pop. 2,500)
- Grand Forks Downtown Design Standards, ND (pop. 56,000) (in progress)
- Marion, IA: Neighborhood at Indian Creek Form-based code (pop. 38,000)
- Lincoln, NE Build Through Acreage Standards (pop. 242,000)
- Land Use and Development Standards for Sioux Falls, IA (pop. 142,000)
- Kearney, NE Interstate Corridor Mixed Use District (pop. 30,000)
- Gillette, WY Landscaping Ordinance (pop. 30,000)





I-80/I-380 SYSTEMS INTERCHANGE RECONSTRUCTION CM/GEC

Iowa

HDR was selected as the Construction Management/General Engineering Consultant (CM/GEC) to provide overall program management and oversight of the \$450M I-80/I-380 Systems Interchange Reconstruction. As part of the reconstruction, I-80 will be widened to eight lanes and I-380/US 218 will be widened to six lanes, and the four loop ramps will be replaced with higher speed directional ramps. The program is being phased over eight years with the first project let in July 2017. HDR is providing program management, design, design reviews, strategic communications, utility coordination, construction management and ITS/traffic operations support from a co-located project office with Iowa DOT. As part of that effort, HDR provided Utility coordination and utility conflict mitigation/resolution for potential impacts to above ground and underground utilities to avoid or mitigate conflicts over a multi-year phased construction effort. This required extensive coordination with the Iowa DOT, local agencies and various utility companies which followed the Iowa DOT Point-25 process for utility relocations. The utility conflicts stretched over 7.5 Miles and totaled over 150 conflicts that required mitigation/resolution. This utility conflict mitigation/resolution effort required a deep understanding of the overall phasing, planning, and constructability of the entire project to avoid costly impacts and project delays.



FOREVERGREEN ROAD ENVIRONMENTAL STUDIES & CATEGORICAL EXCLUSION

Iowa

HDR performed environmental field studies (cultural surveys, wetland and woodland delineations, threatened and endangered species habitat surveys, and regulated materials investigation) and National Environmental Policy Act (NEPA) support for the Forevergreen Road project that extends from the intersection of Forevergreen Road and Jasper Avenue NW south to East Marengo Road and east to the intersection with Forevergreen Road and Iowa 965 in Johnson County, Iowa. HDR prepared an archaeological report, historic architectural report, wetlands delineation report, threatened and endangered species report with effect determination forms, and a regulated materials review report. HDR also completed the Categorical Exclusion, which was signed by FHWA in November 2015.



Cost 05



COST ESTIMATE

We pride ourselves on working closely with our clients to create projects that are designed to meet their unique needs. The scope and fee laid out in this proposal is the beginning of this process, and, therefore may be negotiated to better match the needs of North Liberty.

Comprehensive Plan Cost Estimate		
Labor	Estimate	~%
Task 1. Community Engagement	\$25,000	22%
Task 2. North Liberty Today	\$23,000	19%
Task 3. North Liberty Tomorrow - Vision > Concepts	\$19,000	16%
Task 4: North Liberty Tomorrow - Plan Elements > Refined Concepts, Maps, Graphics, Narrative, and Publication Design	\$37,000	31%
Task 5: Implementation	\$10,000	9%
Expenses > Event Collateral Allowance (printing): \$1,100 > Social Pinpoint License: \$2,900	\$4,000	3%
TOTAL LUMP SUM, NOT-TO-EXCEED	\$118,000	

Electives

Our team is prepared to tailor the scope of services to better match the needs of the City. The scope laid out in this proposal is intended to maximize the available budget of \$120,000. Services can be modified to reduce the total fee. Conversely, services can be adjusted to include more tasks for public engagement, land use scenario planning/evaluation, detailed market analysis, utility evaluation/modeling, transportation evaluation/modeling, cost/benefit evaluation, and zoning.

Deliverables

Deliverables include a digital copy of the plan as a PDF. All copies of presentations, event collateral, photos, GIS files, and graphics will be provided to the City.



Dubuque Street, Phase 1

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT is entered into this _____ day of September, 2021, by North Liberty Clinic of Chiropractic, P.L.C. (“the Clinic”) and the City of North Liberty, Iowa (“North Liberty”).

RECITALS

WHEREAS, the Clinic rents approximately 1,350 square feet for its chiropractic operation from Chiropractic Realty Partnership at 430 North Dubuque Street, North Liberty, Johnson County, Iowa (“the Property”) legally described as follows:

Beginning at the east quarter corner of Section 12, Township 80 North, Range 7 West of the 5th P.M., thence south 968.32 feet along the east line of the southeast quarter of said Section 12 (East line of southeast quarter of Section 12 is assumed to bear true north and south); thence West 20.0 feet to the point of beginning of the tract hereto described; from said point of beginning thence north 174.22 feet, thence west 135.83 feet to the northeasterly right of way line of former U.S. Highway # 218; thence southerly 220.79 feet along the northeasterly right of way line of said highway to the point of beginning.

(“the Property”); and

WHEREAS, North Liberty is in the process of acquiring the Property from Chiropractic Realty Partnership; and

WHEREAS, the Clinic and North Liberty have arrived at a mutually acceptable resolution of the acquisition of the Clinic’s leasehold interest in the Property; and

WHEREAS, the Clinic and North Liberty wish to memorialize their agreement in writing.

IT IS, THEREFORE, AGREED AS FOLLOWS:

1. The above recitals are true and correct.
2. North Liberty agrees to pay the Clinic Fifty-Four Thousand Dollars (\$54,000) for its leasehold interest in the property. All payments shall be made to the Meardon, Sueppel & Downer P.L.C Trust Account. The parties agree that the sum of Fifty-Four Thousand Dollars (\$54,000) represents all acquisition payments related to the Clinic's leasehold interest. This Agreement shall not affect the Clinic's eligibility to receive relocation assistance benefits as contemplated under Iowa Code Chapter 316, Iowa Code Sections 6B.42, 6B.45, 6B.54 and 6B.55 and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Pub. L. 91-646, as amended.
3. The Clinic agrees to execute a quit claim related to its leasehold interest substantially in the form of Exhibit A attached. Upon taking possession of the Property by North Liberty, the Clinic shall be entitled to occupy its current space only until 12:00 p.m. on December 31, 2021, at the rental rate of Five Dollars (\$5) per month. Clinic agrees to promptly vacate the Property on or before said time. Clinic further agrees that any personalty owned by the Clinic and remaining in the Property after that time is deemed abandoned and may be disposed of by North liberty without notice or compensation.
4. This Agreement is negotiated under threat of condemnation.
5. The Clinic voluntarily waives the right, if any, to further appraisals and compensation for its leasehold interest in the Property.
6. This Agreement constitutes the entire understanding among the parties hereto and shall not be altered, amended or modified unless done so in writing. In the event any party hereto

must commence an action to enforce any obligation hereunder, the prevailing party shall be entitled to recover all costs associated therewith, including reasonable attorney fees. This Agreement shall be binding on the heirs, successors and assigns of the parties hereto.

CITY OF NORTH LIBERTY, IOWA

By _____,
_____, Mayor

Attest: _____
_____, City Clerk

NORTH LIBERTY CLINIC OF CHIROPRACTIC, P.L.C

By Thomas J. Holub member

STATE OF IOWA)
)
COUNTY OF JOHNSON)

On this 2nd day of September, 2021, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Thomas J. Holub, to me personally known, who being by me duly sworn, did say that he/she is the managing member of North Liberty Clinic of Chiropractic, P.L.C, executing the within and foregoing instrument; and that Thomas J. Holub as a member of the P.L.C. acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the P.L.C., by it and by him/her voluntarily executed.

Chris A. [Signature]
Notary Public in and for the State of Iowa 9/2/21

STATE OF IOWA)
)
COUNTY OF JOHNSON) ss:

On this _____ day of _____, 2021, before me, the undersigned, a Notary Public in and for said County, in said State, personally appeared _____ and _____, to me personally known, and who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in (Ordinance) No. _____ passed by the City Council, on the _____ day of _____, 2021, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of Iowa

Prepare By Charles A. Meardon, 122 South Linn Street, Iowa City, IA (319) 338-9222
Individual's Name Street Address City Phone

Charles A. Meardon ISBA # 09771

SPACE ABOVE THIS LINE FOR RECORDER

Address Tax Statements: City of North Liberty, Iowa
3 Quail Creek Circle
North Liberty, Iowa 52317

QUIT CLAIM DEED

For valuable consideration, the sufficiency of which is hereby acknowledged, North Liberty Clinic of Chiropractic, P.L.C. does hereby Quit Claim to the City of North Liberty, Iowa, a municipal corporation, all of its right, title, interest, estate, claim and demand in the following described real estate located in Johnson County, Iowa, legally described as follows:

Beginning at the ease quarter corner of Section 12, Township 80 North, Range 7 West of the 5th P.M., thence south 966.32 feet along the east line of the southeast quarter of said Section 12 (East line of southeast quarter of Section 12 is assumed to bear true north and south); thence West 20.0 feet to the point of beginning of the tract hereto described; from said point of beginning thence north 174.22 feet, thence west 135.83 feet to the northeasterly right of way line of former U.S. Highway # 218; thence southerly 220,79 feet along the northeasterly right of way line of said highway to the point of beginning.

and any fixtures, improvements or personal property located thereon after January 1, 2022.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

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

Dated: Sylvia L, 2021.

RESOLUTION NO. 2021-92

**RESOLUTION AUTHORIZING SETTLEMENT AGREEMENT
WITH NORTH LIBERTY CLINIC OF CHIROPRACTIC PLC**

WHEREAS, North Liberty Clinic of Chiropractic, P.L.C. (“NLCC”) is a commercial tenant on a property which is being acquired via eminent domain by the City of North Liberty (the “City”) in furtherance of the Dubuque Street Phase One Project (the “Project”); and

WHEREAS, the City is required by law to provide just compensation for the taking of any interest in real property taken by eminent domain, including leasehold interests; and

WHEREAS, the City and NLCC have reached an agreement concerning the compensation owed to NLCC for the acquisition of its leasehold interests which are affected by the Project.

NOW, THEREFORE, BE IT RESOLVED that that the attached agreement is authorized and approved, and that the Quit Claim Deed provided by NLCC is accepted.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute said agreement.

APPROVED AND ADOPTED this 14th day of September, 2021.

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



Hate Crime Ordinance

What North Liberty Values Are

Personal Development and Acceptance

A community that welcomes all persons who choose to live here;

A community that believes that every person has a right to live without fear of harassment;

That all persons have the right to live without fear of discrimination of in any aspect of personal, community life.

That all persons have the right to pursue their educational, employment and social goals in a supportive community;

Community Objectives

We desire North Liberty to be a welcoming community;

We encourage personal and community growth that helps build the community;

We will promote development of strong family units

We encourage private and public efforts to answer community societal needs;

We are supportive of local businesses and promote economic development;

We desire persons of all age groups to have input into the city's needs and goals;

We will foster dialogue in a frank, truthful manner involving our citizens to address the needs of the community.



August 5, 2021

Mayor and City Council
North Liberty City Hall
3 Quail Creek Circle
North Liberty, IA 52317

Re: Municipal Hate Crime Ordinance Follow-up

Dear Mayor and Council Members,

During the City Council meeting on July 27, the Council requested information concerning the number of incidents occurring in North Liberty that might be properly qualified as hate crimes under a possible hate crime ordinance proposed by the Johnson County Interfaith Coalition. The Council also inquired about whether that proposed ordinance, which is modeled after Iowa City's ordinance, could be effectively expanded or broadened to include additional conduct.

NLPD Calls for Service

For the first inquiry, I have reviewed the data provided by Chief Venenga since the beginning of 2020. I find no incidents that satisfy the criteria of trespassing or harassment which have occurred because of the protected status of the victim, where the alleged perpetrator was an adult. I have included that age-related qualifier because, of the 218 calls for services in the last two years for harassment and/or trespassing, there were two incidents of name-calling among and between minors at the community center which included the use of racial slurs.

Of the remaining 216 calls for service, there were twenty-one arrests made, and of those twenty-one arrests, two were for trespassing, and nine for harassment. One of the nine harassment arrests involved the use of racial epithets, but the victim's race was not the motivating factor for the behavior. Likewise, the name-calling events at the community center were grounds to remove the offending minors from the building, but not for pressing criminal charges.

I should note that, with regard to the use of slurs, hateful speech is reprehensible, but it is not illegal in and of itself. For purposes of this discussion, in order for hateful speech to be actionable, it also must satisfy each of the elements of the crime of harassment. Iowa's harassment statute, referenced by the proposed ordinance, contains several "constitutional safety valves" so as not to punish speech which is merely unpopular. The speech would need to be without legitimate purpose, and also intended to threaten, intimidate or alarm the other person. Ultimately the City would have to prove beyond a reasonable doubt that the conduct met each of those elements, and also prove beyond a reasonable doubt that the crime was committed "because of" one or more of the enumerated protected characteristics of the victim. The use of racial or other slurs can inform a guilty verdict, but does not, without more, require one.

In the interest of providing comparative data, there have been zero calls for service for the NLPD in the last three years that resulted in charges brought by the County Attorney's office under the state's hate crime statutes.

Broadening Scope of Ordinance

For the second inquiry, I was asked about what additional offenses could be included to broaden the scope of the proposed ordinance. On review, I do not find a feasible way to expand the breadth of the ordinance beyond harassment and trespass without including conduct that rises (well) above the level of a simple misdemeanor. For example, one municipality in Idaho has included discharging weapons in their hate crime ordinance, but I struggle to identify a provable fact pattern where a person discharges a weapon because of the protected characteristic of another which would not automatically be treated at least as an aggravated misdemeanor, or more likely, a felony.

It is my understanding that the ordinance is intended to be narrow, and its purpose is merely to encompass what appears to be those (thankfully) rare situations where a crime is committed based on the status of the victim and there is no corresponding state law which enhances the penalty accordingly.

Sincerely,



Grant D. Lientz
City Attorney

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 40.03 OF THE
NORTH LIBERTY CODE OF ORDINANCES**

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

SECTION 1. NEW SECTION. Chapter 42 of the North Liberty Code of Ordinances (2021) is amended to include the new subsection:

42.08: VIOLATION OF INDIVIDUAL RIGHTS - HATE CRIME:

1. It shall be unlawful for a person to commit a hate crime. "Hate crime" means one of the following public offenses when committed against a person or a person's property because of the victim's actual or perceived race, color, creed, religion, national origin, sex, gender identity, sexual orientation, age, disability, or marital status or the person's association with a person or group with one or more of these actual or perceived characteristics:
 - A. Harassment under Iowa Code section 708.7.
 - B. Trespass, as defined in Iowa Code section 716.7(2)(a).
2. A violation of this section is punishable as follows:
 - A. First offense: A fine of at least three hundred dollars (\$300.00) and not to exceed eight hundred fifty-five dollars (\$855.00), and imprisonment of at least three (3) days and not to exceed seven (7) days.
 - B. Subsequent offenses: A fine of eight hundred fifty-five dollars (\$855.00) and thirty (30) days imprisonment.
3. Nothing herein shall be construed to allow a court, in the absence of a stipulation by the parties, to admit evidence of speech, beliefs, association, group membership, or expressive conduct unless that evidence is relevant and admissible under the Iowa Rules of Evidence. Nothing herein is intended to affect the existing rules of evidence.

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

SECTION 3. 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 4. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

First reading on _____, 2021.

Second reading on _____, 2021.

Third and final reading on _____, 2021.

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. _____ in the North Liberty *Leader* on the ____ day of _____, 2021.

TRACEY MULCAHEY, CITY CLERK



June 2, 2021

Mayor and City Council
North Liberty City Hall
3 Quail Creek Circle
North Liberty, IA

Re: Hate Crime Ordinances

Dear Mayor and City Council Members:

In June of 2020, the City was approached by members of the Johnson County Interfaith Coalition with the request that North Liberty enact a hate crime ordinance comparable to the hate crime ordinance passed in Iowa City in 2019. You may recall that this proposal was one of several put forth for consideration as part of our social justice and racial equity reform initiative.¹ This memorandum is intended to provide you with some background on the history and current status of hate crime laws.

Hate crime laws have existed at the federal level since 1968, and in Iowa state law since 1992. Generally speaking, they provide enhanced penalties for committing certain crimes when the motivation for the crime is rooted in a protected characteristic of the victim. The stated goal of Iowa's law, found at Chapter 729A of the Iowa Code, is for persons to be free from any violence or intimidation by threat of violence based on a person's race, color, religion, ancestry, national origin, political affiliation, sex, sexual orientation, age, or disability.

Penalty enhancements like the ones found in federal law and in Iowa's Chapter 729A serve to increase the "level" of punishment for the underlying offense. A simple misdemeanor would become a serious misdemeanor, a serious misdemeanor would become an aggravated misdemeanor, an aggravated misdemeanor would become a Class D felony, and so on. The only crimes included in and enhanced by that statute are assault, arson, criminal mischief (destruction of property), and trespass.

By way of example, a crime like assault (say, swinging a fist at another person) might ordinarily be a simple misdemeanor, punishable with fines ranging from \$105.00 to \$855.00 and imprisonment not to exceed 30 days. If that same assault caused bodily

¹ See attached "Equity Next Steps (V3).pdf" October 23, 2020

injury, then it could be charged as a serious misdemeanor, which includes fines ranging from \$430.00 to \$2,560.00 and imprisonment not to exceed one year. If the swinging fist occurred because of the victim's race, it could be charged as a serious misdemeanor, even without bodily injury.

Please note that in practice, the imposition of *any* amount of jail time is quite uncommon for first-time offenses, with the exception of certain crimes which carry mandatory minimum sentences. The imposition of maximum sentences for imprisonment is vanishingly rare, when not required by law.

Under Iowa Code §364.3(2), municipalities may not provide penalties for violations of city ordinances in excess of the maximum fine and term of imprisonment for a simple misdemeanor.² Because of that restriction, the traditional sentencing enhancement method which is used at the federal and state level is not available to cities. Iowa City's hate crime ordinance instead provides for a mandatory minimum jail sentence for cases of harassment or trespass which are motivated by the victim's protected characteristics. Both trespass and harassment are already illegal under state code, but harassment is not one of the specific crimes eligible for penalty enhancement under Chapter 729A. The Iowa City ordinance also expands the list of protected characteristics to include gender identity or marital status. It carries a minimum penalty of 3 to 7 days in jail for a first offense, and 30 days in jail for subsequent offenses.

Despite the obvious message it sends, ordinances like Iowa City's have not been widely adopted, primarily because of the costs associated with doing so. When an indigent³ defendant faces the possibility of a period of confinement, the court is required to appoint counsel for that person. The higher the projected cost of defense, the more likely it is that a given defendant would be unable to pay, and therefore the more likely it is that counsel would be appointed. Charges which carry a mandatory term of imprisonment necessarily qualify.

Ordinarily, the state pays for the compensation of public defenders or court-appointed attorneys, including transcripts, witness fees, expenses, and any other goods or services which may be required by law to be provided to an indigent defendant. If, however, an attorney is appointed to represent an indigent person for an alleged

² A city may also not provide that a violation of an ordinance is punishable by municipal infraction (which carries higher monetary penalties, but does not include the possibility of incarceration) if the violation is also one which is contained within the State crime control code.

³ Whether a defendant qualifies as indigent depends on their ability to pay, which is influenced by not only their income, but by their family size, their available assets, and whether paying for a legal defense would cause the defendant substantial hardship.

violation of a city ordinance, the city is required to reimburse the state for all of those expenses. I have consulted with the State Public Defender's office, and they informed me that while the average cost of defense for an ordinary simple misdemeanor case is less than five hundred dollars, the costs of defending a hate crime charge would almost certainly run to many thousands of dollars.⁴

Because of the higher stakes (including mandatory incarceration, possible civil liability, and the associated stigma) an attorney defending a person charged with a hate crime would "pull out all the stops" to avoid a conviction, and would almost certainly appeal the matter on constitutional grounds. All of those costs would need to be paid by the City regardless of whether the defendant is convicted or not.

In addition to the cost of defense, if the prosecution is successful and the defendant is sentenced to a term of imprisonment under a city ordinance, the city is also responsible for paying the costs of confinement. The Johnson County Jail currently charges \$60 per night.

Another potential consideration is the cost of prosecution. Iowa City currently employs five attorneys and two full-time support staff. North Liberty's legal department is perfectly capable of handling the day-to-day needs of the City, but a well-defended, high-profile case could easily stretch those resources thin, and justify hiring special counsel to prosecute the matter.

I hope that this memorandum is useful. Please don't hesitate to contact me directly with any additional questions you may have.

Sincerely,



Grant D. Lientz
City Attorney

⁴ The costs for defending a hate crime would be "exponentially higher" than an average case, according to the State Public Defender's office.

Ryan Heiar

From: Mayor
Sent: Friday, June 25, 2021 11:23 AM
To: Ryan Heiar; Grant Lientz; Diane Venenga
Subject: Fwd: [EXTERNAL] June 22 2021 City Council Meeting

FYI.....TLD

Sent from my iPad

Begin forwarded message:

From: Angelique Rivera <angelique.rivera@outlook.com>
Date: June 25, 2021 at 10:48:50 AM CDT
To: Chris Hoffman <chris.hoffman@northlibertyiowa.org>, Brent Smith <brent.smith@northlibertyiowa.org>, RaQuishia Harrington <Raquishia.harrington@northlibertyiowa.org>, Annie Pollock <annie.pollock@northlibertyiowa.org>, Mayor <mayor@northlibertyiowa.org>, Brian Wayson <brian.wayson@northlibertyiowa.org>
Subject: [EXTERNAL] June 22 2021 City Council Meeting

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Good Morning

I don't regularly catch all the city council meetings I have seen a number of them over the years but I did watch the one on June 22 and saw that input was being asked from the community on a topic I am unfortunately very familiar with living in Iowa for 30 years. I have experienced a number of racially motivated hate toward my family, have been call every racial slur you can think of because of the racial ambiguity of my family. We are Puerto Rican decent as a child my mom's car was dosed with beans, heard the go back to your country, had physical injuries in grade school from another student and so on those experiences were when I lived In Muscatine. We moved to Iowa City so I could attend the university and then once graduated We moved to North Liberty originally in 2006 left for about 5 years and came back in 2013. Each time I have lived in North Liberty I was a property owner. I currently live at 720 Pace Ct. and I bought this house based on the experience I had at my former house on N Mckenzie. In 2018 I found a noose on my property in front of my house. On that street we were the only people of color. At the insistence of my white neighbor I called the police and the officer asked if I had enemies I do not. The officer took it and told me that because it wasn't tied in a certain way he wouldn't think anything of it. My neighbor and I didn't understand. But I was not going to disagree with the officer, don't want any problems. I had sent a picture to my husband and he agreed it was time to move. So we sold that house and moved to our current residence. I specifically chose this house because of the diversity on my cul de sac and at that time the neighbors in the back. Very diverse. I felt safe. One of my Asian neighbors who lived toward the back of my house moved to Florida in 2020 and my new neighbors who had a party the other day in which one of their guest was peeing on the side of their house in eye shot of my dining table. I opened my balcony door to say something to remind them people were here. Not wanting to cause issues I waited till the next day to talk to my neighbor his response was doesn't surprise him his guest did that and then he said This is Iowa, you don't like it

....and then said nothing else. I didn't reply, I already know what he was gonna say his assumption was I wasn't from Iowa based solely on my skin color. I have to wait to install a privacy fence even though my neighbor has chain link. Will be unsightly for him but I am not leaving! I tell you both stories so show the levels of hostility one goes thru being a person of color. One is more severe than the other but both create the same feeling of never belonging to an area.

I support an ordinance but if there aren't the votes for it then a resolution would be better than nothing. You need to understand the trauma a person goes thru that just because of the color of their skin you can be targeted and you have no idea who is going to do it or what they are going to do. Bigots don't usually wear signs. And I don't mean to sound like I am excluding the LGBTIA community. Not my intention.

I also want to say that the council member using the FBI hate crime incidents as a barometer isn't accurate because most go under reported. The passion at which was debated on the HOAs(not a fan of HOAs) and chicken coup versus the wishy washy of Hate crime discussion gave the impression that unless you experience something first hand it's not as important. May not have been your intention but that is what I perceived.

Thank you for your time
Mrs. Angelique Rivera
720 Pace Ct
North Liberty, IA
52317

Sent from [Mail](#) for Windows 10

Ryan Heiar

From: Brent Smith
Sent: Tuesday, July 13, 2021 10:10 AM
To: Ryan Heiar
Subject: Fwd: [EXTERNAL] Re: Hate Crime Ordinance

Get [Outlook for Android](#)

From: Erek Sittig <ereksittig@gmail.com>
Sent: Tuesday, July 13, 2021 10:04:35 AM
To: mayor@northlibertyiowa.org <mayor@northlibertyiowa.org>; annie.pollock@northlibertyiowa.org <annie.pollock@northlibertyiowa.org>; brian.wayson@northlibertyiowa.org <brian.wayson@northlibertyiowa.org>; raquishia.harrington@northlibertyiowa.org <raquishia.harrington@northlibertyiowa.org>; chris.hoffman@northlibertyiowa.org <chris.hoffman@northlibertyiowa.org>; brent.smith@northlibertyiowa.org <brent.smith@northlibertyiowa.org>; Tracey Mulcahey <tmulcahey@northlibertyiowa.org>
Subject: [EXTERNAL] Re: Hate Crime Ordinance

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

I wanted to follow up on my previous email. I misremembered some of the hate crime ordinance conversation, mainly the concern about the cost being primarily the cost of prosecution, not of defense. I apologize for that, but I don't think it really makes all that much difference.

These are simple misdemeanors heard in lower level courts with compressed timelines, smaller juries, less formal rules, and limited rights to appeal. A crafty defense attorney could cause some headaches for a prosecutor, as they could in any other traffic or code enforcement matter, and I think a bill from an outside prosecutor would be in the thousands of dollars. Having spent plenty of time prosecuting and defending crimes at all levels, ten thousand dollars seems high to me, even when you take an appeal into account, and if you reach multiple tens of thousands I would seriously question your choice of outside prosecutor.

But what's the maximum cost we're willing to spend to try to stamp out hate? What is another person's dignity worth? You just spent \$6 million to house the police department and plan to spend \$7 million for a new city hall building. If the City prosecutes one of these crimes a year (I think it's unlikely to prosecute one in ten or even fifty years) that few thousand dollars is a drop in the City's \$50+ million dollar annual budget bucket.

How much does the City spend each year on code enforcement? How many people did City employees confront this year because they changed the color of their building to something the City doesn't consider "earth tones" or because they didn't get their lawn mowed or didn't plant the correct number of trees or their plans don't show enough masonry on their proposed home?

Our city government spends a lot of time and money glossing over the problems we have by making things look nice. It's time to pay more attention to making sure the pretty picture you're painting works for everyone, and this hate crime ordinance is an easy first step.

Erek Sittig

ereksittig@gmail.com

On Mon, Jul 5, 2021 at 8:55 PM Erek Sittig <ereksittig@gmail.com> wrote:

Dear Mayor and Council:

I've been watching with interest your discussions regarding a possible hate crime ordinance in North Liberty and am a little astounded that this was not an easy unanimous "yes" vote. After hearing last summer from your community that North Liberty is not seen as a welcoming place for people of color, you should be jumping at every chance you have to change that perception.

There have been concerns about the cost of defending someone accused under this ordinance. It's true the City would bear the cost for those defendants deemed indigent under Iowa law who are assigned an attorney from the public defender's office or a private attorney who has a contract to take indigent defense cases at drastically reduced rates. The attorneys doing this work are not charging \$400 per hour. Contract attorneys get paid \$60 per hour, and they have miniscule budgets, unless the Iowa State Public Defender's Office approves something beyond the norm. The cost argument is exaggerated and nothing more than a red herring.

The other arguments I recall hearing are that the ordinance is limited and these sorts of laws rarely get used. This ordinance is limited because the City's power in this area is limited. It might never be used because it's hard to prove and, hopefully, there aren't very many cases where it might apply. Neither of those is a good reason for taking a pass here.

When was the last time the City prosecuted a case regarding an unattended or abandoned refrigerator (Section 41.03)? Why enact a ban on fireworks, which appears to be unenforceable, when the City can't ban their sale (Section 41.10(2))? Under the logic I've heard, neither of those ordinances should be on the books, but they're important because of past experience. Children have gotten stuck in refrigerators and suffocated. Fireworks routinely cause horrible injury to users and onlookers. And because you have those ordinances, you at least have the option to prosecute someone when an issue comes up.

Racism, religious persecution, LGBTQ+ discrimination, and other forms of hate are alive and well in the United States, Iowa, Johnson County, and North Liberty. This hate crime ordinance may be small, but it gives the City the option to prosecute if the need arises.

I think I've heard you argue for about an hour over the last two meetings about chickens and how close their enclosures can be to a neighbor's property. Why not focus on something that can actually make a difference? Even a small step like this is a step toward a better North Liberty for everyone.

Erek Sittig

ereksittig@gmail.com

ORDINANCE NO. 2021-15

**AN ORDINANCE AMENDING CHAPTER 42 OF THE
NORTH LIBERTY CODE OF ORDINANCES**

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

SECTION 1. NEW SECTION. Chapter 42 of the North Liberty Code of Ordinances (2021) is amended to include the new subsection:

42.08: VIOLATION OF INDIVIDUAL RIGHTS - HATE CRIME:

1. It shall be unlawful for a person to commit a bias-motivated hate crime. "Bias-motivated hate crime" means one of the following public offenses when committed against a person or a person's property because of the victim's actual or perceived race, color, creed, religion, national origin, political affiliation, sex, gender identity, sexual orientation, age, disability, or marital status or the person's association with a person or group with one or more of these actual or perceived characteristics:
 - A. Harassment under Iowa Code section 708.7.
 - B. Trespass, as defined in Iowa Code section 716.7(2)(a).
2. A violation of this section is punishable as follows:
 - A. First offense: A fine of at least three hundred dollars (\$300.00) and not to exceed eight hundred fifty-five dollars (\$855.00), and imprisonment of at least three (3) days and not to exceed seven (7) days.
 - B. Subsequent offenses: A fine of eight hundred fifty-five dollars (\$855.00) and thirty (30) days imprisonment.
3. Nothing herein shall be construed to allow a court, in the absence of a stipulation by the parties, to admit evidence of speech, beliefs, association, group membership, or expressive conduct unless that evidence is relevant and admissible under the Iowa Rules of Evidence. Nothing herein is intended to affect the existing rules of evidence.

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

SECTION 3. 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 4. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

First reading on August 24, 2021.

Second reading on _____, 2021.

Third and final reading on _____, 2021.

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. _____ in the North Liberty *Leader* on the ____ day of _____, 2021.

TRACEY MULCAHEY, CITY CLERK



Recordation Ordinance

ORDINANCE NO. 2021-15

**AN ORDINANCE AMENDING CHAPTER 42 OF THE
NORTH LIBERTY CODE OF ORDINANCES**

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

SECTION 1. NEW SECTION. Chapter 42 of the North Liberty Code of Ordinances (2021) is amended to include the new subsection:

42.08: VIOLATION OF INDIVIDUAL RIGHTS - HATE CRIME:

1. It shall be unlawful for a person to commit a bias-motivated hate crime. "Bias-motivated hate crime" means one of the following public offenses when committed against a person or a person's property because of the victim's actual or perceived race, color, creed, religion, national origin, political affiliation, sex, gender identity, sexual orientation, age, disability, or marital status or the person's association with a person or group with one or more of these actual or perceived characteristics:
 - A. Harassment under Iowa Code section 708.7.
 - B. Trespass, as defined in Iowa Code section 716.7(2)(a).
2. A violation of this section is punishable as follows:
 - A. First offense: A fine of at least three hundred dollars (\$300.00) and not to exceed eight hundred fifty-five dollars (\$855.00), and imprisonment of at least three (3) days and not to exceed seven (7) days.
 - B. Subsequent offenses: A fine of eight hundred fifty-five dollars (\$855.00) and thirty (30) days imprisonment.
3. Nothing herein shall be construed to allow a court, in the absence of a stipulation by the parties, to admit evidence of speech, beliefs, association, group membership, or expressive conduct unless that evidence is relevant and admissible under the Iowa Rules of Evidence. Nothing herein is intended to affect the existing rules of evidence.

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

SECTION 3. 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 4. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

First reading on August 24, 2021.

Second reading on _____, 2021.

Third and final reading on _____, 2021.

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. _____ in the North Liberty *Leader* on the ____ day of _____, 2021.

TRACEY MULCAHEY, CITY CLERK



Additional Information

To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **9/8/2021**
Re **Monthly Report**

August Permits:

66 permits were issued in August with estimated construction value of 5.2 million dollars. Nine permits for new homes were issued with estimate construction value of 2.6 million dollars. Staff completed 352 inspections during the month of August.

Rental/Code Compliance Cases:

Twenty-two rental permit applications received in August. Nineteen code compliance cases were processed in August.

Casey's Project:

The general contractor has secured all building permits for the new convince store located at the corner of Ranshaw Way and Westwood Drive. Construction activity will begin this month.

Scooters Coffee:

Contractors have completed the water service, building sewer, storm sewer and the structural shell.





Monthly Permit Tally Report

08/01/2021 - 08/31/2021

Permit #	Permit Type	Type of Improvement	Project Description	Construction Value	Total Fees
----------	-------------	---------------------	---------------------	--------------------	------------

Group: Accessory Structure

20210703	Zoning	Accessory Structure	Backyard Shed	\$1,800.00	
				\$1,800.00	

Group Total: 1

Group: Commercial Addition

20210432	Building	Commercial Addition	Install a 34.080 roof mounted solar system	\$71,044.00	\$841.06
				\$71,044.00	\$841.06

Group Total: 1

Group: Commercial Alteration

20210698	Building	Commercial Alteration	repair on siding	\$0.00	\$23.50
				\$0.00	\$23.50

Group Total: 1

Group: Communication Tower

20210661	Building	Communication Tower	T-Mobile to add/replace antennas, radios, cables and related equipment per plans submitted.	\$75,000.00	\$100.00
				\$75,000.00	\$100.00

Group Total: 1

Group: Deck

20210709	Building	Deck	Replace deck railing. Changed plans and is now replacing entire deck.	\$1,000.00	\$38.75
20210635	Building	Deck	Remove old front steps and install new for 610 Rachael St	\$1,000.00	\$38.75
20210620	Building	Deck	Duplicating 10x10' Deck to make 20x10'	\$4,000.00	\$97.25
20210356	Building	Deck	Home Town Restyling is to replace deck	\$12,791.00	\$220.32
				\$18,791.00	\$395.07

Group Total: 4

Group: Display of Fireworks

20210624	Fire	Display of Fireworks	Concert in the Park Fireworks at Penn Meadows Park.	\$0.00	
				\$0.00	

Group Total: 1

Group: Driveway

20210670	Zoning	Driveway	additional parking	\$4,600.00	\$25.00
20210657	Zoning	Driveway	Driveway	\$0.00	\$25.00
20210629	Zoning	Driveway	driveway	\$0.00	\$25.00

20210628	Zoning	Driveway	driveway	\$0.00	\$25.00
20210627	Zoning	Driveway	driveway	\$0.00	\$25.00
20210626	Zoning	Driveway	driveway	\$0.00	\$25.00
				\$4,600.00	\$150.00

Group Total: 6

Group: Fence

20210718	Zoning	Fence	4 foot chain link fence	\$0.00	\$25.00
20210712	Zoning	Fence	6 Ft Wooden Privacy fence, replacing existing chain link fence,	\$750.00	\$25.00
20210710	Zoning	Fence	Back chain link 4' fence	\$0.00	\$25.00
20210707	Zoning	Fence	4' Black Chain Link backyard fence;	\$2,792.00	\$25.00
20210706	Zoning	Fence	Fence construction	\$6,000.00	\$25.00
20210700	Zoning	Fence	Fence partial area in backyard	\$2,500.00	\$25.00
20210694	Zoning	Fence	Vinyl Fence	\$6,507.00	\$25.00
20210647	Zoning	Fence	Fence install	\$4.06	\$25.00
20210644	Zoning	Fence	250' of 3' PVC Fence	\$14,665.00	\$25.00
20210642	Zoning	Fence	4' vinyl fence	\$0.00	\$25.00
20210639	Zoning	Fence	Install 156' 5' black chain link at Duplex	\$3,504.00	\$25.00
20210607	Zoning	Fence	Install 3' high picket PVC fene	\$18,712.00	\$25.00

				\$55,434.06	\$300.00
--	--	--	--	--------------------	-----------------

Group Total: 12

Group: Manufactured Home

20210637	Building	Manufactured Home	Move home of lot, repair grade and reset home in same location	\$1.00	\$100.00
----------	----------	-------------------	--	--------	----------

				\$1.00	\$100.00
--	--	--	--	---------------	-----------------

Group Total: 1

Group: Mechanical Electrical Plumbing (MEP)

20210734	Building	Mechanical Electrical Plumbing (MEP)	INSTALL GAS LINE FOR GENERATOR	\$2,400.00	\$74.85
20210702	Building	Mechanical Electrical Plumbing (MEP)	Install gas to generator	\$550.00	\$23.50
20210673	Building	Mechanical Electrical Plumbing (MEP)	Install water heater	\$2,430.00	\$23.50
20210671	Building	Mechanical Electrical	Replace AC	\$3,084.00	\$84.43
20210645	Building	Mechanical Electrical	Add ATS	\$11,000.00	\$195.25
				\$19,464.00	\$401.53

Group Total: 5

Group: New Commercial

11121	Building	New Commercial	Construction of a convenience store with fuel. Fuel Canopy will be applied for under separate permit.	\$1,800,000.00	\$9,723.75
-------	----------	----------------	---	----------------	------------

				\$1,800,000.00	\$9,723.75
--	--	--	--	-----------------------	-------------------

Group Total: 1

Group: New Single Family Dwelling

20210623	Building	New Single Family Dwelling	New Construction of a 1565 sq ft ranch with 1017 sq ft finished basement.	\$284,500.00	\$2,924.45
20210609	Building	New Single Family Dwelling	new home build	\$275,000.00	\$2,871.25
20210602	Building	New Single Family Dwelling	New Ranch Style Home	\$298,455.00	\$3,002.60
20210592	Building	New Single Family Dwelling	New Ranch Style Home	\$285,973.00	\$2,932.70
20210591	Building	New Single Family Dwelling	New Ranch Style Home	\$301,003.00	\$3,016.87
20210590	Building	New Single Family Dwelling	New Ranch Style Home	\$299,547.00	\$3,008.71
20210583	Building	New Single Family Dwelling	New Ranch Style Home	\$286,455.00	\$2,935.40
20210565	Building	New Single Family Dwelling	New Single Family Home	\$350,000.00	\$3,291.25
20210534	Building	New Single Family Dwelling	New single family dwelling	\$250,000.00	\$2,731.25
				\$2,630,933.00	\$26,714.48

Group Total: 9

Group: Permanent Sign

20210697	Zoning	Permanent Sign	Permanent Sign on Front and Side of Building	\$720.20	\$50.00
----------	--------	----------------	--	----------	---------

20210659	Zoning	Permanent Sign	installation of new channel letters and new monument sign	\$7,920.00	\$50.00
20210596	Zoning	Permanent Sign	Install qty 2 wall signs - replacing existing 2	\$1,600.00	\$50.00
				\$10,240.20	\$150.00

Group Total: 3

Group: Residential Addition

20210684	Building	Residential Addition	Install an 8.075kW roof mounted solar system and battery	\$19,207.00	\$310.15
20210683	Building	Residential Addition	Install a 14.70kW roof mounted solar system and Battery	\$29,095.00	\$432.61
20210669	Building	Residential Addition	Install 22kw Generator	\$10,536.33	\$188.76
20210650	Building	Residential Addition	Installing a 6.240kW roof mount solar system	\$8,821.00	\$164.74
20210364	Building	Residential Addition	attached garage with living space addition	\$200,000.00	\$1,553.75
				\$267,659.33	\$2,650.01

Group Total: 5

Group: Residential Alteration

20210743	Building	Residential Alteration	Install an 11.520kW roof mounted solar system.	\$26,100.00	\$402.36
20210741	Building	Residential Alteration	Installation of roof mounted solar array	\$12,162.00	\$211.52
20210714	Building	Residential Alteration	Install a 10.720kW roof mounted solar system	\$16,918.00	\$278.10
20210691	Building	Residential Alteration	Change screened porch to 4 season living area	\$50,000.00	\$643.75
20210681	Building	Residential Alteration	Move bathroom and rearrange kitchen	\$10,000.00	\$181.25
20210678	Building	Residential Alteration	finishing out basement	\$10,000.00	\$181.25
20210667	Building	Residential Alteration	5.325KW Roof Mounted Photovoltaic Array	\$29,540.98	\$437.11
20210666	Building	Residential Alteration	11.36KW Roof Mounted Photovoltaic Array	\$47,333.00	\$616.81

20210665	Building	Residential Alteration	5.325KW Roof Mounted Photovoltaic Array	\$29,644.45	\$438.16
20210656	Building	Residential Alteration	New front deck and steps	\$2,000.00	\$69.25
20210610	Building	Residential Alteration	Finish basement storage room	\$6,000.00	\$125.25
20210560	Building	Residential Alteration	Convert existing screen porch to 3 season room	\$18,000.00	\$293.25
				\$257,698.43	\$3,878.06

Group Total: 12

Group: Right of Way

20210692	Construction	Right of Way	500' BORE AND PLACEMENT OF ONE HAND HOLE / job N.892093	\$5,000.00	\$23.50
				\$5,000.00	\$23.50

Group Total: 1

Group: Swimming pools, spas and hot tubs

20210640	Building	Swimming pools, spas and hot tubs	15' X 48" pool, water depth for 42", on already existing basketball court, about 30' from the house	\$450.00	\$23.50
				\$450.00	\$23.50

Group Total: 1

Group: Zoning Certificate

20210685	Zoning	Zoning Certificate	Community pantry	\$0.00	\$25.00
				\$0.00	\$25.00

Group Total: 1

				\$5,218,115.02	\$45,499.46
--	--	--	--	-----------------------	--------------------

Total Records: 66



Permit Summary Report Inspection Type

Schedule Date 01/01/2021 TO 08/31/2021

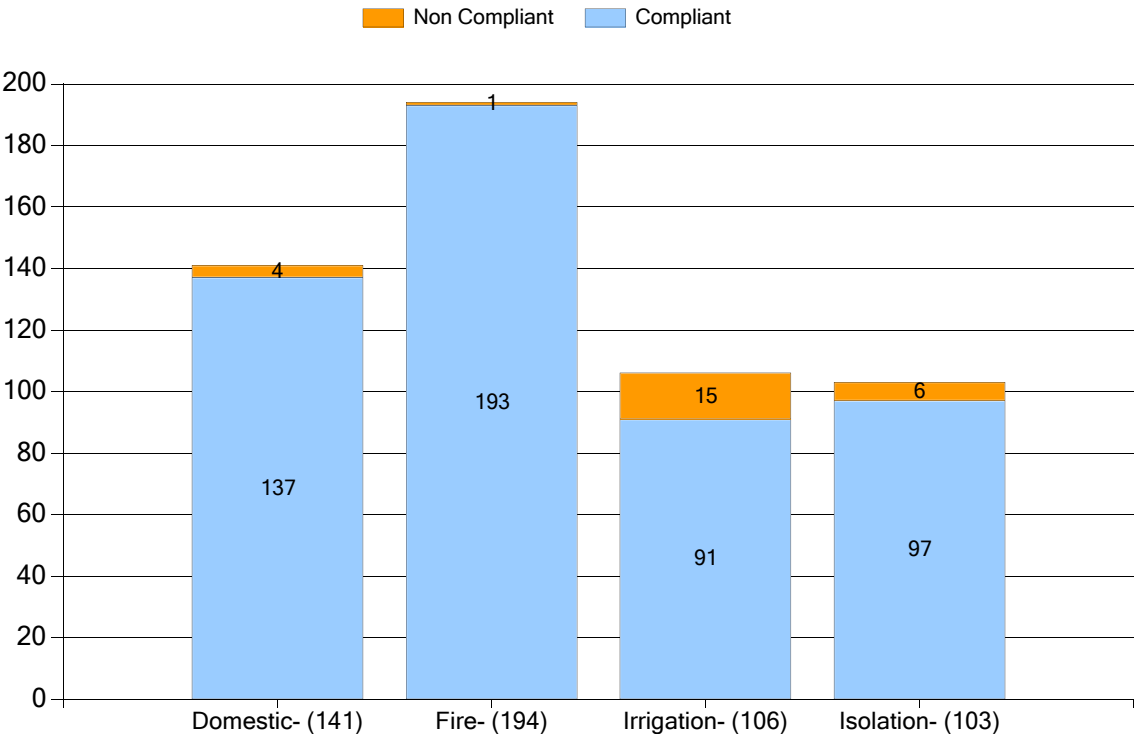
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
Inspection request	7	1	17	22	15	10	10	8	0	0	0	0		90
Re-inspection	20	22	55	46	63	37	69	46	0	0	0	0		358
1st SWPPP	1	3	11	11	10	9	5	8	0	0	0	0		58
Above Suspended Ceiling	1	0	1	1	0	1	0	0	0	0	0	0		4
Backflow Preventer	0	0	1	0	0	0	0	1	0	0	0	0		2
Building Sewer	0	0	0	1	0	0	1	0	0	0	0	0		2
Commercial Final	1	1	6	2	3	2	1	0	0	0	0	0		16
Commercial Rough-In	0	5	5	2	3	0	1	1	0	0	0	0		17
Deck, Porch, Sunroom Footings	3	0	15	10	13	24	7	12	0	0	0	0		84
Final	12	4	4	6	18	17	12	13	0	0	0	0		86
Fire - Automatic Sprinkler System	1	0	6	5	2	2	0	0	0	0	0	0		16
Fire - Automatic Sprinkler System - Preconcealment	0	5	0	0	0	0	0	0	0	0	0	0		5
Fire - Fire Alarm Installation	1	0	4	0	1	1	0	2	0	0	0	0		9
Fire - Fire Dept. Acceptance	1	0	4	0	2	0	0	1	0	0	0	0		8
Fire - Fire Pump Installation	0	0	0	0	0	0	0	1	0	0	0	0		1
Fire - LP-Gas (Temporary Installation)	2	0	0	0	0	0	0	0	0	0	0	0		2
Fire - Retail Sales of Fireworks	0	0	0	0	0	4	0	0	0	0	0	0		4
Footings/Slabs	3	4	10	14	15	13	10	14	0	0	0	0		83
Foundation Dampproofing	0	2	5	5	14	0	9	8	0	0	0	0		43
Foundation Wall	3	3	8	15	13	10	14	14	0	0	0	0		80
Framing	0	0	0	1	0	0	0	0	0	0	0	0		1
Gas service release	5	3	24	5	2	15	5	15	0	0	0	0		74
Grading	0	1	5	6	8	7	10	7	0	0	0	0		44
Manufactured Home	0	0	0	1	0	0	1	0	0	0	0	0		2
Meeting	0	0	0	1	0	4	2	1	0	0	0	0		8
Notice of Termination CSR	2	1	0	1	0	0	2	6	0	0	0	0		12
Other	0	0	0	0	4	2	10	1	0	0	0	0		17
Out of the office	0	0	0	0	0	0	0	1	0	0	0	0		1
Permanent Electric Service Release	9	10	10	17	12	9	19	16	0	0	0	0		102
Plumbing below slab	6	3	13	8	21	4	20	14	0	0	0	0		89
Pool Final (residential)	0	0	0	0	0	1	0	0	0	0	0	0		1
Rental	0	99	112	4	0	0	48	51	0	0	0	0		314
Residential final (New Construction)	3	6	14	13	21	13	19	11	0	0	0	0		100
Residential Photovoltaic (PV) Solar System	3	1	3	2	2	6	4	5	0	0	0	0		26
Residential Rough-in (New Construction)	1	14	9	11	8	9	12	19	0	0	0	0		83
Rough-in	6	4	2	5	3	4	3	8	0	0	0	0		35
Sanitary Sewers	0	0	0	1	0	1	0	0	0	0	0	0		2
Sewer & Water Service	3	0	8	24	15	17	14	17	0	0	0	0		98
Sidewalk Release	2	2	3	4	10	6	10	7	0	0	0	0		44
Sump Pump Discharge Line	0	0	11	8	6	15	9	8	0	0	0	0		57
Temporary Electric Service	3	2	9	12	7	14	8	15	0	0	0	0		70
Water Heater	0	0	0	0	1	0	0	0	0	0	0	0		1
Water Main and Appurtenance	1	0	0	0	0	1	0	0	0	0	0	0		2
Water Service	0	0	1	1	0	2	0	0	0	0	0	0		4
Witness air pressure test and piping inspection	2	16	13	12	15	10	15	21	0	0	0	0		104
Totals:	102	212	389	277	307	270	350	352	0	0	0	0		2259

Code Compliance Report

08/01/2021 - 08/31/2021

Case Date	Case #	Status	Complaint	Reporting Code
8/2/2021	20210133	Closed	Failed to maintain a working fire sprinkler backflow device	City Code
8/2/2021	20210134	Open	Parking On Grass	Zoning Code
8/2/2021	20210135	Closed	Parking On Grass	Zoning Code
8/5/2021	20210136	Open	Storage of Junk	Zoning Code
8/18/2021	20210137	Open	Parking On Grass	Zoning Code
8/18/2021	20210138	Open	Tree trimming and junk	Zoning Code
8/18/2021	20210139	Open	Parking On Grass	Zoning Code
8/18/2021	20210140	Open	Tree trimming	Zoning Code
8/18/2021	20210141	Void	Parking On Grass	Zoning Code
8/18/2021	20210142	Open	Tree trimming	Zoning Code
8/18/2021	20210143	Open	Tree trimming	Zoning Code
8/18/2021	20210144	Open	Tree trimming and brush	Zoning Code
8/19/2021	20210145	Open	Tree trimming	Zoning Code
8/19/2021	20210146	Open	Tree trimming	Zoning Code
8/25/2021	20210147	Closed	Past due fire sprinkler backflow test	City Code
8/26/2021	20210148	Open	Section 169(11) - Parking on grass.	Zoning Code
8/31/2021	20210149	Closed	Improper Parking	Zoning Code
8/31/2021	20210150	Closed	Improper Parking	Zoning Code
8/31/2021	20210151	Open	Storage of Junk	Zoning 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 **Sept. 8, 2021**
Re **Communications Staff Report**

COVID-19

While in May and June we were looking at retiring webpages dedicated to the pandemic, we continue to address concerns driven by increased hospitalizations and case counts. We updated messaging and signage for our indoor mask requirement as well as amplifying Johnson County public health's masking and vaccination messaging.

Summer Slate

We completed the Summer Slate events with including an Eastern Iowa Circus performance, outdoor concert, fireworks and a newly conceived (and economical) playground crawl. Larger events received a "Know Before You Go" event email in advance to heighten awareness and promote other events in the series. We produced a highlight video of the summer's activities and posted photographs from the events across social media. We prepared to close out the summer with sponsorship wrap up, thinking about lessons learned and looking to pull together programming staff to celebrate.

Great Neighborhoods

We worked with Neighborhood Ambassadors to promote the Summer Reading Program's conclusion with ice cream trucks to celebrate, show case the Quail Creek neighborhood block party held in conjunction with National Night Out, and to talk about the start of neighborhood projects. We spent time planning for Good Neighbor Day and promotion through the month of September for both the program and open neighborhoods.

Video Accessibility

As the urging of the commission, we have sought out a solution for closed captioning for our live programming through our primary online vendor Vimeo, which currently some limited options. We do use captioning that is auto automatically generated when our live meetings are pushed to Facebook. Meanwhile, we're working to refine our workflow to add captioning to our produced videos.

Other Items

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

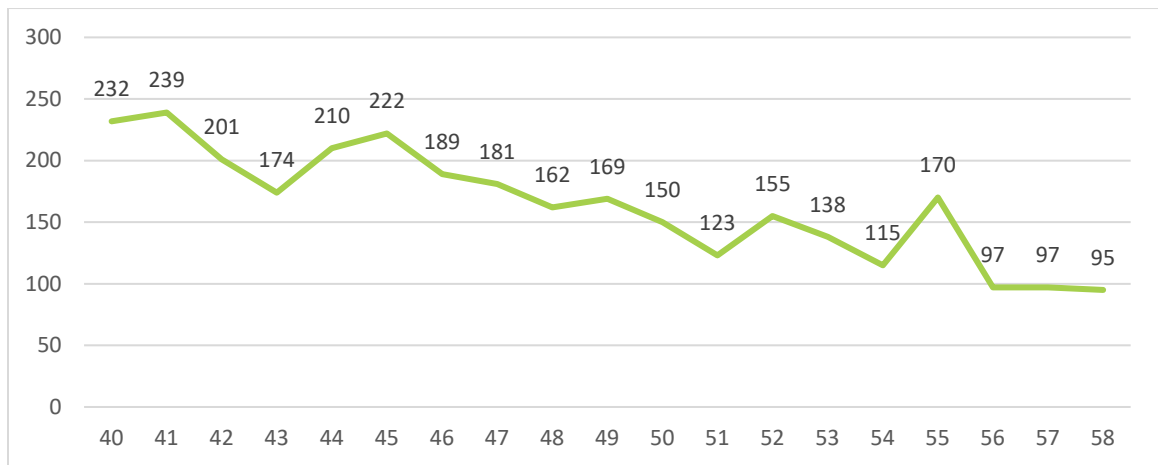
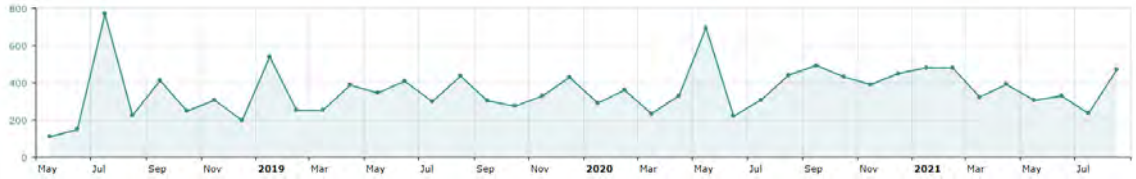
We posted news releases about hour and program changes, masks, group solar purchase, Centennial Park and Ranshaw Way projects, Summer Slate events and programs, the start of school and more.

Completed Videos

Title	Requested By	Completed	Duration
SRP: Community Fund pitch	Library	Aug. 2	0:01
Communications Advisory Commission	Administration	Aug. 2	0:19
Senior Connections: Adventure	Library	Aug. 3	0:39
Planning and Zoning Commission	Administration	Aug. 3	0:11
Social: Quail Creek Block Party	Communications	Aug. 4	0:01
Parks and Recreation Commission	Administration	Aug. 5	0:27
Eye on North Liberty: Tom Palmer	Communications	Aug. 10	0:02
City Council	Administration	Aug. 10	1:18
Recsters Skit 1	Recreation	Aug. 12	0:01
Recsters Skit 2	Recreation	Aug. 12	0:04
Recsters Skit 3	Recreation	Aug. 12	0:02
Recsters Skit 4	Recreation	Aug. 12	0:01
Library Board of Trustees	Administration	Aug. 16	0:18
City Council	Administration	Aug. 24	1:04
Butterfly Emerges	Library	Aug. 31	0:01
Social: Summer Slate Wrap Up	Communications	Aug. 31	0:02
Total completed productions: 16	Duration of new video: 6.17 hours		

52317 Podcast

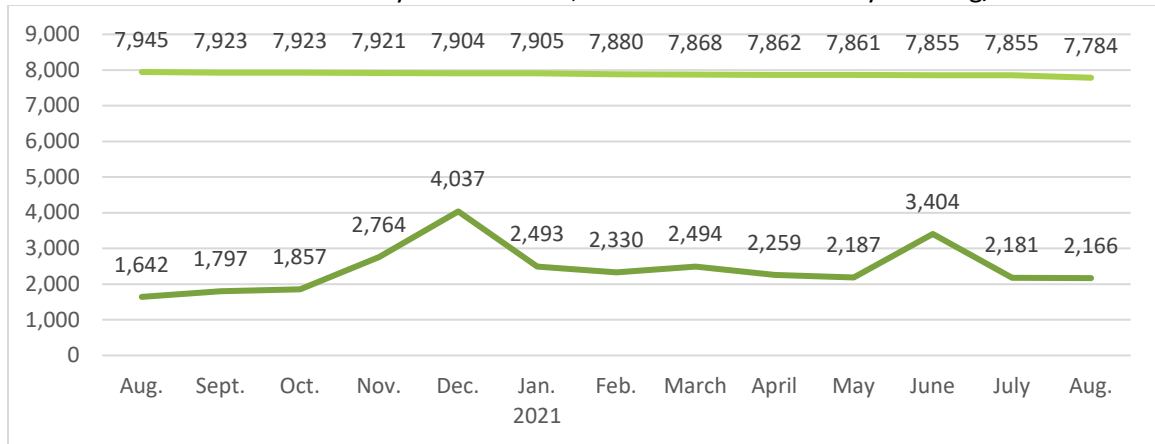
Release schedule is every three weeks; episodes can be found at northlibertyiowa.org/52317. Despite downloads-per-episode seeming to trend down, the number of downloads per month has remained steady or perhaps growing, with some episode driving higher numbers. The first chart show the number of downloads each month, while the second shows current downloads per episode.



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** 58: NASA; 57: Animal Kingdom; 56: Concha Audiology; 55: Silver Rooster Tattoo; 54: Aero Performance and Physical Therapy; 53: Breathe; 52: Meadowlark Psychiatric Services; 51: Psychiatric Associates; 50: Letter B; 49: Fryvecind Voice Studio; 48: A Chocolate Studio; 47: Corridor Rentals; 46: MixHomeMercantile; 45: The Lounge; 44: Debut Dance; 43: Ice Cube Press; 42: Brown's School of Martial Arts; 41: Salon Ludic; 40: Tamarack;

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 Aug: My fall plans vs; July: My dog hates fireworks; June: Magical world of normal-ism; May: It's no walk in the park; April: Anything dirty or dingy or dusty; March: A really weird lion; Feb: Hi, neighbor 🐾; Jan:

Storms 🌩️; Dec: To new traditions 🍷; Nov: Kindness Matters; Oct: Get your trebuchet ready; Sept: A perfect storm; Aug: It's back? to school season;

Social Media

Month	Facebook		Twitter		Instagram	Nextdoor
	New likes	Reach	New follows	Impressions	Followers	Members
Aug 2021	59	26,710	15	40,100	2,497	5,178
July 2021	80	21,523	3	34,600	2,471	5,114
June 2021	72	25,066	-4	45,400	2,456	5,076
May 2021	73	23,940	-19	42,200	2,418	5,018
April 2021	33	24,980	19	49,800	2,381	4,959
March 2021	72	100,455	18	61,600	2,342	4,900
Feb 2021	96	24,756	22	48,700	2,305	4,818
Jan 2021	55	19,163	-4	32,500	2,276	4,760
Dec 2020	43	10,064	0	23,000	2,266	4,712
Nov 2020	37	9,978	20	50,600	2,242	4,684
Oct 2020	75	28,920	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

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
Aug 2020	29,557	21,990	54,762	1.85	1:12
July 2021	32,559	24,967	63,686	1.96	1:11
June 2021	22,840	19,955	64,284	2.03	1:28
May 2021	24,221	17,537	49,636	2.05	1:24
April 2021	22,452	13,855	44,847	1.37	1:24
March 2021	23,993	14,861	46,159	1.92	1:15
Feb 2021	27,228	20,540	47,047	1.73	1:06
Jan 2021	20,264	13,628	39,600	1.95	1:11
Dec 2020	16,287	12,267	32,867	2.02	1:18
Nov 2020	19,249	11,438	36,266	1.88	1:07
Oct 2020	26,779	19,448	47,929	1.79	1:10
Sept 2020	23,476	17,070	42,626	1.82	1:12
Aug 2020	19,804	14,379	36,863	1.86	1:16

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.

NORTH LIBERTY
2021
SUMMER SLATE



A review of all the fun.

Fun We Could **Count** On

These are unprecedented times. This is a phrase we heard too often in 2020 and by 2021 we were well ready for some precedented times. By spring, the world seemed to be inching closer to the large community festivals we missed so much, but we wanted to design a summer schedule of events that folks could count on regardless of the ups and downs of a lingering pandemic. To put the public's hopes – and our sponsors dollars – all on Blues & BBQ seemed like a gamble and there wasn't enough time to plan it right. Instead, we had to create an array of programs that were free, outside, and allowed for flexibility as the public health landscape changed. To provide such an offering on a quick turnaround, we had to rethink how we approached events in North Liberty. We had to do something unprecedented to meet the times.

We pivoted to an umbrella sponsorship to quickly secure the funding to produce over 35 events and programs and provide you, our community partner, digital, print, and on-site sponsorship benefits over the course of four months. The city's programmers across departments came together to identify the free programs they were already planning, create additional programs, and design a brand to centralize the marketing of events to the community. In just six short weeks, our team prepped and rolled out a calendar of summer events that North Liberty and the surrounding community could save the date for and look forward to. To provide the flexibility we felt was imperative in the changing public health recommendations, full details for each activity were released only a few weeks before its event date.

This new way of doing things paid off. The schedule was manageable to execute, the Summer Slate brand was easy to tie events back to, the limited number of sponsors allowed credit to be given appropriately, and over 12,000 attendees enjoyed a fun and safe summer at our events. Of those surveyed, attendees gave the Summer Slate an average rating of 9.1 on a 1 to 10 scale and reported the ease of finding event details a 4.7 out of 5 stars.

So where do we go from here? In 2022, we're planning for a mix of our annual community festivals like winter's Beat the Bitter and summer's North Liberty Blues & BBQ, as well as a slate of smaller quality-of-life events following this past summer's proof of concept.

Attached you'll find a review of the sponsorship benefits executed for the Summer Slate, and I invite you to browse the event photos and a highlight video on our Facebook page, if you haven't already. I hope you found value in partnering with us on the Summer Slate, because to continue to offer a variety of high-quality, small-to-large community events, we need your continued support. I'll be in touch in the next few weeks with partnership opportunities for the coming year.

Thank you for your trust. I don't take your dollars lightly and appreciate your support of the city's community engagement endeavors.



Community Engagement Coordinator
City of North Liberty





“Loved the kite festival; it could be admired from afar and still allowed for social distancing.”

An estimated 5,000 people attended our May 16 Mega Kites display in Centennial Park over the course of four hours.



\$1,695

Donated to local charities

This summer, reading paid off for four North Liberty nonprofit organizations thanks to readers of all ages and the support of North Liberty's Summer Slate sponsors.

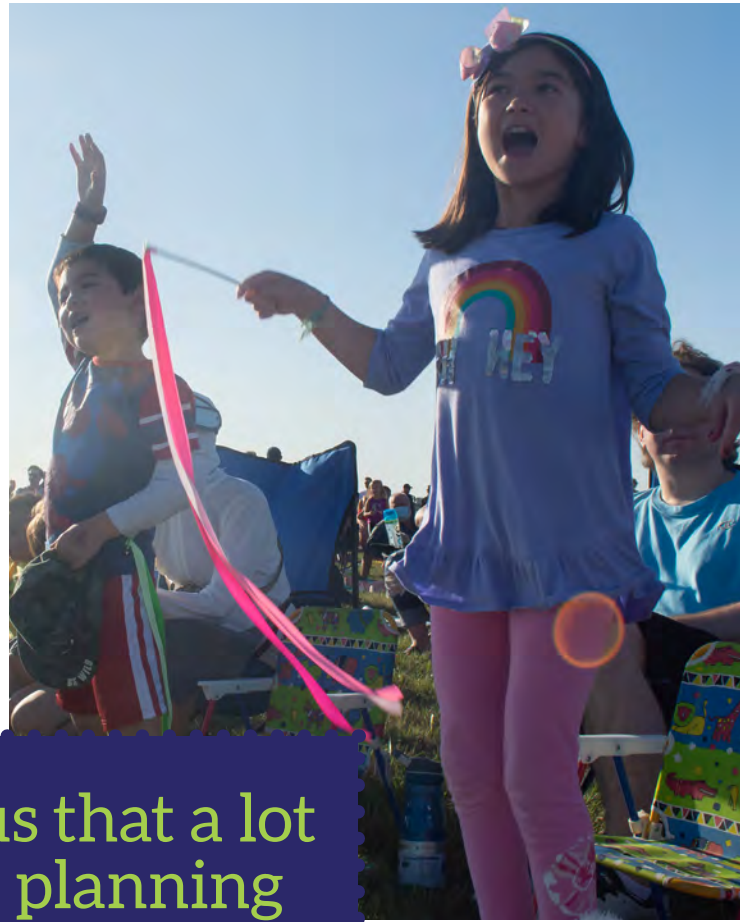
Neighborhood Challenge

Neighborhoods competed for the most participants in the reading program, and those in the lead at the conclusion of the summer were rewarded with a free ice cream truck visit, courtesy of Summer Slate sponsors.



- Dollars from the Summer Slate sponsorship drive were set aside for the North Liberty Library's Summer Reading Program's participation incentives.
- For each person who completed the program, \$5 was donated – on behalf of our sponsors – to a local nonprofit selected by each reader, totaling \$1,695 between four non-profits: Journey Above Poverty, North Liberty Community Pantry, North Liberty Community Fund and the Johnson County Dog Park Action Committee.





“It is obvious that a lot of work to planning the Summer Slate. Everything was done with excellence.”



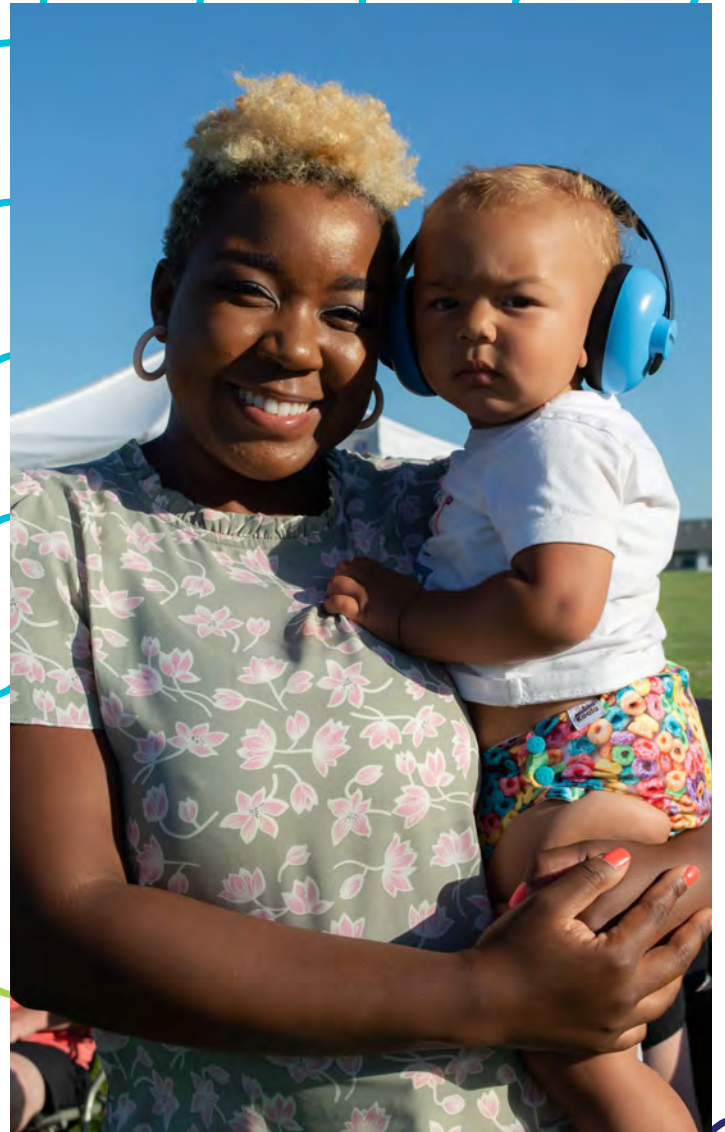
Over 500 people of all ages joined us for a free performance from the Eastern Iowa Circus.



Of those surveyed
Attendees rated the Summer Slate
9.1 out of 10



“The free summer concerts were all really fun and offered a diverse mix of music. It was also nice to be able to bring food and beverages into the park.”





An estimated
1750 people
participated in
Inflatables Day
on July 24.



“My two year old had
so much fun on the
inflatables and our
friends who just moved
here from out of town
couldn't believe that it
was free!”





An estimated **850 people** joined us for drive-in showings of *Trolls World Tour*, *Crazy Rich Asians*, *Raya and the Last Dragon* and *Dirty Dancing*.





Hundreds discovered new parks while enjoying free activities and snacks on the Playground Crawl



"I enjoyed the variety and activities centered around community engagement."





“It was great to have so many fun and free events spread throughout the summer. The fireworks show at Penn Meadows Park was wonderful!”



“Seeking fairy doors on the trail and around town was magical!”



10 fairies and trolls made North Liberty their home.



“In the past, I always thought I needed to go elsewhere to find weekend entertainment (Iowa City, Des Moines, etc). But this summer, whenever we had a free day, I found myself looking up what was going on in North Liberty. Great schedule! Looking forward to next year!”

2021 Summer Slate Schedule

- All SummerFairy Trail
- All Summer.....Recreation Fun Packs
- All SummerONE Packs
- All SummerAdventure Pass
- All Summer ...Find & Make Public Art
- Fridays.....55+ Connections
- June – Aug..... Geocaching
- June – Aug.....StoryWalks
- June – July..... Library at Home Kits

May

- Mondays Make It Mondays
- 12 North Liberty Trivia
- 16Mega Kites
- 28Movie on the Lawn

June

- 5 Embody | Embrace
- 5Free Fishing Weekend
- 12 Concert in the Park
- 14 ...Summer Reading Program
- 17 Little Miss Ann
- 18Drive-In Movies
- 19 Backyard Campout
- 25Movie on the Lawn

July

- 16Drive-In Movies
- 17 Concert in the Park
- 23Movie on the Lawn
- 24Inflatables

August

- All MonthScavenger Hunt
- 14 Eastern Iowa Circus
- 16 Lighthouse in the Library
- 21 Concert in the Park
- 21 Fireworks
- 28Playground Crawl



Fullfillment of Promised Sponsorship Benefits

Recognition and logo in the May 7 Summer Slate mailer to all North Liberty households

Eight-page guide designed, printed and mailed to all North Liberty households. The guide was also available online and distributed at events.

Business name recognized in all news releases

23 news releases, listing sponsors, sent to media between May and August to promote upcoming events.

Logo on Summer Slate webpage on northlibertyiowa.org

northlibertyiowa.org/summerslate built as a one-stop hub for free summer fun in North Liberty.

Invitation to provide giveaways for up to three events/programs and invitation to have staff/tent/giveaway presence at up to three of these events.

Invitation extended to Mega Kites, Concert in the Park, Drive-In Movies, Inflatables Day, the Circus and the Playground Crawl. Support before and during the event provided, as needed.

Logo in all promotional event emails

In eight Know Before You Go email blasts received by 8,000 subscribers each time.

Business name recognized in any Facebook event descriptions

19 Facebook events created citing sponsors for their support.

Provided 30 sec commercial played before Drive-In Movies

Provided commercial played at (2) events/(4) movie showings totaling approximately 850 attendees.



\$5 for every participant who completes the library's Summer Reading Program donated to a local nonprofit.

Readers raised a total of \$1,695, with the donation split between the four organizations based on the readers' choice. Summer Slate sponsors were credited for the donation funds.

- \$355 for Journey Above Poverty
- \$855 for North Liberty Community Pantry
- \$155 for North Liberty Community Fund
- \$330 for Johnson County Dog Park Action Committee

Additional recognition

- Tagged in 45 + Facebook posts to City of North Liberty's audience of 8,713 followers
- Tagged or mentioned in 11 Twitter posts to City of North Liberty's 4,379 followers
- Announced approximately 10 times during Concerts in the Park
- Logo included in the Summer Slate promotional video, in monthly recap videos, and in the final summer highlight video.
- Included ICCSD and CCA digital school backpack blast
- Credited in local news coverage



TO: City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE: Sept 8, 2021
SUBJECT: Monthly Library Report

Library News

Readers who participated in the North Liberty Library's Summer Reading Program, Reading Colors Your World, raised \$1,695, to donate to four local organizations based on the readers' choice:

- \$355 for [Journey Above Poverty](#)
- \$855 for [North Liberty Community Pantry](#)
- \$155 for [North Liberty Community Fund](#)
- \$330 for [Red Fern Dog Park](#)

Thanks for our sponsors who pledged to donate \$5 to a local nonprofit for each person who finished the program: Veridian Credit Union, South Slope, Shive-Hattery, Hills Bank, GreenState Credit Union, Eastern Iowa Airport (CID), and the City of North Liberty.

Participants logged their reading minutes and other qualifying activities into the program's digital app, reaching a minimum of 1400 points between June 14 and July 31 to complete the program. We had a total of 782 readers sign up for SRP: 351 people at the chose their neighborhood for the neighborhood challenge and 356 chose a nonprofit. The neighborhood with the most participants got a visit from the ice cream truck and free ice cream (see pictures below).

We had our second Lighthouse in the Library community engagement event in August with 10 attending in person and 8 attending online. The discussion centered around what the school year looks like after online and hybrid learning to administrators, educators, parents and students in the 2020-21 school year. It was a very interested topic with a panel that included Iowa City and Clear Creek Superintendents, an ICCSD teacher, and Liberty High School student. The video is in productoin but will be available on the City's Vimeo account shortly for those interested in viewing it.

September is Library Card Month. The library has some fun activities planned for new library card registrants and built in ways to include our long-time library card holders.

- Each new cardholder is entered into a drawing that will take place at the end of the month for a gift card to a local business.
- In addition, we have hidden Lucky Duck bookmarks in various books; when found and brought to the Information desk those individuals are also entered into the drawing.
- Popcorn Pop-Up: we will be delivering microwave popcorn to 4 locations in NL including City Hall and the Pantry letting folks know to pop on over to the library.

In commemoration of the 20th anniversary of the attacks of September 11, 2001, the National September 11 Memorial & Museum provided libraries the opportunity to host a poster exhibition entitled "September 11, 2001: The Day That Changed the World." North Liberty Library is hosting the display this month. Visit the exhibition (located in the main hallway) at the library anytime during the month September.

Twenty-five families took advantage of the library's Adventure passes in August. We'll continue to offer these passes to attractions in Iowa to help families who may not otherwise have an opportunity to go to some of these places. More information on the Adventure Passes:

<https://northlibertylibrary.org/adventure-pass/>

The library newsletter has a new look. Check out the September news [here](#). If you haven't signed up for the newsletter, it's as easy as a visit to our website. www.northlibertylibrary.org and scroll to the bottom to enter your email address to be get updates.

The Youth & Teen Services team has been continuing their work on the diversity audit for the library collection to ensure we are providing both a mirror for kids to see themselves reflected in our print materials and a window for them to view at other worlds. I've included the monthly report on our juvenile and teen materials at the end of this update.

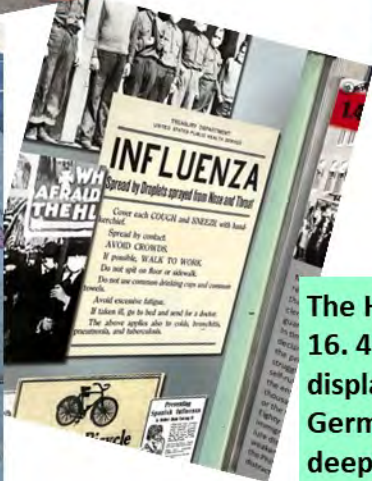
Scroll for August program highlights.



Summer Reading Program philanthropy and ice cream celebration for readers incorporating the City's Neighborhood Ambassador program.



Lighthouse in the Library : School Re-Entry 2.0 Panel lead by Public Services Librarian, Kellee Forkenbrock



The History Bus-um at the library on August 16. 46 visitors walked through the history display and heard a presentation about anti-German activities during WWI and how it deeply affected German American and the community in the Midwest.

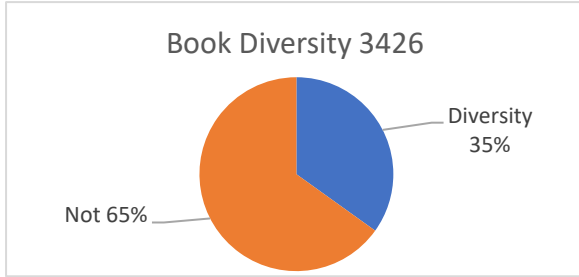
Juvenile and Teen Diversity Analysis

July 2021 - August 2021

Juvenile Current Total

#OwnVoices 6% (205) 3426

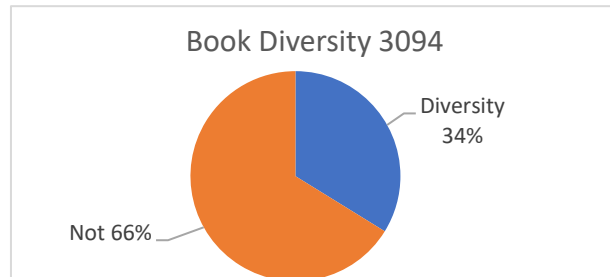
Categories	Total	%
Race/Ethnicity	737	21.5%
LGBTQIA+	94	2.7%
Religion	82	2.4%
Health	305	8.9%
Economic Welfare	724	21.1%



Teen Current Total

3094

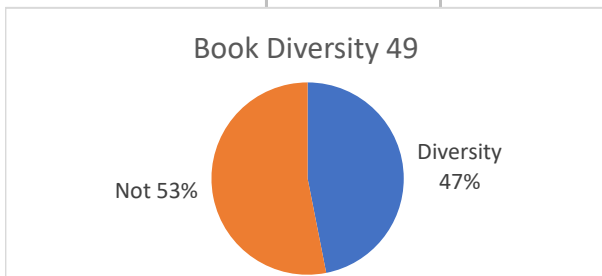
Categories	Total	%
Race/Ethnicity	546	17.6%
LGBTQIA+	321	10.4%
Religion	71	2.3%
Health	361	11.7%
Economic Welfare	417	13.5%



Additions

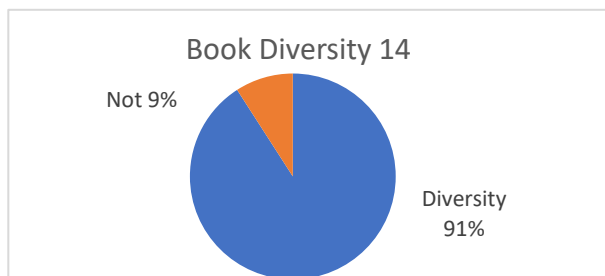
#OwnVoices 10.2% (5)

Categories	Total	%
Race/Ethnicity	27	55.1%
LGBTQIA+	5	10.2%
Religion	3	6.1%
Health	5	10.2%
Economic Welfare	16	32.7%

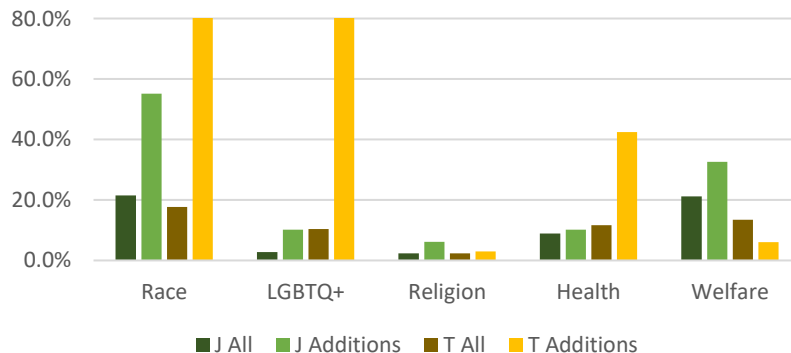


Additions

Categories	Total	%
Race/Ethnicity	40	121.2%
LGBTQIA+	34	103.0%
Religion	1	3.0%
Health	14	42.4%
Economic Welfare	2	6.1%



Diversity Comparison





North Liberty Police Monthly Report August 2021



Training:

- Members attended monthly training for canine, bomb squad, tactical team, honor guard training, and dive team. (56 hours)
- Justin Jacobi started the 300th Basic Police Academy at ILEA. He will return December 17th (628 hours of training).
- Officer Rockafellow attended the Iowa Governor's Traffic Safety Bureau (GTSB) conference in Des Moines. He is the GTSB coordinator for the department. (24 hours)
- An Evidence tech participated in a webinar on the dangers of fentanyl (1 hour)
- The department hosted taser instructor recertification training. Ten individuals participated in the training, including three of our officers. (24 hours).
- The department hosted a webinar for tactical team members for Officer Involved Shootings for Tactical Teams. 3 officers attended for NLPD (9 hours)

Traffic Contacts	344
Parking Contacts	31
Vehicle Inspections	20
Vehicle Unlocks	27
Crash Investigations	14
Public Assists	399
Assist other Agency	137
Crimes Against Persons Report	8
Crimes Against Property Report	15
Other Reports	24
Arrests	16
Warrants	0
Alcohol/Narcotics Charges	7
Crimes Against Persons Charges	6
Crimes Against Property Charges	4
Other Charges	5
Animal Calls	47
Total Calls for Service	2066
*Total Calls for Service for the year	14381

Public Relations:

- Officers made contact with several neighborhoods on National Night Out.
- Two officers attended the Circus at Centennial Park to interact with families.
- Over the course of two days, five officers completed ALICE or violent encounter training for all of the ICCSD buildings in North Liberty.
- Four child safety seat checks were completed this month.
- Several officers stopped by the Concert in the Park and Firework display at Penn Meadows Park.
- Two officers (Alec Fjelstul and Eric Kapfer) received life savings awards for successfully performing CPR last month on a 29-year-old man who survived.
- Several officers hosted an event at Quail Creek Park for the City-Wide Playground Crawl. We had patrol car tours, Officer Jennings was there with his dive suit, and Officer Campbell was there with Falco for some demonstrations in finding lost articles. We also purchased cans of silly string for kids to decorate the patrol car. The event was a lot of fun for all and we had a great turnout.



Equipment:

- We demoed the Wrap VR (Virtual Reality) training system as a training tool for a judgement simulator.
- At their request, the four sergeants were issued city owned smart phones.
- We received plastic sheeting that will be placed on the walls as a chair rail. This will prevent further damage to the drywall in some offices.

Enforcement/Crime/Calls:

- We had two motor vehicle crashes involving pedestrians this month. ISP assisted on an accident that occurred on Penn St. The victim intentionally jumped on to a moving motor vehicle which resulted in the victim being fatally injured. NLPD handled the second accident which happened at Alexander and Lininger and involved a car versus bicycle in the crosswalk.
- Officers continue to cover traffic enforcement in the construction areas, detours and working GTSB.
- Since it was the first week of school, several officers patrolled each school for vehicle and pedestrian traffic.
- Two drone deployments were requested to search for people in fields. Both were successfully located using the video technology of the drone and the incidents were handled without incident.
- We had a stolen motor vehicle recovered in town and one stolen from town that was located up north. The juveniles were identified and charged. We continue to encourage residents to lock and remove their keys from their vehicle.

Department Admin:

- Officer Rick Vazquez came back to work for the North Liberty Police Department after being gone for a little over a year. He left for CR Fire, then was at CVPD. He completed a mini FTO course and is on solo patrol on overnights.
- A University of Iowa Student, Aubri Turnage, has signed on as our paid intern this fall semester. She will be with us for up to 150 hours and will be in the front office, helping with data collection and riding along with officers.
- We continue to go through the PD punch list to get all of the remaining items completed.
- We offered the services for the Guidelink center to an individual and they volunteered to be taken there. This was our first drop off at the center.
- A costumed social media influencer conducted an audit at our police department. The goal was to force a police interaction while live streaming and recording staff and the department. We were professional and did not react to his attempts.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 9/7/2021





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

From **Guy Goldsmith, Director of Parks, Building and Grounds**
Date **August 30, 2021**
Re **Monthly Report**

We performed various building maintenance tasks as needed this month. We continue to work with Shive Hattery and Contractors regarding the Ranshaw House project. The Parks Department is currently preparing the site for sod and seeding in select areas that were impacted by the project.

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

We maintained equipment as needed this month by performing preventative maintenance and making repairs to ball field maintenance, mowing, trimming and landscaping equipment.

We performed ground and landscaping maintenance. We continue to stay very busy with landscape maintenance and watering of plants & new trees due to the very dry month of August.

Turf grass mowing was minimal due to the dry conditions. However, much time was spent trimming of undesirable weed growth in and around our parks, ponds and grounds this past month.

Ball field maintenance continues as we prepare for the upcoming fall ball season which will start back up very soon.

We continue to meet with Shive Hattery regarding the Centennial Park Loop Road Project and the Forevergreen Road Trail Improvement Project. We attended preconstruction meetings for the two projects on August 8th and August 18th. The two projects will begin very soon.

The Parks Department assembled 10 new trash receptacles that were placed along the recreation trail between Penn Street & Forevergreen Road and Penn Meadows Park shelters. The purchase of the 10 trash receptacles was made possible by a \$5000 donation from North Liberty resident and frequent trail user Tom White. Much appreciation goes out to Tom for his very generous donation.

Now that college is back in session only one of our twelve Seasonal Parks Maintenance workers remain. Park staff will dial back on park projects and concentrate on our necessities.

The tennis court project has begun. The improvements include resurfacing of the entire area, converting half of the area to 6 new pickleball courts, new netting and fencing repair. The contractor is currently two weeks behind schedule due to some staff members recovering from Covid-19.



Prior to the tennis court project.



Beginning stages of the tennis court project.



Tennis court layout replacing two of the tennis courts with the addition of 6 new pickleball courts.



10 trash receptacles assembled and distributed.



Parks & Recreation Commission
September 2, 2021, 7:00pm
City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

This meeting may be accessed live by the public in person or on the internet at northlibertyiowa.org/live, on Facebook at facebook.com/northliberty or on YouTube at youtube.com/c/northliberty. Meetings are rebroadcast on cable and available on-demand on northlibertyiowa.org.

1. Call to Order
2. Approval of Minutes
 - a. August 5, 2021
3. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions or Concerns
4. New Business
 - a. Board vacancy
5. Old Business
6. Next Meeting
 - a. Thursday, October 7, 2021 at 7:00pm.
7. Adjourn



Board Meeting Minutes

Date: August 5, 2021

Present: Richard Grugin, Marcia Ziemer, Shannon Greene, Amy Chen, Kevin Stibal

Absent: Jeremy Parrish, Craig Sundell

Others Present: Shelley Simpson, Brian Motley, Tim Hamer

1. Call to Order
 - a. 7 PM by Richard Grugin
2. Approval of Minutes
 - a. July 1, 2021
 - b. Motion to Approve: Kevin Stibal
 - c. Second: Marcia Ziemer
3. Reports
 - a. Parks Report
 - i. Ranshaw House
 1. Will repaint siding
 2. Eventually will need to be replaced due to age
 - ii. Pool
 1. Began heater project
 - iii. Fire Station
 1. Derecho and hail storm re-shingling complete
 2. Hard to get contractors as they are busy
 3. Solar panels now back
 - iv. Equipment
 1. As needed
 - v. Landscaping
 1. Roundabout maintenance continues
 2. Mowing and Trimming
 3. Trimming back trees on trails
 4. Ballfield maintenance slower as season over
 5. Will prep soon for fall ball
 - vi. Centennial Park Loop Road
 1. Pre-construction meeting in late August
 2. Will finalize in mid-June 2022
 3. Engineering bid was under
 4. Will change how park used, as it would allow South parking
 5. Entry still just St. Andrews
 6. Tie ins to neighborhood and biking trail
 - vii. Forevergreen Trail
 1. August 9-October 30
 2. Est. \$125k, underbid \$99,760
 3. Will elevate trail to prevent water seepage
 - viii. Security Cameras
 1. Installed security cameras
 2. Tracking public so illegal dumping doesn't occur

- ix. Broadmoor Pond
 - 1. Fish kill and major clean up
 - 2. Preventative measures: quote on aeration system for pond
 - 3. Shallow + low sunlight leads to both summer and winter kills
 - 4. Aeration system like a home fish aquarium, but on a larger scale
 - 5. Will look at this after budget session
- x. Dog Park
 - 1. Grant from MidAmerican Energy
 - 2. Planted 12 trees, stressed due to heat but still limber
 - 3. Successful at getting this grant nearly every year
- xi. Playground Safety Training
 - 1. Classroom
 - 2. Playground inspection with new regulations
- xii. Eagle Scout Project
 - 1. On July 31
 - 2. Replaced 30-year-old Beaver Kreek foot bridge
 - 3. Another walking bridge still needs to be rebuilt
- xiii. Tennis Court
 - 1. Resurfaced and ½ converted to pickleball courts
 - 2. Started on August 4
 - 3. Week or two behind schedule
 - 4. More likely to be completed first week of September
- xiv. Vandalism at Centennial Park
 - 1. Brought up by Marcia Ziemer
 - 2. Slow season on vandalism
 - 3. Latex paint on slides came off with power wash
 - 4. Knocked over Port-O-Johnny
- b. Recreation/Pool Report
 - i. Pool
 - 1. Mornings (outdoor pool) and evenings (indoor pool)
 - 2. Aqua Fitness classes had much interest, with high numbers
 - ii. Database
 - 1. 14,000+ individuals in database through RecDesk
 - iii. Programs and Revenue Summary
 - 1. Classes
 - a. Aqua Fitness had high interest
 - b. More class numbers in report
 - c. Most leagues starting up in fall
 - d. Summer camps full at 50 participants/week
 - e. Not in schools yet
 - f. Low part-time staffing
 - 2. Pool
 - a. First year separating indoor and outdoor pool operations
 - b. Lap swimmers and fitness classes appreciate separate pool
 - c. Passholders like the 1-hour leeway before daily drop ins
 - d. Traffic light system helps with capacity notice
 - e. 1-3 PM busiest time for drop ins, slower after 4 PM
 - 3. Water Quality
 - a. Samples were sent to a lab for inspection
 - b. Finding was a high concentration of barium (from paint)
 - c. Repainted last year
 - d. That painter was used elsewhere without problems
 - e. Using an expensive clarifier that sticks to the film to flush it

- f. Bather load at 50% capacity helps
 - 4. Other facilities
 - a. Slowly rising numbers for rentals and revenue
 - 5. Delta variant
 - a. Brought up by Marcia Ziemer
 - b. In communication with Johnson County Public Health
 - c. Follow JCPH recommendations
 - d. City of Cedar Rapids now mandating masks in city facilities
- c. Questions
 - i. RecDesk residents v. non-residents
 - 1. Brought up by Shannon Greene
 - 2. Steady ratio of around 65% residents and 35% non-residents
 - 3. Following city boundaries
 - ii. Pool heaters
 - 1. Project approved and will start August 16
 - 2. Started ground work outside facility on East side last week
 - 3. At some point, the inside and outside facility will be closed
 - 4. Maybe this will be in September, so it won't affect outdoor pool
- 4. New Business
 - a. None
- 5. Old Business
 - a. None
- 6. Move to Adjourn
 - a. Called: Marcia Ziemer
Second: Kevin Stibal



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **August 30, 2021**
Re **Monthly Report – August 2021**

The summer season is ending. Summer Camp has ended and the outdoor pool is only open on weekends with Sept 5 as our last day. Pools will be shut down for use in September to proceed with pool heater replacement project. Recreation programs (September) will begin with operations ready to adapt month to month, as we remain in pandemic safety protocol.

Recdesk Database:

Reviewing our Recdesk database; we have 9,242 residents (65%) and 5,058 non-residents (35%) totaling 14,300 individuals. Increase of 164 from last month.

Aqua Programs:

Aqua Bootcamp – 13 participants Aqua Zumba – 12 participants
Aqua Arthritis MWF – 15 participants Aqua Arthritis T TH –14 participants
Easy Does It – 11 participants Noodle Triathlon – 2 participants
Water Resistance – 10 participants

We are also taking daily class drop-ins if space allows.
This month Aqua programs revenue totaled \$258.

Swim Lessons:

Summer swim lessons have ended. This month, swim lesson revenue totaled \$4,280.

Leagues:

Brian has worked on numerous leagues that will begin late August or in September:

NLCT Youth Volleyball: Grades 3-4 totals 54 participants signed up through NL
Grades 5-6 totals 72 participants signed up through NL

Outdoor Soccer Fundamentals: Grades K-6 totals 107 participants.

Supreme Flag Football: Grades 1-2 totals 27 participants signed up through NL
Grades 3-4 totals 38 participants signed up through NL
Grades 5-6 totals 15 participants signed up through NL

Youth Competitive Basketball Leagues: Play begins in October.

- Grade 5: Boys - 5 teams; Girls - 3 teams
- Grade 6: Boys – 5 teams; Girls – 8 teams
- Grade 7: Boys – 4 teams; Girls – 4 teams
- Grade 8: Boys – 2 teams; Girls – 0 teams

Men’s Basketball: Play begins in Sept. Rec – 2 teams; Competitive – 7 teams

Co-ed Volleyball: Play begins in Sept. Rec – 1 team; Competitive – 5 teams

This month Leagues revenue totaled \$13,110.

BASP: Summer Camp ended this month. With school restart we will offer both Before and After School program. Before School – 13 participants, After School – 47 participants. This month BASP revenue totaled \$4,030.

Rec Programs:

Barre – 4 participants

Body Blast – 3 participants

Body Sculpt – 4 participants

Bootcamp – 6 participants

Cardio Pump – 4 participants

Senior CBS – 5 participants

Pee Wee Sports resumes in September.

This month Classes/Programs totaled \$15,056.

Offsite Programs: We have limited part-time staff to cover additional facilities, so offsite uses are very limited at this time.

Indoor Outdoor Pools: Set to close Week of Sept 13 for heater replacement project.

Indoor Pool: Facility use is on a first come, first serve basis and shared lane use. Activities include lap swim, aqua fitness classes and evening swim lessons. Outdoor pool closes for the season on Mon., Sept 6.

Season Pool Pass revenue this month: \$2,901.

Daily Pool Fees revenue this month: \$24,944.

Pool Concessions revenue this month: \$7,812.

Pool Rentals revenue for month: \$850.

Weight & Exercise Area / Track:

Weight fee revenue this month: \$5,074.

Split membership revenue for the month: \$2,359.

Gymnasiums:

Gymnasium Rentals revenue this month: \$670.

Rentals:

Community Center Rental revenue this month: \$1,522.

Shelter rental revenue this month: \$172.

Field Rental revenue this month: \$510.

Revenues:

Revenue for the month (Aug 1-29) totaled \$84,304.75

Additional Reports: Recdesk Monthly Revenue, Dashboard Summary, Membership Summary and Organizational Activity.

Revenue By Period - GL Account Summary

Start Date: **8/1/2021 12:00 AM** End Date: **8/29/2021 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												
-69.75	-69.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	853.50	0.00	-923.25
001-0000-4310-01 - Pool Rentals												
850.00	830.20	0.00	190.00	660.00	640.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
1,522.50	1,496.39	15.00	487.50	870.00	843.89	0.00	0.00	0.00	150.00	0.00	0.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
670.00	649.90	0.00	0.00	670.00	649.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shleter Rental												
172.50	167.86	0.00	0.00	154.64	150.00	0.00	0.00	0.00	17.86	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
510.00	509.61	0.00	480.00	12.86	12.47	0.00	0.00	0.00	17.14	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
5,074.00	4,964.08	1,405.00	218.00	3,664.00	3,554.08	0.00	0.00	0.00	26.00	0.00	-239.00	0.00
001-0000-4500-11 - Class/Programs												
15,524.50	15,056.26	267.00	0.00	15,348.25	14,880.01	0.00	0.00	0.00	469.25	0.00	-560.00	0.00
001-0000-4500-12 - League Fees												
13,440.00	13,110.00	0.00	2,800.00	11,000.00	10,670.00	0.00	0.00	0.00	90.00	0.00	-450.00	0.00
001-0000-4500-13 - Before/After School												
4,030.00	3,880.75	0.00	150.00	4,975.00	4,825.75	0.00	0.00	0.00	105.00	0.00	-1,200.00	0.00

Revenue By Period - GL Account Summary

Start Date: **8/1/2021 12:00 AM** End Date: **8/29/2021 11:59 PM**

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

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

001-0000-4500-19 - Season Pool Pass													
2,901.00	2,807.10	40.00	0.00	3,130.00	3,036.10	0.00	0.00	0.00	30.00	0.00	-299.00	0.00	
001-0000-4500-20 - Daily Pool Fees													
24,944.00	24,583.76	12,936.00	0.00	12,008.00	11,647.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
001-0000-4500-21 - Swim Lessons													
4,280.75	4,164.65	780.00	0.00	3,870.00	3,753.90	0.00	0.00	0.00	0.00	0.00	-369.25	0.00	
001-0000-4500-22 - Aquatic Program/Classes													
258.00	250.64	153.00	0.00	245.00	237.64	0.00	0.00	0.00	18.00	0.00	-158.00	0.00	
001-0000-4760 - Pool Concessions													
7,812.25	7,753.18	5,868.25	0.00	1,944.00	1,884.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
NONE - Unassigned													
26.00	25.10	0.00	0.00	30.00	29.10	0.00	0.00	0.00	0.00	0.00	-4.00	0.00	
Split - Membership - Black & Gold													
2,359.00	2,298.01	56.00	270.00	2,033.00	1,972.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
84,304.75	82,477.74	21,520.25	4,595.50	60,614.75	58,787.74	0.00	0.00	\$0.00	923.25	853.50	-3,279.25	-923.25	

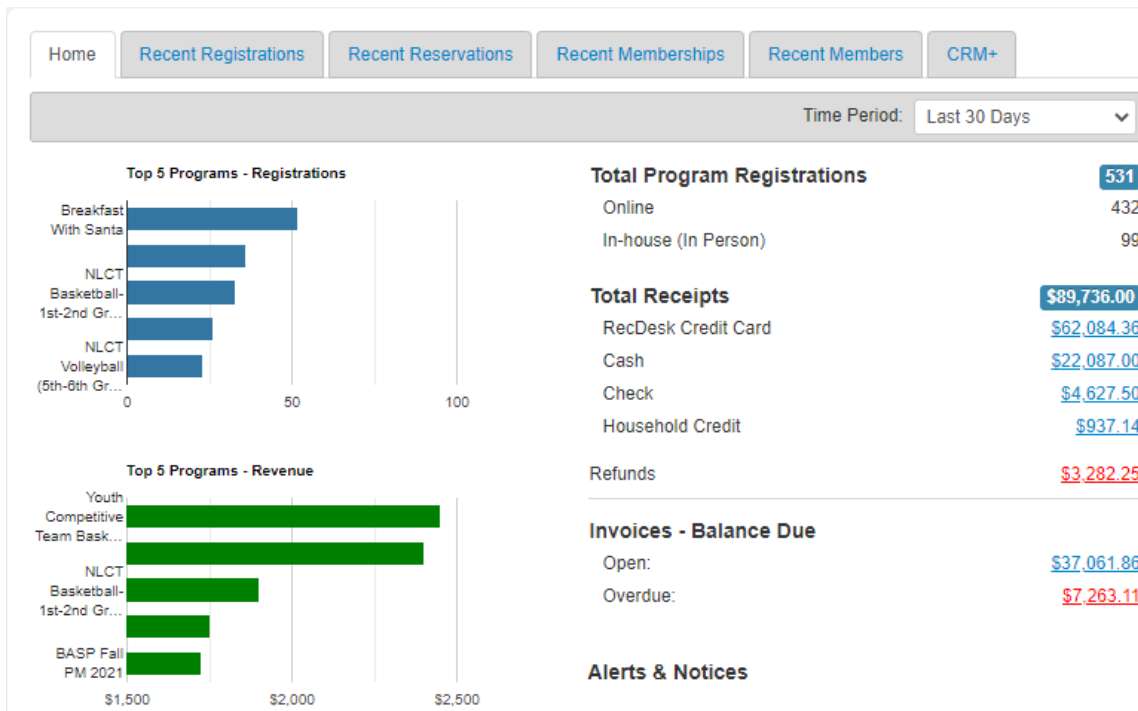
** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

		DEBITS									CREDITS	
**Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
		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

Dashboard Summary; August, 2021



Organization Activity; August 2021:

Time Period: Last 30 Days ▼
Export to Excel

Organization Activity

From 7/31/2021 to 8/30/2021

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	530	62	305	4953	293	6535
Resident	416	39	237	3740	200	
Non-Resident	114	23	68	1213	93	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	433	0	78	1213	108	
18 - 65	88	59	193	2653	176	
65+	9	3	34	1086	9	
Male	325	34	172	2839	139	
Female	205	28	133	2113	154	
Other Genders	0	0	0	1	0	
Online vs In-House						
Online	431	0	33	N/A	211	
In-Person	99	62	272	N/A	82	

Memberships Counts; August 2021:

☰ **Summary By Month**

	Aug, 2021
New Primaries	128
All New	176
Primary Renewals	73
All Renewals	113
Active Primaries	1453
All Active	2369



To **City Council, Mayor and City Administrator**
From **Drew Lammers**
Date **Sept. 1, 2021**
Re **August 2021 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 Hearing Protection. Staff completed target solutions online training as well as reviewed safety training topics as a group.
3. Staff completed chemical recovery cleans and cassette inspections on all of the membranes. Several leaks were repaired throughout the modules. The full inspection proved that the air system scouring is performing quite well. All of the membranes were clear of high solids accumulation which can cause fouling. Staff worked consistently through all of the high temperatures to complete this annual task and get ready for upcoming membrane replacements.
4. 778.49 wet tons of treated biosolids were land applied to local farm fields as crop fertilizer. These solids were produced in approximately 102 days which filled our storage facility about 90% capacity. This is quite a bit more than we usually produce in that amount of time due to operational changes in efforts to increase efficiency and optimize other treatment processes.
5. The SW Growth Lift Station Project has had all equipment startups completed. The City is now working with programming contractors to finalize testing for all of the equipment. We are expecting substantial completion within the next week. Final punch-list items will be followed-up with and addressed after that.
6. Staff operated and tested our submerged channel UV system. We are currently waiting on a few repair parts quotes but the system is operational. This system is from the late 1990's and parts are becoming obsolete so we may be discussing alternative options for the future. Luckily our MBR treatment currently meets all regulations without using UV disinfection.
7. Kayla Streevy completed her internship with North Liberty WPCP. Kayla is a Kirkwood student enrolled in the Water Environment Tech. course. Kayla was very motivated and worked great in all areas of this field. We are glad to be part of her training within this industry and wish her the best in the future.

Drew Lammers - WPCP Superintendent