



**North Liberty City Council
Regular Session
November 22, 2022**



City Administrator Memo



To **Mayor and City Council**
 From **Ryan Heiar, City Administrator**
 Date **November 18, 2022**
 Re **City Council Agenda November 22, 2022**

Consent Agenda

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

- City Council Minutes (11/07/22)
- Claims
- FY22 Road Use Tax Report
- Liquor Licenses:
 - Fareway
 - The Depot
 - The Leaderboard
 - LaLa Boutique
 - El Azul
- Change Order #4, Dubuque Street, Phase 1 Project, All American Concrete, Inc., \$17,016.35
- Pay Application #8, Dubuque Street, Phase 1 Project, All American Concrete, Inc., \$382,885.47

Affordable Housing

At the October 11 Council meeting, Johnson County Housing Trust Fund’s Ellen McCabe presented affordable housing investment options for the City. The possibilities ranged from investment into a mixed income multifamily project to direct down payment assistance for home buyers. An overview of the available options is included in the packet. The City Council has previously discussed an investment of \$400k into affordable housing in North Liberty. Staff is seeking direction from the City Council in terms of how to invest these ARPA funds so that they can be utilized prior to the December 2026 deadline. Ms. McCabe will be at Tuesday’s meeting to address any remaining questions regarding the investment and partnership potentials.

FY24 Budget

The packet includes a presentation that identifies FY24 budget challenges and opportunities, recently completed, on-going and potential up-coming projects, and a snapshot of the status of the Council approved goals. This discussion was formerly framed as a budget goal setting session; however, given that the Council has previously

Meetings & Events

Tuesday, Nov 22 at 6:30p.m.
City Council

Thursday, Nov 24
Thanksgiving Holiday – City Offices Closed

Friday, Nov 25
Thanksgiving Holiday – City Offices Closed

Monday, Dec 5 at 6:00p.m.
Communications Board

Tuesday, Dec 6 at 6:30p.m.
Planning Commission

Thursday, Dec 8 at 7:00p.m.
Parks & Recreation Commission

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

There will be no second City Council meeting in the month of December.

set goals, a well-defined Capital Improvements Plan is in place and the budget process is structured, this agenda item is now referred to as a Budget Framework and Guidance discussion. The intent of this agenda item is to confirm that the City's budget direction is on target and to get ahead of any new projects or programs the Council would like to consider. No action is being requested with this agenda item.

A&M Development Rezoning, First Reading

These rezoning requests – northwest corner of North Kansas Avenue and Landon Road (6.57 acres) and Landon Road approximately 1,000 west of North Kansas Avenue (5.94 acres) – to C-3 Higher Intensity Commercial District would facilitate development of the properties with multi-unit residences and higher-intensity commercial uses. A good neighbor meeting was held on October 18. A few people outside City staff and the applicant attended and had general questions about the type of development proposed. At that time, the applicant indicated they have no final users for either of the properties. It is staff's opinion that the west side of Kansas Avenue is a suitable location for higher intensity development. The Planning Commission unanimously recommended approval of these rezonings at its November 1 meeting. Staff recommends approval as well.

Scanlon Family, LLC Rezoning, First Reading

Scanlon Family, LLC is requesting a rezoning – north side of Berkshire Lane as extended westerly 85' from its current terminus in Greenbelt Trail, Part 2 Subdivision – on 5.28 acres from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District. Staff has been seeing denser development request as a result of higher construction costs and higher interest rates. A good neighbor meeting was held on October 18. No one outside City staff and the applicant attended. Staff is generally in favor of a mix of housing types within the neighborhood. The Planning Commission unanimously recommended approval of this rezoning at its November 1 meeting. Staff recommends approval as well.

Watts Zoning Amendment, Third & Final Reading

This property – 3123 West Hauer Drive NE – was recently annexed into the corporate limits of North Liberty. The rezoning to RS-4 Single-Unit Residence District would facilitate subdivision of the property when Remley Street gets installed in conjunction with the Mickelson development to the south. A good neighbor meeting was held on September 19. One person outside of City staff and the applicant attended the virtual meeting and had no objection to the request. The Planning Commission unanimously recommended approval at its October 6 meeting. Staff recommends approval as well.

Dahnovan Holdings Zoning Amendment, Third & Final Reading, and Preliminary Plat

This rezoning and preliminary plat request – west side of North Kansas Avenue approximately 150 feet south of West Lake Road – RM-12 Multi-Unit Residence and C-3 Higher Intensity Commercial District and related subdivision plat would facilitate development of the property with multi-unit residences and higher intensity commercial uses. Good neighbor meetings were held on September 19 for the rezoning and on October 18 for the preliminary plat. A few people outside City staff and the applicant attended and had general questions about the type of development proposed. The Planning Commission unanimously recommended approval at its October 6 and November 1 meetings. Staff recommends approval as well.

GRD Burluson LLC Zoning Amendment, Third & Final Reading

This rezoning request – east side of North Liberty Road approximately 375 feet south of South Dubuque Street – to C-3 Higher-Intensity Commercial District would facilitate development of the properties with horizontal mixed-use development, which means there is a mixture of residential and commercial development in separate buildings. The applicant has indicated that there would be a cooperative approach to development with the properties to the north, which were recently annexed and zoned C-3 Higher-Intensity Commercial District. A good neighbor meeting was held on September 20. Three people (representing two properties in the county) outside of City staff and the applicant attended the meeting and had general questions about the type of development proposed. A letter of objection from the property owners located at the southwest corner of the subject property has been submitted. The Planning Commission unanimously recommended approval at its October 6 meeting.

At the October 25, 2022 meeting, Council asked staff to explore adding a condition to the rezoning ordinance to reasonably help mitigate the potential impact of the proposed commercial property with the adjacent residential homes to the west.

At the November 7 meeting, City Council voted to add the following condition to the rezoning ordinance: *That there be an additional one foot of building setback above the required side yard setback as measured from a lot line of property within a residential district for every one-foot building height above 35 feet. For example, a 35-foot-tall building shall have a minimum of a 20' side yard setback from the lot line of property within a residential district, while a 45-foot-tall building shall have a minimum of a 30' side*

yard setback. The applicant has agreed to this proposed condition. Staff recommends approval of the third and final reading of this ordinance.

Zoning Code Amendment, First Reading

This is a minor, staff-initiated Ordinance, which would correct minor oversights and adapt to changing land use trends. The Planning Commission unanimously recommended approval of the amendment at its November 1 meeting. Staff recommends approval as well.

North Side Community Park

The City is required to establish an amount for just compensation, informed by a professional appraisal, for any interests in real estate which will be subject to acquisition by eminent domain. The City has previously identified two parcels near North Jones Boulevard as an appropriate area for the construction of a community park. The City has now secured an appraisal of the real estate interests which will be impacted by the North Side Community Park project, and this resolution establishes that appraised value as just compensation for the acquisition. Staff recommends approval.

FY24 Annual Appropriations

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

Company	Amount	Length of Agreement	Year of Agreement	Agreement Terms
Spotix	\$72,136	7-years	6	100% of TIF taxes rebated annually for 7-years, not-to-exceed
Diamond Dreams	\$22,806	5-years	1	100% of TIF taxes rebated annually for 5-years, not-to-exceed
Total	\$94,942			

Note: The November 7 City Council meeting included four annual appropriation resolutions, which were removed from the agenda. After internal staff discussion it was determined that the A&M Development, GEICO and Corridor Media Properties rebates are not annual appropriations; rather, guaranteed payments. As per the agreement, these

rebates will revert to annual appropriations when the urban renewal area generates \$2.25 million in total rebates. Including the upcoming FY24 rebates, this area will have generated \$1.74 million in rebates to the developer and/or businesses.

FY24 Urban Renewal (TIF) Draw

The urban renewal draw, also known as the TIF Indebtedness Report, and not to be confused with annual appropriations referenced above, recognizes the amount of TIF revenue that needs to be certified in FY24 in order to make debt and rebate payments. The FY24 draw is \$4,542,907, approximately \$250k less than FY23's draw of \$4,793,215. Staff recommends approval of the certification.

FY22 Annual Financial Report

The Annual Financial Report provides a recap of the final expenditures and revenues for last fiscal year (FY22). The report, which is consistent with the recently approved audit and is included in the packet, will be submitted to the state after City Council review and approval.



Agenda



CITY COUNCIL

November 22, 2022

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, November 7, 2022
 - B. Claims
 - C. FY 22 Street Finance Report
 - D. Fareway Liquor License Renewal
 - E. The Depot Liquor License Renewal
 - F. The Leaderboard Liquor License Renewal
 - G. LaLa Boutique Liquor License Renewal
 - H. El Azul Liquor License Application
 - I. Dubuque Street Phase 1, Change Order Number 4, All American Concrete, Inc., \$17,016.35
 - J. Dubuque Street Phase 1, Pay Application Number 8, All American Concrete, Inc., \$382,885.47
5. Public Comment
6. Engineer Report
7. City Administrator Report
8. Mayor Report
9. Council Reports
10. ARPA Funds for Housing
 - A. Discussion and possible action regarding use of ARPA funds in support of affordable housing
11. FY 24 Budget Framework and Guidance

- A. Discussion regarding the budget framework and guidance for the fiscal year ending June 30, 2024

- 12. A & M Zoning Amendment - 1
 - A. Staff and Commission recommendation
 - B. Public Hearing regarding proposed rezoning request
 - C. Applicant presentation
 - D. First consideration of Ordinance Number 2022-26, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from O/RP Office and Research Park District to C-3 Higher Intensity Commercial District

- 13. A & M Zoning Amendment - 2
 - A. Staff and Commission recommendation
 - B. Public Hearing regarding proposed rezoning request
 - C. Applicant presentation
 - D. First consideration of Ordinance Number 2022-27, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from O/RP Office and Research Park District to C-3 Higher Intensity Commercial District

- 14. Scanlon Zoning Amendment
 - A. Staff and Commission recommendation
 - B. Public Hearing regarding proposed rezoning request
 - C. Applicant presentation
 - D. First consideration of Ordinance Number 2022-28, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District

- 15. Watts Zoning Amendment
 - A. Third consideration and adoption of Ordinance Number 2022-23, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from ID Interim Development District to RS-4 Single-Unit Residence District

- 16. Dahnovan Holdings Zoning Amendment
 - A. Third consideration and adoption of Ordinance Number 2022-24, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District and C-3 Higher-Intensity Commercial District

- B. Staff and Commission recommendations
 - C. Applicant Presentation
 - D. Resolution Number 2022-120, A Resolution approving the Preliminary Plat for Water Tower Place, North Liberty, Iowa
17. GRD Burleson, LLC Zoning Amendment
- A. Third consideration and adoption of Ordinance Number 2022-25, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from ID Interim Development District to C-3 Higher-Intensity Commercial District
18. Zoning Code Amendment
- A. Staff and Commission recommendations
 - B. Public Hearing regarding proposed amendments to the Zoning Code
 - C. First consideration of Ordinance Number 2022-29, An Ordinance amending Chapter 168 (Zoning Code – Development Regulations) and Chapter 169 (Zoning Code – Zoning District Regulations) of the North Liberty Code of Ordinances by amending the use matrix and a use definition, by amending off-street parking and loading setbacks and off-street parking requirements
19. Meade Property Acquisition
- A. Resolution Number 2022-122, A Resolution establishing fair market value and just compensation for the acquisition of certain property for the North Side Community Park Project
20. FY 24 Annual Appropriations
- A. Resolution Number 2022-123, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year (Spotix, Inc.)
 - B. Resolution Number 2022-124, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year (Diamond Dreams)
21. FY 24 Urban Renewal Draw
- A. Discussion and possible action on the Annual Urban Renewal funds request for FY 24
22. FY 22 Annual Financial Report
- A. Discussion and possible action on the FY 22 Annual Financial Report

23. Old Business

24. New Business

25. Adjournment



Consent Agenda



City Council
November 7, 2022
Regular Session

Call to order

Mayor Chris Hoffman called the Monday, November 7, 2022, Regular Session of the North Liberty City Council to order at 6:30 p.m. in the Council Chambers, 1 Quail Creek Circle. Councilors present: Ashley Bermel, RaQuishia Harrington, Ere Sittig, Brent Smith and Brian Wayson.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Dustin Opatz, Kate Connell, V Fixmer Oraiz, and other interested parties.

Approval of the Agenda

Harrington moved; Wayson seconded to approve the agenda with the removal of FY 24 Annual Appropriations and FY 24 Urban Renewal Draw. The vote was all ayes. Agenda approved.

Consent Agenda

Harrington moved, Bermel seconded to approve the Consent Agenda including the City Council Minutes from the Regular and Work Sessions on October 25, 2022; the attached list of claims; Community Center Roof Project, Pay Application Number 3, T & K Roofing Co., \$48,355.00; Jones Boulevard Improvements Project, Change Order Number 3, Schrader Excavating and Grading, \$850.50; Jones Boulevard Improvements Project, Pay Application Number 6, Schrader Excavating and Grading, \$346,672.61; Ranshaw Way Phase 5 Improvements Project, Pay Application Number 24, Peterson Contractors, Inc., \$35,251.18. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Engineer Report

Heiar provided the engineering report. Jones Blvd is expected to be open in the next ten days or so. Dubuque Street could open late this week or early next week. The contractor is on target for meeting the November 18 incentive pay date.

City Administrator Report

City Administrator Heiar reported staff is planning for the FY 24 budget process. He will have the schedule out soon for the process.

Mayor Report

Mayor Hoffman reported he attended the annual ICAD board meeting. He reported on Clear Creek Amana and Liberty High volleyball teams making it to the state championship game in

Coralville. He proclaimed Small Business Saturday for the Saturday after Thanksgiving, November 27.

Council Reports

Councilor Wayson reported that Emergency Management is starting to work on budget process. EMA is seeking to build a storage building to house all their equipment housed at variation locations throughout the County. Councilor Bermel attended United Way Power of the Purse and March of Dimes events. Councilor Sittig attended JCAHC meeting. Sara Barron is leaving the organization. JCAHC held a screening of Iowa Nice movie about Iowa mobile home parks.

FY 22 Audit

Dustin Opatz, BerganKDV, presented the audit for FY 22. Council discussed the report with Opatz. Wayson moved, Sittig seconded to approve Resolution Number 2022-119, A Resolution accepting the Audit Report for Fiscal Year 2022 as completed by BerganKDV. The vote was: ayes – Sittig, Smith, Harrington, Bermel, Wayson; nays – none. Motion carried.

Watts Zoning Amendment

Bermel moved, Sittig seconded to approve the second consideration of Ordinance Number 2022-23, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from ID Interim Development District to RS-4 Single-Unit Residence District. The vote was: ayes – Harrington, Sittig, Smith, Bermel, Wayson; nays – none. Motion carried.

Dahnovan Holdings Zoning Amendment

Harrington moved, Smith seconded to approve the second consideration of Ordinance Number 2022-24, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District and C-3 Higher-Intensity Commercial District. After discussion, the vote was: ayes – Bermel, Harrington, Sittig, Smith; nays – Wayson. Motion carried.

GRD Burleson, LLC Zoning Amendment

At 6:49 p.m., Mayor Hoffman opened the public Hearing regarding proposed zoning amendment. Kate Connell was present and offered information on a counteroffer provided to the city on behalf of her and her neighborhood. The public hearing was closed at 6:54 p.m.

Harrington moved, Sittig seconded to approve the second consideration of Ordinance Number 2022-25, An Ordinance amending the Zoning Map District designation for certain property located in North Liberty, Iowa from ID Interim Development District to C-3 Higher-Intensity Commercial District. Sittig moved, Harrington seconded to amend the ordinance to incorporate the language from page 5 of City Administrator's memo to the Ordinance. The vote was ayes – Sittig, Wayson, Harrington, Bermel, Smith; nays – none. Motion carried on the amendment. After discussion, the vote on the second consideration of the ordinance amendment was: ayes – Smith, Sittig, Harrington, Wayson; nays – Bermel. Motion carried.

FY 22 Annual Urban Renewal Report

Council discussed the FY 22 Annual Urban Renewal Report. Sittig moved, Wayson seconded to accept the report. After discussion, the vote was: ayes – Bermel, Smith, Sittig, Wayson, Harrington; nays – none. Report approved.

Inclusive Economic Development Plan Presentation

V Fixmer Oraiz, Astig Planning, presented the Inclusive Economic Development Plan. Council discussed the presentation with Fixmer Oraiz.

Old Business

No old business was presented.

New Business

Councilor Wayson reminded all to vote tomorrow. Next January, another session of community police academy will be offered. He toured the readiness center. Councilor Smith, Council Sittig and Mayor Hoffman are attending the Better Together event Thursday night.

Adjournment

Smith moved, Sittig seconded to adjourn at 7:38 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor

Attest: _____
Tracey Mulcahey, City Clerk



City Street Finance Report

Fiscal Year 2022

Bureau of Local Systems

North Liberty

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Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets		\$523,925					\$523,925
Benefits - Roads/Streets		\$263,993					\$263,993
Training & Dues		\$2,924					\$2,924
Building & Grounds Maint. & Repair		\$14,471					\$14,471
Vehicle & Office Equip Operation and Repair		\$70,696					\$70,696
Other Utilities		\$29,583					\$29,583
Other Maintenance and Repair		\$4,380					\$4,380
Engineering		\$850					\$850
Insurance		\$31,918					\$31,918
Street Maintenance Expense		\$180,248					\$180,248
Technology Expense		\$7,598					\$7,598
Other Contract Services		\$900					\$900
Minor Equipment Purchases		\$1,226					\$1,226
Office Supplies		\$2,088					\$2,088
Operating Supplies		\$71,413					\$71,413
Postage & Safety		\$7,198					\$7,198
New Posts & Signs		\$8,433					\$8,433



City Street Finance Report

Fiscal Year 2022

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	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Replacement Posts & Signs		\$14,345					\$14,345
Other Supplies		\$10,739					\$10,739
Heavy Equipment	\$282,500						\$282,500
Buildings		\$3,508					\$3,508
Other Capital Outlay		\$64					\$64
Principal Payment				\$3,067,140			\$3,067,140
Interest Payment				\$541,413			\$541,413
Bond Registration Fees				\$3,819			\$3,819
Transfer Out		\$818,394					\$818,394
Street Lighting		\$88,623					\$88,623
Traffic Control/Safety		\$104,393					\$104,393
Snow Removal		\$128,250					\$128,250
Snow Removal Salaries		\$33,107					\$33,107
Total	\$282,500	\$2,423,267		\$3,612,372			\$6,318,139



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Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$0		\$0	\$723,996			\$723,996
TIF Revenues				\$2,741,336			\$2,741,336
State Revenues - Road Use Taxes		\$2,776,533					\$2,776,533
Charges/fees						\$0	\$0
Proceeds from Debt					\$3,603,506		\$3,603,506
Transfer In	\$282,500			\$147,040	\$388,854		\$818,394
Total	\$282,500	\$2,776,533	\$0	\$3,612,372	\$3,992,360	\$0	\$10,663,765



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Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
2017B GO Corp Purpose	\$3,830,000	\$445,000	\$81,081	\$445,000	\$81,081	\$3,385,000
2019A GO Corp Purpose	\$6,805,000	\$810,000	\$136,100	\$687,771	\$115,563	\$5,995,000
2018A GO Corp Purpose	\$3,915,000	\$350,000	\$118,533	\$255,084	\$86,388	\$3,565,000
2017A GO Corp Purpose	\$2,050,000	\$425,000	\$48,750	\$85,000	\$9,750	\$1,625,000
2014C GO Corp Purpose	\$1,300,000	\$310,000	\$26,000	\$310,000	\$26,000	\$990,000
2020A General Corporate Purpose	\$10,160,000	\$880,000	\$203,200	\$485,085	\$112,011	\$9,280,000
2012A	\$805,000	\$125,000	\$21,440	\$125,000	\$21,440	\$680,000
2013C	\$1,160,000	\$375,000	\$26,138	\$375,000	\$26,138	\$785,000
2015A GO Corporate Purpose	\$4,620,000	\$935,000	\$92,400	\$299,200	\$29,568	\$3,685,000
2021 GO/Corporate Bond	\$7,270,000	\$0	\$65,720	\$0	\$33,474	\$7,270,000



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Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
Dodge RAM 3500 Crew Cab 6.4	2021	Purchased	\$55,000	No Change
FSESG Easement Machine	2019	Purchased	\$60,000	No Change
HLA Snow Wing	2019	Purchased	\$16,000	No Change
Ebling Backblade	2019	Purchased	\$7,000	No Change
Bobcat Power Broom Attachment	2020	Purchased	\$5,000	No Change
Bobcat Forestry Attachment	2019	Purchased	\$10,000	No Change
Bobcat Rotary Cutter Attachment	2020	Purchased	\$6,000	No Change
John Deere 709 Mower	2014	Purchased	\$4,000	No Change
Frontier DM 120 Wing Mower	2014	Purchased	\$10,000	No Change
John Deere HX10 Mower	2019	Purchased	\$10,000	No Change
Utility Tilt Trailer	2019	Purchased	\$10,000	No Change
Military Flatbed Trailer	1980	Purchased	\$1,000	No Change
Military Tanker Trailer	1980	Purchased	\$1,000	No Change
Bucket Truck	2020	Purchased	\$75,000	Traded
Crafco Crack Sealer	2010	Purchased	\$47,351	No Change
Ford F-555 Dump/Snow Plow	2013	Purchased	\$74,750	No Change
Ford F-555 Dump/Snow Plow	2015	Purchased	\$77,123	No Change
International Dump/Snowplow Truck	2011	Purchased	\$150,539	No Change
International Dump/Snowplow Truck	2011	Purchased	\$150,539	No Change
International Dump/Snowplow Truck	2011	Purchased	\$150,538	Traded
International Elgin Whirlwind	2015	Purchased	\$226,182	No Change



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Description	Model Year	Usage Type	Cost	Purchased Status
Case Road Grader	2007	Purchased	\$93,850	No Change
Hurricane 4020 Leaf Vac	2012	Purchased	\$62,760	No Change
Allied 96" Snowblower	2012	Purchased	\$28,620	No Change
C3500 Concrete Saw	2020	Purchased	\$16,000	No Change
Bobcat T770 skidsteer	2019	Purchased	\$78,000	No Change
Road Groomer	2012	Purchased	\$16,500	No Change
Pace America Push Camera & Trailer	2009	Purchased	\$65,981	No Change
Dodge 2500 Pickup	2001	Purchased	\$2,000	No Change
BMY by Harsco Semi tractor	1991	Purchased	\$0	No Change
International Dump/Snowplow Truck	2016	Purchased	\$162,279	No Change
Case Backhoe Tractor	2013	Purchased	\$50,375	No Change
Freightliner Vactor Truck	2016	Purchased	\$250,000	No Change
Freightliner Dumptruck with snowplow	2017	Purchased	\$180,000	No Change
Freightliner Dumptruck with snowplow	2017	Purchased	\$170,000	No Change
Aerial Platform Lift JLG 6605J	2016	Purchased	\$87,000	No Change
Dodge RAM 1500 Crew Cab Truck	2017	Purchased	\$34,000	No Change
Dodge RAM Crew Cab Truck	2017	Purchased	\$34,000	No Change
RAM 5500 with snow blade	2020	Purchased	\$76,000	No Change
John Deere 5115 M Tractor	2018	Purchased	\$70,000	No Change
Case 621Gxt Wheel Loader with plow and wing	2018	Purchased	\$185,000	No Change
Ford Ranger with topper	2011	Purchased	\$22,432	Traded
Bobcat E50 Minihoe	2019	Purchased	\$70,000	No Change
18" Concrete Saw	2008	Purchased	\$5,899	No Change



City Street Finance Report

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Description	Model Year	Usage Type	Cost	Purchased Status
Ford F-250 Pickup	2003	Purchased	\$3,000	No Change
John Deere 5115 M Tractor	2019	Purchased	\$67,303	No Change
Tarrant Leaf Vac	1998	Purchased	\$13,200	No Change
Air Compressor	2001	Purchased	\$11,802	No Change
Speedflo Paint Sprayer	2005	Purchased	\$6,000	No Change
Vermeer Chipper	2007	Purchased	\$25,000	No Change
Stanley 656 BReaker	2008	Purchased	\$12,310	No Change
H&H 24 ft. tilt trailer	2019	Purchased	\$8,700	No Change
Brine Trailer	2017	Purchased	\$15,000	No Change
RAM 5500 Bucket Truck	2020	Purchased	\$170,564	New
Chevrolet Colorado (FY 23)	2022	Purchased	\$37,322	New
International Tandem Dump/Snowplow Truck (FY 23)	2022	Purchased	\$258,259	New



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City Street Finance Report

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Street Projects

Project Description	Contract Price	Final Price	Contractor Name
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City Street Finance Report

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11/10/2022 3:29:47 PM

Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$0	\$2,369,075	\$0	\$0	\$4,371,809	\$0	\$6,740,884
SubTotal Expenses (-)	\$282,500	\$1,604,873		\$3,612,372			\$5,499,745
Transfers Out (-)		\$818,394					\$818,394
Subtotal Revenues (+)	\$0	\$2,776,533	\$0	\$3,465,332	\$3,603,506	\$0	\$9,845,371
Transfers In (+)	\$282,500			\$147,040	\$388,854		\$818,394
Ending Balance	\$0	\$2,722,341	\$0	\$0	\$8,364,169	\$0	\$11,086,510

Resolution Number:

Execution Date: Tuesday, November 22, 2022

Signature: Chris Hoffman



State of Iowa
Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Fareway Stores, Inc.	Fareway Stores, Inc. #993	(319) 626-6798		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
615 Westwood Drive		North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
2300 Industrial Park Road PO Box 70	Boone	Iowa	50036	

Contact Person

NAME	PHONE	EMAIL
Tracey Wilson	(515) 433-5336	twilson@farewaystores.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0001589	Class E Liquor License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Nov 16, 2022	Nov 15, 2023	

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit

PRIVILEGES



Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Fred E. Vitt Control Trust	Boone	Iowa	50036	Trust	10.87	Yes
Garrett S Pklapp	Huxley	Iowa	50124	Secretary	0.00	Yes
Various Individuals & Trust each holding less than 5%	Unknown	Iowa	55555	Stockholders	33.25	Yes
Fareway Control Trust	Boone	Iowa	50036	Treasurer	55.88	Yes
Tracey Wilson						

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



North Liberty Police Department

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

October 5, 2022

Liquor License Check

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

Owners: Garrett Pklapp (DOB: 1981)

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

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.





State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: Fareway Stores, Inc

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

Address of Business: 615 Westwood Drive

Business Phone: 319-626-6798

Email: twilson@farewaystores.com


State of Iowa ABD License #: LE0001589

Johnson County Health Department:

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

Name: Rob Thul

Title: EH Manager Date: 9/26/22

Signature: 

North Liberty Fire Department



Occupancy: **Fareway Store #993**
Occupancy ID: **FARE01**
Address: **615 Westwood DR Building #613288002**
North Liberty IA 52317

Inspection Type: **Liquor License Inspection**
Inspection Date: **11/16/2022** By: Humston, Tina (01-2406)
Time In: **15:19** Time Out: **16:03**
Authorized Date: **11/16/2022** By: Humston, Tina (01-2406)
Next Inspection Date: **No Inspection Scheduled**

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:

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes
Inspection Time: 44 minutes
Total Time: 44 minutes

Summary:

Overall Result: Passed

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: Humston, Tina
Rank: Captain
Work Phone(s): None on file
Email(s): thumston@northlibertyiowa.org
Humston, Tina:

Signed on: 11/16/2022 16:02

Signature

Date

Representative Signature:

Signature of: Joel Freitag on 11/16/2022 16:03

A handwritten signature in black ink, appearing to read 'Joel Freitag', is positioned above a horizontal line.

Signature

Date



State of Iowa
Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
US CORRIDOR ENTERTAINMENT LLC	THE LEADERBOARD	(319) 383-6821		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
680 MEADE DR SUITE 3-5		North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
910 Pheasant Ln	North Liberty	Iowa	52317	

Contact Person

NAME	PHONE	EMAIL
GRANT UDING	(319) 383-6821	grant.uding@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0044966	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Nov 15, 2022	Nov 14, 2023	

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Grant Uding	North Liberty	Iowa	52317	Vice-President	33.00	Yes
Joshua Smith	North Liberty	Iowa	52317	President	34.00	Yes
Yvonne O'Neill	North Liberty	Iowa	52317	Treasurer	33.00	Yes

Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

Nov 15, 2022

POLICY EXPIRATION DATE

Nov 14, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



North Liberty Police Department

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

October 5, 2022

Liquor License Check

Business: The Leaderboard Bar
680 Meade Drive
North Liberty, IA 52317

Owner:	Grant Uding	(DOB: 1990)
	Joshua Smith	(DOB: 1987)
	Yvonne O'Neill	(DOB: 1961)

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

A judgement was entered on December 18, 2020 against Joshua Smith for defaulting with the plaintiff being Nebraska Furniture Mart in the amount of \$4374.09 not including fees, costs, and interest.

A judgement was entered on March 12, 2021 against Grant Uding for defaulting with the plaintiff being Green State Credit Union in the amount of \$14,544.52 not including fees, costs, and interest.

This record check was conducted by Sergeant Mitch Seymour.





State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: The Leaderboard

Name of Business (DBA): The Leaderboard

Address of Business: 680 Meade Dr #2-5

Business Phone: 319-383-6821

Email: grant.uding@gmail.com

State of Iowa ABD License #: LC0044966

Johnson County Health Department:

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

Name: Rob Thul

Title: EH Manager Date: 10/7/22

Signature: 

North Liberty Fire Department

Occupancy: **The Leaderboard**

Occupancy ID: **995239**

Address: **680 Meade DR Apt/Suite #2-5
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **11/14/2022**

By: **Humston, Tina (01-2406)**

Time In: **14:11**

Time Out: **14:44**

Authorized Date: **11/14/2022**

By: **Hardin, Bryan E (01-1022)**

Next Inspection Date: **No Inspection Scheduled**



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: **Monthly inspection hasn't been done since August.**



Fire Extinguisher Unobstructed & Unobscured

906.6 Unobstructed and unobscured. Portable fire extinguishers shall not be obstructed or obscured from view. In rooms or areas in which visual obstruction cannot be completely avoided, means shall be provided to indicate the locations of extinguishers.

Status: FAIL

Notes: Extinguisher obstructed by golf clubs near entry and obstructed by stools at rear entry. Keep area around fire extinguishers clear of obstructions.



Electrical Rooms / Electrical Wiring

Electrical Rooms Labeled

605.3.1 Labeling. Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording.

Status: FAIL

Notes: Label door to kitchen/electrical room, "Electrical", at least 1" letters.

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: Multiple obstructions in front of panels. Maintain at least 3 feet clearance in front of electrical panel and a clear path to the electrical panel.



Fire Alarm System

Manual Pull Station Accessible & Unobstructed

907.4.2.6 Unobstructed and unobscured. Manual fire alarm boxes shall be accessible, unobstructed, unobscured and visible at all times.

Status: FAIL

Notes: Pull station obstructed by boxes. Area around and in front of fire alarm manual pull must be kept clear at all times.



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: Missing ceiling tile. Replace missing ceiling tile.



Combustible, General & Outside Storage

Proper Clearance from Heating Appliance

315.3 Storage in buildings. Storage of materials in buildings shall be orderly and stacks shall be stable. Storage of combustible materials shall be separated from heaters or heating devices by distance or shielding so that ignition cannot occur.

Status: FAIL

Notes: Combustibles around water heater. Maintain proper clearance around water heater in accordance with manufacturer's requirements.



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) Compressed gas cylinders inside not secured. Chain and secure cylinders.
2) LP tanks outside next to building and not secured. If LPG cylinders are not needed remove. Any LPG tank stored outside shall be located at least 5 feet from exits or openings into building. LP-gas containers shall be stored within a suitable enclosure or otherwise protected against tampering.

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 33 minutes

Total Time: 33 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: Humston, Tina
Rank: Captain
Work Phone(s): None on file
Email(s): thumston@northlibertyiowa.org
Humston, Tina:



Signed on: 11/14/2022 14:44

Signature

Date

Representative Signature:

Signature of: Daniel Rogers on 11/14/2022 14:45

A handwritten signature in black ink, appearing to read "Daniel Rogers", is centered in the upper portion of the signature box.

Signature

Date



State of Iowa
Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
The Depot North Liberty LLC	The Depot North Liberty LLC	(319) 545-9514		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1290 S Dubuque St		North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
221 W Marengo Rd	Tiffin	Iowa	52340	

Contact Person

NAME	PHONE	EMAIL
David Scheetz	(319) 545-9514	info@thedepotexpress.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0002978	Class E Liquor License	12 Month	Submitted to Local Authority

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Dec 1, 2022	Nov 30, 2023	

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit



State of Iowa
Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
David Scheetz	Oxford	Iowa	52322	President	50.00	Yes
Matthew Scheetz	Oxford	Iowa	52322	Vice-President	50.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



North Liberty Police Department

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

October 13, 2021

Liquor License Check

Business: The Depot Express
1290 S. Dubuque Street
North Liberty, IA 52317

Owners: David Scheetz (DOB: 1981)
Matthew Scheetz (DOB: 1979)

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

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.





State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: The Depot North Liberty LLC

Name of Business (DBA): The Depot North Liberty LLC

Address of Business: 1290 S Dubuque St

Business Phone: 319-545-9514

Email: info@thedepotexpress.com

State of Iowa ABD License #: LE0002978

Johnson County Health Department:

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

Name: Rob Thul

Title: EH Manager Date: 9/26/22

Signature: 

North Liberty Fire Department



Occupancy: **The Depot Express**
Occupancy ID: **995224**
Address: **1290 S Dubuque ST**
North Liberty IA 52317

Inspection Type: **Liquor License Inspection**

Inspection Date: **11/14/2022** By: Humston, Tina (01-2406)

Time In: **14:47** Time Out: **15:20**

Authorized Date: **11/14/2022** By: Hardin, Bryan E (01-1022)

Next Inspection Date: **No Inspection Scheduled**

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:

Site

Knox Box - Keys Current

506.2 Key box maintenance. The operator of the building shall immediately notify the fire code official and provide the new key where a lock is changed or re-keyed. The key to such lock shall be secured in the key box. 506.1 An approved key box shall be installed in accordance to the City of North Liberty Ordinance 15.34, Key Lock Box.

Status:

Notes:

Gas Meter Protected and Accessible

603.9 Gas meters. Above-ground gas meters, regulators and piping subject to damage shall be protected by a barrier complying with Section 312 or otherwise protected in an approved manner. 312.2 Posts. Guard posts shall comply with all of the following requirements: 1. Constructed of steel not less than 4 inches in diameter and concrete filled. 2. Spaced not more than 4 feet between posts on center. 3. Set not less than 3 feet deep in a concrete footing of not less than a 15-inch diameter. 4. Set with the top of the posts not less than 3 feet above ground. 5. Located not less than 3 feet from the protected object.

Status:

Notes:

Fire Lane / Access Roads Unobstructed

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches.

Status:

Notes:

Address Posted & Visible

505.1 Address identification. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches high with a minimum stroke width of 0.5 inch. From 100-199 ft from the street the number shall be a minimum of 6 inches high with a minimum stroke of 0.5 inches. From 200-299 ft from the street the number shall be a minimum of 8 inches high with a minimum stroke of 0.5 inches. For each additional 100 ft from the street, the number shall increase by an additional 2 inches in height. Measurements to determine the minimum number size shall be measured from the approved address location to the center line of the street for which the premises is addressed. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.

Status:

Notes:

Premise Free of Waste Accumulation

304.1.1 Waste material. Accumulations of wastepaper, wood, hay, straw, weeds, litter or combustible or flammable waste or rubbish of any type shall not be permitted to remain on a roof or in any court, yard, vacant lot, alley, parking lot, open space, or beneath a grandstand, bleacher, pier, wharf, manufactured home, recreational vehicle or other similar structure.

Status:

Notes:

Premise Free of Ignitable Vegetation

304.1.2 Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirements in urban-wildland interface areas shall be in accordance with the International Wildland-Urban Interface Code.

Status:

Notes:

Assembly Occupancies

Occupant Load Posted

1004.3 Posting of occupant load. Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent. Approved occupant load signs can be obtained from the North Liberty Building Department (319-626-5713).

Status:

Notes:

Fire Extinguishers

Fire Extinguisher Required Location

906.1 Where required. Portable fire extinguishers shall be installed in the following locations. 1. In new and existing Group A, B, E, F, H, I, M, R-1, R-2, R-4 and S occupancies.

Status:

Notes:

Fire Extinguisher Minimum Size/Rating - 2-A:10-BC

906.3 Size and distribution. The size and distribution of portable fire extinguishers shall be in accordance with Sections 906.3.1 through 906.3.4. The minimum rating of any required portable fire extinguisher for Class A, Class B, or Class C hazard shall be 2-A, 10-B C.

Status:

Notes:

Fire Extinguisher Annual Inspection - Current Inspection Tag

901.6.1 Standards. Fire detection, alarm, and extinguishing systems, mechanical smoke exhaust systems, and smoke and heat vents shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Non-required fire protection systems and equipment shall be inspected, tested and maintained or removed. Fire Alarm System, Fire Sprinkler System and Fire Extinguishers are required to be inspected annually.

Status:

Notes:

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:

Notes:

Fire Extinguisher Maximum Travel distance - 75 Feet

TABLE 906.3(1) FIRE EXTINGUISHERS FOR CLASS A FIRE HAZARDS Maximum distance of travel to extinguisher is 75 feet.

Status:

Notes:

Fire Extinguisher Unobstructed & Unobscured

906.6 Unobstructed and unobscured. Portable fire extinguishers shall not be obstructed or obscured from view. In rooms or areas in which visual obstruction cannot be completely avoided, means shall be provided to indicate the locations of extinguishers.

Status: FAIL

Notes: Obstructed by cart and taped shut because of broken latch. Repair fire extinguisher cabinet and keep area around fire extinguisher cabinet free of obstructions.



Fire Extinguisher Correct Mounted Height (Not more than 5' above the floor)

906.9 Extinguisher installation. The installation of portable fire extinguishers shall be in accordance with Sections 906.9.1 through 906.9.3. 906.9.1 Extinguishers weighing 40 pounds or less. Portable fire extinguishers having a gross weight not exceeding 40 pounds shall be installed so that their tops are not more than 5 feet above the floor. 906.9.2 Extinguishers weighing more than 40 pounds. Hand-held portable fire extinguishers having a gross weight exceeding 40 pounds shall be installed so that their tops are not more than 3.5 feet above the floor. 906.9.3 Floor clearance. The clearance between the floor and the bottom of installed hand-held portable fire extinguishers shall not be less than 4 inches.

Status:

Notes:

Fire Extinguisher Mounted on a Bracket or in a Cabinet

906.7 Hangers and brackets. Hand-held portable fire extinguishers, not housed in cabinets, shall be installed on the hangers or brackets supplied. Hangers or brackets shall be securely anchored to the mounting surface in accordance with the manufacturer's installation instructions.

Status:

Notes:

Emergency Lights & Exit Signs

Emergency Lighting - Required Location

1008.1 Means of egress illumination. Illumination shall be provided in the means of egress in accordance with Section 1008.2. Under emergency power, means

Status:

Notes:

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:

Notes:

Exit Signs - Required Location

1013.1 Where required. Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. The path of egress travel to exits and within exits shall be marked by readily visible exit signs to clearly indicate the direction of egress travel in cases where the exit or the path of egress travel is not immediately visible to the occupants. Intervening means of egress doors within exits shall be marked by exit signs. Exit sign placement shall be such that no point in an exit access corridor or exit passageway is more than 100 feet or the listed viewing distance for the sign, whichever is less, from the nearest visible exit sign. Exceptions: 1. Exit signs are not required in rooms or areas that require only one exit or exit access. 2. Main exterior exit doors or gates that are obviously and clearly identifiable as exits need not have exit signs where approved by the fire code official. 3. Exit signs are not required in occupancies in Group U and individual sleeping units or dwelling units in Group R-1, R-2 or R-3. 4. Exit signs are not required in dayrooms, sleeping rooms or dormitories in occupancies in Group I-3. 5. In occupancies in Groups A-4 and A-5, exit signs are not required on the seating side of vomitories or openings into seating areas where exit signs are provided in the concourse that are readily apparent from the vomitories. Egress lighting is provided to identify each vomitory or opening within the seating area in an emergency.

Status:

Notes:

Exit Signs - Illumination

1013.3 Illumination. Exit signs shall be internally or externally illuminated. 1013.5 Internally illuminated exit signs. Electrically powered, self-luminous and photoluminescent exit signs shall be listed and labeled in accordance with UL 924 and shall be installed in accordance with the manufacturer's instructions and Section 604. Exit signs shall be illuminated at all times.

Status:

Notes:

Electrical Rooms / Electrical Wiring

Electrical Rooms Labeled

605.3.1 Labeling. Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording.

Status:

Notes:

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:

Notes:

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

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

Status:

Notes:

No Multiplug Adapters

605.4 Multiplug adapters. Multiplug adapters, such as cube adapters, unfused plug strips or any other device not complying with NFPA 70 shall be prohibited.

Status:

Notes:

No Extension Cords

605.5 Extension cords. Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.

Status:

Notes:

Surge Protector - Proper Installation

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

Status:

Notes:

Fire Hydrants

3 Feet Clear Space Around Fire Hydrants

507.5.5 Clear space around hydrants. A 3-foot clear space shall be maintained around the circumference of fire hydrants, except as otherwise required or approved.

Status:

Notes:

Fire Hydrant Facing Street or Driveway

Section 507.5.7.2 Fire hydrant outlet direction: All fire hydrants shall be positioned so that the four and one-half (4 1/2) inch connection is facing the street or driveway accessible to fire department apparatus.

Status:

Notes:

Fire Hydrant at Least 18" Above Grade

Section 507.5.7.5 Fire Hydrant height: Fire hydrants shall be installed a minimum of eighteen (18) inches from the nominal ground level to the center of the lowest water outlet.

Status:

Notes:

Fire Hydrant Protected

507.5.6 Physical protection. Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall comply with Section 312. 312.2 Posts. Guard posts shall comply with all of the following requirements: 1. Constructed of steel not less than 4 inches in diameter and concrete filled. 2. Spaced not more than 4 feet between posts on center. 3. Set not less than 3 feet deep in a concrete footing of not less than a 15-inch diameter. 4. Set with the top of the posts not less than 3 feet above ground. 5. Located not less than 3 feet from the protected object.

Status:

Notes:

Fire Alarm System

Fire Alarm Panel Room Door Labeled

509.1 Identification. Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible. - Doors to the room where the Fire Alarm Panel is located shall be labeled "Fire Alarm Panel".

Status:

Notes:

Fire Alarm System Annual Inspection - Current Inspection Tag

901.6.1 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 901.6.1. Fire Alarm Systems shall be inspected annually. A written copy of the inspection report shall be kept on-site and an electronic copy on file with the North Liberty Fire Department through <http://www.thecomplianceengine.com/>.

Status:

Notes:

Manual Pull Station Accessible & Unobstructed

907.4.2.6 Unobstructed and unobscured. Manual fire alarm boxes shall be accessible, unobstructed, unobscured and visible at all times.

Status:

Notes:

Fire Alarm System Monitored

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

Status: FAIL

Notes: Emergency phone on exterior does not dial the Johnson County Emergency Communication Center, contact the installer and phone company to restore service.



Fire Department Connection

Automatic Sprinkler Fire Department Connection (FDC) Visible

912.2.2 Existing buildings. On existing buildings, wherever the fire department connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign mounted on the street front or on the side of the building. Such sign shall have the letters "FDC" not less than 6 inches high and words in letters not less than 2 inches high or an arrow to indicate the location. Such signs shall be subject to the approval of the fire code official.

Status:

Notes:

Automatic Sprinkler Fire Department Connection (FDC) Labeled - 1" Letters

912.5 Signs. A metal sign with raised letters not less than 1 inch in size shall be mounted on all fire department connections serving automatic sprinklers, standpipes or fire pump connections. Such signs shall read: AUTOMATIC SPRINKLERS or STANDPIPES or TEST CONNECTION or a combination thereof as applicable. Where the fire department connection does not serve the entire building, a sign shall be provided indicating the portions of the building served.

Status:

Notes:

Automatic Sprinkler Fire Department Connection (FDC) Knox Locking Caps

Section 912.4.1 Locking fire department connections caps. Locking fire department connections caps approved by the fire department are required for all new construction that have a water-based fire protective system and existing structures that have a water-based fire protective system immediately after conducting the five year obstruction and maintenance testing or if one or more of the fire department caps are missing. Contact your fire sprinkler company to order Knox Locking FDC caps for your fire department sprinkler connection(s).

Status:

Notes:

Fire Sprinkler System

Sprinkler Riser Room Door Labeled

509.1 Identification. Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible. - Doors to the room where the Fire Sprinkler Control Valves are located shall be labeled "Fire Sprinkler Room".

Status:

Notes:

Fire Sprinkler System Annual Inspection - Current Inspection Tag

901.6.1 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 901.6.1. Fire Sprinkler System is required to be inspected annually. A current inspection tag shall be placed on the sprinkler system riser. A written copy of the inspection report shall be kept on-site and an electronic copy on file with the North Liberty Fire Department through <http://www.thecomplianceengine.com/>.

Status:

Notes:

Sprinkler Valves Labeled

NFPA 25 13.3.1 Control Valves Labeled. Each control valve shall be identified and have a sign indicating the system or portion of the system it controls.

Status:

Notes:

Sprinkler Heads under Obstructions >4 Feet

903.3.3 Obstructed locations. Automatic sprinklers shall be installed with due regard to obstructions that will delay activation or obstruct the water distribution pattern. Automatic sprinklers shall be installed in or under covered kiosks, displays, booths, concession stands or equipment that exceeds 4 feet in width.

Status:

Notes:

Sprinkler Heads under Roll-up/Garage Doors

903.3.3 Obstructed locations. Automatic sprinklers shall be installed with due regard to obstructions that will delay activation or obstruct the water distribution pattern. Automatic sprinklers shall be installed in or under covered kiosks, displays, booths, concession stands or equipment that exceeds 4 feet in width.

Status:

Notes:

Sprinkler Heads in Coolers and Freezers

903.3.1.1 NFPA 13 sprinkler systems. Where the provisions of this code require that a building or portion thereof be equipped throughout with an automatic sprinkler system in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Sections 903.3.1.1.1 and 903.3.1.1.2. Fire sprinkler heads are required in walk-in coolers & freezers.

Status:

Notes:

Spare Sprinkler Heads in Sprinkler Room - 6 Minimum

NFPA 25 Section 5.4.1.4 Spare Sprinkler Heads. A supply of at least six spare sprinklers (never fewer than six) shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced. The stock of spare sprinklers shall include all types and ratings installed and shall be as follows: (1) For protected facilities having under 300 sprinklers — no fewer than six sprinklers (2) For protected facilities having 300 to 1000 sprinklers — no fewer than 12 sprinklers (3) For protected facilities having over 1000 sprinklers — no fewer than 24 sprinklers

Status:

Notes:

Spare Sprinkler Head Wrench in Sprinkler Room

NFPA 25 Section 5.4.1.6 Sprinkler Wrench A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.

Status:

Notes:

No Missing Sprinkler Head Escutcheons or Cover Plates

NFPA 13, 2013 Edition Section 6.2.7 Escutcheons and Cover Plates. Plates, escutcheons, or other devices used to cover the annular space around a sprinkler shall be metallic or shall be listed for use around a sprinkler. Escutcheons and coverplates for recessed, flush, and concealed sprinklers shall be replaced with their listed escutcheon or coverplate if found missing.

Status:

Notes:

No Painted, Damaged, Leaking Sprinkler Heads

NFPA 25 Section 5.2.1.1.2 Sprinkler Head Inspection & Replacement Sprinklers shall not show signs of leakage; shall be free of corrosion, foreign materials, paint, and physical damage; and shall be installed in the correct orientation (e.g., upright, pendent, or sidewall). Any sprinkler that shows signs of any of the following shall be replaced: (1) Leakage (2) Corrosion (3) Physical damage (4) Loss of fluid in the glass bulb heat responsive element (5) Loading (6) Painting unless painted by the sprinkler manufacturer

Status:

Notes:

Standpipe System

Standpipe Cabinets Labeled or Clear Glass

905.7.1 Cabinet equipment identification. Cabinets shall be identified in an approved manner by a permanently attached sign with letters not less than 2 inches high in a color that contrasts with the background color, indicating the equipment contained therein. Exceptions: 1. Doors not large enough to accommodate a written sign shall be marked with a permanently attached pictogram of the equipment contained therein. 2. Doors that have either an approved visual identification clear glass panel or a complete glass door panel are not required to be marked.

Status:

Notes:

Standpipe Cabinets Unobstructed & Unobscured

905.7 Cabinets. Cabinets containing fire-fighting equipment, such as standpipes, fire hose, fire extinguishers or fire department valves, shall not be blocked from use or obscured from view.

Status:

Notes:

Standpipe Caps and Valve Handles Present

NFPA 25 Section 6.1.2 Caps & Handles. Table 6.1.2 shall be used for the inspection, testing, and maintenance of all classes of standpipe and hose systems. If caps or handles are missing, they shall be replaced.

Status:

Notes:

Manual Standpipe FDC Labeled - Wet or Dry

NFPA 14, 2013 Edition Section 6.4.5.2 Each fire department connection shall be designated by a sign, with letters at least 1 in. in height, that reads "STANDPIPE." For manual systems, the sign shall also indicate that the system is manual and that it is either wet or dry.

Status:

Notes:

Combination Standpipe and Automatic Sprinkler FDC Labeled

NFPA 14, 2013 Edition Section 6.4.5.2.1 If automatic sprinklers are also supplied by the fire department connection, the sign or combination of signs shall indicate both designated services (e.g., "STANDPIPE AND AUTOSPKR" or "AUTOSPKR AND STANDPIPE").

Status:

Notes:

Fire Pump

Fire Pump Room Door Labeled

509.1 Identification. Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible. - Doors to the room where the Fire Alarm Panel is located shall be labeled "Fire Pump"

Status:

Notes:

Other Suppression Systems (FM200, Energen, Etc.)

Other Suppression System Inspection- Current Inspection Tag

904.4 Inspection and testing. Automatic fire-extinguishing systems shall be inspected and tested in accordance with the provisions of this section prior to acceptance. 904.5 Wet-chemical systems- Six-month intervals. 904.6 Dry-chemical systems- Six-month intervals. 904.8 Carbon dioxide systems- 12-month intervals. 904.9 Halon systems- 12-month intervals. 904.10 Clean-agent systems- 12-month intervals.

Status:

Notes:

Other Suppression System Rooms Labeled

904.3.4 Alarms and warning signs. Where alarms are required to indicate the operation of automatic fire-extinguishing systems, distinctive audible, visible alarms and warning signs shall be provided to warn of pending agent discharge. Where exposure to automatic-extinguishing agents poses a hazard to persons and a delay is required to ensure the evacuation of occupants before agent discharge, a separate warning signal shall be provided to alert occupants once agent discharge has begun. Audible signals shall be in accordance with Section 907.5.2.

Status:

Notes:

Kitchen Hood System

Kitchen Hood System Inspection- Current Bi-Annual Inspection Tag

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

Status:

Notes:

Kitchen Hood System Pull Station Accessible, 10-20 Feet from Hood

904.12.1 Manual system operation. A manual actuation device shall be located at or near a means of egress from the cooking area not less than 10 feet and not more than 20 feet from the kitchen exhaust system.

Status:

Notes:

Kitchen Hood and Duct Cleaned- Current Inspection Tag on Hood

609.3.3.1 Inspection. Hoods, grease-removal devices, fans, ducts and other appurtenances shall be inspected at intervals specified in Table 609.3.3.1 or as approved by the fire code official. Inspections shall be completed by qualified individuals.

Status:

Notes:

Kitchen Hood All Grease Filters in Place

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

Status:

Notes:

Class K Fire Extinguisher Within 30 Feet

904.12.5 Portable fire extinguishers for commercial cooking equipment. Portable fire extinguishers shall be provided within a 30-foot distance of travel from commercial-type cooking equipment.

Status:

Notes:

One Class K Portable Fire Extinguishers for Every Four Deep Fat Fryers

904.12.5.2 Class K portable fire extinguishers for deep fat fryers. Where hazard areas include deep fat fryers, listed Class K portable fire extinguishers shall be provided as follows: 1. For up to four fryers having a maximum cooking medium capacity of 80 pounds each: one Class K portable fire extinguisher of a minimum 1.5-gallon capacity. 2. For every additional group of four fryers having a maximum cooking medium capacity of 80 pounds each: one additional Class K portable fire extinguisher of a minimum 1.5-gallon capacity shall be provided.

Status:

Notes:

Proper Fryer Separation From Surface Flames

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

Status:

Notes:

Kitchen Hood Drip Tray in Place

2015 International Mechanical Code, Section 507.2.8.2 Filters shall be installed at an angle of not less than 45 degrees from the horizontal and shall be equipped with a drip tray beneath the lower edge of the filters.

Status:

Notes:

Cooking Equipment with Casters Have Approved Flexible Gas Connector

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

Status:

Notes:

Cooking Equipment with Casters in Approved Floor Mounted Restraining Device

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

Status:

Notes:

Kitchen Hood Exhaust Fan Has Hinges

Section 609.6 Kitchen Hood Exhaust Fan Hinge Requirement. New and existing Type I hood kitchen hood exhaust/up blast fans shall be installed with listed hinges, weatherproof electrical cable and hold open retainer for servicing and cleaning.

Status:

Notes:

Elevators

Elevator Control Room Labeled

509.1 Identification. Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible. - Doors to the room where the Elevator Controls are located shall be labeled "Elevator Control Room".

Status:

Notes:

Elevator Keys Available for Car Door and FF Service

607.7 Elevator key location. Keys for the elevator car doors and fire-fighter service keys shall be kept in an approved location for immediate use by the fire department.

Status:

Notes:

Emergency Sign Posted next to Elevator

607.3 Emergency signs. An approved pictorial sign of a standardized design shall be posted adjacent to each elevator call station on all floors instructing occupants to use the exit stairways and not to use the elevators in case of fire. The sign shall read: IN FIRE EMERGENCY, DO NOT USE ELEVATOR. USE EXIT STAIRS.

Status:

Notes:

Fire & Smoke Doors

Fire Doors Close Completely/Latch

703.2.3 Door operation. Swinging fire doors shall close from the full-open position and latch automatically. The door closer shall exert enough force to close and latch the door from any partially open position.

Status:

Notes:

Fire Doors Free of Wedges

NFPA 80 Section 5.2.13.3 Blocking or Wedging of Doors Blocking or wedging of doors in the open position shall be prohibited.

Status:

Notes:

Fire Doors Unobstructed

703.2 Opening protectives. Fire doors and smoke barrier doors shall not be blocked or obstructed, or otherwise made inoperable.

Status:

Notes:

Fire Door Hold-Open Devices Maintained

703.2.2 Hold-open devices and closers. Hold-open devices and automatic door closers, where provided, shall be maintained. During the period that such device is out of service for repairs, the door it operates shall remain in the closed position.

Status:

Notes:

Exit Access & Doors

Exits Unobstructed

1031.2 Reliability. Required exit accesses, exits and exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency where the building area served by the means of egress is occupied. An exit or exit passageway shall not be used for any purpose that interferes with a means of egress.

Status:

Notes:

Proper Door Swing - >50 Occupant Load

1010.1.2.1 Direction of swing. Pivot or sidehinged swinging doors shall swing in the direction of egress travel where serving a room or area containing an occupant load of 50 or more persons or a Group H occupancy.

Status:

Notes:

Proper Door Locks and Latches

1010.1.9.3 Locks and latches. Locks and latches shall be permitted to prevent operation of doors where any of the following exist: 1. Places of detention or restraint. 2. In buildings in occupancy Group A having an occupant load of 300 or less, Groups B, F, M and S, and in places of religious worship, the main door or doors are permitted to be equipped with key-operated locking devices from the egress side provided: 2.1. The locking device is readily distinguishable as locked. 2.2. A readily visible durable sign is posted on the egress side on or adjacent to the door stating: THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED. The sign shall be in letters 1 inch high on a contrasting background. 2.3. The use of the key-operated locking device is revokable by the fire code official for due cause.

Status:

Notes:

No Flush Bolt Locks

1010.1.9.4 Bolt locks. Manually operated flush bolts or surface bolts are not permitted.

Status:

Notes:

Panic and Exit Hardware Operation

1010.1.10 Panic and fire exit hardware. Doors serving a Group H occupancy and doors serving rooms or spaces with an occupant load of 50 or more in a Group A or E occupancy shall not be provided with a latch or lock other than panic hardware or fire exit hardware. Exceptions: 1. A main exit of a Group A occupancy shall be permitted to be locking in accordance with Section 1010.1.9.3, Item 2. 2. Doors serving a Group A or E occupancy shall be permitted to be electromagnetically locked in accordance with Section 1010.1.9.9.

Status:

Notes:

Means of Egress & Corridors

Means of Egress Illuminated at All Times

1008.2 Illumination required. The means of egress serving a room or space shall be illuminated at all times that the room or space is occupied.

Status:

Notes:

Means of Egress Unobstructed

1003.6 Means of egress continuity. The path of egress travel along a means of egress shall not be interrupted by a building element other than a means of egress component as specified in this chapter. Obstructions shall not be placed in the minimum width or required capacity of a means of egress component except projections permitted by this chapter. The minimum width or required capacity of a means of egress system shall not be diminished along the path of egress travel.

Status:

Notes:

Minimum Corridor Width Unobstructed

1020.3 Obstruction The minimum width or required capacity of corridors shall be unobstructed. OCCUPANCY MINIMUM WIDTH (inches) 1) Any facilities not listed below- 44" 2) Access to and utilization of mechanical, plumbing or electrical systems or equipment- 24" 3) With an occupant load of less than 50- 36" 4) In Group E with a corridor having a occupant load of 100 or more- 72" 5) In corridors and areas serving stretcher traffic in ambulatory care facilities- 72" 6) Group I-2 in areas where required for bed movement- 96"

Status:

Notes:

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:

Notes:

Penetrations Sealed

703.1 Maintenance. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer openings and holes made for any reason shall be protected with approved methods capable of resisting the passage of smoke and fire.

Status:

Notes:

Interior Finish Maintained

803.1 General. The provisions of this section shall limit the allowable fire performance and smoke development of interior wall and ceiling finishes and interior wall and ceiling trim in existing buildings based on location and occupancy classification.

Status:

Notes:

Fire Walls, Fire Barriers and Fire Partitions Maintained

703.1.3 Fire walls, fire barriers and fire partitions. Required fire walls, fire barriers and fire partitions shall be maintained to prevent the passage of fire. Openings protected with approved doors or fire dampers shall be maintained in accordance with NFPA 80.

Status:

Notes:

Smoke Barriers and Smoke Partitions Maintained

703.1.2 Smoke barriers and smoke partitions. Required smoke barriers and smoke partitions shall be maintained to prevent the passage of smoke. Openings protected with approved smoke barrier doors or smoke dampers shall be maintained in accordance with NFPA 105.

Status:

Notes:

Combustible, General & Outside Storage

Exits Clear of Combustible Storage

315.3.2 Means of egress. Combustible materials shall not be stored in exits or enclosures for stairways and ramps.

Status:

Notes:

No Combustible Storage in Boiler Rooms, Mechanical Rooms, Electrical Equipment Rooms or in Fire Command Centers

315.3.3 Equipment rooms. Combustible material shall not be stored in boiler rooms, mechanical rooms, electrical equipment rooms or in fire command centers as specified in Section 508.1.5.

Status:

Notes:

Proper Ceiling Clearance - 18"/24"

315.3.1 Ceiling clearance. Storage shall be maintained 2 feet or more below the ceiling in non-sprinklered areas of buildings or not less than 18 inches below sprinkler head deflectors in sprinklered areas of buildings.

Status:

Notes:

Proper Clearance from Heating Appliance

315.3 Storage in buildings. Storage of materials in buildings shall be orderly and stacks shall be stable. Storage of combustible materials shall be separated from heaters or heating devices by distance or shielding so that ignition cannot occur.

Status:

Notes:

No Storage in Attic, Under-floor and Concealed Spaces.

315.3.4 Attic, under-floor and concealed spaces. Attic, under-floor and concealed spaces used for storage of combustible materials shall be protected on the storage side as required for 1-hour fire-resistance-rated construction. Openings shall be protected by assemblies that are self-closing and are of noncombustible construction or solid wood core not less than 13/4 inches in thickness. Storage shall not be placed on exposed joists. Exceptions: 1. Areas protected by approved automatic sprinkler systems. 2. Group R-3 and Group U occupancies.

Status:

Notes:

In Sprinklered Buildings - No Storage Beneath Overhangs

315.4.1 Storage beneath overhead projections from buildings. Where buildings are protected by automatic sprinklers, the outdoor storage, display and handling of combustible materials under eaves, canopies or other projections or overhangs are prohibited except where automatic sprinklers are installed under such eaves, canopies or other projections or overhangs.

Status:

Notes:

No Combustible Waste Accumulation in Buildings

304.1 Waste accumulation prohibited. Combustible waste material creating a fire hazard shall not be allowed to accumulate in buildings or structures or upon premises.

Status:

Notes:

Oily Rags Stored in Approved Containers

304.3.1 Spontaneous ignition. Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container. Contents of such containers shall be removed and disposed of daily.

Status:

Notes:

Portable Space Heaters

Portable Space Heaters Plugged Directly into Approved Receptacle

605.10.2 Power supply. Portable, electric space heaters shall be plugged directly into an approved receptacle.

Status:

Notes:

No Extension Cords to Portable Space Heaters

605.10.3 Extension cords. Portable, electric space heaters shall not be plugged into extension cords.

Status:

Notes:

Portable Space Heaters 3 Feet From Combustibles

605.10.4 Prohibited areas. Portable, electric space heaters shall not be operated within 3 feet of any combustible materials. Portable, electric space heaters shall be operated only in locations for which they are listed.

Status:

Notes:

Portable Space Heaters Fully Enclosed

605.10.5 Fully Enclosed. Fully Enclosed. Portable, electric space heaters shall be fully enclosed space heaters that by design have no external surfaces that reach temperatures capable of igniting materials placed against the surface.

Status:

Notes:

Miscellaneous

No Other Unsafe Conditions

110.4 Abatement. The owner, the owner's authorized agent, operator or occupant of a building or premises deemed unsafe by the fire code official shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action.

Status:

Notes:

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:

Notes:

Compressed Gas Cylinders Valve Protection and Caps

5303.6.2 Caps and plugs. Compressed gas containers, cylinders and tanks designed for valve protection caps or other protective devices shall have the caps or devices in place. When outlet caps or plugs are installed, they shall be in place. Exception: Compressed gas containers, cylinders or tanks in use, being serviced or being filled.

Status:

Notes:

Compressed Gas Cylinders Stored in Upright Position

5304.1 Upright storage. Compressed gas containers, cylinders and tanks, except those designed for use in a horizontal position, and all compressed gas containers, cylinders and tanks containing nonliquefied gases, shall be stored in an upright position with the valve end up. An upright position shall include conditions where the container, cylinder or tank axis is inclined as much as 45 degrees (0.80 rad) from the vertical. Exceptions: 1. Compressed gas containers with a water volume less than 1.3 gallons (5 L) are allowed to be stored in a horizontal position. 2. Cylinders, containers and tanks containing nonflammable gases, or cylinders, containers and tanks containing nonliquefied flammable gases that have been secured to a pallet for transportation purposes.

Status:

Notes:

LPG - No Storage Inside Accessible to Public*

6109.9 Storage within buildings accessible to the public. Department of Transportation (DOTn) specification cylinders with maximum water capacity of 21/2 pounds (1 kg) used in completely self-contained hand torches and similar applications are allowed to be stored or displayed in a building accessible to the public. The quantity of LP-gas shall not exceed 200 pounds except as provided in Section 6109.11.

Status:

Notes:

LPG - Adequate Separation from Storage to Exits

6109.10 Storage within buildings not accessible to the public. The maximum quantity allowed in one storage location in buildings not accessible to the public, such as industrial buildings, shall not exceed a water capacity of 735 pounds [nominal 300 pounds of LP-gas]. Storage beyond these limitations shall comply with Section 6109.11. 720 Lbs. or Less: 5 Feet Separation from Buildings with More than One Exit; 10 Feet Separation from Buildings with One Exit. 721-2,500 Lbs.: 5 Feet Separation from Buildings with More than One Exit; 10 Feet Separation from Buildings with One Exit. 2,501-6,000 Lbs.: 10 Feet Separation from Buildings with More than One Exit & 10 Feet Separation from Buildings with One Exit. 6,001-10,00 Lbs.: 20 Feet Separation from Buildings with More than One Exit; 20 Feet Separation from Buildings with One Exit. Over 10,00 Lbs.: 25 Feet Separation from Buildings with More than One Exit; 25 Feet Separation from Buildings with One Exit.

Status:

Notes:

Propane Resale - No Propane Cylinders Into Building Signage

6109.15 LP-gas cylinder exchange for resale. A sign shall be posted on the entry door of the business operating the cylinder exchange stating "DO NOT BRING LP-GAS CYLINDERS INTO THE BUILDING" or similar approved wording.

Status:

Notes:

Propane Resale - Contact Information Signage

6109.15 LP-gas cylinder exchange for resale. An emergency contact information sign shall be posted within 10 feet of the cylinder storage cabinet. The content, lettering, size, color and location of the required sign shall be as required by the fire code official.

Status:

Notes:

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
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Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 33 minutes

Total Time: 33 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:

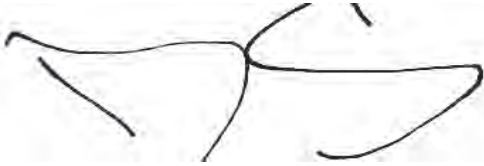
Name: Humston, Tina
Rank: Captain
Work Phone(s): None on file
Email(s): thumston@northlibertyiowa.org

Signature

Date

Representative Signature:

Signature of: Dawn Siberts on 11/14/2022 15:12



Signature

Date

North Liberty Fire Department

Occupancy: **The Depot Express**

Occupancy ID: **995224**

Address: **1290 S Dubuque ST
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **11/14/2022**

By: **Humston, Tina (01-2406)**

Time In: **14:47**

Time Out: **15:20**

Authorized Date: **11/14/2022**

By: **Hardin, Bryan E (01-1022)**

Next Inspection Date: **No Inspection Scheduled**



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 Unobstructed & Unobscured

906.6 Unobstructed and unobscured. Portable fire extinguishers shall not be obstructed or obscured from view. In rooms or areas in which visual obstruction cannot be completely avoided, means shall be provided to indicate the locations of extinguishers.

Status: FAIL

Notes: Obstructed by cart and taped shut because of broken latch. Repair fire extinguisher cabinet and keep area around fire extinguisher cabinet free of obstructions.



Fire Alarm System

Fire Alarm System Monitored

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

Status: FAIL

Notes: Emergency phone on exterior does not dial the Johnson County Emergency Communication Center, contact the installer and phone company to restore service.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Notes: No Additional time recorded		

Total Additional Time: 0 minutes

Inspection Time: 33 minutes

Total Time: 33 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:

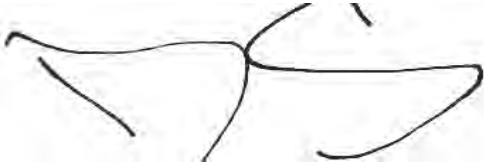
Name: Humston, Tina
Rank: Captain
Work Phone(s): None on file
Email(s): thumston@northlibertyiowa.org

Signature

Date

Representative Signature:

Signature of: Dawn Siberts on 11/14/2022 15:12



Signature

Date



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
LALA BOUTIQUE LLC	LaLa Boutique LLC	(319) 325-3265		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
555 Cameron Way	3	North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
555 Cameron Way	North Liberty	Iowa	52317	

Contact Person

NAME	PHONE	EMAIL
Lashanda Wilks	(319) 325-3266	shangerdy@yahoo.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
WBN001330	Special Class B Retail Native Wine License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Nov 19, 2022	Nov 18, 2023	

SUB-PERMITS

Special Class B Retail Native Wine License

PRIVILEGES



Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
LaShanda Wilks	North Liberty	Iowa	52317	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



North Liberty Police Department

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

October 5, 2022

Liquor License Check

Business: LaLa Boutique
555 Cameron Way #3
North Liberty, IA 52317

Owners: LaShanda Wilks (DOB: 1989)

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

I recommend the license be granted.

This record check was conducted by Sergeant Mitch Seymour.



North Liberty Fire Department

Occupancy: **LaLa Boutique LLC**

Occupancy ID: **995264**

Address: **555 Cameron WAY Apt/Suite #3
North Liberty IA 52317**

Inspection Type: **General**

Inspection Date: **10/26/2022**

By: Humston, Tina (01-2406)

Time In: **14:50**

Time Out: **15:09**

Authorized Date: **10/27/2022**

By: Hardin, Bryan E (01-1022)

Next Inspection Date: **No Inspection Scheduled**



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:

Site

Knox Box - Keys Current

506.2 Key box maintenance. The operator of the building shall immediately notify the fire code official and provide the new key where a lock is changed or re-keyed. The key to such lock shall be secured in the key box. 506.1 An approved key box shall be installed in accordance to the City of North Liberty Ordinance 15.34, Key Lock Box.

Status: FAIL

Notes: Provide updated key for Knox Box

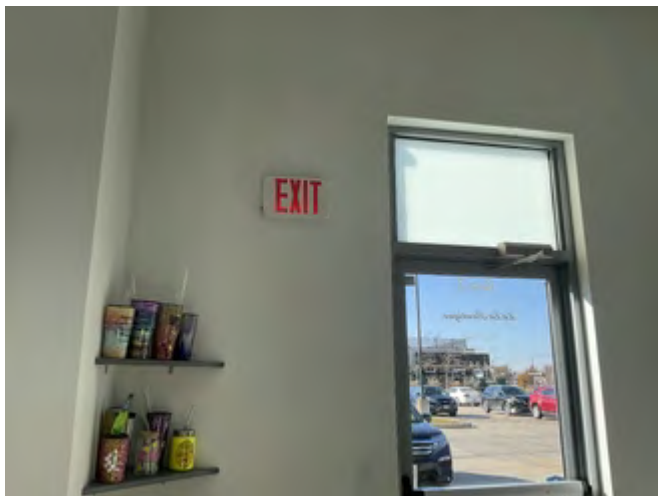
Emergency Lights & Exit Signs

Exit Signs - Illumination

1013.3 Illumination. Exit signs shall be internally or externally illuminated. 1013.5 Internally illuminated exit signs. Electrically powered, self-luminous and photoluminescent exit signs shall be listed and labeled in accordance with UL 924 and shall be installed in accordance with the manufacturer's instructions and Section 604. Exit signs shall be illuminated at all times.

Status: FAIL

Notes: Need new battery in main exit sign.



Electrical Rooms / Electrical Wiring

Electrical Rooms Labeled

605.3.1 Labeling. Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording.

Status: FAIL

Notes: Label door "Electrical" or "Electrical Room". At least 1" letters.



Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
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Notes: No Additional time recorded

Total Additional Time: 0 minutes
Inspection Time: 19 minutes
Total Time: 19 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: Humston, Tina
Rank: Captain
Work Phone(s): None on file
Email(s): thumston@northlibertyiowa.org
Humston, Tina:

Signed on: 10/26/2022 15:09

Signature

Date



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
LA CHARRA, LLC	El Azul	(319) 929-1922		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
415 Community DrivePenn	Suite B	North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
194 Alydar Drive	North Liberty	Iowa	52317	

Contact Person

NAME	PHONE	EMAIL
Sara Puffer	(319) 929-1922	sarapuffer@yahoo.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Beer Permit	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
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SUB-PERMITS

Class C Beer Permit

PRIVILEGES

Sunday Service



Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

No Ownership information found

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



North Liberty Police Department

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

October 5, 2022

Liquor License Check

Business: El Azul
415 Community Dr
North Liberty, IA 52317

Owners: Sara Puffer (DOB: 1993)
Sara Estrada (DOB: 1983)

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: **EI Azul**
Occupancy ID: **FAMI02**
Address: **415 Community DR Building #612436001 Apt/Suite ##B
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **11/17/2022** By: **Hardin, Bryan E (01-1022)**

Time In: **10:20** Time Out: **11:21**

Authorized Date: **11/17/2022** By: **Hardin, Bryan E (01-1022)**

Next Inspection Date: **No Inspection Scheduled**

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 Annual Inspection - Current Inspection Tag

901.6.1 Standards. Fire detection, alarm, and extinguishing systems, mechanical smoke exhaust systems, and smoke and heat vents shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Non-required fire protection systems and equipment shall be inspected, tested and maintained or removed. Fire Alarm System, Fire Sprinkler System and Fire Extinguishers are required to be inspected annually.

Status: FAIL

Notes: Fire extinguishers are past due for annual inspection. Contact fire extinguisher to have all four fire extinguishers inspected.

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: Once fire extinguishers have the annual inspection completed, complete monthly inspection. Date & initial back of tag.

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 were flashing red, check batteries.

Exit Signs - Illumination

1013.3 Illumination. Exit signs shall be internally or externally illuminated. 1013.5 Internally illuminated exit signs. Electrically powered, self-luminous and photoluminescent exit signs shall be listed and labeled in accordance with UL 924 and shall be installed in accordance with the manufacturer's instructions and Section 604. Exit signs shall be illuminated at all times.

Status: FAIL

Notes: Rear exit sign was flashing red, check battery.

Electrical Rooms / Electrical Wiring

Electrical Panels - Breakers Labeled

605.3.1 Labeling. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panelboard shall be legibly and durably marked to

Status: FAIL

Notes: 30 Amp Breaker, location 44-48 was not labeled to what electrical circuit it serves. Have breaker labeled.



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: Prior to opening, put all missing ceiling tiles back in place.

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
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Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 61 minutes

Total Time: 61 minutes

Summary:

Overall Result: Correction Notice Issued

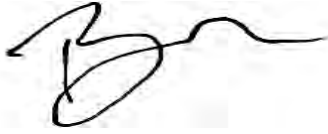
Inspector Notes:

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): 319-626-5709
Email(s): bhardin@northlibertyiowa.org
Hardin, Bryan E:



Signed on: 11/17/2022 11:13

Signature

Date

Representative Signature:

Signature of: Sara Puffer on 11/17/2022 11:14



Signature

Date

Representative Signature:

Signature of: LaShanda Wilks on 10/26/2022 15:10

A handwritten signature in black ink, appearing to read 'L Wilks', with a stylized flourish at the end.

Signature

Date

Date of Issuance:	Effective Date: 11/22/22
Owner: City of North Liberty	Owner's Contract No.: N/A
Contractor: All American Concrete, Inc.	Contractor's Project No.: N/A
Engineer: Shive-Hattery, Inc.	Engineer's Project No.: 1201070
Project: Dubuque Street Phase 1	Contract Name: -

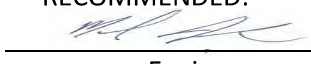
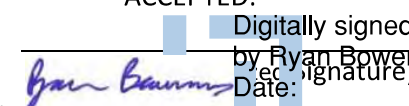
The Contract is modified as follows upon execution of this Change Order:

Description:

- 1) As described in ITC 23, the curb stop in Penn Meadows called out for adjustment was damaged and required replacement of the housing, **1 LS at \$1,707.30**
- 2) As described in ITC 24, existing curb panels on Dubuque St are needing to be replaced due to a previously existing ponding issue, **1 LS \$4,975.00**
- 3) As described in ITC 24, sidewalk replacement is required below an existing support column for the Heyn's building soffit and requires additional labor to properly brace the column, **1 LS \$500.00**
- 4) As described in ITC 24, private utility relocations left sidewalk and adjacent restoration work incomplete and will be included with the project while the contractor is in the area, **1 LS \$5,486.00**
- 5) As described in ITC 24, the existing Frog Hollow sign supports require welding to cut and reattach threaded connections at proper height with the new footing, **1 LS \$1,029.00**
- 6) As described in ITC 24, the abandoned watermain was located in Phase 6 as the active main, resulting in additional excavation and trench backfill, **1 LS \$3,319.05**

Attachments: AACI COR 09, COR 10

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 2,341,680.00</u>	Original Contract Times: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>
Increase from previously approved Change Order No.:(n/a) <u>\$68,101.23</u>	Increase from previously approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____
Contract Price prior to this Change Order: <u>\$2,409,781.93</u>	Contract Times prior to this Change Order: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>
Increase of this Change Order: <u>\$17,016.35</u>	Increase of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u>
Contract Price incorporating this Change Order: <u>\$2,426,798.28</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>

<p>RECOMMENDED:</p> <p>By: <u></u> Title: <u>Project Engineer</u> Date: <u>11/14/22</u></p>	<p>ACCEPTED:</p> <p>By: _____ Title: <u>Owner (Authorized Signature)</u> Date: _____</p>	<p>ACCEPTED:</p> <p>By: <u></u> Title: _____ Date: <u>2022.11.15 17:39:27-06'00'</u></p>
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PAYMENT APPLICATION

TO: City of North Liberty, Iowa 3 Quail Creek Circle North Liberty, Iowa 52317 Attn:	PROJECT NAME AND LOCATION: Dubuque St. Phase 1--N.Liberty Dubuque Street Phase 1	APPLICATION # 8 PERIOD THRU: 11/14/2022 PROJECT #s:	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776	ARCHITECT: Shive Hattery, Inc. 2839 Northgate Drive Iowa City, Iowa 52245	DATE OF CONTRACT: 01/27/2022	
FOR: Dubuque St. Phase 1			

CONTRACTOR'S SUMMARY OF WORK

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

1. CONTRACT AMOUNT	\$2,341,680.00
2. SUM OF ALL CHANGE ORDERS	\$85,118.28
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$2,426,798.28
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$2,404,404.88
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$118,497.65
b. 5.00% of Material Stored (Column F on Continuation Page)	\$1,722.59
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$120,220.24
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$2,284,184.64
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$1,901,299.17
8. PAYMENT DUE	\$382,885.47
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$142,613.65

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

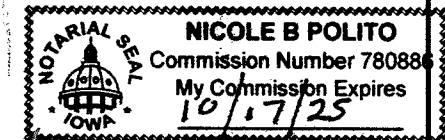
CONTRACTOR: All American Concrete, Inc.

By: Jodi Simon Date: 11-15-22
Jodi Simon

State of: Iowa
County of: Muscatine

Subscribed and sworn to before me this 15th day of November 2022

Notary Public: Nicole Polito
My Commission Expires: 10/17/25



ARCHITECT'S CERTIFICATION

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

CERTIFIED AMOUNT..... \$382,885.47

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

ARCHITECT:
By: [Signature] Date: 11/16/2022

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

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$62,792.93	\$0.00
Total approved this month	\$22,325.35	\$0.00
TOTALS	\$85,118.28	\$0.00
NET CHANGES	\$85,118.28	



ARPA Funds for Housing

City of North Liberty

American Rescue Plan Funding

Affordable Housing Options

The City of North Liberty has expressed an interest in dedicating \$400,000 of American Rescue Plan Act (ARPA) funding for the **preservation and/or creation** of affordable housing in partnership with the Housing Trust Fund of Johnson County (HTFJC).

HTFJC suggests that the City of North Liberty determine how ARPA funding would best meet the requirement “to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery” while serving households **with incomes below a maximum of 60%** of the Area Median Income (AMI).

Option Number	Option Description	Details	Income Levels	Opportunities to Leverage Additional Funding	Estimate of Additional Leveraged Funding	Affordability Period	Key Activities	ARPA Requirements	Ability to Sustain Investment?
1.	Mixed Income Rental Housing	30 to 50 new rental units including approximately 25-45 units with rent restrictions	Below 40% AMI, Below 60% AMI and Market Rate	HTFJC, Low Income Housing Tax Credit (LIHTC)	>\$11,000,000	30 years	Recruit developers, Award at local level, LIHTC application awards Fall, 2023	Income levels below 65% AMI, increases available quality rental housing for households with low incomes	Yes – principal loan payments could be reserved for future affordable housing in North Liberty - roughly \$12,000 per year after occupied
2.	Acquisition and/or Rehabilitation of <u>existing</u> rental property - <u>Converting to affordable units</u>	10 to 15 rental units with up to \$30,000 in rehabilitation per unit	Below 60% AMI	HTFJC via Johnson County, State Housing Trust Fund	<\$150,000	20 years	Recruit developers and/or property owners, enter into contracts, etc.	Income levels below 60% AMI, increases adequate rental housing for households with low incomes	Yes, if there are applicants for loans

Option Number	Option Description	Details	Income Levels	Opportunities to Leverage Additional Funding	Estimate of Additional Leveraged Funding	Affordability Period	Key Activities	ARPA Requirements	Ability to Recycle Investment?
3.	Acquisition and/or Rehabilitation of existing affordable rental property - Preserving existing affordable units	10 to 15 rental units with up to \$30,000 in rehabilitation	Below 60% AMI	HTFJC using funding from Johnson County or State Housing Trust Fund, potential for LIHTC 4% program	<\$50,000 up to \$200,000	20 years	Recruit property owners, enter into contracts, etc.	Income levels below 60% AMI, <u>retains</u> adequate rental housing for households with low incomes	Yes, if there are applicants for loans
4.	Owner-Occupied Rehabilitation	Approx. 22 projects addressing needed rehabilitation up to \$15,000 each	Below 60% AMI (Or lower)	HTFJC using funding from State Housing Trust Fund or payments on prior loans	<\$50,000	5 years	Recruit one or more rehabilitation partners, enter into contracts, recruit and qualify homeowners, etc.	Income levels below 60% AMI, retains adequate housing for households with lower incomes	No
5.	Homeownership	10 to 15 (or more) households with up to \$30,000 in a silent and forgivable loan	Below 65% - or above	Potential for partnering directly with a financial institution to provide down payment assistance	Unknown	10-20 years	City of North Liberty recruit one or more financial institution partners, enter into contracts, recruit and qualify potential homebuyers, etc.	Income levels below 65% AMI, creates homeowner-ship for households with low incomes	No

Housing Trust Fund of Johnson County (HTFJC)

Rationale for Recommending a Low Income Housing Tax Credit (LIHTC) Project

City of North Liberty American Rescue Plan Act (ARPA) Funding

October 11, 2022

1. The ARPA funding represents a once in a generation opportunity to create quality housing for people with low incomes in North Liberty.
2. The vacancy rate for one- and two-bedroom apartments in North Liberty is nearly 0%. Rental housing is needed to support economic development in North Liberty.
3. Low Income Housing Tax Credit (LIHTC) development has the highest capacity to leverage housing that is affordable in the City of North Liberty. It would yield the greatest number of quality, new and affordable units.
4. Investment in a LIHTC development yields an affordability period of thirty or more years.
5. Using funding from Johnson County and/or the State Housing Trust, HTFJC could add to the ARPA funding to provide additional incentives to bring this sizable level of investment in housing that is affordable within the City of North Liberty.
6. An ARPA project once leased up would provide the “recycling” of the funding suggested in Council discussions. Awards for LIHTC projects must be in the form of a repayable loan. Approximately \$1,000 per month could be held aside for reinvestment by the Trust Fund in North Liberty during the 30-year repayment period.
7. The LIHTC funding cycle should yield a decision in September 2023 leaving ample time (15 months) for the City of North Liberty ARPA funding to be made available for one or more of the other options well ahead of the deadline to obligate the funding in December 2024.
8. HTFJC would continue to work on **Options 2 and 3** throughout the coming year so that the City of North Liberty’s ARPA funding could be applied should there be no LIHTC project award. Options 2 and 3 may come to fruition even without ARPA funding if HTFJC can locate viable projects and encourage a partnership and funding with existing HTFJC resources. HTFJC hired temporary expertise to promote partnerships for projects to create and preserve housing that is affordable including those within North Liberty.
9. Johnson County is considering using ARPA funding to add to the owner-occupied rehabilitation assistance available (**Option 4**) beyond existing HTFJC and Iowa Valley Habitat for Humanity assistance. **Option 5** involves substantial support for down payment assistance which can be tricky with the income level generally seen as necessary to support homeownership (**above 60% AMI** - See AMI Income Table on Page 2) and would best be addressed directly with financial institutions.

LIHTC Development Timeline

1. October and November 2022 - HTFJC will recruit applications for local funding.
2. January 2023– HTFJC LIHTC funding awarded **subject to** receiving LIHTC Credits (see #4).
If there are no applications for LIHTC project in City of North Liberty, we will move on to other options.
3. March 2023– LIHTC applicants submit application to Iowa Finance Authority (IFA).
If an application is not submitted to IFA, we will move on to other options.
4. September 2023 – LIHTC projects are awarded by IFA.
If the project in North Liberty **is not chosen** for IFA Tax Credits, we will move on to other options.
5. December 31, 2024 – American Rescue Plan Act funding must be committed, and there will be plenty of time to identify other options in North Liberty prior to this deadline.

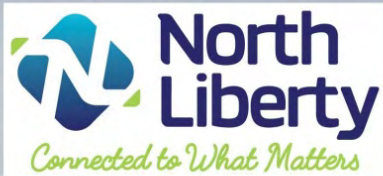
2022 Johnson County

Area Median Incomes by Household Size

Level	1 person	2 Person	3 Person	4 Person	5 Person	6 Person
<40% AMI (Very Low Income)	\$38,150	\$43,600	\$49,050	\$54,500	\$58,900	\$63,250
<60% AMI	\$45,780	\$52,320	\$58,860	\$65,400	\$70,680	\$75,900



FY 24 Budget Framework and Guidance



Tuesday, November 22, 2022
6:30 PM

FY24 Budget Framework & Guidance

The background of the image shows a desk with a calendar and a blue folder. The calendar has days of the week labeled: SUN, MON, TUE, WED. The text "Budget Timeline" is centered within a light blue circular overlay.

**Budget
Timeline**

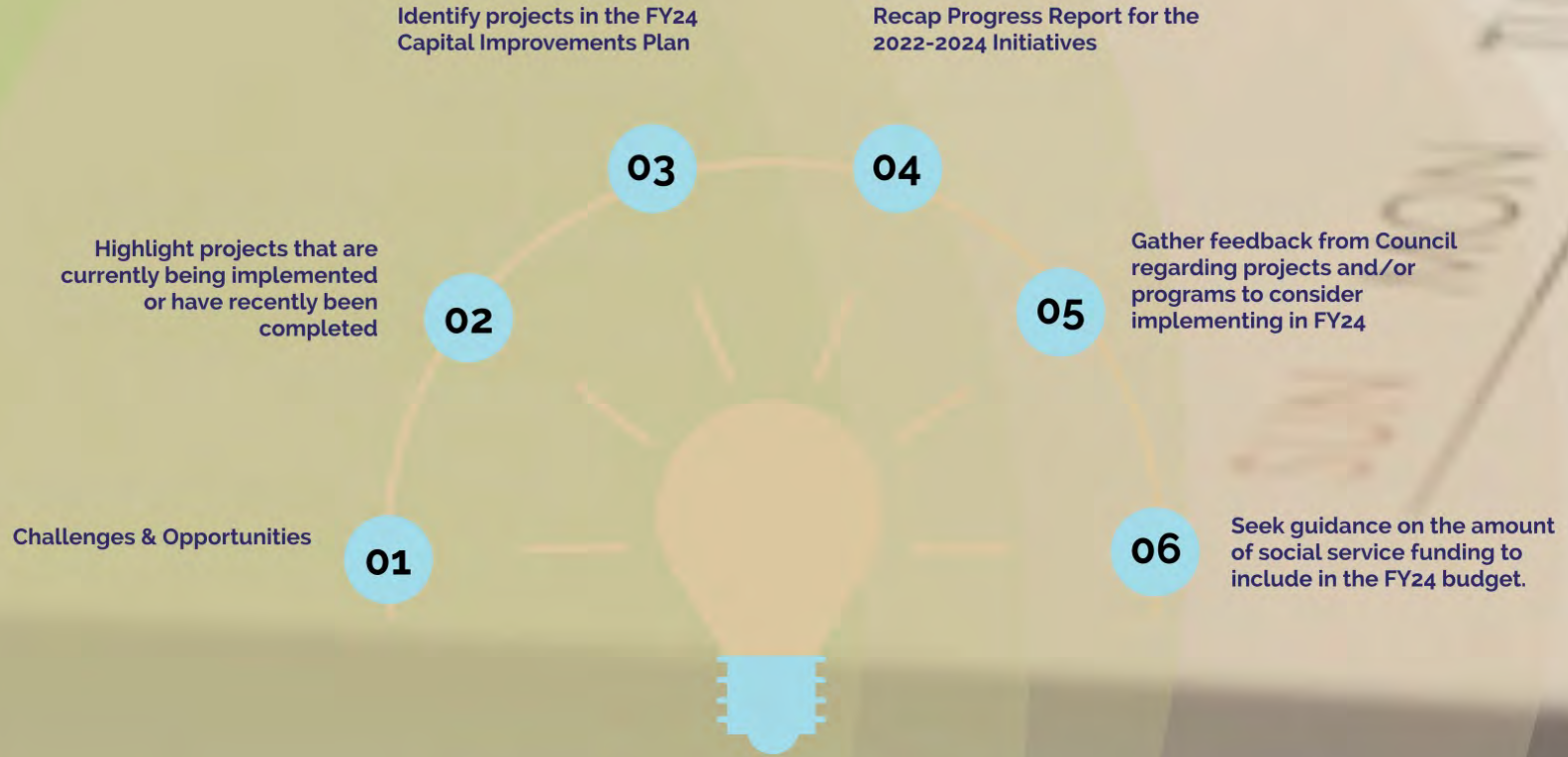
The background of the image shows a desk with a calendar and a blue folder. The calendar has days of the week labeled: SUN, MON, TUE, WED. The text "Meeting Objectives" is centered within a light yellow circular overlay.

**Meeting
Objectives**

Budget Timeline

March 31
Final Budget
is due to
State of Iowa

- 11 March 7**
Final Budget Public Hearing & Adoption of FY24 Budget
- 10 February 28**
Publication of Proposed Budget
- 9 February 18**
Maximum Property Tax Public Hearing
- 8 February 4**
Publication of Maximum Property Tax Public Hearing
- 7 February 14**
Final budget report to City Council
- 6 January 24**
Possible second Budget Meeting with City Council
- 5 January 17**
First Budget Meeting with City Council
- 4 December 1 - 22**
Department Head meetings with City Administrator
- 3 November 28**
Proposals submitted to City Administrator and Assistant City Administrator
- 2 November 22**
City Council Meeting - FY24 Budget Framework & Guidance
- 1 October 1 - November 28**
Department Heads create budgets, including Capital Projects



Meeting Objectives

Challenges & Opportunities

FY24 Residential Rollback

Residential rollback (set by the State) rose 2.36%, from 54.1302% in FY23 to 56.4909% in FY24.

Rollback = property owners only pay property tax on this % of their property value. A city's general fund = property tax revenue.

FY24 Multiresidential Rollback Repeal

The multiresidential rollback was repealed by the State and thusly, will **drop** from 63.7500% in FY23 to 54.4909% in FY24.

Hindrance to Growth

The cost and availability of both labor and materials have been a consistent issue since the beginning of the pandemic and is slow to stabilize.

These higher costs have had a major impact on city services and purchasing power.

FY24 Backfill Credits

Backfill credits from the state will be reduced by 40% & eliminated by FY27.

Estimated FY24 impact: -\$140k

Staffing Requests

1

Police Department

2

Parks, Buildings & Grounds Maintenance Dept

3

Fire Department begin planning for three new positions in FY27

4

Communications Department (Events)

**Available
ARPA* Funds
\$2,906,110**

	Funds Spent	Funds Allocated	Potential Projects & Programs	Totals
DVIP Building Fund	\$ 25,000			
NL Community Pantry	\$ 100,000			\$ 100,000
FY23 Social Services	\$ 150,000			\$ 150,000
Center for Worker Justice (wage Theft)	\$ 35,000			\$ 35,000
Stormwater GIS	\$ 190,000			\$ 190,000
Affordable Housing Program			\$ 400,000	\$ 400,000
Workforce Housing Program			\$ 100,000	\$ 100,000
Social Service Support			\$ 400,000	\$ 400,000
Water/Sewer/Storm Water Projects			\$ 735,000	\$ 735,000
Centennial Park Splash Pad		\$ 731,110		\$ 731,110
Ranshaw House Furnishings		\$ 40,000		\$ 40,000
Other				\$ -
	\$ 500,000	\$ 771,110	\$ 1,635,000	\$ 2,906,110

***American Rescue Plan Act of 2021**

Successes



FY24 CIP

In Progress

Recently
Completed

Recently Completed Projects

Forevergreen Road Trail

\$125,000

Regraded & replaced section of trail west of Keystone Place.

Civic Campus Design

\$610,000

Completed site plan & design for new City Hall.

Pool Heater

\$450,000

Replaced indoor pool heater at Aquatic Center.

N Jones Blvd, New Segment

\$2,650,000

Designed & constructed new segment from 240th St to Penn St.

Dubuque St, Phase 1

\$3,000,000

Designed & constructed the intersection of Dubuque, Cherry & Front Streets.

Ranshaw Way, Phase 5

\$10,000,000

Full build-out & widening between Zeller St and Hawkeye Dr, including an underpass.

Centennial Park Loop

\$620,000

Completed the park road.

Former Water Plant Roof Replacement

\$40,000

Replaced the roof on the old Water Plant.

GIS Mapping Storm Water

\$186,000

Created a storm water network map for geographic information systems use.

Babe Ruth Field

\$110,000

Replaced fencing and rehabilitated the restrooms/ concession areas.

In Progress

Comprehensive Plan

\$118,000

Hire a consultant to foster community input and write a new plan which incorporates other city plans.

Fire Station Land Purchase

\$250,000

Land for second fire station.

Civic Campus Construction

\$10,300,000

Build new City Hall on Cherry Street facilities hub.

Storm Water Billing Structure

Staff time

Updating the billing structure to a best practices model.

Centennial Park

\$16,000,000

Fundraising for the next phase: a splash pad, amphitheater + pavillion, restrooms, honorarium, and three shelters.

Penn Meadows Parking Lot

\$380,000

Repair and resurface existing north lot and expand it.

Ranshaw Way Paved Shoulders

\$300,000

Pave (4') from 240th St to City Limits.

Community Center Roof

\$700,000

Insurance claim roof replacement.

Library Information Desk

\$105,000

New modular library circulation and customer service desk.

Community Center Acoustical Panels

\$35,000

Sound dampening for the Library hallway.

New World Financial Software

\$420,000

Transition data, set up New World application portal & train staff.

SCBA Fill Station & Air Compressor

\$75,000

Purchase for the Fire Station.

Ranshaw Way Sewer Lining

\$100,000

Heritage Drive Storm Water Improvements

\$73,000

West Penn Street

\$809,000

Full build-out from Herky Street to City Limits.

Projects Identified in the draft FY24 Capital Improvements Plan

(all items are currently under review & subject to change)



Park Land Aquisition

\$2,500,000



Broadmoor Park Walk

\$201,000



Parks Shop Driveway

\$75,000



Fox Run Pond Park Playground, Walk & Trail

\$376,000



Storm Water Projects

\$81,000



Commerical Drive

\$151,000



Command/EMS Vehicle

\$80,000



Streets Shop Renovation

\$500,000



Aquatics Locker Rooms

\$250,000



Penn Street Bridge

\$1,000,000



North Liberty Road Trail Segment

\$1,275,000



Quail Ridge Parking Lot Expansion

\$60,000



Liberty Centre Park Poles and Handrails

\$25,000



W. Forevergreen Road Roundabout at Jasper Ave

\$5,000,000



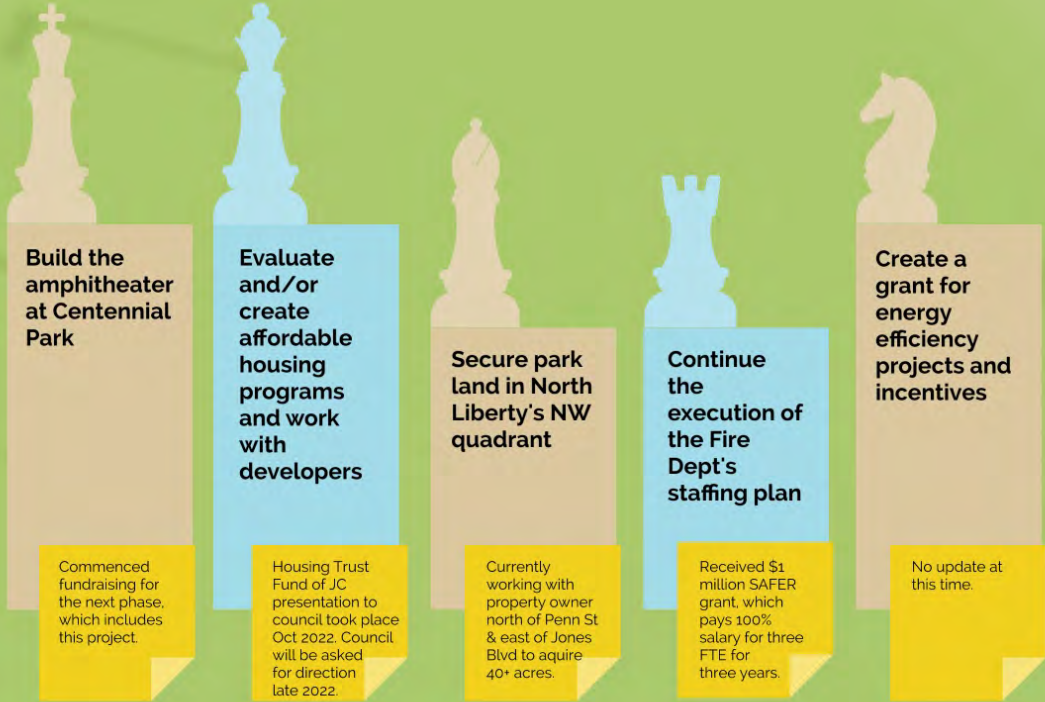
Babe Ruth Field Phase 2

\$25,000



The image features a background of a notebook page with a grid pattern. A large, semi-transparent green circle is centered over the page. The text "Goals Report" is written in a bold, dark blue font across the center of the green circle. In the background, the numbers "5 6 7" and "12 13 14 15" are visible, written in a light blue or green color. The overall composition is clean and modern, suggesting a focus on planning and organization.

Goals Report



Build the amphitheater at Centennial Park

Commenced fundraising for the next phase, which includes this project.

Evaluate and/or create affordable housing programs and work with developers

Housing Trust Fund of JC presentation to council took place Oct 2022. Council will be asked for direction late 2022.

Secure park land in North Liberty's NW quadrant

Currently working with property owner north of Penn St & east of Jones Blvd to acquire 40+ acres.

Continue the execution of the Fire Dept's staffing plan

Received \$1 million SAFER grant, which pays 100% salary for three FTE for three years.

Create a grant for energy efficiency projects and incentives

No update at this time.

Projects Identified in the 2022-2024 Goals Report

The background features a large, semi-transparent green circle. Inside this circle, there are faint, handwritten-style numbers: '14 15' on the left and '21 22 27 17' on the right. The background behind the circle is a blurred image of what appears to be a window with blinds or a similar structure.

Social Services

Social Services



FY 21

\$131,930 requested

\$125,000 awarded

FY 22

\$147,905 requested

\$135,000 awarded

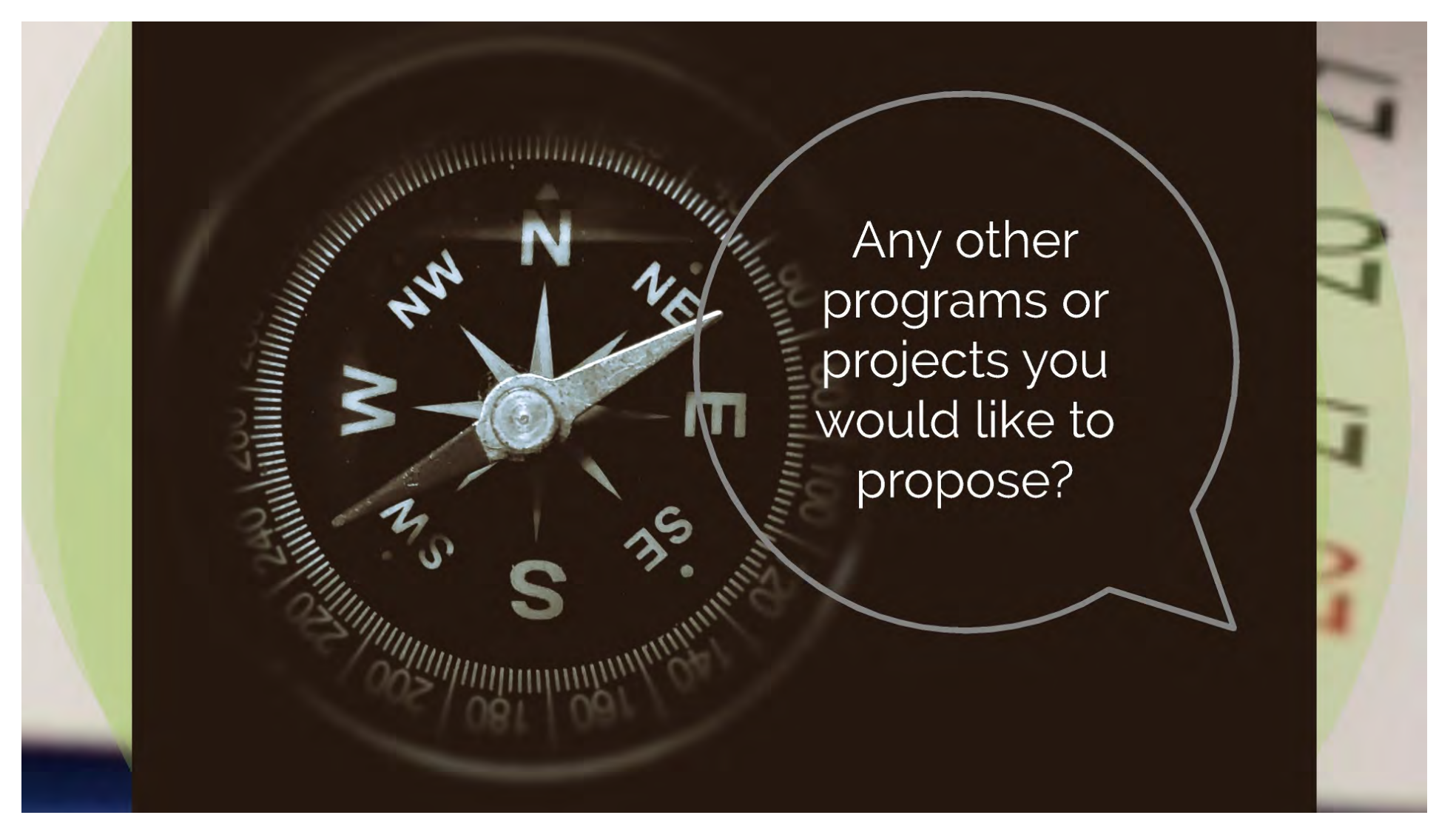
FY 23

\$210,555 requested

\$150,000 awarded

FY24

***How much \$
to allocate?**



Any other
programs or
projects you
would like to
propose?



A & M Zoning Amendment #1



November 1, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of A & M Development, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 6.57 acres. The property located at the northwest corner of North Kansas Avenue and Landon Road.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its November 1, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from O-RP Office and Research Park to C-3 Higher-Intensity Commercial District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the rezoning to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Jason Heisler, Vice Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **October 28, 2022**
Re **Request of A & M Development, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 6.57 acres. The property located at the northwest corner of North Kansas Avenue and Landon Road.**

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

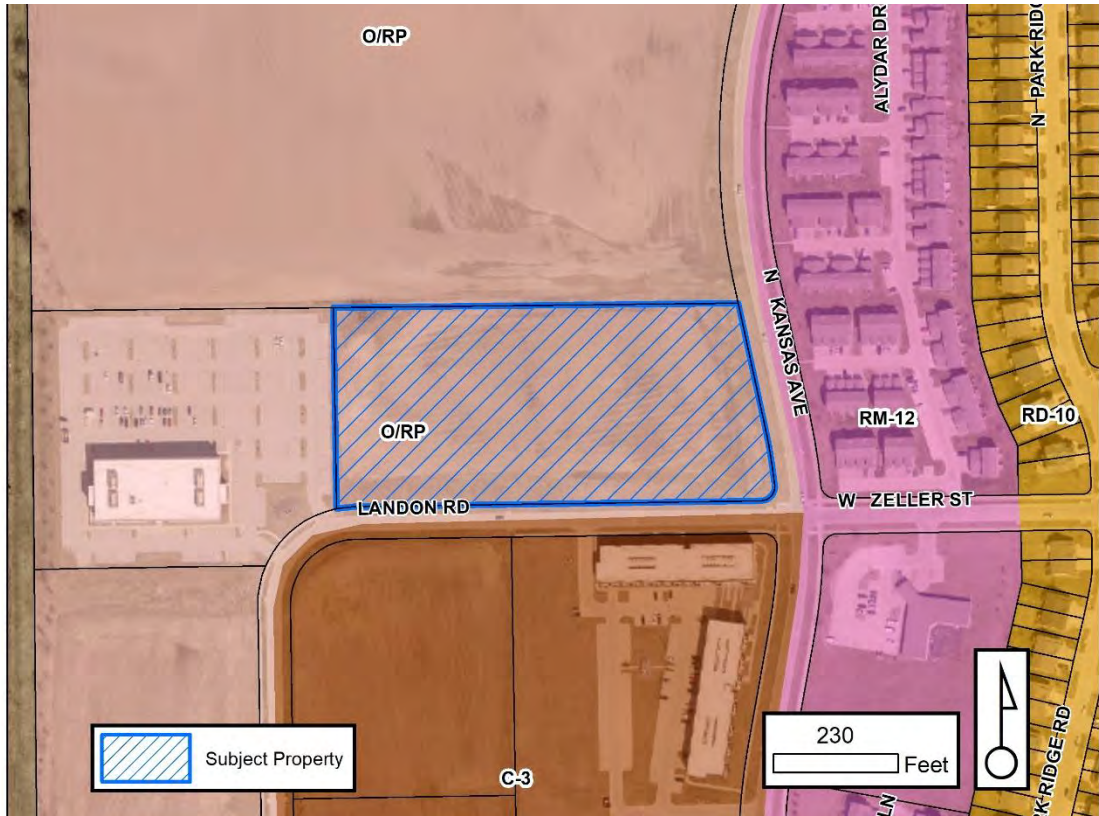
1. Request Summary:

This rezoning request would facilitate development of the property with multi-unit residences and higher-intensity commercial/residential uses.

2. Proposed Zoning:

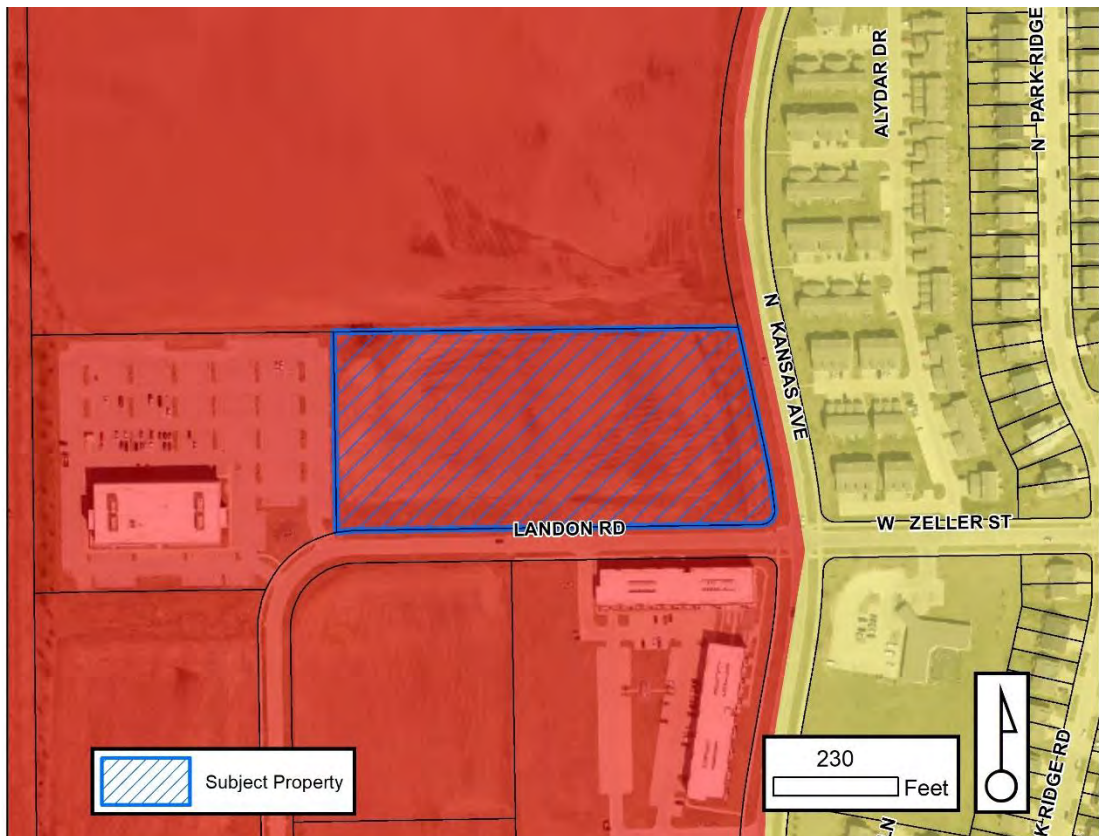
C-3 Higher-Intensity Commercial District.

The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate a mixed-use orientation where appropriate.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Commercial.



The highest densities of more locally-oriented commercial uses are generally planned along Penn Street and along Highway 965. Interstate-related large scale office and mixed-use developments are planned for the Kansas Avenue corridor, especially between Kansas and I-380 and near the planned Forevergreen Road interchange. High visibility from the I-380 corridor presents an excellent opportunity to introduce high-quality office and commercial uses in this “front door” area that may serve both the external demand associated with the I-380 proximity and access and the internal demand generated by substantial recent and planned residential development in the area.

Relevant Comprehensive Plan Policies Related to Land Use:

- Establish and maintain an advantageous property tax situation and pursue a strengthened and sound tax base through a diversification of land uses, including commercial and industrial development, as well as a variety of residential options.
- Support high density and medium density housing in close proximity to commercial and service centers to provide intensity-of-use buffers for low density residential uses.
- Concentrate higher density, apartment-type housing in proximity to areas that offer a wide range of existing supportive services, commercial and recreational facilities.

4. Public Input:

Good neighbor meetings were held on October 18, 2022. A couple people outside of City staff and the applicant attended the virtual meeting and just had general questions. There are no formal objection to the request.

5. Analysis of the Request

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

(1) Map Amendments.

(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

It is staff’s opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies.

(b) The compatibility with the zoning of nearby property.

It is staff’s opinion that the proposed zonings would be compatible with the area.

(c) The compatibility with established neighborhood character.
It is staff's opinion that the proposed zonings would be compatible with established neighborhood character.

(d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.

It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

Office research parks have been a declining trend, which has been exasperated by Covid-19. Staff envisions the O-RP zoning being deleted as a zoning district and being replaced with other relevant zoning districts.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

This is not applicable. The City expects this property to be redeveloped.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

6. Additional Considerations:

The subject property is located along North Kansas Avenue, which is a minor arterial road. This is an appropriate location for a higher-intensity commercial district.

Please recall that the C-3 District was re-written during the large Zoning Code amendment.

Table 168.03 Dimensional Standards SF = Square Feet, ' = Feet	
C-3	
Bulk	
Minimum Lot Area	20,000 SF
Minimum Frontage	35
Minimum Lot Width	35'
Maximum Building Height	75'
Setbacks	
Minimum Required Front Yard	25'
Minimum Required Corner Side Yard	25'
Minimum Required Side Yard	10', unless abutting a residential district then 20'
Minimum Required Rear Yard	10' unless abutting a residential district then 25'

7. Staff Recommendation:

Finding:

1. The rezoning request from O-RP Office and Research Park to C-3 Higher-Intensity Commercial District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 6.57 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval.

Ordinance No. 2022-26

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM O/RP OFFICE AND RESEARCH PARK DISTRICT TO C-3 HIGHER INTENSITY COMMERCIAL DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 6.57 acres, more or less, as C-3 Higher Intensity Commercial District for property particularly described as follows:

Lot 6 of The Villas at Liberty Executive Part – Part Six, North Liberty, Johnson County, Iowa, in accordance with the Plat thereof, Recorded in Plat Book 61, Page 157 in the records of the Johnson County Recorder’s Office;

SECTION 2. CONDITIONS IMPOSED. At the November 1, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

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

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

SECTION 5. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SCRIVENER’S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk’s designee without further public hearing.

SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.
Second reading on _____.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-26 in *The Gazette* on the ____ of _____, 20__.

TRACEY MULCAHEY, CITY CLERK



A & M Zoning Amendment #2



November 1, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of A & M Development, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 5.94 acres. The property is located on the west side of Landon Road approximately 1,000 feet west of North Kansas Avenue.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its November 1, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from O-RP Office and Research Park to C-3 Higher-Intensity Commercial District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the rezoning to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Jason Heisler, Vice Chairperson
City of North Liberty Planning Commission

Ordinance No. 2022-27

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM O/RP OFFICE AND RESEARCH PARK DISTRICT TO C-3 HIGHER INTENSITY COMMERCIAL DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 5.94 acres, more or less, as C-3 Higher Intensity Commercial District for property particularly described as follows:

Lot 1 of The Villas at Liberty Executive Part – Part Six, North Liberty, Johnson County, Iowa, in accordance with the Plat thereof, Recorded in Plat Book 61, Page 157 in the records of the Johnson County Recorder’s Office, except that part described as Auditor’s Parcel 2017104 as recorded Book 61, Page 234 of the records of the Johnson County Recorder's Office.;

SECTION 2. CONDITIONS IMPOSED. At the November 1, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

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

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SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.

Second reading on _____.

Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-27 in *The Gazette* on the ____ of _____, 20__.

TRACEY MULCAHEY, CITY CLERK



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **October 28, 2022**
Re **Request of A & M Development, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 5.94 acres. The property is located on the west side of Landon Road approximately 1,000 feet west of North Kansas 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

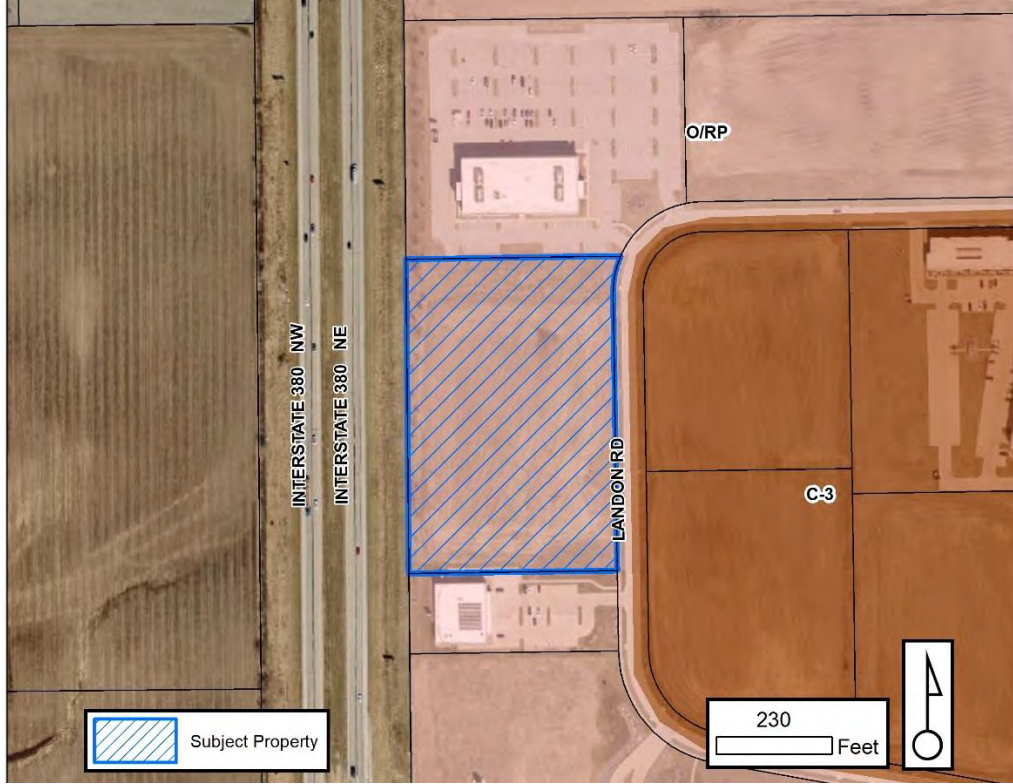
1. Request Summary:

This rezoning request would facilitate development of the property with multi-unit residences and higher-intensity commercial/residential uses.

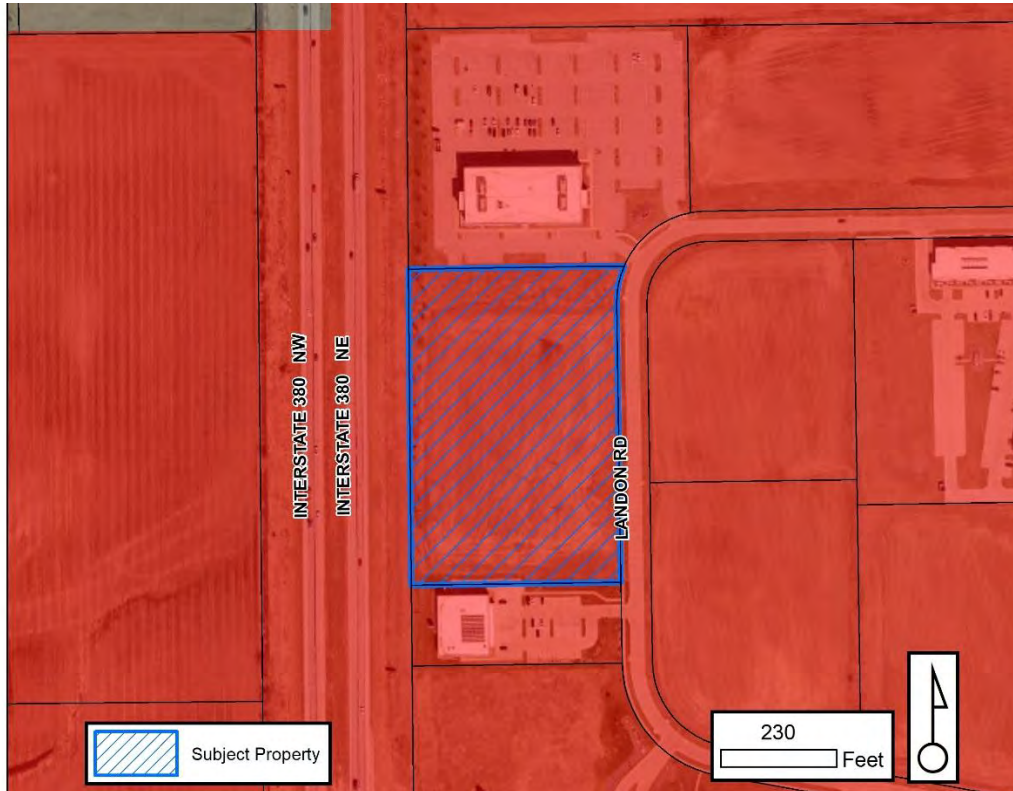
2. Proposed Zoning:

C-3 Higher-Intensity Commercial District.

The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate a mixed-use orientation where appropriate.



3. Consistency with Comprehensive Plan:
Land Use Plan designation: Commercial.



The highest densities of more locally-oriented commercial uses are generally planned along Penn Street and along Highway 965. Interstate-related large scale office and mixed-use developments are planned for the Kansas Avenue corridor, especially between Kansas and I-380 and near the planned Forevergreen Road interchange. High visibility from the I-380 corridor presents an excellent opportunity to introduce high-quality office and commercial uses in this “front door” area that may serve both the external demand associated with the I-380 proximity and access and the internal demand generated by substantial recent and planned residential development in the area.

Relevant Comprehensive Plan Policies Related to Land Use:

- Establish and maintain an advantageous property tax situation and pursue a strengthened and sound tax base through a diversification of land uses, including commercial and industrial development, as well as a variety of residential options.
- Support high density and medium density housing in close proximity to commercial and service centers to provide intensity-of-use buffers for low density residential uses.
- Concentrate higher density, apartment-type housing in proximity to areas that offer a wide range of existing supportive services, commercial and recreational facilities.

4. Public Input:

Good neighbor meetings were held on October 18, 2022. A couple people outside of City staff and the applicant attended the virtual meeting and just had general questions. There are no formal objection to the request.

5. Analysis of the Request

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

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(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

It is staff's opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies.

(b) The compatibility with the zoning of nearby property.

It is staff's opinion that the proposed zonings would be compatible with the area.

(c) The compatibility with established neighborhood character.
It is staff's opinion that the proposed zonings would be compatible with established neighborhood character.

(d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.
It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

Office research parks have been a declining trend, which has been exasperated by Covid-19. Staff envisions the O-RP zoning being deleted as a zoning district and being replaced with other relevant zoning districts.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

This is not applicable. The City expects this property to be redeveloped.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

6. Additional Considerations:

The subject property is located adjacent to North Kansas Avenue, which is a minor arterial road. This is an appropriate location for a higher-intensity commercial district.

Please recall that the C-3 District was re-written during the large Zoning Code amendment.

Table 168.03 Dimensional Standards SF = Square Feet, ' = Feet	
C-3	
Bulk	
Minimum Lot Area	20,000 SF
Minimum Frontage	35
Minimum Lot Width	35'
Maximum Building Height	75'
Setbacks	
Minimum Required Front Yard	25'
Minimum Required Corner Side Yard	25'
Minimum Required Side Yard	10', unless abutting a residential district then 20'
Minimum Required Rear Yard	10' unless abutting a residential district then 25'

7. Staff Recommendation:

Finding:

1. The rezoning request from O-RP Office and Research Park to C-3 Higher-Intensity Commercial District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment (rezoning) from O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 5.94 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval.



Scanlon Zoning Amendment



November 1, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of Scanlon Family, LLC for a zoning map amendment (rezoning) from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District on approximately 5.28 acres. The property is located at the north side of Berkshire Lane as extended westerly 85' from its current terminus in Greenbelt Trail, Part 2 Subdivision.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its November 1, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the rezoning to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Jason Heisler, Vice Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **October 28, 2022**
Re **Request of Scanlon Family, LLC for a zoning map amendment (rezoning) from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District on approximately 5.28 acres. The property is located at the north side of Berkshire Lane as extended westerly 85' from its current terminus in Greenbelt Trail, Part 2 Subdivision.**

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

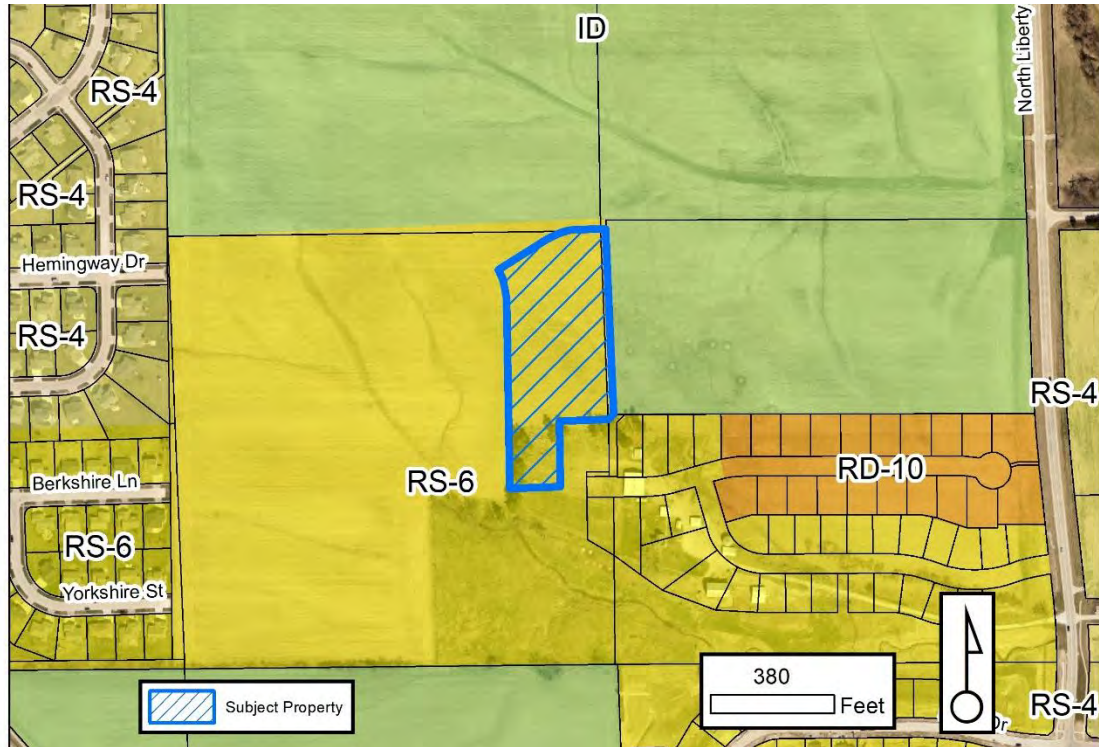
Ryan Heiar, City Administrator
Tracey Mulcahey, Assistant City Administrator
Grant Lientz, City Attorney
Tom Palmer, City Building Official
Kevin Trom, City Engineer
Ryan Rusnak, Planning Director

1. Request Summary:

This rezoning request would facilitate development of the property with two-unit residences.

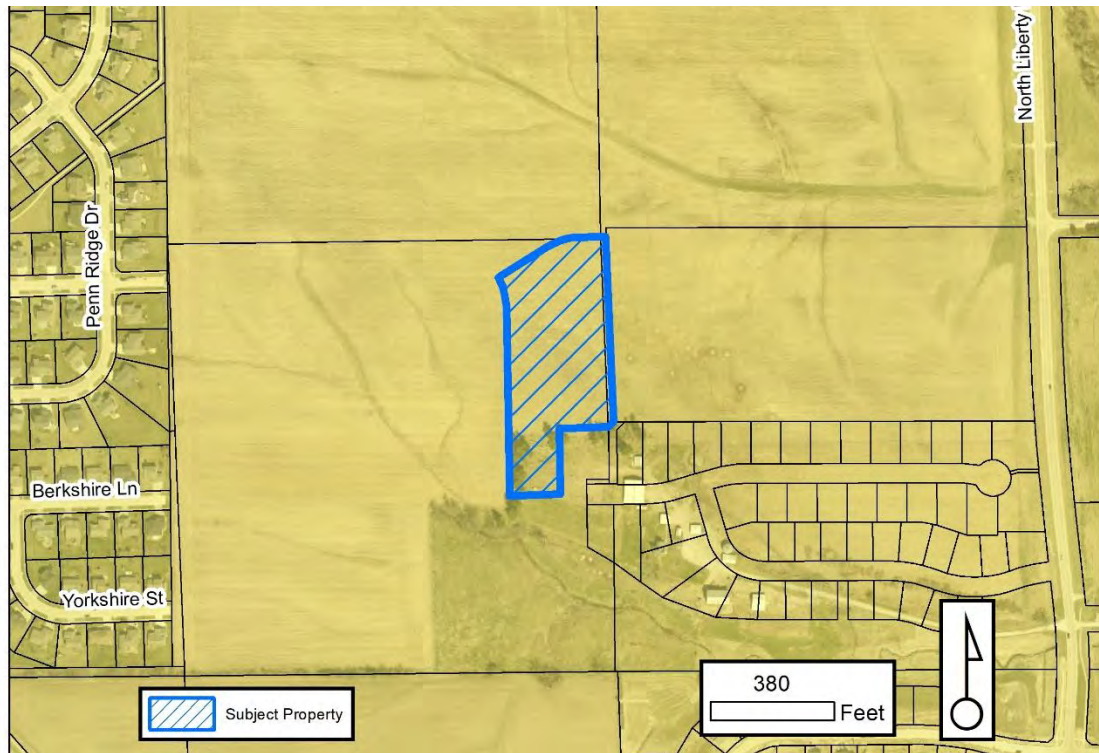
2. Proposed Zoning:

RD-10 Two-Unit Residence District. The RD-10 District is intended to allow for attached single-unit dwellings joined together on a common boundary line with a common wall between the units. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RD-10 District.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Residential.



The North Liberty Comprehensive Plan articulates the following regarding residential uses:

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

Relevant Comprehensive Plan Policies Related to Land Use:

- Protect residential neighborhoods from encroachment or intrusion of incompatible higher use types by adequate buffering and separation. This policy is not to be interpreted to imply that new development must match existing development in cost, density, or character; but instead to mean that gross incompatibilities shall be minimized and mitigated where unavoidable.

4. Public Input:

Good neighbor meetings were held on October 18, 2022. No one outside of City staff and the applicant attended the virtual meeting. There are no formal objection to the request.

5. Approval Standards:

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

(1) Map Amendments.

(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

It is staff's opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies.

(b) The compatibility with the zoning of nearby property.

It is staff's opinion that the proposed zonings would be compatible with the area.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zonings would be compatible with established neighborhood character.

- (d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.

It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.

- (e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

The property is suitable to be developed as RS-6. However, market changes are compelling more affordable housing.

- (f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

- (e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

This is not applicable. The City expects this property to be redeveloped.

- (f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

6. Additional Considerations:

It is staff's opinion that two-unit residences are compatible with single-unit residences. Some communities have eliminated single-unit zonings in favor of single- and two-unit zoning districts.

7. Staff Recommendation:

Finding:

1. The rezoning request from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval.

Ordinance No. 2022-28

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM RS-6 SINGLE-UNIT RESIDENCE DISTRICT TO RD-10 TWO-UNIT RESIDENCE DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 5.28 acres, more or less, as RD-10 Two-Unit Residence District for property particularly described as follows:

That portion of the Northwest Quarter of the Northwest Quarter, Section 17 and that portion of the Southwest Quarter of the Southwest Quarter, Section 8 and that portion of the Northeast Quarter of the Northeast Quarter, Section 18 and that portion of the Southeast Quarter of the Southeast Quarter, Section 7 all in Township 80 north, Range 6 West of the 5th Principal Meridian, North Liberty, Johnson County, Iowa described as follows: beginning at the northwest corner of Auditor's Plat No. 2021024 as recorded in Book 64, Page 353 in the Office of the Johnson county, Iowa recorder; thence S45°44'12"W on a northwesterly line of said Auditor's Parcel, 19.89 feet; thence N89°18'06"W, 162.43 feet; thence S0°29'51"W, 208.50 feet; thence N89°18'06"W, 165.00 feet; thence N0°29'51"E, 595.03 feet; thence N8°02'39"W, 79.99 feet; thence N28°36'15"W, 33.00 feet; thence N61°23'45"E, 187.78 feet to the beginning of a 198.34 foot radius curve, concave southerly and having a long chord of 101.56 feet bearing N76°13'50"E; thence easterly on the arc of said curve, 102.71 feet; thence S88°54'45"E, 90.83 feet; thence S1°03'09"E on the west line of Auditor's Parcel No. 2018039 as recorded in Book 62, Page 97 in the Office of the Johnson county, Iowa Recorder, 597.25 feet to the point of beginning. Described parcel contains 5.28 acres, more or less; and

SECTION 2. CONDITIONS IMPOSED. At the November 1, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

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

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

SECTION 5. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____.

Second reading on _____.

Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-28 in *The Gazette* on the ____ of _____, 20____.

TRACEY MULCAHEY, CITY CLERK



Watts Zoning Amendment



October 4, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of Kevin Paul Watts for a zoning map amendment (rezoning) from ID Interim Development to RS-4 Single-Unit Residence District on 2.53 acres. The property is located at property located at 3123 West Hauer Drive NE.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its October 4, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from ID Interim Development District to RS-4 Single-Unit Residence District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request for zoning map amendment from ID Interim Development District to RS-4 Single-Unit Residence District to the City Council with a recommendation for approval.

The vote for approval was 6-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **September 30, 2022**
 Re **Request of Kevin Paul Watts for a zoning map amendment (rezoning) from ID Interim Development to RS-4 Single-Unit Residence District on 2.53 acres. The property is located at property located at 3123 West Hauer Drive NE.**

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

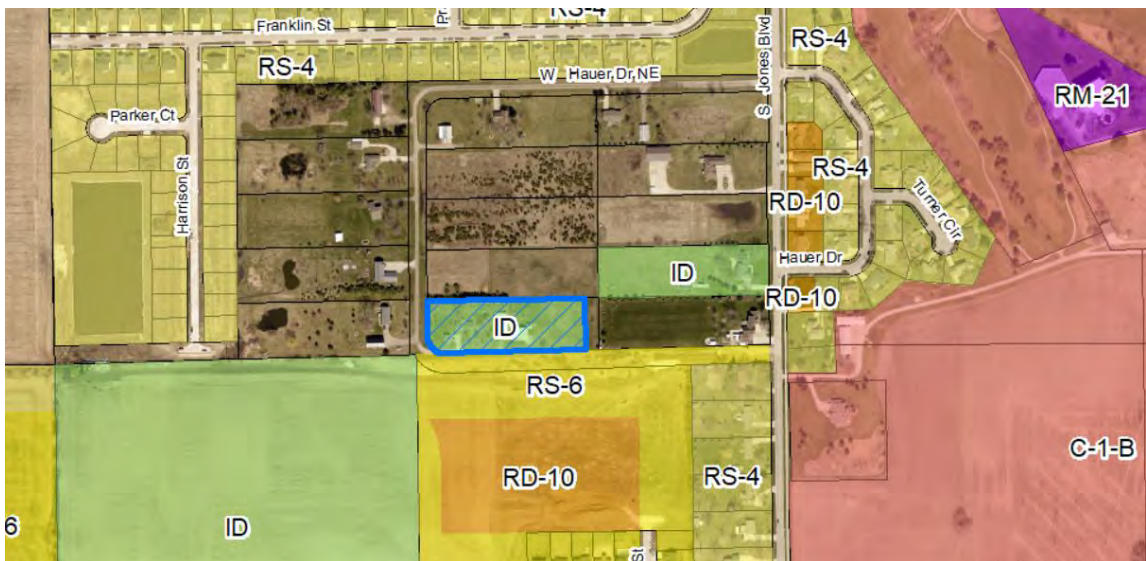
1. Request Summary:

The property was recently annexed into the corporate limits of North Liberty. The rezoning request is to facilitate subdivision of the property when Remley Street gets installed in conjunction with the Mickelson development to the south.

2. Proposed Zoning:

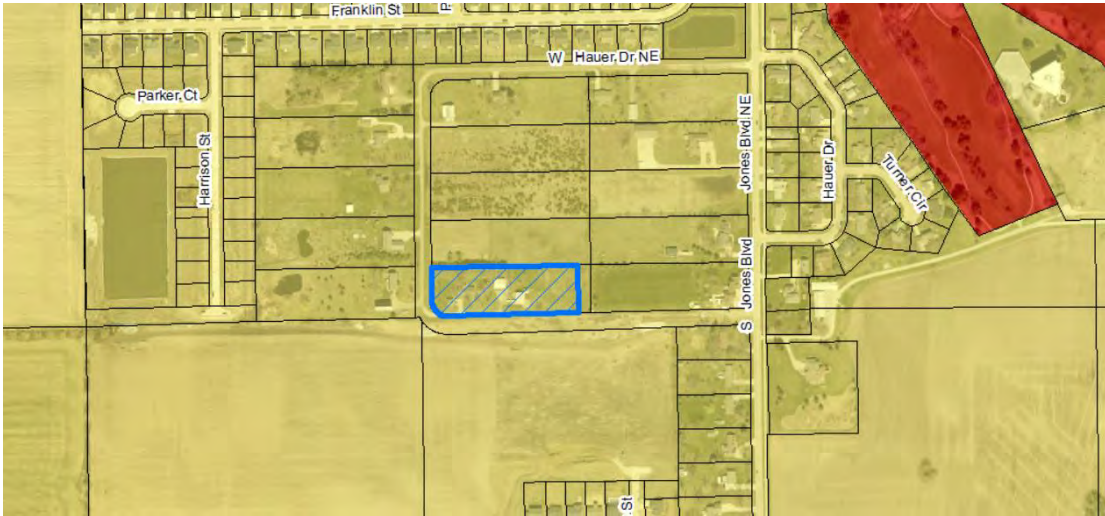
RS-4 Single-Unit Dwelling District

RS-4 Single-Unit Residence District. The RS-4 District is intended to provide and maintain low-density single-unit residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RS-4 District.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Residential.



The North Liberty Comprehensive Plan articulates the following regarding residential uses:

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

Relevant Comprehensive Plan Policies Related to Land Use:

- Protect residential neighborhoods from encroachment or intrusion of incompatible higher use types by adequate buffering and separation. This policy is not to be interpreted to imply that new development must match existing development in cost, density, or character; but instead to mean that gross incompatibilities shall be minimized and mitigated where unavoidable.

4. Public Input:

A good neighbor meeting was held on September 19, 2022. One person outside of City staff and the applicant attended the virtual meeting. There were no objections expressed at the meeting.

5. Approval Standards:

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

(1) Map Amendments.

(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

It is staff's opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies.

(b) The compatibility with the zoning of nearby property.

It is staff's opinion that the proposed zonings would be compatible with adjacent RS-6 zoning.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zonings would be compatible with established neighborhood character.

(d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.

It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

This rezoning is necessary in order to be able to subdivide the property.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

6. Staff Recommendation:

Finding:

1. The rezoning request from ID Interim Development District to RS-4 Single-Unit Residence District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment from ID Interim Development District to RS-4 Single-Unit Residence District to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed findings and forward the zoning map amendment to the City Council with a recommendation for approval.

Ordinance No. 2022-23

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM ID INTERIM DEVELOPMENT DISTRICT TO RS-4 SINGLE-UNIT RESIDENCE DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 2.53 acres, more or less, as RS-4 Single-Unit Residence District for property located at 3123 W. Hauer Drive NE. The property is more particularly described as follows:

Auditor's Parcel 2022036, in accordance to the plat thereof recorded in Plat Book 65 at Page 333 of the records of the Johnson County Recorder's Office. Located in the Southeast Quarter of the Southeast Quarter of Section 14, Township 80 North, Range 7 West, of the Fifth Principal Meridian, Johnson County, Iowa. Said Auditor's Parcel 2022036 contains 2.53 acres, and is subject to easements and restrictions of record.

SECTION 2. CONDITIONS IMPOSED. At the October 4, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

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

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

SECTION 5. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on October 25, 2022.
Second reading on November 7, 2022.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-23 in *The Gazette* on the ____ of _____, 2022.

TRACEY MULCAHEY, CITY CLERK



**Dahnovan Holdings
Zoning Amendment &
Preliminary Plat**



October 4, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of Dahnovan Holdings, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District on 23.36 acres and to C-3 Higher-Intensity Commercial District on 18.12 acres. The property is located at the west side of North Kansas Avenue approximately 150 feet south of West Lake Road.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its October 4, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from O-RP Office and Research Park to RM-12 Multi-Unit Residence and C-3 Higher-Intensity Commercial District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request for zoning map amendment from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District on 23.36 acres and to C-3 Higher-Intensity Commercial District on 18.12 acres to the City Council with a recommendation for approval.

The vote for approval was 6-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **September 30, 2022**
Re **Request of Dahnovan Holdings, LLC for a zoning map amendment (rezoning) from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District on 23.36 acres and to C-3 Higher-Intensity Commercial District on 18.12 acres. The property is located at the west side of North Kansas Avenue approximately 150 feet south of West Lake Road.**

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

1. Request Summary:

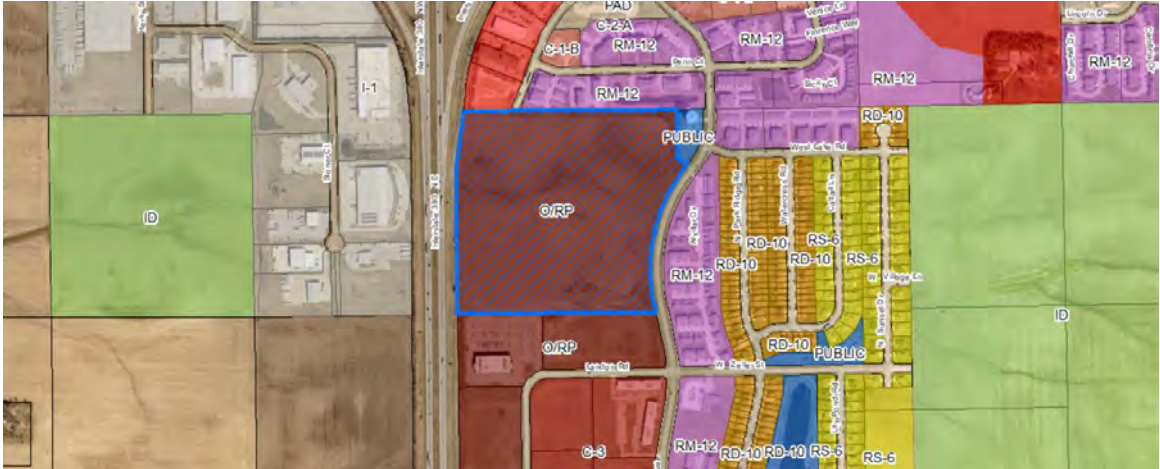
This rezoning request would facilitate development of the property with multi-unit residences and higher-intensity commercial/residential uses.

2. Proposed Zoning:

RM-12 Multi-Unit Residence District and C-3 Higher-Intensity Commercial District.
RM-12 Multi-Unit Residence District.

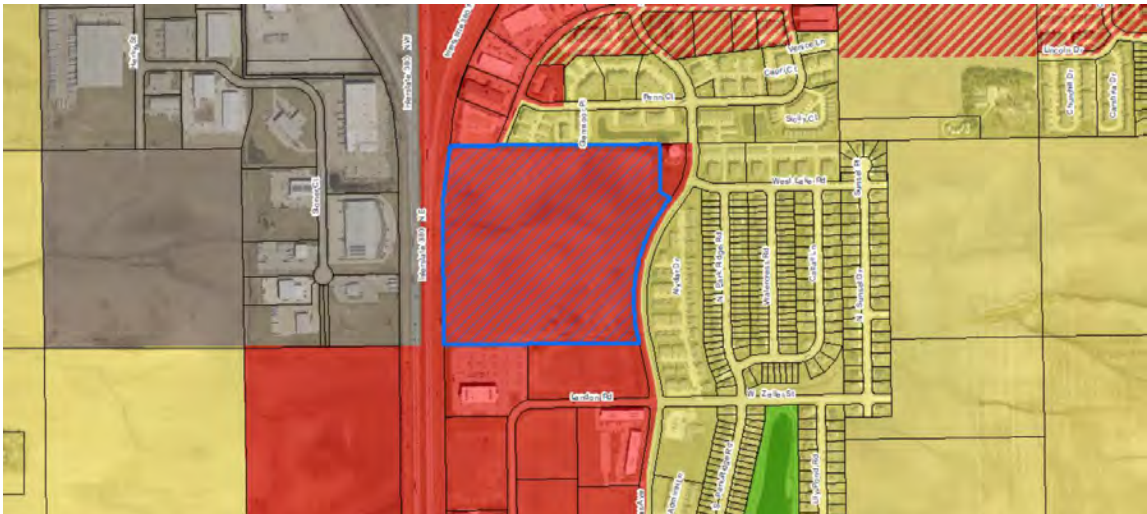
The RM-12 District is intended to provide and maintain medium-density, multiple-unit housing residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RM-12 District.

The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate a mixed-use orientation where appropriate.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Commercial.



The highest densities of more locally-oriented commercial uses are generally planned along Penn Street and along Highway 965. Interstate-related large scale office and mixed-use developments are planned for the Kansas Avenue corridor, especially between Kansas and I-380 and near the planned Forevergreen Road interchange. High visibility from the I-380 corridor presents an excellent opportunity to introduce high-quality office and commercial uses in this “front door” area that may serve both the external demand associated with the I-380 proximity and access and the internal demand generated by substantial recent and planned residential development in the area.

Relevant Comprehensive Plan Policies Related to Land Use:

- Establish and maintain an advantageous property tax situation and pursue a strengthened and sound tax base through a diversification of land uses, including commercial and industrial development, as well as a variety of residential options.
- Support high density and medium density housing in close proximity to commercial and service centers to provide intensity-of-use buffers for low density residential uses.
- Concentrate higher density, apartment-type housing in proximity to areas that offer a wide range of existing supportive services, commercial and recreational facilities.

4. Public Input:

A good neighbor meeting was held on September 19, 2022. A few people outside of City staff and the applicant attended the meeting and just had general questions about the type of development proposed. To date, staff has received no formal objections.

5. Analysis of the Request

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

(1) Map Amendments.

(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

It is staff's opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies.

(b) The compatibility with the zoning of nearby property.

It is staff's opinion that the proposed zonings would be compatible with the area.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zonings would be compatible with established neighborhood character.

(d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.

It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

Office research parks have been a declining trend, which has been exasperated by Covid-19. Staff envisions the O-RP zoning being deleted as a zoning district and being replaced with other relevant zoning districts.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

(e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.

This is not applicable. The City expects this property to be redeveloped.

(f) The extent to which the proposed amendment creates nonconformities.

This is not applicable.

6. Additional Considerations:

The subject property is located along North Kansas Avenue, which is a minor arterial road. This is an appropriate location for a higher-intensity commercial district.

Please recall that the C-3 District was re-written during the large Zoning Code amendment.

Table 168.02-B Dimensional Standards SF = Square Feet, DU= Dwelling Unit, ' = Feet	
RM-12	
Bulk	
Minimum Lot Area	21,780 SF 3,500 SF/DU
Minimum Frontage	50'
Minimum Lot Width	80'
Maximum Building Height	40'
Setbacks	
Minimum Required Front Yard	25'
Minimum Required Corner Side Yard	25'
Minimum Required Side Yard	15'
Minimum Required Rear Yard	30'

Table 168.03 Dimensional Standards SF = Square Feet, ' = Feet	
C-3	
Bulk	
Minimum Lot Area	20,000 SF
Minimum Frontage	35
Minimum Lot Width	35'
Maximum Building Height	75'
Setbacks	
Minimum Required Front Yard	25'
Minimum Required Corner Side Yard	25'
Minimum Required Side Yard	10', unless abutting a residential district then 20'
Minimum Required Rear Yard	10' unless abutting a residential district then 25'

7. Staff Recommendation:

Finding:

1. The rezoning request from O-RP Office and Research Park to RM-12 Multi-Unit Residence and C-3 Higher-Intensity Commercial District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment from O-RP Office and Research Park District to RM-12 Multi-Unit Residence District on 23.36 acres and to C-3 Higher-Intensity Commercial District on 18.12 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval.



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 261-6262

www.mmsconsultants.net

Date	Revision
06-01-2022	PER RAIN REVIEW -RLV

REZONING EXHIBIT

NORTH LIBERTY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Designed by	KJB	Field Book No.	1350
Drawn by	BLW	Sheet No.	1 of 10
Checked by	BRN	Scale	1"=100'
Project No.	IOWA CITY	Sheet No.	1
11030-005		of	1

REZONING EXHIBIT

A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, AND A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, ALL OF TOWNSHIP 80 NORTH, RANGE 7 WEST OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA

PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

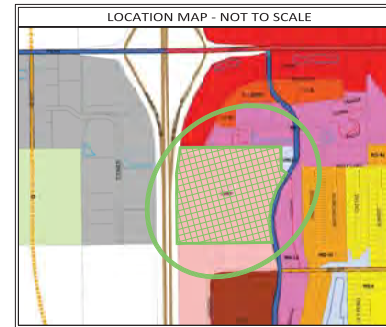
OWNER:
MAJ PROPERTIES II LLC
901 N KANSAS AVENUE
NORTH LIBERTY, IOWA 52317

APPLICANT:
DAHNOVAN HOLDINGS
1650 LINDEN LAKE
NORTH LIBERTY, IOWA 52317



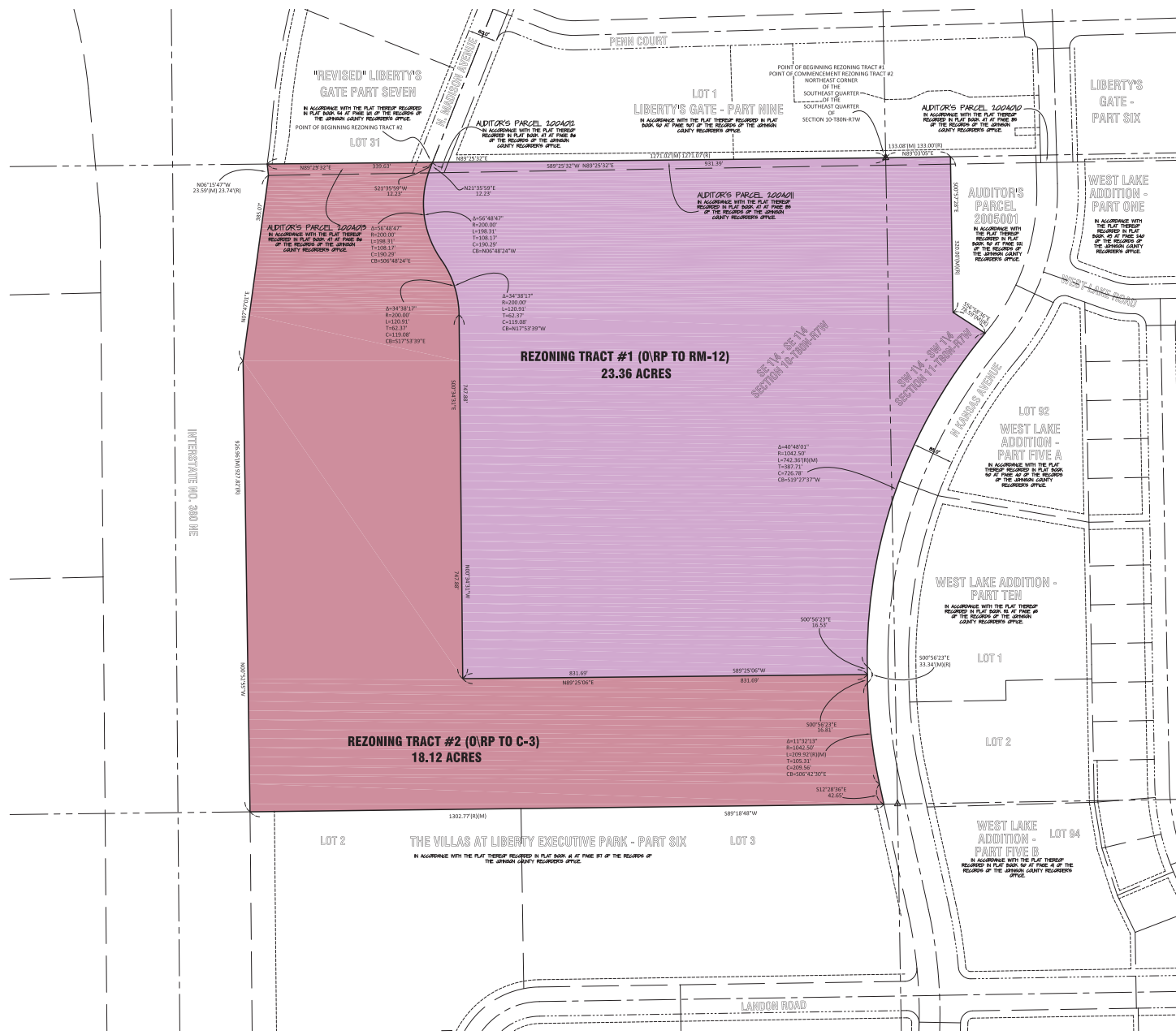
LEGEND AND NOTES	
▲	CONGRESSIONAL CORNER, FOUND
●	CONGRESSIONAL CORNER, REESTABLISHED
○	CONGRESSIONAL CORNER, RECORDED LOCATION
△	PROPERTY CORNER, FOUND (see notes)
○	PROPERTY CORNER, SET
○	PROPERTY CORNER, SET, plastic L3 Cap
○	PROPERTY CORNER, SET, "M&T"
○	PROPERTY &/or BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	CENTER LINES
---	LOT LINES, INTERNAL
---	LOT LINES, PLATTED BY DEED
---	EXISTING EASEMENT LINES, PURPOSE NOTED
---	EXISTING EASEMENT LINES, PURPOSE NOTED
(M)	MEASURED DIMENSIONS
(C)	CURVE SEGMENT NUMBER

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDS



DESCRIPTION - REZONING TRACT #1
Beginning at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 10, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Iowa; Thence N89°03'05"E, along the South Line of Liberty's Gate - Part Nine, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 307 of the Records of the Johnson County Recorder's Office, 133.08 feet, to the Northeast Corner of Auditor's Parcel 2005001, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 221 of the Records of the Johnson County Recorder's Office; Thence S00°57'27"E, along the West Line of said Auditor's Parcel 2005001, a distance of 320.00 feet, to the Southwest Corner thereof; Thence S56°58'36"E, along the South Line of said Auditor's Parcel 2005001, a distance of 78.50 feet, to the Southeast Corner thereof, and a Point on the West Line of West Lake Addition - Part Five A, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 40 of the Records of the Johnson County Recorder's Office; Thence Southwesterly, 742.36 feet, along said West Line, and the West Line of West Lake Addition - Part Five B, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 41 of the Records of the Johnson County Recorder's Office, on a 1042.50 foot radius curve, concave Southwesterly, whose 725.78 foot chord bears N12°27'37"W; Thence S00°56'23"E, along said West Line of West Lake Addition - Part Five B, 16.53 feet; Thence S89°25'06"W, 831.00 feet; Thence N00°34'31"W, 747.88 feet; Thence Northwesterly, 120.91 feet, along a 2000.00 foot radius curve, concave Southwesterly, whose 115.00 foot chord bears N12°52'30"W; Thence Northwesterly, 398.31 feet, along a 2000.00 foot radius curve, concave Northwesterly, whose 190.29 foot chord bears N04°48'24"W; Thence N21°35'59"E, 12.23 feet, to a Point on the South Line of "Revised" Liberty's Gate Part Seven, in accordance with the Plat thereof Recorded in Plat Book 54 at Page 101 of the Records of the Johnson County Recorder's Office; Thence N89°25'32"E, along said South Line, and the South Line of said Liberty's Gate - Part Nine, 393.39 feet, to the Point of Beginning. Said Rezoneing Tract #1 contains 23.36 Acres, and is subject to easements and restrictions of record.

DESCRIPTION - REZONING TRACT #2
Commencing at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 10, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Iowa; Thence S89°25'32"W, along the South Line of Liberty's Gate - Part Nine, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 307 of the Records of the Johnson County Recorder's Office, and the South Line of "Revised" Liberty's Gate Part Seven, in accordance with the Plat thereof Recorded in Plat Book 54 at Page 101 of the Records of the Johnson County Recorder's Office, 931.89 feet, to the Point of Beginning; Thence S21°35'19"E, 12.23 feet; Thence Southwesterly, 398.31 feet, along a 2000.00 foot radius curve, concave Northwesterly, whose 190.29 foot chord bears S04°48'24"W; Thence Southwesterly, 120.91 feet, along a 2000.00 foot radius curve, concave Southwesterly, whose 115.00 foot chord bears S17°53'39"E; Thence S00°36'11"E, 747.88 feet; Thence N89°25'06"E, 831.00 feet, to a Point on the West Line of West Lake Addition - Part Five B, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 41 of the Records of the Johnson County Recorder's Office; Thence S00°56'23"E, 16.83 feet; Thence Southwesterly, 209.92 feet, along said West Line, on a 1042.50 foot radius curve, concave Northwesterly, whose 209.92 foot chord bears S04°48'24"W; Thence S12°28'36"E, along said West Line, 42.05 feet, to the Northeast Corner of the Villas at Liberty Executive Park - Part Six, in accordance with the Plat thereof Recorded in Plat Book 61 at Page 157 of the Records of the Johnson County Recorder's Office; Thence S89°18'48"W, along the North Line of said the Villas at Liberty Executive Park - Part Six, a distance of 1302.77 feet, to the Northwest Corner thereof, and a Point on the East Right-of-Way Line of Interstate No. 380 NE; Thence N00°15'51"W, along said East Right-of-Way Line, 926.56 feet; Thence N07°47'01"E, along said East Right-of-Way Line, 385.07 feet, to the Southwest Corner of Auditor's Parcel 2004013, in accordance with the Plat thereof Recorded in Plat Book 47 at Page 86 of the Records of the Johnson County Recorder's Office; Thence N00°15'47"W, along the West Line of said Auditor's Parcel 2004013, a distance of 23.59 feet, to the Northeast Corner thereof, and the Southwest Corner of said "Revised" Liberty's Gate Part Seven; Thence N89°25'32"E, along the South Line of said "Revised" Liberty's Gate Part Seven, a distance of 339.03 feet, to the Point of Beginning. Said Rezoneing Tract #2 contains 18.12 Acres, and is subject to easements and restrictions of record.



Ordinance No. 2022-24

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM O-RP OFFICE AND RESEARCH PARK DISTRICT TO RM-12 MULTI-UNIT RESIDENCE DISTRICT AND C-3 HIGHER-INTENSITY COMMERCIAL DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 23.36 acres, more or less, as RM-12 Multi-Unit Residence District and for 18.12 acres, more or less, as C-3 Higher-Intensity Commercial District for property located on the west side of North Kansas Avenue approximately 150 feet south of West Lake Road. The property is more particularly described as follows:

O-RP Office and Research Park District to RM-12 Multi-Unit Residence District on 23.36 acres: Beginning at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 10, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Iowa; Thence N89°03'05"E, along the South Line of Liberty's Gate - Part Nine, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 307 of the Records of the Johnson County Recorder's Office, 133.08 feet, to the Northwest Corner of Auditor's Parcel 2005001, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 221 of the Records of the Johnson County Recorder's Office; Thence S00°57'28"E, along the West Line of said Auditor's Parcel 2005001, a distance of 320.00 feet, to the Southwest Corner thereof; Thence S56°58'36"E, along the South Line of said Auditor's Parcel 2005001, a distance of 78.59 feet, to the Southeast Corner thereof, and a Point on the West Line of West Lake Addition - Part Five A, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 40 of the Records of the Johnson County Recorder's Office; Thence Southwesterly, 742.36 feet, along said West Line, and the West Line of West Lake Addition - Part Five B, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 41 of the Records of the Johnson County Recorder's Office, on a 1042.50 foot radius curve, concave Southeasterly, whose 726.78 foot chord bears S19°27'37"W; Thence S00°56'23"E, along said West Line of West Lake Addition - Part Five B, 16.53 feet; Thence S89°25'06"W, 831.69 feet; Thence N00°34'31"W, 747.88 feet; Thence Northwesterly, 120.91 feet, along a 200.00 foot radius curve, concave Southwesterly, whose 119.08 foot chord bears N17°53'39"W; Thence Northwesterly, 198.31 feet, along a 200.00 foot radius curve, concave Northeasterly, whose 190.29 foot chord bears N06°48'24"W; Thence N21°35'59"E, 12.23 feet, to a Point on the South Line of "Revised" Liberty's Gate Part Seven, in accordance with the Plat thereof Recorded in Plat Book 54 at Page 101 of the Records of the Johnson County Recorder's Office; Thence N89°25'32"E, along said South Line, and the South Line of said Liberty's Gate _ Part Nine, 931.39 feet, to the Point of Beginning. Said Rezoning Tract contains 23.36 acres, and is subject to easements and restrictions of record.

O-RP Office and Research Park District to C-3 Higher-Intensity Commercial District on 18.12 acres: Commencing at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 10, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Iowa; Thence S89°25'32"W, along the South Line of Liberty's Gate - Part Nine, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 307 of the Records of the Johnson County Recorder's Office, and the South Line of "Revised" Liberty's Gate Part Seven, in accordance with the Plat thereof Recorded in Plat Book 54 at Page 101 of the Records of the Johnson County Recorder's Office, 931.39 feet, to the Point of Beginning; Thence S21°35'59"W, 12.23 feet; Thence Southeasterly, 198.31 feet, along a 200.00 foot radius curve, concave Northeasterly, whose 190.29 foot chord bears S06°48'24"E; Thence Southeasterly, 120.91 feet, along a 200.00 foot radius curve, concave Southwesterly, whose 119.08 foot chord bears S17°53'39"E; Thence S00°34'31"E, 747.88 feet; Thence N89°25'06"E, 831.69 feet, to a Point on the West Line of West Lake Addition - Part Five B, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 41 of the Records of the Johnson County Recorder's Office; Thence S00°56'23"E, 16.81 feet; Thence Southeasterly, 209.92 feet, along said West Line, on a 1042.50 foot radius curve, concave Northeasterly, whose 209.56 foot chord bears S06°42'30"E; Thence S12°28'36"E, along said West Line, 42.65 feet, to the Northeast Corner of The Villas at Liberty Executive Park - Part Six, in accordance with the Plat thereof Recorded in Plat Book 61 at Page 157 of the Records of the Johnson County Recorder's Office; Thence S89°18'48"W, along the North Line of said The Villas at Liberty Executive Park - Part Six, a distance of 1302.77 feet, to the Northwest Corner thereof, and a Point on the East Right-of-Way Line of Interstate No. 380 NE; Thence N00°52'55"W, along said East Right-of-Way Line, 926.96 feet; Thence N07°47'01"E, along said East Right-of-Way Line, 385.07 feet, to the Southwest Corner of Auditor's Parcel 2004013, in accordance with the Plat thereof Recorded in Plat Book 47 at Page 86 of the Records of the Johnson County Recorder's Office; Thence N06°15'47"W, along the West Line of said Auditor's Parcel 2004013, a distance of 23.59 feet, to the Northwest Corner thereof, and the Southwest Corner of said "Revised" Liberty's Gate Part Seven; Thence N89°25'32"E, along the South Line of said "Revised" Liberty's Gate Part Seven, a distance of 339.63 feet, to the Point of Beginning. Said Rezoning Tract contains 18.12 acres, and is subject to easements and restrictions of record.

SECTION 2. CONDITIONS IMPOSED. At the October 4, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

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

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

SECTION 5. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on October 25, 2022.
Second reading on November 7, 2022.
Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-24 in *The Gazette* on the ____ of _____, 2022.

TRACEY MULCAHEY, CITY CLERK



November 1, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of Dahnovan Holdings, LLC for a to approve a Preliminary Subdivision Plat for an 11 lot subdivision on approximately 41.48 acres. The property is located at the west side of North Kansas Avenue approximately 150 feet south of West Lake Road.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its November 1, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The preliminary plat would achieve consistency with the Comprehensive Plan Future Land Map designation; and
2. The preliminary plat would achieve 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 listed findings and forwards the preliminary plat to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Jason Heisler, Vice Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **October 28, 2022**
 Re **Request of Dahnovan Holdings, LLC for a to approve a Preliminary Subdivision Plat for an 11 lot subdivision on approximately 41.48 acres. The property is located at the west side of North Kansas Avenue approximately 150 feet south of West Lake Road.**

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

1. Request Summary:

This Preliminary Subdivision Plat proposes 6 C-3 Higher Intensity Commercial District lots and 5 RM-12 Multi-Unit Residence District lots.

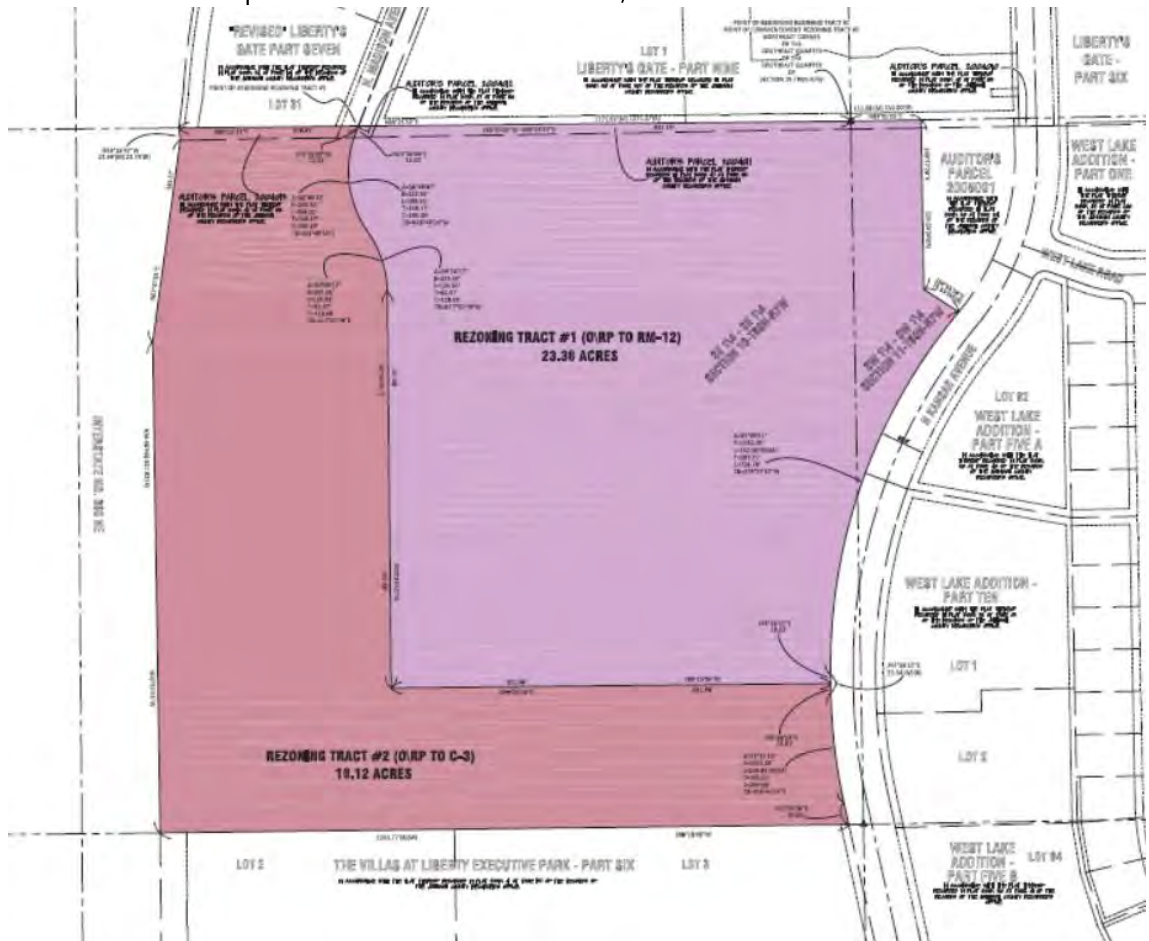


2. Proposed Zoning:

C-3 Higher Intensity Commercial District. The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate a mixed-use orientation where appropriate.

RM-12 Multi-Unit Residence District lots. The RM-12 District is intended to provide and maintain medium-density, multiple-unit housing residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RM-12 District.

The rezoning is currently being considered by City Council. Third and final reading of the Ordinance is anticipated to be on November 22, 2022.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Commercial.

4. Public Input:

Good neighbor meetings were held on October 18, 2022. A couple people outside of City staff and the applicant attended and just had general questions. There are no formal objection to the request.

5. 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**).

3. *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;*

Staff is not requiring this information 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 has been provided on the Preliminary Plat.

(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.

(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.

6. Additional Considerations:

None.

7. Staff Recommendation:

Findings:

1. The preliminary plat would achieve consistency with the Comprehensive Plan Future Land Map designation; and
2. The preliminary plat would achieve 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 two listed findings and forward the request to approve a Preliminary Subdivision Plat for an 11 lot subdivision on approximately 41.48 acres to the City Council with a recommendation for approval.

Suggested motion:

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

Resolution No. 2022-120

**RESOLUTION APPROVING THE PRELIMINARY PLAT FOR
WATER TOWER PLACE, NORTH LIBERTY, IOWA**

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

WHEREAS, the owner, MAJ Properties II LLC, and the applicant, Dahnovan Holdings, has filed with the City Clerk a preliminary plat described in Exhibit A which is attached hereto;

WHEREAS, the property is legally described as:

Beginning at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 10, Township 80 North, Range 7 West, of the Fifth Principal Meridian, North Liberty, Iowa; Thence N89°03'05"E, along the South Line of Liberty's Gate - Part Nine, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 307 of the Records of the Johnson County Recorder's Office, 133.08 feet, to the Northwest Corner of Auditor's Parcel 2005001, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 221 of the Records of the Johnson County Recorder's Office; Thence S00°57'28"E, along the West Line of said Auditor's Parcel 2005001, a distance of 320.00 feet, to the Southwest Corner thereof; Thence S56°58'36"E, along the South Line of said Auditor's Parcel 2005001, a distance of 78.59 feet, to the Southeast Corner thereof, and a Point on the West Line of West Lake Addition - Part Five A, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 40 of the Records of the Johnson County Recorder's Office; Thence Southwesterly, 742.36 feet, along said West Line, and the West Line of West Lake Addition - Part Five B, in accordance with the Plat thereof Recorded in Plat Book 50 at Page 41 of the Records of the Johnson County Recorder's Office, on a 1042.50 foot radius curve, concave Southeasterly, whose 726.78 foot chord bears S19°27'37"W; Thence S00°56'23"E, along said West Line of West Lake Addition - Part Five B, 33.34 feet; Thence Southeasterly, 209.92 feet, along said West Line, on a 1042.50 foot radius curve, concave Northeasterly, whose 209.56 foot chord bears S06°42'30"E; Thence S12°28'36"E, along said West Line, 42.65 feet, to the Northeast Corner of The Villas at Liberty Executive Park - Part Six, in accordance with the Plat thereof Recorded in Plat Book 61 at Page 157 of the Records of the Johnson County Recorder's Office; Thence S89°18'48"W, along the North Line of said The Villas at Liberty Executive Park - Part Six, a distance of 1302.77 feet, to the Northwest Corner thereof, and a Point on the East Right-of-Way Line of Interstate No. 380 NE; Thence N00°52'55"W, along said East Right-of-Way Line, 926.96 feet; Thence N07°47'01"E, along said East Right-of-Way Line, 385.07 feet, to the Southwest Corner of Auditor's Parcel 2004013, in accordance with the Plat thereof Recorded in Plat Book 47 at Page 86 of the Records of the Johnson County Recorder's Office; Thence N06°15'47"W, along the West Line of said Auditor's Parcel 2004013, a distance of 23.59 feet, to the Northwest Corner thereof, and the Southwest Corner of said "Revised" Liberty's Gate Part Seven; Thence N89°25'32"E, along the South Line of said "Revised" Liberty's Gate Part Seven, and the South Line of said Liberty's Gate - Part Nine,

1270.02 feet, to the Point of Beginning, containing 41.48 acres, and 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 found:

1. The preliminary plat would achieve consistency with the Comprehensive Plan Future Land Map designation; and
2. The preliminary plat would achieve 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.

and did recommend that the preliminary plat described as Water Tower Place 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 Water Tower Place is approved.

APPROVED AND ADOPTED this 22nd day of November, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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



GRD Burleson, LLC Zoning Amendment



October 4, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of GRD Burluson, LLC for a zoning map amendment (rezoning) from ID Interim Development to C-3 Higher-Intensity Commercial District on 7.64 acres. The property is located on the east side of North Liberty Road approximately 375 feet south of South Dubuque Street.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its October 4, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from ID Interim Development District to C-3 Higher-Intensity Commercial District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request for zoning map amendment ID Interim Development to C-3 Higher-Intensity Commercial District on 7.64 acres to the City Council with a recommendation for approval.

The vote for approval was 6-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **September 30, 2022**
 Re **Request of GRD Bursleson, LLC for a zoning map amendment (rezoning) from ID Interim Development to C-3 Higher-Intensity Commercial District on 7.64 acres. The property is located on the east side of North Liberty Road approximately 375 feet south of South Dubuque Street.**

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

1. Request Summary:

This rezoning request is to facilitate development of the properties with horizontal mixed-use development, which means there is a mixture of residential and commercial development in separate buildings.

2. Proposed Zoning:

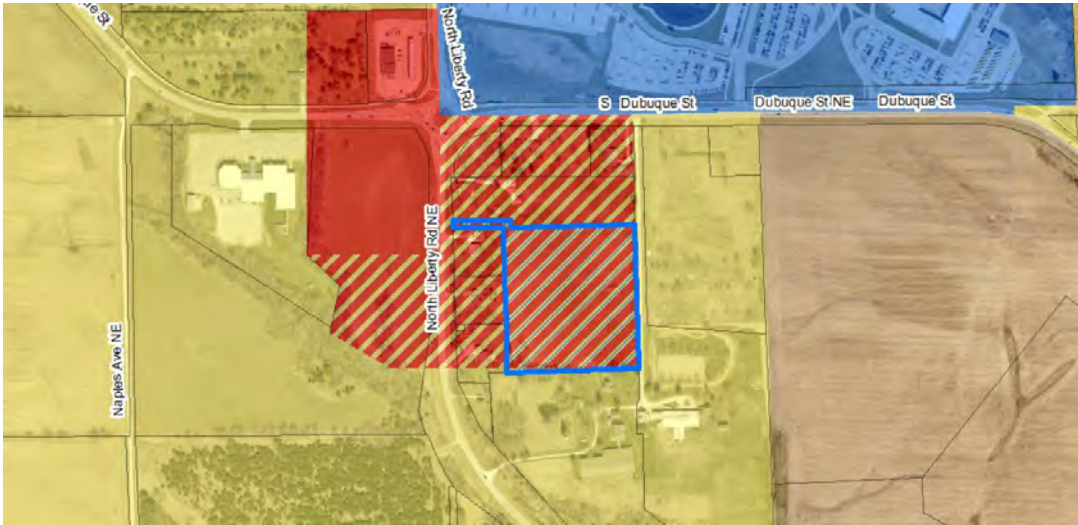
C-3 Higher-Intensity Commercial District.

The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate a mixed-use orientation where appropriate.



3. Consistency with Comprehensive Plan:

Land Use Plan designation: Commercial with Residential.



It appears that the Commercial with Residential designation was part of a more recent Future Land Use Map update. It is staff's understanding that the designation was to encourage mixed commercial/residential development.

Relevant Comprehensive Plan Policies Related to Land Use:

- Establish and maintain an advantageous property tax situation and pursue a strengthened and sound tax base through a diversification of land uses, including commercial and industrial development, as well as a variety of residential options.
- Support high density and medium density housing in close proximity to commercial and service centers to provide intensity-of-use buffers for low density residential uses.
- Concentrate higher density, apartment-type housing in proximity to areas that offer a wide range of existing supportive services, commercial and recreational facilities.

4. Public Input:

A good neighbor meeting was held on September 20, 2022. Three people (representing two properties) outside of City staff and the applicant attended the meeting and just had general questions about the type of development proposed. A letter of objection is included in the background material.

5. Analysis of the Request

Section 165.09 of the Zoning Ordinance sets for the approval standards for zoning maps amendments.

- D. Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Plan Commission and the City Council

must consider the following standards. The approval of amendments is based on a balancing of these standards (staff commentary in italics).

- (1) Map Amendments.
 - (a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.
It is staff's opinion that the zoning map amendment would achieve consistency with the Comprehensive Plan and adopted land use policies. The C-3 District allows a mix of commercial and residential uses, both horizontally and vertically.
 - (b) The compatibility with the zoning of nearby property.
This is an emerging part of the City. Staff has spoken with representatives of adjacent properties about developing in a similar manner.
 - (c) The compatibility with established neighborhood character.
This is an emerging part of the City. It is staff's opinion that this development will establish the character of the area.
 - (d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.
It is staff's opinion that the proposed zonings would promote the public health, safety, and welfare of the City.
 - (e) The suitability of the property for the purposes for which it is presently zoned, i.e. the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification.
This is not applicable. The City expects this property to be redeveloped.
 - (f) The extent to which the proposed amendment creates nonconformities.
This is not applicable.

6. Additional Considerations:

The subject property is located at the intersection of major arterial road (North Liberty Road) and minor arterial road (South Dubuque Street). This is an appropriate location for a higher-intensity commercial district.

Please recall that the C-3 District was re-written during the large Zoning Code amendment.

The objection received is from the property owners located at the southwest corner of the subject property. Why the C-3 district allows for higher-intensity uses, there a couple of natural and code requirements that help mitigate some potential impacts. A 20' side yard setback is required when abutting residential zoning. Also, the topography of the site lends this area to being a drainage feature.

Table 168.03 Dimensional Standards SF = Square Feet, ' = Feet	
	C-3
Bulk	
Minimum Lot Area	20,000 SF
Minimum Frontage	35
Minimum Lot Width	35'
Maximum Building Height	75'
Setbacks	
Minimum Required Front Yard	25'
Minimum Required Corner Side Yard	25'
Minimum Required Side Yard	10', unless abutting a residential district then 20'
Minimum Required Rear Yard	10' unless abutting a residential district then 25'

Staff disagrees that the zoning should be “stepped down” to a less intense zoning district. It is staff’s opinion that this and the adjacent property to the north and east should develop in a coordinated manner.



7. Staff Recommendation:

Finding:

1. The rezoning request from ID Interim Development District to C-3 Higher-Intensity Commercial District achieves consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request for zoning map amendment ID Interim Development to C-3 Higher-Intensity Commercial District on 7.64 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval.

Sep 26, 2022

This letter is to be submitted as written remarks regarding our stance against approval of application to rezone parcel 0717376006 to C3 high intensity commercial designation.

We submit these thoughts as homeowners at 2786 North Liberty Road and Johnson County residents and request the zoning commission, city council, and city staff consider the following items regarding this rezoning request and the role each group has with the development of this land.

1. Type of zoning being sought

C3 is the highest zoning allowed in city code and we feel it should not be permitted due to the close proximity to homes in this area, the fact that the land in question is landlocked and not main frontage where you would normally see this type of zoning, and because the rezoning comes with no plan that has been shared with the public and there's a potential the land could be sold off.

C3 is also a new classification, and we feel that there should be a better hold on what will happen to C3 areas before it's passed as such – with public disclosure especially when the area is not frontage and neighbors' homes – and consideration for the fact that land can be sold after it's rezoned to other developers.

From our observations, this current plot only has 30' of frontage and 35' of frontage is required currently for C3 zoning. During the Good Neighbor Meeting on 9/20/22 information was made public that there is a potential plan to sell a portion of parcel to the parcels owned by CMW Properties, LLC directly to the north of this property. There is concern that this would further reduce the frontage required to support development of a commercial property.

2. Lack of plan from development group

The lack of plan for this area creates more questions instead of a firm understanding of the intended use by developers. Because this land is adjacent to single-family residential homes, we'd like to request the city to require a Planned Area Development plan before moving forward with this zoning request change to show the intended use, answer questions around the frontage requirements, and show the density planned. A PAD would also answer questions about potential solutions and mitigation efforts to provide the most livable solution to the adjacent homeowners by laying out the buffer zones, distance to residential zoning, and infer where rain gardens, water retention ponds and basins, and other efforts will be made to maintain the livability adjacent to the homes along North Liberty Road. At a minimum we'd prefer to see a C2 zoning plan that has existing height restrictions that reduce maximum allowed buildings and accounts for reduced noise, traffic, and light pollution especially if a PAD site plan will not be required by city staff.

3. Livability for adjacent homes

Our primary concern as adjacent homeowners is the livability in a post-C3 zoned area which could allow for building heights up to 75', high density buildings like apartment buildings or

heavy retail use in this landlocked area that is not on main road frontage. It's important to note that despite what a developer says will likely not happen, the city has the responsibility to be considering the best interest of all impacted parties not just the individuals with the resources of being able to develop land and using existing policy and code as parameters for developers.

We have additional concerns with this type of commercial rezoning due to the likelihood of light pollution due to signage and vehicles, noise pollution due to engagement in retail space, traffic, and drive through areas, and lack of access to natural sunlight in our green spaces due to building heights and overcast.

If the developers wish to divide off some of this land to add it into the C3 zoning near the roundabout on Dubuque Street, they should partition this off and resubmit it for zoning consideration. Allowing this entire parcel to be rezoned to the highest allowed type of rezoning does not follow traditional urban planning that slowly stair-steps commercial areas into a progression of mixed use, multi-family, and then single-family homes. Long range planning would assume this type of change would happen over decades as single-family homes become old and new development comes in, not all at once which in turn forces out home owners and homes before their natural lifespan.

In closing, we encourage the city to ask for plans for this project prior to approving a rezoning and only consider a C2 plan due the unique attributes of this parcel of land and the details mentioned in this letter.

As future North Liberty residents we welcome commercial development and the need for North Liberty to establish growth along some of the busiest roads in North Liberty. We hope to see the elected officials and city staff work to find a rezoning plan that honors the economic needs of North Liberty, the financial desires of the developers, and the livability and rights of adjacent homeowners who have picked North Liberty to be their home.

Kate Connell | connellkatherinee@gmail.com
Matt Potts | pottsmatthewa@gmail.com
2786 North Liberty Rd NE
North Liberty, IA 52317

Ordinance No. 2022-25

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM ID INTERIM DEVELOPMENT DISTRICT TO C-3 HIGHER-INTENSITY COMMERCIAL DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 7.65 acres, more or less, as C-3 Higher-Intensity Commercial District for property located on the east side of North Liberty Road approximately 375 feet south of South Dubuque Street. The property is more particularly described as follows:

Commencing at the northwest corner of the Southeast Quarter of the Southwest Quarter of said Section 17; Thence South 02 degrees 01' 14" East, along the west line of said Southeast Quarter of the Southwest Quarter, a distance of 268.73'; Thence South 88 degrees 50' 45" West, a distance of 3.37' to a point which is 1037.92' northerly of and 1328.89' easterly of the Southwest corner of the Southwest Quarter of said Section 17, said point being on the centerline of North Liberty Road NE; Thence South 01 degree 41' 07" East, along said centerline, a distance of 178.67' to the Point of Beginning; Thence North 89 degrees 34' 40" East, along a north line of said described parcel, a distance of 271.72'; Thence continuing along said northerly line, South 01 degree 41' 07" East, a distance of 30.00'; Thence continuing along said northerly line, North 88 degrees 45' 04" East, a distance of 517.50' to a westerly line of Lot 2 of Free Rein Subdivision, according to the Plat thereof as filed with the Johnson County Recorder in Book 40, Page 151 on June 16, 1999; Thence along said westerly line, South 01 degree 21' 15" East, a distance of 596.12' to an iron bar at the southwest corner of said described parcel; Thence South 88 degrees 55' 02" West, along the south line of said parcel, a distance of 544.36' to the easterly line of a parcel conveyed to Matthew and Katherine Potts, per Warranty Deed as filed June 25, 2018 in Book 5803, page 911; Thence along said easterly line, and its northerly extension, North 01 degree 41' 07" West, a distance of 594.99' to the northeasterly corner of a parcel conveyed to Big Ten Homes, LLC, per Warranty Deed as filed on November 22, 2016 in Book 5590, page 176; Thence South 89 degrees 34' 05" West, along the north line of aforesaid parcel, a distance of 241.72' to the centerline of North Liberty Road NE; Thence along said centerline, North 01 degree 41' 07" West, a distance of 30.04' to the Point of Beginning. Said property contains 7.65 acres, more or less.

SECTION 2. CONDITIONS IMPOSED. At the October 4, 2022, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval with no conditions.

City Council added the condition that there be an additional one foot of building setback above the required side yard setback as measured from a lot line of property within a residential district for every one-foot building height above 35 feet.

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

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

SECTION 5. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 6. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 7. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on October 25, 2022.

Second reading on November 7, 2022.

Third and final reading on _____.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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. 2022-25 in *The Gazette* on the ____ of _____, 2022.

TRACEY MULCAHEY, CITY CLERK



Zoning Code Amendment



November 1, 2022

Chris Hoffman, Mayor
City of North Liberty
3 Quail Creek Circle
North Liberty IA 52317

Re: Request of the City of North Liberty for an Ordinance amending Chapter 168 (Zoning Code – Development Regulations) and Chapter 169 (Zoning Code – Zoning District Regulations) of the North Liberty Code of Ordinances of the North Liberty Code of Ordinances by amending the use matrix and a use definition, by amending off-street parking and loading setbacks and off-street parking requirements.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its November 1, 2022 meeting. The Planning Commission took the following action:

Finding:

1. The proposed Ordinance would correct minor oversights and adapt to changing land use trends.

Recommendation:

The Planning Commission accepted the listed finding and forwards the Ordinance amendment to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Jason Heisler, Vice Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **October 28, 2022**
Re **Request of the City of North Liberty for an Ordinance amending Chapter 168 (Zoning Code – Development Regulations) and Chapter 169 (Zoning Code – Zoning District Regulations) of the North Liberty Code of Ordinances of the North Liberty Code of Ordinances by amending the use matrix and a use definition, by amending off-street parking and loading setbacks and off-street parking requirements.**

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

1. Request Summary:

This Ordinance would correct minor oversights and adapt to changing land use trends.

2. Public Input:

No public input has been received.

3. Staff Recommendation:

Finding:

1. The proposed Ordinance would correct minor oversights and adapt to changing land use trends.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the Ordinance amendment to the City Council with a recommendation for approval.

Suggested Motion:

I move that the Planning Commission accept the listed finding and forwards the Ordinance amendment to the City Council with a recommendation for approval.

Suggested Motion:

I move that the Planning Commission accept the three listed finding and forward the Ordinance amendment to the City Council with a recommendation for approval.

Request of the City of North Liberty for an Ordinance amending Chapter 168 of the North Liberty Code of Ordinances (Zoning Code – Zoning District Regulations) by amending Table 168.06 by adding “fueling station” as a permitted use in the C-3 Higher Intensity Commercial District, by amending Section 168.07 by amending the definition of “research and development facility” to include the use testing, by amending Chapter 169 of the North Liberty Code of Ordinances (Zoning Code – Development Regulations) by amending Table 169.01-B by adding and amending off-street parking and Loading setbacks in certain districts and by amending Table 169.01-C by deleting the use “vehicle repair, major or minor” and corresponding minimum regarding parking spaces and adding the use “automotive repair, major or minor” and corresponding minimum regarding parking spaces.

Section 1. 168.06 Table 168.06

ORDINANCE NO. _____

REQUEST OF THE CITY OF NORTH LIBERTY FOR AN ORDINANCE AMENDING CHAPTER 168 OF THE NORTH LIBERTY CODE OF ORDINANCES (ZONING CODE – ZONING DISTRICT REGULATIONS) BY AMENDING TABLE 168.06 BY ADDING “RESEARCH AND DEVELOPMENT FACILITY” AS A PERMITTED USE IN THE C-2-A HIGHWAY COMMERCIAL DISTRICT AND C-3 HIGHER INTENSITY COMMERCIAL DISTRICT AND “FUELING STATION” AS A PERMITTED USE IN THE C-3 HIGHER INTENSITY COMMERCIAL DISTRICT, BY AMENDING SECTION 168.07 BY AMENDING THE DEFINITION OF “RESEARCH AND DEVELOPMENT FACILITY” TO INCLUDE THE USE TESTING, BY AMENDING CHAPTER 169 OF THE NORTH LIBERTY CODE OF ORDINANCES (ZONING CODE – DEVELOPMENT REGULATIONS) BY AMENDING TABLE 169.01-B BY ADDING AND AMENDING OFF-STREET PARKING AND LOADING SETBACKS IN CERTAIN DISTRICTS AND BY AMENDING TABLE 169.01-C BY DELETING THE USE “VEHICLE REPAIR, MAJOR OR MINOR” AND CORRESPONDING MINIMUM REGARDING PARKING SPACES AND ADDING THE USE “AUTOMOTIVE REPAIR, MAJOR OR MINOR” AND CORRESPONDING MINIMUM REGARDING PARKING SPACES.

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

SECTION 1. AMENDMENT OF SECTION 168.06. Table 168.06 within Section 168.06 of the Code of Ordinances is amended to read as follows:

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	OR/P	I-1	I-2	I-P	P
1. Adult Entertainment													C		
2. Agricultural Experience	C														
3. Agriculture	P														
4. Amusement Facility – Indoor						C	P	P	P	P					
5. Amusement Facility – Outdoor										C					
6. Animal Care Facility						P	P	P	P			P			
7. Animal Shelter												C			C
8. Art Gallery						P	P	P	P	P					
9. Arts and Fitness Studio						P	P	P	P	P					
10. Bar						P	P	P	P	P		P		P	
11. Bed and Breakfast Home		C													
12. Body Art Establishment								P	P						
13. Brewery-Micro						P	P	P	P	P				P	
14. Broadcasting Studio								P	P	P				P	P
15. Building Trades and Services								P	P	P		P		P	
16. Car Wash								P	P						
17. Child Care Center						P	P	P	P	P	P			P	P
18. Child Care Home		P			P										
19. Child Development Home		P													
20. Community Center						P	P	P	P	P				P	P
21. Community Pantry	C	C	C	C		C	P	P	P						
22. Cultural Facility						P	P	P	P	P					P
23. Distillery, Micro						P	P	P	P	P				P	
24. Drive-Through Facility						C	P	P	P	P	P			P	
25. Dwelling – Manufactured Home					P										
26. Dwelling – Mixed Use						P	P	P	P	P					

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	O/R/P	I-1	I-2	I-P	P
27. Dwelling – Multiple-Unit				P						P					
28. Dwelling – Single-Unit	P	P													
29. Dwelling – Single-Unit Zero Lot Line			P												
30. Dwelling – Townhouse				P											
31. Dwelling – Two Unit			P	P											
32. Educational Facility – Primary	P	P	P	P		P	P	P	P	P					P
33. Educational Facility – Secondary	P	P	P	P		P	P	P	P	P					P
34. Educational Facility – University or College											P			P	P
35. Educational Facility – Vocational						C	P	P	P	P		P		P	
36. Financial Institution						P	P	P	P	P				P	
37. Fireworks, Retail Sales of												P			
38. Food Bank												P			
39. Fueling Station							P	P	P	P		P		P	
40. Fulfillment Center, Micro								C	C	C		P			
41. Funeral Home								P	P						
42. Golf Course/Driving Range							P								P
43. Greenhouse/Nursery - Retail												P			
44. Group Home	P	P	P		P										
45. Healthcare Institution										P				P	P
46. Heavy Rental and Service Establishment												P			
47. Heavy Retail Establishment										P		P			
48. Hotel						C	P	P	P	P	P			P	
49. Industrial - General												P	P		

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	O/R/P	I-1	I-2	I-P	P
50. Industrial - Light												P	P	P	
51. Industrial Design							P	P	P	P		P		P	
52. Live Performance Venue						P	P	P	P	P				P	
53. Manufactured Home Park					P										
54. Medical/Dental Office						P	P	P	P	P					
55. Office						P	P	P	P	P	P	P		P	P
56. Outdoor Seating						P	P	P	P	P				P	P
57. Park, Private	P	P	P	P	P	P	P	P	P	P	P			P	
58. Park, Public															P
59. Parking Lot (Principal Use)						C	P	P	P	P		P		P	P
60. Parking Structure (Principal Use)						C	P	P	P	P		P		P	P
61. Personal Services Establishment						P	P	P	P	P					
62. Place of Worship	P	P	P	P		P	P	P	P	P					
63. Private Club						P	P	P	P	P					
64. Public Safety Facility															P
65. Public Works Facility															P
66. Research and Development								P		P	P	P		P	
67. Residential Care Facility				P			P	P	P	P					
68. Restaurant						P	P	P	P	P		P		P	P
69. Retail Good Establishment						P	P	P	P	P		P		P	
70. Salvage Yard													C		
71. Self-Storage - Enclosed								P	P	P		P			
72. Self-Storage - Outdoor								C	C	C		P			
73. Specialty Food Service						P	P	P	P	P		P		P	

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	O/R/P	I-1	I-2	I-P	P
74. Storage – Outdoor (Principal Use)												C	P		
75. Truck Stop												C	P		
76. Utility (Sub)Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
77. Vehicle Dealership, New and Used								P	P	P					
78. Vehicle Dealership, Used								C	C						
79. Vehicle Operations Facility												P			P
80. Vehicle Rental												P			
81. Vehicle Repair - Major								C	C			P			
82. Vehicle Repair - Minor								P	P			P			
83. Warehouse												P			
84. Wholesale Establishment												P			
85. Winery, Micro						P	P	P	P	P				P	

SECTION 2. AMENDMENT OF SECTION 168.07. Table 168.07(66) (use for Research and Development Facility) of the Code of Ordinances is amended to read as follows:

66. Research and Development Facility.
- A. Defined. Research and development facility means an establishment where research, ~~and~~ development ~~and/or testing~~ is conducted in industries that include, but are not limited to, biotechnology, pharmaceuticals, medical instrumentation or supplies, communication, and information technology, electronics and instrumentation, and computer hardware and software. A research and development establishment may create prototypes of products, but may not manufacture products for direct sale and distribution from the premises.
 - B. Use Standards. None.

SECTION 3. AMENDMENT OF SECTION 169.01. Table 169.01-B and Table 169.01-C within Section 169.01 of the Code of Ordinances are amended to read as follows:

Table 169.01-B: Off-Street Parking and Loading Setbacks			
District	Right-Of-Way Line	Side Lot Line	Rear Lot Line
ID, RS, RD	25 feet ¹	3 feet ²	3 feet
R-MH	10 feet ³	5 feet	5 feet
RM, C, LP	10 feet	5 feet	5 feet
O/RP	25 feet	10 feet	10 feet
†	10 feet	5 feet	5 feet
<ol style="list-style-type: none"> 1. Off-street parking areas may be within the front yard, but shall not occupy greater than 50 percent of the required front yard and shall not provide greater than one parking space in addition to that provided in the travel portion of the driveway. 2. No setback required on an interior side lot line for two-unit dwelling buildings. 3. Off-street parking areas may be within the front yard. 4. In any district where off-street joint access is provided, the required setback on an interior side lot line may be reduced if a joint access easement agreement is recorded between the two lots. 			

Table 169.01-C: Off-Street Vehicle Parking Requirements SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area	
USE	MINIMUM REQUIRED VEHICLE SPACES
Adult Entertainment	1 per 300SF GFA
Amusement Facility, Indoor	1 per 200SF GFA
Amusement Facility, Outdoor	1 per 1000SF GFA
Animal Car Facility	1 per 350SF GFA
Bar	1 per 200SF GFA
Body Art Establishment	1 per 500SF GFA
Broadcasting Studio	1 per 1,000SF GFA

Table 169.01-C: Off-Street Vehicle Parking Requirements
SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area

USE	MINIMUM REQUIRED VEHICLE SPACES
Car Wash	1 per car wash bay + 3 stacking spaces per bay
Child Care Center	1 per 500SF GFA
Community Building	1 per 350SF GFA
Community Pantry	1 per 500SF GFA
Dwelling, Duplex	2 per DU
Dwelling, Manufactured Home	2 per DU
Dwelling, Multiple-Unit	
Studio and 1 bedroom	1.5 per DU
Two bedroom	1.5 per DU
Over two bedroom	2 per DU + .5 for each bedroom over 2
Dwelling, Single-Unit (Detached and Zero Lot Line)	2 per DU
Dwelling, Townhouse	2 per DU
Dwelling, Two-Unit	2 per DU
Education Facility, Primary or Secondary	
Elementary and/or Junior High	3 per each classroom + 3 per office
High School	6 per classroom + 4 per office
Education Facility, University or College	2 per classroom + 2 per office + 1 per 4 students of maximum enrollment
Education Facility, Vocational	2 per classroom + 2 per office + 1 per 8 students of maximum enrollment
Financial Institution	1 per 350SF GFA
Fireworks, Retail Sales of	1 per 500SF GFA
Fueling Station	1 per pump/charging position + 1 per 500SF GFA of structure
Funeral Home	1 per 200SF GFA of public space
Golf Course/Driving Range	4 per golf hole and/or 4 per tee of driving range
Greenhouse/Nursery - Retail	1 per 500SF GFA of indoor space + 1 per 1,000SF of outdoor space
Group Home	1 per 2 rooms
Healthcare (all uses, unless otherwise specified)	1 per 3 beds + 1 per 250 SF GFA office and administrative area
Heavy Retail, Rental, and Service	1 per 500SF GFA of indoor space + 1 per 1,000SF of outdoor display space
Hotel	1 per room
Industrial	1 per 1,000SF GFA up to 40,000SF, then 1 per 2,500SF for additional GFA above 40,000SF (excludes any outdoor storage)
Industrial Design	1 per 500SF GFA
Live Performance Venue	1 per 5 persons based on maximum capacity
Lodge/Meeting Hall	1 per 500SF GFA
Manufactured Home Park	2 per manufactured home site
Medical/Dental Office	1 per 350SF GFA
Office	1 per 350SF GFA

Table 169.01-C: Off-Street Vehicle Parking Requirements SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area	
USE	MINIMUM REQUIRED VEHICLE SPACES
Parks	
Conservation	None
Community	None
Neighborhood	None
Personal Service Establishment	1 per 500SF GFA
Place of Worship	1 per 10 seats
Private Club	1 per 300 SF GFA
Public Safety Facility	1 per 300SF GFA
Public Works Facility	1 per 500SF GFA
Research and Development	1 per 500SF GFA
Residential Care Facility	To be calculated on the type of facility or combination of facilities provided below
Independent Living Facility	0.75 per DU
Assisted Living Facility	0.5 per DU
Nursing Home or Hospice	0.5 per patient room
Restaurant	1 per 200SF GFA
Retail Goods Establishment	1 per 350SF GFA
Self-Service Storage Facility	1 per 25 storage units
Specialty Food Service	1 per 500SF GFA
Storage - Outdoor	1 per 2,500SF of lot area
Vehicle Dealership (New and Used)	1 per 500SF of indoor sales and display area + 4 per service bay
Vehicle Operation Facility	1 per 2,500SF of lot area
Vehicle Rental	1 per 500SF GFA of indoor area (excluding indoor storage)
<u>Vehicle Repair, Major or Minor</u>	<u>4 per service bay</u>
Warehouse	1 per 500SF of office area + 1 per 30,000SF GFA of warehouse
Wholesale Establishment	1 per 500SF of office area + 1 per 15,000SF GFA of warehouse

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

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

SECTION 6. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

First reading on _____, 2022.

Second reading on _____, 2022.

Third and final reading on _____, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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 *Cedar Rapids Gazette* on the ____ day of _____, 2022.

TRACEY MULCAHEY, CITY CLERK

ORDINANCE NO. 2022-29

REQUEST OF THE CITY OF NORTH LIBERTY FOR AN ORDINANCE AMENDING CHAPTER 168 OF THE NORTH LIBERTY CODE OF ORDINANCES (ZONING CODE – ZONING DISTRICT REGULATIONS) BY AMENDING TABLE 168.06 BY ADDING “RESEARCH AND DEVELOPMENT FACILITY” AS A PERMITTED USE IN THE C-2-A HIGHWAY COMMERCIAL DISTRICT AND C-3 HIGHER INTENSITY COMMERCIAL DISTRICT AND “FUELING STATION” AS A PERMITTED USE IN THE C-3 HIGHER INTENSITY COMMERCIAL DISTRICT, BY AMENDING SECTION 168.07 BY AMENDING THE DEFINITION OF “RESEARCH AND DEVELOPMENT FACILITY” TO INCLUDE THE USE TESTING, BY AMENDING CHAPTER 169 OF THE NORTH LIBERTY CODE OF ORDINANCES (ZONING CODE – DEVELOPMENT REGULATIONS) BY AMENDING TABLE 169.01-B BY ADDING AND AMENDING OFF-STREET PARKING AND LOADING SETBACKS IN CERTAIN DISTRICTS AND BY AMENDING TABLE 169.01-C BY DELETING THE USE “VEHICLE REPAIR, MAJOR OR MINOR” AND CORRESPONDING MINIMUM REGARDING PARKING SPACES AND ADDING THE USE “AUTOMOTIVE REPAIR, MAJOR OR MINOR” AND CORRESPONDING MINIMUM REGARDING PARKING SPACES.

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

SECTION 1. AMENDMENT OF SECTION 168.06. Table 168.06 within Section 168.06 of the Code of Ordinances is amended to read as follows:

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	OR/P	I-1	I-2	I-P	P
1. Adult Entertainment													C		
2. Agricultural Experience	C														
3. Agriculture	P														
4. Amusement Facility – Indoor						C	P	P	P	P					
5. Amusement Facility – Outdoor										C					
6. Animal Care Facility						P	P	P	P			P			
7. Animal Shelter												C			C
8. Art Gallery						P	P	P	P	P					
9. Arts and Fitness Studio						P	P	P	P	P					
10. Bar						P	P	P	P	P		P		P	
11. Bed and Breakfast Home		C													
12. Body Art Establishment								P	P						
13. Brewery-Micro						P	P	P	P	P				P	
14. Broadcasting Studio								P	P	P				P	P
15. Building Trades and Services								P	P	P		P		P	
16. Car Wash								P	P						
17. Child Care Center						P	P	P	P	P	P			P	P
18. Child Care Home		P			P										
19. Child Development Home		P													
20. Community Center						P	P	P	P	P				P	P
21. Community Pantry	C	C	C	C		C	P	P	P						
22. Cultural Facility						P	P	P	P	P					P
23. Distillery, Micro						P	P	P	P	P				P	
24. Drive-Through Facility						C	P	P	P	P	P			P	
25. Dwelling – Manufactured Home					P										
26. Dwelling – Mixed Use						P	P	P	P	P					

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	OR/P	I-1	I-2	I-P	P
27. Dwelling – Multiple-Unit				P						P					
28. Dwelling – Single-Unit	P	P													
29. Dwelling – Single-Unit Zero Lot Line			P												
30. Dwelling – Townhouse				P											
31. Dwelling – Two Unit			P	P											
32. Educational Facility – Primary	P	P	P	P		P	P	P	P	P					P
33. Educational Facility – Secondary	P	P	P	P		P	P	P	P	P					P
34. Educational Facility – University or College											P			P	P
35. Educational Facility – Vocational						C	P	P	P	P		P		P	
36. Financial Institution						P	P	P	P	P				P	
37. Fireworks, Retail Sales of												P			
38. Food Bank												P			
39. Fueling Station							P	P	P	P		P		P	
40. Fulfillment Center, Micro								C	C	C		P			
41. Funeral Home								P	P						
42. Golf Course/Driving Range							P								P
43. Greenhouse/Nursery - Retail												P			
44. Group Home	P	P	P		P										
45. Healthcare Institution										P				P	P
46. Heavy Rental and Service Establishment												P			
47. Heavy Retail Establishment										P		P			
48. Hotel						C	P	P	P	P	P			P	
49. Industrial - General												P	P		

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	O/R/P	I-1	I-2	I-P	P
50. Industrial - Light												P	P	P	
51. Industrial Design							P	P	P	P		P		P	
52. Live Performance Venue						P	P	P	P	P				P	
53. Manufactured Home Park					P										
54. Medical/Dental Office						P	P	P	P	P					
55. Office						P	P	P	P	P	P	P		P	P
56. Outdoor Seating						P	P	P	P	P				P	P
57. Park, Private	P	P	P	P	P	P	P	P	P	P	P			P	
58. Park, Public															P
59. Parking Lot (Principal Use)						C	P	P	P	P		P		P	P
60. Parking Structure (Principal Use)						C	P	P	P	P		P		P	P
61. Personal Services Establishment						P	P	P	P	P					
62. Place of Worship	P	P	P	P		P	P	P	P	P					
63. Private Club						P	P	P	P	P					
64. Public Safety Facility															P
65. Public Works Facility															P
66. Research and Development								P		P	P	P		P	
67. Residential Care Facility				P			P	P	P	P					
68. Restaurant						P	P	P	P	P		P		P	P
69. Retail Good Establishment						P	P	P	P	P		P		P	
70. Salvage Yard													C		
71. Self-Storage - Enclosed								P	P	P		P			
72. Self-Storage - Outdoor								C	C	C		P			
73. Specialty Food Service						P	P	P	P	P		P		P	

Table 168:06: Use Matrix
See Section 168.07 for Use Definitions and Use Standards

Use	ID	RS	RD	RM	R-MH	C-1-A	C-1-B	C-2-A	C-2-B	C-3	O/R/P	I-1	I-2	I-P	P
74. Storage – Outdoor (Principal Use)												C	P		
75. Truck Stop												C	P		
76. Utility (Sub)Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
77. Vehicle Dealership, New and Used								P	P	P					
78. Vehicle Dealership, Used								C	C						
79. Vehicle Operations Facility												P			P
80. Vehicle Rental												P			
81. Vehicle Repair - Major								C	C			P			
82. Vehicle Repair - Minor								P	P			P			
83. Warehouse												P			
84. Wholesale Establishment												P			
85. Winery, Micro						P	P	P	P	P				P	

SECTION 2. AMENDMENT OF SECTION 168.07. Table 168.07(66) (use for Research and Development Facility) of the Code of Ordinances is amended to read as follows:

66. Research and Development Facility.
- A. Defined. Research and development facility means an establishment where research, ~~and~~ development ~~and/or testing~~ is conducted in industries that include, but are not limited to, biotechnology, pharmaceuticals, medical instrumentation or supplies, communication, and information technology, electronics and instrumentation, and computer hardware and software. A research and development establishment may create prototypes of products, but may not manufacture products for direct sale and distribution from the premises.
 - B. Use Standards. None.

SECTION 3. AMENDMENT OF SECTION 169.01. Table 169.01-B and Table 169.01-C within Section 169.01 of the Code of Ordinances are amended to read as follows:

Table 169.01-B: Off-Street Parking and Loading Setbacks			
District	Right-Of-Way Line	Side Lot Line	Rear Lot Line
ID, RS, RD	25 feet ¹	3 feet ²	3 feet
R-MH	10 feet ³	5 feet	5 feet
RM, C, LP	10 feet	5 feet	5 feet
O/RP	25 feet	10 feet	10 feet
†	10 feet	5 feet	5 feet
<ol style="list-style-type: none"> 1. Off-street parking areas may be within the front yard, but shall not occupy greater than 50 percent of the required front yard and shall not provide greater than one parking space in addition to that provided in the travel portion of the driveway. 2. No setback required on an interior side lot line for two-unit dwelling buildings. 3. Off-street parking areas may be within the front yard. 4. In any district where off-street joint access is provided, the required setback on an interior side lot line may be reduced if a joint access easement agreement is recorded between the two lots. 			

Table 169.01-C: Off-Street Vehicle Parking Requirements SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area	
USE	MINIMUM REQUIRED VEHICLE SPACES
Adult Entertainment	1 per 300SF GFA
Amusement Facility, Indoor	1 per 200SF GFA
Amusement Facility, Outdoor	1 per 1000SF GFA
Animal Car Facility	1 per 350SF GFA
Bar	1 per 200SF GFA
Body Art Establishment	1 per 500SF GFA
Broadcasting Studio	1 per 1,000SF GFA

Table 169.01-C: Off-Street Vehicle Parking Requirements SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area	
USE	MINIMUM REQUIRED VEHICLE SPACES
Car Wash	1 per car wash bay + 3 stacking spaces per bay
Child Care Center	1 per 500SF GFA
Community Building	1 per 350SF GFA
Community Pantry	1 per 500SF GFA
Dwelling, Duplex	2 per DU
Dwelling, Manufactured Home	2 per DU
Dwelling, Multiple-Unit	
Studio and 1 bedroom	1.5 per DU
Two bedroom	1.5 per DU
Over two bedroom	2 per DU + .5 for each bedroom over 2
Dwelling, Single-Unit (Detached and Zero Lot Line)	2 per DU
Dwelling, Townhouse	2 per DU
Dwelling, Two-Unit	2 per DU
Education Facility, Primary or Secondary	
Elementary and/or Junior High	3 per each classroom + 3 per office
High School	6 per classroom + 4 per office
Education Facility, University or College	2 per classroom + 2 per office + 1 per 4 students of maximum enrollment
Education Facility, Vocational	2 per classroom + 2 per office + 1 per 8 students of maximum enrollment
Financial Institution	1 per 350SF GFA
Fireworks, Retail Sales of	1 per 500SF GFA
Fueling Station	1 per pump/charging position + 1 per 500SF GFA of structure
Funeral Home	1 per 200SF GFA of public space
Golf Course/Driving Range	4 per golf hole and/or 4 per tee of driving range
Greenhouse/Nursery - Retail	1 per 500SF GFA of indoor space + 1 per 1,000SF of outdoor space
Group Home	1 per 2 rooms
Healthcare (all uses, unless otherwise specified)	1 per 3 beds + 1 per 250 SF GFA office and administrative area
Heavy Retail, Rental, and Service	1 per 500SF GFA of indoor space + 1 per 1,000SF of outdoor display space
Hotel	1 per room
Industrial	1 per 1,000SF GFA up to 40,000SF, then 1 per 2,500SF for additional GFA above 40,000SF (excludes any outdoor storage)
Industrial Design	1 per 500SF GFA
Live Performance Venue	1 per 5 persons based on maximum capacity
Lodge/Meeting Hall	1 per 500SF GFA
Manufactured Home Park	2 per manufactured home site
Medical/Dental Office	1 per 350SF GFA
Office	1 per 350SF GFA

Table 169.01-C: Off-Street Vehicle Parking Requirements SF = Square Feet, DU = Dwelling Unit, GFA = Gross Floor Area	
USE	MINIMUM REQUIRED VEHICLE SPACES
Parks	
Conservation	None
Community	None
Neighborhood	None
Personal Service Establishment	1 per 500SF GFA
Place of Worship	1 per 10 seats
Private Club	1 per 300 SF GFA
Public Safety Facility	1 per 300SF GFA
Public Works Facility	1 per 500SF GFA
Research and Development	1 per 500SF GFA
Residential Care Facility	To be calculated on the type of facility or combination of facilities provided below
Independent Living Facility	0.75 per DU
Assisted Living Facility	0.5 per DU
Nursing Home or Hospice	0.5 per patient room
Restaurant	1 per 200SF GFA
Retail Goods Establishment	1 per 350SF GFA
Self-Service Storage Facility	1 per 25 storage units
Specialty Food Service	1 per 500SF GFA
Storage - Outdoor	1 per 2,500SF of lot area
Vehicle Dealership (New and Used)	1 per 500SF of indoor sales and display area + 4 per service bay
Vehicle Operation Facility	1 per 2,500SF of lot area
Vehicle Rental	1 per 500SF GFA of indoor area (excluding indoor storage)
<u>Vehicle Repair, Major or Minor</u>	<u>4 per service bay</u>
Warehouse	1 per 500SF of office area + 1 per 30,000SF GFA of warehouse
Wholesale Establishment	1 per 500SF of office area + 1 per 15,000SF GFA of warehouse

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

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

SECTION 6. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

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

First reading on _____, 2022.

Second reading on _____, 2022.

Third and final reading on _____, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, 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 *Cedar Rapids Gazette* on the ____ day of _____, 20__.

TRACEY MULCAHEY, CITY CLERK



Meade Property Acquisition

Resolution No. 2022-122

ESTABLISHING FAIR MARKET VALUE AND JUST COMPENSATION FOR THE ACQUISITION OF CERTAIN PROPERTY FOR THE NORTH SIDE COMMUNITY PARK PROJECT

WHEREAS, the City Council of North Liberty, Iowa, intends to acquire certain real estate parcels for the North Side Community Park Project (the "Project") owned by the Meade Family Limited Real Estate Partnership; and

WHEREAS, The City of North Liberty, Iowa, pursuant to Section 6B.54, Code of Iowa, has obtained an appraisal of the below identified properties;

WHEREAS, Section 6B.54, Code of Iowa, requires the City of North Liberty, Iowa to establish the amount which it believes to be just compensation for the real property based on said appraisal; and

WHEREAS, Sections 6B.2B and 6B.45, Code of Iowa, require the City of North Liberty, Iowa to make good-faith effort to negotiate with each property owner(s) to acquire the respective portion of property based on said established amount of just compensation.

BE IT RESOLVED BY THE CITY OF NORTH LIBERTY, IOWA that the established amount of just compensation for each of the respective following properties is as follows:

- A. Owner: Meade Family Limited Real Estate Partnership

Property description: The Northern half of the Northwest Quarter of Section 12, Township 80 North, Range 7 West of the 5th P.M., excepting all that part thereof lying northeast of the right of way of the Cedar Rapids and Iowa City Railway & Light Company, and except said railway right of way, and also excepting therefrom lots 103, 104, 105, 106 and 107 of the Preliminary and Final Plat of Inter-City Industrial Park Part Two subdivision, as described in Book 32, Page 64, Plat Records of the Johnson County Recorder's Office.

Said property contains approximately 44.86 acres, more or less, and comprises Johnson County Parcel Nos. 0612227001 & 0612203001.

The Project contemplates the acquisition of the above-described subject property in its entirety. The City of North Liberty has caused a value-finding appraisal of the property to be made. Upon consideration of the nature and extent of the acquisition, the appraisal determined

an amount of Two Million, Eight Hundred Twenty-Five Thousand Dollars (\$2,825,000.00) to be just compensation to the Owner. Said appraised sum is hereby established as just compensation with respect to the interests to be acquired in the above-described property.

BE IT FURTHER RESOLVED that the North Liberty, Iowa, City Attorney, Grant Lientz, is hereby directed to submit a copy of the pertinent appraisal to each property owner(s) as required by Section 6B.45, Code of Iowa, and to commence negotiation for the purchase of each of the above-described portions of property at the above-stated fair market values of just compensation, and to initiate acquisition of the property interests by condemnation, should such negotiations not be successful.

APPROVED AND ADOPTED this 22nd day of November, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK



FY 24 Annual Appropriations

Resolution No. 2022-123

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

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

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

WHEREAS, the City has scheduled payments in the amount of **\$72,136** (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2023 with respect to the City's agreement with Spotix, Inc.;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2023.

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

Section 1. The City Council hereby obligates **\$72,136** for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2023.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2022 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

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

APPROVED AND ADOPTED this 22nd day of November, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK

Resolution No. 2022-124

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

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

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

WHEREAS, the City has scheduled payments in the amount of **\$22,806** (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2023 with respect to the City's agreement with **Diamond Dreams**;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2023.

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

Section 1. The City Council hereby obligates **\$22,806** for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2023.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2022 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

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

APPROVED AND ADOPTED this 22nd day of November, 2022.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK



FY 24 Urban Renewal Draw

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

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

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

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

Urban Renewal Area Indebtedness Not Previously Certified*: \$ 7,795,331

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

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

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

Notes/Additional Information:

Dated this 22nd day of November, 2022

Signature of Authorized Official 319/626-5700
Telephone

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

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. 2014C TIF Bond City needs \$343,900 in princ/int/pa fees 100% of debt paid with TIF <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	10/30/2014	343,900
2. Diamond Dreams Not to exceed \$320,000 total Year 1 of 5 <input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	11/22/2022	19,218
3. 2015A GO Bond City needs \$297,350 in princ/int/pa fees <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	10/07/2015	297,350
4. 2018A TIF/GO Bond City needs \$ 348,870 in princ/int/pa fees <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	10/15/2018	348,870
5. 2013C TIF/GO Bond City needs \$410,200 in princ/int/pa fees Fully certified in FY 16 <input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.	10/22/2013	0

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

Total For City TIF Form 1.1 Page 1: 1,009,338

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

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

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
6. TIF Rebate Agreement A & M Property Refunding TIF taxes paid up to a maximum rebate of \$5,000,000. Total rebated to date (including this payment): \$1,741,631 (Includes GEICO certification)	02/08/2011	78,942
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
7. Spotix Development Agreement Payment 6 of 7. Employment requirement starts in 2018. Min investment of \$1,900,000.00	11/07/2022	72,136
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
8. Corridor Media Properties Development Agreement Assignment from A & M Development. Year 6 of 10. Office Premium	02/08/2011	30,063
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
9. 2017 A TIF Bond City needs \$139,250 in princ/int/pa fees	04/27/2017	139,250
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
10. 2017B TIF Bond 100% TIF Bond City needs \$53,681 in princ/int/pa fees	5/30/2017	523,681
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

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

Total For City TIF Form 1.1 Page 2: 844,072

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

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

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
<p>11. 2019A GO/TIF Bond</p> <p>City needs \$948,900 in princ/int/pa fees</p> <p>Fully certified in FY 21</p> <p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>	<p>8/13/2019</p>	<p>0</p>
<p>12. 2020A GO/TIF Bond</p> <p>City needs \$481,585</p> <p>Fully certified in FY 22</p> <p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>	<p>06/23/2020</p>	<p>0</p>
<p>13. 2021A GO/TIF Bond</p> <p>City needs \$213,836</p> <p>Fully certified in FY 23</p> <p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>	<p>07/27/2021</p>	<p>0</p>
<p>14. 2022A GO/TIF Bond</p> <p>City needs \$444,777</p> <p>Fully Certified in FY 24</p> <p><input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>	<p>08/08/2022</p>	<p>5,755,311</p>
<p>15. GEICO Rebate Agreement</p> <p>First year on its own. Separated from A & M</p> <p><input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.</p>	<p>02/08/2011</p>	<p>186,611</p>

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

Total For City TIF Form 1.1 Page 3: 5,941,922

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

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

City: North Liberty County: Johnson

Urban Renewal Area Name: North Liberty

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

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
---	-----------------	---------------

16. _____

'X' this box if a rebate agreement. List administrative details on lines above.

17. _____

'X' this box if a rebate agreement. List administrative details on lines above.

18. _____

'X' this box if a rebate agreement. List administrative details on lines above.

19. _____

'X' this box if a rebate agreement. List administrative details on lines above.

20. _____

'X' this box if a rebate agreement. List administrative details on lines above.

Total For City TIF Form 1.1 Page 4: 0

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



FY 22 Annual Financial Report

STATE OF IOWA 2022 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2022 CITY OF NORTH LIBERTY, IOWA DUE: December 1, 2022	16205200500000 CITY OF NORTH LIBERTY PO Box 77 NORTH LIBERTY IA 52317-0077 POPULATION: 20479
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NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS				
	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	11,970,791		11,970,791	11,648,341
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	11,970,791		11,970,791	11,648,341
Delinquent Property Taxes	0		0	0
TIF Revenues	5,409,401		5,409,401	4,898,098
Other City Taxes	791,268	0	791,268	437,752
Licenses and Permits	610,328	0	610,328	656,950
Use of Money and Property	26,558	12,640	39,198	110,000
Intergovernmental	6,965,009	0	6,965,009	2,907,948
Charges for Fees and Service	2,686,513	9,705,869	12,392,382	12,553,000
Special Assessments	0	0	0	0
Miscellaneous	1,243,414	249,717	1,493,131	57,500
Other Financing Sources	16,880,733	4,921,926	21,802,659	4,337,000
Transfers In	9,158,671	4,823,926	13,982,597	13,711,019
Total Revenues and Other Sources	46,584,015	14,890,152	61,474,167	51,317,608
Expenditures and Other Financing Uses				
Public Safety	4,906,143		4,906,143	5,533,168
Public Works	3,280,242		3,280,242	3,658,160
Health and Social Services	260,000		260,000	260,000
Culture and Recreation	5,492,262		5,492,262	6,586,321
Community and Economic Development	2,145,838		2,145,838	2,396,248
General Government	2,277,757		2,277,757	2,527,516
Debt Service	6,225,710		6,225,710	6,103,969
Capital Projects	11,659,051		11,659,051	12,818,000
Total Governmental Activities Expenditures	36,247,003	0	36,247,003	39,883,382
BUSINESS TYPE ACTIVITIES		8,514,952	8,514,952	10,225,339
Total All Expenditures	36,247,003	8,514,952	44,761,955	50,108,721
Other Financing Uses	7,738,639	6,243,958	13,982,597	
Transfers Out	7,738,639	6,243,958	13,982,597	13,711,019
Total All Expenditures/and Other Financing Uses	43,985,642	14,758,910	58,744,552	63,819,740
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	2,598,373	131,242	2,729,615	-12,502,132
Beginning Fund Balance July 1, 2021	10,307,742	7,619,006	17,926,748	17,926,748
Ending Fund Balance June 30, 2022	12,906,115	7,750,248	20,656,363	5,424,616

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2022		Indebtedness at June 30, 2022	
	Amount		Amount
General Obligation Debt	33,785,000	Other Long-Term Debt	0
Revenue Debt	46,123,994	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	95,979,373

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

	Publication 11/15/2022
Signature of Preparer	Phone Number
Printed name of Preparer	
	Date Signed
Signature of Mayor or other City official (Name and Title)	

PLEASE PUBLISH THIS PAGE ONLY

REVENUE P2

CITY OF NORTH LIBERTY

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2022

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section A - Taxes	1										1
Taxes levied on property	2	8,217,490	2,039,172		1,714,129			11,970,791		11,970,791	2
Less: Uncollected Property Taxes - Levy Year	3							0		0	3
Net Current Property Taxes	4	8,217,490	2,039,172		1,714,129	0	0	11,970,791		11,970,791	4
Delinquent Property Taxes	5							0		0	5
Total Property Tax	6	8,217,490	2,039,172		1,714,129	0	0	11,970,791		11,970,791	6
TIF Revenues	7			5,409,401				5,409,401		5,409,401	7
Other City Taxes											
Utility Tax Replacement Excise Taxes	8	25,859						25,859		25,859	8
Utility Franchise Tax (Chapter 364.2, Code of Iowa)	9							0		0	9
Parimutuel Wager Tax	10							0		0	10
Gaming Wager Tax	11							0		0	11
Mobile Home Tax	12	22,930						22,930		22,930	12
Hotel / Motel Tax	13	93,947						93,947		93,947	13
Other Local Option Taxes	14	648,532						648,532		648,532	14
Total Other City Taxes	15	791,268	0		0	0	0	791,268	0	791,268	15
Section B - Licenses and Permits	16	610,328						610,328		610,328	16
Section C - Use of Money and Property	17										17
Interest	18	25,868	45			645		26,558	12,640	39,198	18
Rents and Royalties	19							0		0	19
Other Miscellaneous Use of Money and Property	20							0		0	20
	21							0		0	21
Total Use of Money and Property	22	25,868	45	0	0	645	0	26,558	12,640	39,198	22
Section D - Intergovernmental	24										24
Federal Grants and Reimbursements	26										26
Federal Grants	27	56,746						56,746		56,746	27
Community Development Block Grants	28							0		0	28
Housing and Urban Development	29							0		0	29
Public Assistance Grants	30							0		0	30
Payment in Lieu of Taxes	31							0		0	31
ARPA	32		1,457,923					1,457,923		1,457,923	32
Total Federal Grants and Reimbursements	33	56,746	1,457,923		0	0	0	1,514,669	0	1,514,669	33

REVENUE P3

CITY OF NORTH LIBERTY

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2022

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41										41
State Shared Revenues	43										43
Road Use Taxes	44		2,776,535					2,776,535		2,776,535	44
Other state grants and reimbursements	48										48
State grants	49	717	3,299					4,016		4,016	49
Iowa Department of Transportation	50					2,009,291		2,009,291		2,009,291	50
Iowa Department of Natural Resources	51							0		0	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
Commercial & Industrial Replacement Claim	54	343,783						343,783		343,783	54
HSEMD	55	47,888						47,888		47,888	55
Library	56	11,005						11,005		11,005	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
Total State	60	403,393	2,779,834	0	0	2,009,291	0	5,192,518	0	5,192,518	60
Local Grants and Reimbursements											
County Contributions	63							0		0	63
Library Service	64	64,073						64,073		64,073	64
Township Contributions	65							0		0	65
Fire/EMT Service	66	193,749						193,749		193,749	66
	67							0		0	67
	68							0		0	68
	69							0		0	69
Total Local Grants and Reimbursements	70	257,822	0	0	0	0	0	257,822	0	257,822	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	717,961	4,237,757	0	0	2,009,291	0	6,965,009	0	6,965,009	71
Section E - Charges for Fees and Service	72										72
Water	73							0	4,479,762	4,479,762	73
Sewer	74							0	5,006,737	5,006,737	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0		0	77
Airport	78							0		0	78
Landfill/garbage	79	1,491,918						1,491,918		1,491,918	79
Hospital	80							0		0	80

REVENUE P4

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section E - Charges for Fees and Service - Continued	81										81
Transit	82							0		0	82
Cable TV	83							0		0	83
Internet	84							0		0	84
Telephone	85							0		0	85
Housing Authority	86							0		0	86
Storm Water	87							0	219,370	219,370	87
Other:	88										88
Nursing Home	89							0		0	89
Police Service Fees	90	49,644						49,644		49,644	90
Prisoner Care	91							0		0	91
Fire Service Charges	92	11,288						11,288		11,288	92
Ambulance Charges	93							0		0	93
Sidewalk Street Repair Charges	94							0		0	94
Housing and Urban Renewal Charges	95							0		0	95
River Port and Terminal Fees	96							0		0	96
Public Scales	97							0		0	97
Cemetery Charges	98	320						320		320	98
Library Charges	99	2,051						2,051		2,051	99
Park, Recreation, and Cultural Charges	100	837,191						837,191		837,191	100
Animal Control Charges	101	446						446		446	101
	102	293,655						293,655		293,655	102
	103							0		0	103
Total Charges for Service	104	2,686,513	0	0	0	0	0	2,686,513	9,705,869	12,392,382	104
Section F - Special Assessments	106							0		0	106
Section G - Miscellaneous	107										107
Contributions	108	47,476				34,449		81,925		81,925	108
Deposits and Sales/Fuel Tax Refunds	109							0		0	109
Sale of Property and Merchandise	110							0		0	110
Fines	111	123,183						123,183		123,183	111
Internal Service Charges	112							0		0	112
	113	191,104				843,940		1,035,044	249,717	1,284,761	113
Refunds	114	3,262						3,262		3,262	114
	115							0		0	115
	116							0		0	116
	117							0		0	117
	118							0		0	118
	119							0		0	119
Total Miscellaneous	120	365,025	0	0	0	878,389	0	1,243,414	249,717	1,493,131	120

REVENUE P5

CITY OF

REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30,

NON-GAAP/CASH BASIS

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121	13,414,453	6,276,974	5,409,401	1,714,129	2,888,325	0	29,703,282	9,968,226	39,671,508	121
Section H - Other Financing Sources	123										123
Proceeds of capital asset sales	124	48,615				305,000		353,615	7,000	360,615	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125	677,975			195,236	6,495,236		7,368,447	91,000	7,459,447	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127	3,209,201			1,022,555	1,070,854		5,302,610	4,823,926	10,126,536	127
Internal TIF loans and transfers in	128				3,856,061			3,856,061		3,856,061	128
	129							0		0	129
	130							0		0	130
Total Other Financing Sources	131	3,935,791	0	0	5,073,852	7,871,090	0	16,880,733	4,921,926	21,802,659	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132	17,350,244	6,276,974	5,409,401	6,787,981	10,759,415	0	46,584,015	14,890,152	61,474,167	132
Beginning Fund Balance July 1, 2021	134	10,627,682	2,422,963	2,014,955	1,828,185	-6,586,043		10,307,742	7,619,006	17,926,748	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136	27,977,926	8,699,937	7,424,356	8,616,166	4,173,372	0	56,891,757	22,509,158	79,400,915	136

EXPENDITURES P6

CITY OF NORTH LIBERTY

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2022

NON-GAAP/CASH BASIS

Item Description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section A - Public Safety	1										1
Police Department/Crime Prevention	2	3,188,739						3,188,739		3,188,739	2
Jail	3							0		0	3
Emergency Management	4	45,975						45,975		45,975	4
Flood control	5							0		0	5
Fire Department	6	1,190,331						1,190,331		1,190,331	6
Ambulance	7							0		0	7
Building Inspections	8	474,154						474,154		474,154	8
Miscellaneous Protective Services	9							0		0	9
Animal Control	10	6,944						6,944		6,944	10
Other Public Safety	11							0		0	11
	12							0		0	12
	13							0		0	13
Total Public Safety	14	4,906,143	0		0	0	0	4,906,143		4,906,143	14
Section B - Public Works	15										15
Roads, Bridges, Sidewalks	16	47,381	1,250,500					1,297,881		1,297,881	16
Parking Meter and Off-Street	17							0		0	17
Street Lighting	18		88,623					88,623		88,623	18
Traffic Control Safety	19	29,574	104,393					133,967		133,967	19
Snow Removal	20		161,357					161,357		161,357	20
Highway Engineering	21							0		0	21
Street Cleaning	22							0		0	22
Airport (if not an enterprise)	23							0		0	23
Garbage (if not an enterprise)	24	1,479,969						1,479,969		1,479,969	24
Other Public Works	25	118,445						118,445		118,445	25
	26							0		0	26
	27							0		0	27
Total Public Works	28	1,675,369	1,604,873		0	0	0	3,280,242		3,280,242	28
Section C - Health and Social Services	29										29
Welfare Assistance	30							0		0	30
City Hospital	31							0		0	31
Payments to Private Hospitals	32							0		0	32
Health Regulation and Inspections	33							0		0	33
Water, Air, and Mosquito Control	34							0		0	34
Community Mental Health	35							0		0	35
Other Health and Social Services	36	260,000						260,000		260,000	36
	37							0		0	37
	38							0		0	38
Total Health and Social Services	39	260,000	0		0	0	0	260,000		260,000	39
Section D - Culture and Recreation	40										40
Library Services	41	1,267,657						1,267,657		1,267,657	41
Museum, Band, Theater	42							0		0	42
Parks	43	1,062,222						1,062,222		1,062,222	43
Recreation	44	1,560,004						1,560,004		1,560,004	44
Cemetery	45	30,616						30,616		30,616	45
Community Center, Zoo, Marina, and Auditorium	46	715,826						715,826		715,826	46
Other Culture and Recreation	47	855,937						855,937		855,937	47
	48							0		0	48
	49							0		0	49
Total Culture and Recreation	50	5,492,262	0		0	0	0	5,492,262		5,492,262	50

EXPENDITURES P7

CITY OF

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f) (g))	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53	115,000						115,000		115,000	53
Housing and urban renewal	54	7,312						7,312		7,312	54
Planning and zoning	55	623,709						623,709		623,709	55
Other community and economic development	56							0		0	56
TIF Rebates	57			975,135				975,135		975,135	57
Communications	58	424,682						424,682		424,682	58
Total Community and Economic Development	59	1,170,703	0	975,135	0	0	0	2,145,838		2,145,838	59
Section F - General Government	60										60
Mayor, Council and City Manager	61	12,596						12,596		12,596	61
Clerk, Treasurer, Financial Administration	62	1,943,239						1,943,239		1,943,239	62
Elections	63	9,292						9,292		9,292	63
Legal Services and City Attorney	64	241,654						241,654		241,654	64
City Hall and General Buildings	65							0		0	65
Tort Liability	66							0		0	66
Other General Government	67							0		0	67
Personnel	68	70,976						70,976		70,976	68
	69							0		0	69
Total General Government	70	2,277,757	0		0	0	0	2,277,757		2,277,757	70
Section G - Debt Service	71				6,225,710			6,225,710		6,225,710	71
	72							0		0	72
	73							0		0	73
Total Debt Service	74	0	0	0	6,225,710	0	0	6,225,710		6,225,710	74
Section H - Regular Capital Projects - Specify	75										75
	76					11,659,051		11,659,051		11,659,051	76
	77							0		0	77
Subtotal Regular Capital Projects	78	0	0		0	11,659,051	0	11,659,051		11,659,051	78
TIF Capital Projects - Specify	79										79
	80							0		0	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0		0	0	0	0		0	82
Total Capital Projects	83	0	0		0	11,659,051	0	11,659,051		11,659,051	83
Total Governmental Activities Expenditures (Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	84	15,782,234	1,604,873	975,135	6,225,710	11,659,051	0	36,247,003		36,247,003	84
	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

EXPENDITURES P8

CITY OF

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f) (g)	Proprietary (h)	Grand Total (Sum of col. (g) (i)	Line
Section I - Business Type Activities	87										87
Water - Current Operation	88								2,215,687	2,215,687	88
Capital Outlay	89								51,126	51,126	89
Debt Service	90								1,525,928	1,525,928	90
Sewer and Sewage Disposal - Current Operation	91								1,840,838	1,840,838	91
Capital Outlay	92								957,431	957,431	92
Debt Service	93								1,750,834	1,750,834	93
Electric - Current Operation	94									0	94
Capital Outlay	95									0	95
Debt Service	96									0	96
Gas Utility - Current Operation	97									0	97
Capital Outlay	98									0	98
Debt Service	99									0	99
Parking - Current Operation	100									0	100
Capital Outlay	101									0	101
Debt Service	102									0	102
Airport - Current Operation	103									0	103
Capital Outlay	104									0	104
Debt Service	105									0	105
Landfill/Garbage - Current operation	106									0	106
Capital Outlay	107									0	107
Debt Service	108									0	108
Hospital - Current Operation	109									0	109
Capital Outlay	110									0	110
Debt Service	111									0	111
Transit - Current Operation	112									0	112
Capital Outlay	113									0	113
Debt Service	114									0	114
Cable TV, Telephone, Internet - Current Operation	115									0	115
Capital Outlay	116									0	116
Housing Authority - Current Operation	117									0	117
Capital Outlay	118									0	118
Debt Service	119									0	119
Storm Water - Current Operation	120								173,108	173,108	120
Capital Outlay	121									0	121
Debt Service	122									0	122
Other Business Type - Current Operation	123									0	123
Capital Outlay	124									0	124
Debt Service	125									0	125
Internal Service Funds - Specify	126										126
	127									0	127
	128									0	128
Total Business Type Activities	129								8,514,952	8,514,952	129

EXPENDITURES P9

CITY OF NORTH LIBERTY

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2022 -- Continued

NON-GAAP/CASH BASIS

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	15,782,234	1,604,873	975,135	6,225,710	11,659,051	0	36,247,003	8,514,952	44,761,955	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	1,025,012	2,857,566					3,882,578	6,243,958	10,126,536	132
Internal TIF loans/repayments and transfers out	133			3,856,061				3,856,061		3,856,061	133
	134							0		0	134
Total Other Financing Uses	135	1,025,012	2,857,566	3,856,061	0	0	0	7,738,639	6,243,958	13,982,597	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	16,807,246	4,462,439	4,831,196	6,225,710	11,659,051	0	43,985,642	14,758,910	58,744,552	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140							0		0	140
Restricted	141	477,120	4,237,498	2,593,160	2,390,456			9,698,234		9,698,234	141
Committed	142							0		0	142
Assigned	143	4,456,612						4,456,612		4,456,612	143
Unassigned	144	6,236,948				-7,485,679		-1,248,731		-1,248,731	144
Total Governmental	145	11,170,680	4,237,498	2,593,160	2,390,456	-7,485,679	0	12,906,115		12,906,115	145
Proprietary	146								7,750,248	7,750,248	146
Total Ending Fund Balance June 30,	147	11,170,680	4,237,498	2,593,160	2,390,456	-7,485,679	0	12,906,115	7,750,248	20,656,363	147
Total Requirements (Sum of lines 136 and 147)	148	27,977,926	8,699,937	7,424,356	8,616,166	4,173,372	0	56,891,757	22,509,158	79,400,915	148

OTHER P10

Part III Intergovernmental Expenditures Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. Enter amount.

Purpose	Amount paid to other local governments	Purpose	Amount paid to State
Correction		Highways	113,355
Health	884	All other	3,909
Highways			
Transit Subsidies			
Libraries			
Police protection	3,792		
Sewerage			
Sanitation			
All other	172,121		

Part IV
Wages & Salaries Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

YOU ARE REQUIRED TO ENTER SALARY DOLLARS IN THE Amount areas FOR SALARIES AND WAGES PAID	Amount
Total Salaries and Wages Paid	8,493,533

Part V Debt Outstanding, Issued, and Retired

Transit subsidies

A. Long-Term Debt

Debt During the Fiscal Year			Debt Outstanding JUNE 30, 2022						
Purpose	Line	Debt Outstanding JULY 1, 2021	Issued	Retired	General Obligation	TIF Revenue	Revenue	Other	Interest Paid This Year
Water Utility	1.	21,528,154	0	1,410,000	0	0	20,118,154	0	387,170
Sewer Utility	2.	27,173,840	0	1,848,000	0	0	25,325,840	0	399,049
Electric Utility	3.								
Gas Utility	4.								
Transit-Bus	5.								
Industrial Revenue	6.								
Mortgage Revenue	7.								
TIF Revenue	8.								
Other Purposes / Miscellaneous	9.	805,000	0	125,000	0	0	680,000	0	21,440
GO	10.	25,312,920	7,270,000	4,395,000	33,785,000	0	0	0	743,550
Parking	11.								
Airport	12.								
Stormwater	13.								
Section 108	14.								
Total Long-Term		74,819,914	7,270,000	7,778,000	33,785,000	0	46,123,994	0	1,551,209

B. Short-Term Debt Amount

Outstanding as of July 1, 2021	0
Outstanding as of JUNE 30, 2022	0

DEBT LIMITATION FOR GENERAL OBLIGATIONS	Amount		
Part VI Actual valuation -- January 1, 2020	1,919,587,476	x.0.5 = \$	95,979,373.8

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2022

Type of asset	Amount				
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	All other Funds (d)	Total (e)
					20,656,363

If you budget on a NON-GAAP CASH BASIS, the amount in the Total above SHOULD EQUAL the above summed amounts on the sheet All Funds P1: Ending fund balance, column C PLUS the amounts in the shaded Note area.

Notes & Remarks

REMARKS

-



The Preserve Part 2B



Additional Information



To North Liberty Mayor and City Council Members
CC Ryan Heiar, City Administrator
From Brian Platz, Fire Chief
Date November 17th, 2022
Re Fire Department Report to Council – November 2022

Both the human resources department and the fire department have been dedicating many hours to the recruitment process of our three new positions. The application period ended on November 11th. We were fortunate to receive applications from sixteen qualified candidates. These candidates have been invited to take a physical agility test on the morning of November 19th, which is pass/fail. A successful result of that test will allow them to then take an aptitude test the same afternoon. Once this test is graded, all successful candidates will then be invited back to participate in panel interviews along with potential assessment components. We continue to work on the human resource needs specific to 24-hour shift schedule. I'll have updates to this process as we move forward.

The department is also diligently working to recruit additional paid per call (PPC) firefighters that will start with us after the first of the new year. Three part time firefighters recently resigned, which caused us to move three PPC firefighters over to part time. Additionally, five PPC firefighters left us over the past two months for varying reasons. This has left a significant hole in our PPC group which we are hoping to fill with this next round of new recruits. Assistant Chief Schmooke has been meeting with potential candidates which is always an exciting time.

Two years ago, the council approved the department to order a small quick attack truck (replacement) that will be used for grass/field fires as well as motor vehicle accident response. This truck was ordered in the spring of 2021, and we continue to wait for it to be completed. The delay is largely attributed to a choke point in Ford's medium duty truck chassis factory. We've been told that the chassis is now off the assembly line and is awaiting transport to the fire truck manufacturing facility. We're hoping for delivery prior to January 1st. As a side note, fire truck manufacturers are advising that new pumpers and aerial trucks have a 30 to 36 month build time. An element we will need to consider as we look to replace equipment.

Lastly, our shipping container training facility is taking shape. I've attached a few pictures of the delivery and will provide additional information in the months to come. Shout out to Holiday Wrecker Service for donating the crane work!

Hoping you all have a relaxing and festive Thanksgiving holiday.





North Liberty Fire Department 2022 Monthly/YTD Response Report

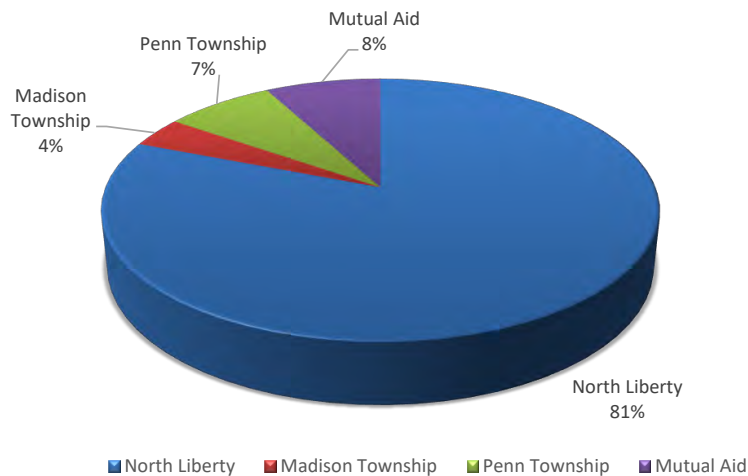
North Liberty Fire Department Responses By Fire District

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
North Liberty	106	112	81	105	125	127	107	121	106	136			1126	80.89%
Madison Township	3	2	3	7	6	7	13	1	4	6			52	3.74%
Penn Township	7	8	12	11	15	13	4	14	6	14			104	7.47%
Mutual Aid	8	8	7	13	9	11	15	9	7	23			110	7.90%
Total Responses	124	130	103	136	155	158	139	145	123	179			1392	

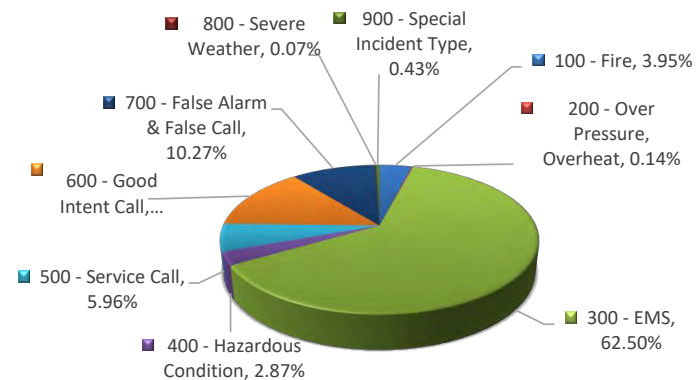
North Liberty Fire Department Responses By Type of Incident

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
100 - Fire	3	6	4	3	6	4	7	1	7	14			55	3.95%
200 - Over Pressure, Overheat	1	1											2	0.14%
300 - EMS	77	77	68	84	102	110	82	94	78	98			870	62.50%
400 - Hazardous Condition	3	2	3	3	1	7	7	4	4	6			40	2.87%
500 - Service Call	10	8	5	7	11	5	8	14	5	10			83	5.96%
600 - Good Intent Call	14	25	15	19	20	14	21	19	17	28			192	13.79%
700 - False Alarm & False Call	15	11	8	19	14	17	13	12	12	22			143	10.27%
800 - Severe Weather							1						1	0.07%
900 - Special Incident Type	1			1	1	1		1		1			6	0.43%
Total Responses	124	130	103	136	155	158	139	145	123	179			1392	

2022 District Responses YTD
(Rounded Percentage)



2022 Type of Incidents YTD
(Percentage)





North Liberty Fire Department 2022 Monthly/YTD Response Report

North Liberty Fire Department Response Statistics (All Incidents)

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Year To Date	Percent To Date
Total Responses for Month	124	130	103	136	155	158	139	145	123	179	0	0	1392		
Average Responders per Incident (Including Members at Station)	4.6	5.9	5.5	4.9	5.9	5.4	5.3	5.5	5.7	5.7			5.4		
# Incidents with 2 or less Responders	25	14	11	14	16	10	15	4	9	6			124		
% Incidents with 2 or less Responders	20.2%	10.8%	10.7%	10.3%	10.3%	6.3%	10.8%	2.8%	7.3%	3.4%			8.9%		
# Incidents with No NLFD Response	0	0	0	0	0	0	0	0	1	0					
# Incidents Cancelled Enroute or Prior to Arrival	12	15	9	16	12	9	13	12	10	20			128	9.20%	
# Incidents Cancelled by JCAS	1	5	2	2	0	0	2	0	1	2			15	11.72%	
# Incidents Cancelled by JECC	5	2	3	5	3	2	1	3	3	4			31	24.22%	
# Incidents Cancelled by Law Enforcement	2	4	3	2	5	4	4	2	3	2			31	24.22%	
# Incidents Cancelled by Fire Department	4	4	1	7	4	3	6	7	3	12			51	39.84%	

North Liberty Fire Department Emergent Response Turnout Statistics (Lights & Sirens)

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Year To Date	Percent To Date
Total Emergent (Lights & Sirens) Responses for Month	82	71	70	77	82	92	86	93	68	98					
# of Incidents with Turnout Time 2 Minutes or Less - PPC/Admin	20	10	19	24	27	28	25	31	23	45					
# of Incidents with Turnout Time 2 Minutes or Less - PT	7	18	11	15	17	26	19	10	7	7					
# of Incidents with Turnout Time 2 Minutes or Less - Total	27	28	30	39	44	54	44	41	30	52					
% Incidents with Turnout Time 2 Minutes or Less	32.9%	39.4%	42.9%	50.6%	53.7%	58.7%	51.2%	44.1%	44.1%	53.1%					
90th Percentile Turnout Time - (Minutes) Part-Time	2:49	2:50	3:08	2:21	2:49	2:27	2:12	2:40	2:54	3:11			2:49		
90th Percentile Turnout Time - (Minutes) Paid Per Call	7:18	6:34	4:45	5:17	3:22	4:35	5:56	3:43	3:40	3:12			4:39		

** (Turnout Time is defined as Dispatch Time to Unit Enroute Time)(PPC-Paid Per Call)(PT-Part Time)

North Liberty Fire Department Auto Aid & Mutual Aid Given

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Year To Date	Percent To Date
Auto Aid - Coralville (52001)	3	4	1	3	2	1	8	2		5			29	2.08%	
Auto Aid - Iowa City (52003)		1		1		2	2	1		6			13	0.93%	
Auto Aid - Solon (52008)	2	2	1	3	1	3	2	3	2	4			23	1.65%	
Auto Aid - Swisher (52009)	3	1	4	5	5	5	2	3	4	4			36	2.59%	
Auto Aid - Tiffin (52010)				1					1	3			5	0.36%	
Mutual Aid - Other Fire Departments			1		1		1			1			4	0.29%	
Total Responses	8	8	7	13	9	11	15	9	7	23	0	0	110	7.90%	

North Liberty Fire Department Auto Aid & Mutual Aid Received

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Year To Date	Percent To Date
Auto Aid - Coralville (52001)	2	2	4	3	6	4	6	3	4	6			40	2.87%	
Auto Aid - Iowa City (52003)				2	1	2			3	3			11	0.79%	
Auto Aid - Solon (52008)	2	1	3	2	8	3	5	3	4	6			37	2.66%	
Auto Aid - Swisher (52009)	2	1			5	2	2		4				16	1.15%	
Auto Aid - Tiffin (52010)	1	1		4	1	3	3		4				17	1.22%	
Mutual Aid - Other Fire Departments				1	1								2	0.14%	
Total Responses	7	5	7	12	22	14	16	6	19	15	0	0	123	8.84%	

North Liberty Library Board of Trustees Meeting
City Council Chambers

DATE: June 20, 2022 6:30 P.M.

PRESENT: Laura Hefley, Jessica Beck, Chris Mangrich, Scott Clemons, Mike Healy,
Library Director Jennie Garner

ABSENT:

Call to Order

- 1) Additions/Changes to the Agenda
 - a) New Business
 - i) An update on new board members
- 2) Public Comment
 - a) None
- 3) Approval of the Minutes
 - a) May meeting minutes motion to approve by L. Hefley; second C. Mangrich; approved by voice vote
- 4) Reports
 - a) Budget
 - i) On track to end solidly 96%
 - b) Friends
 - i) Book sale
 - (1) Bag of books versus per book successful
 - (2) Revisit book donation acceptance procedure
 - (3) Second book sale this fall; pies, as well
 - c) Director
 - i) Iowa accreditation approval through June 2025
 - (1) Funded at tier 3 - highest level from state
 - ii) Three new database/engagement tools upcoming
 - (1) M. Healy asks about rollout and suggests online video how-to's
 - (a) Marketing & Engagement are gearing up a publicizing plan
 - (2) M. Healy asks about measuring success
 - (a) Utilization is provided by vendors. A two-to-three-year cost versus engagement is one measure
 - iii) Public Services Librarian Kellee Forkenbrock will take J. Garner's seat on Iowa City's UNSECO City of Literature representing North Liberty
- 5) Staff Reports – Questions
 - a) 2022-23 Adventure Pass program renewed
 - i) J. Beck asks about availability of Quad Cities destinations
 - (1) M. Harrison will contact destinations and encourage participation
 - b) Door counts are picking up. Not yet pre-COVID numbers, but coming back
- 6) Policy Review

- a) Internet & Technology Policy
 - i) Motion to approve by M. Healy; second L. Hefley; approved by voice vote
- 7) Old Business
 - a) None
- 8) New Business
 - i) An update on new board members
 - (1) M. Healy term is ending. Lindsay Bland will join the board in August
 - (2) H. Wood will remain on the board until a replacement can be found

Adjourn

Motion to adjourn by L. Hefley; second C. Mangrich

NEXT MEETING DATE: August 15, 2022

Meeting minutes recorded by S. Clemons

North Liberty Library Board of Trustees Meeting
City Council Chambers

DATE: August 15, 2022 6:30 P.M.

PRESENT: Jessica Beck, Laura Hefley, Scott Clemons, Brady Bird, Chris Mangrich, Lindsay Bland, Library Director Jennie Garner

ABSENT:

Call to Order

- 1) Additions/Changes to the Agenda
 - a) None
- 2) Public Comment
 - a) None
- 3) Approval of the Minutes
 - a) June meeting minutes motion to approve by L. Hefley; second C. Mangrich; approved by voice vote
- 4) Reports
 - a) Budget
 - i) Contractual Services ahead of average because of upfront payment. Utilities up on increased cost
 - b) Friends
 - i) Will fund Ann Patchett virtual guest to Local Libraries LIT (Listen, Initiate, Talk) event
 - ii) J. Beck asks about Waffle Breakfast fund raiser. No plans for one
 - c) Staff Introduction - Library Director Jennie Garner
 - d) Director
 - i) Kick off two capital improvement projects
 - (1) New information desk – smaller and mobile
 - (2) Noise cancelling acoustic panel
 - ii) Collaborative grant proposal for public art mural with United Action for Youth
 - e) Staff Reports – Questions
 - i) B. Bird ask about Integration in Motion
 - (1) Programming for adults with intellectual disabilities
- 5) Old Business
 - a) None
- 6) New Business
 - a) Election of Officers
 - i) Motion to elect slate of candidates: S. Clemons Trustee President; C. Mangrich Trustee Vice President; and B. Bird Trustee Secretary made by L. Hefley; second C. Mangrich; approved by voice vote

Adjourn

Motion to adjourn by L. Hefley; second C. Mangrich

NEXT MEETING DATE: September 19, 2022

Meeting minutes recorded by S. Clemons

North Liberty Library Board of Trustees Meeting
City Council Chambers

DATE: September 26, 2022 6:30 P.M.

PRESENT: Scott Clemons, Chris Mangrich, Laura Hefley, Lindsay Bland, Brady Bird, Library Director Jennie Garner

ABSENT: Jessica Beck

Call to Order

1) Additions/Changes to the Agenda

a) None

2) Public Comment

a) None

3) Approval of the Minutes

a) August 2022 meeting minutes motion to approve by L. Hefley; second J.Garner; approved by voice vote

4) Reports

a) Budget

i) Currently 18% overall; 17% average at this point in the year. Front-loading for database subscriptions noted.

b) Friends

i) Did not meet in the past month, will meet next week.

c) Director

i) Fully staffed with two new hires, nearly through initial onboarding.

ii) Building update: J. Garner has met with architects for design for information desk, sound buffers, and circulation desk. Supply chain may affect cost. Carpet cleaning scheduled, 4 chairs upholstered. Sound system upgrades

iii) Podcasts noted, over 6000 listens.

iv) REopening Archives, Libraries, and Museums (REALM) symposium: heavily discussed actions taken to safely reopen libraries during Covid-19 pandemic and what worked best to use if faced with similar situation in future.

v) NLL may be an all-digital Federal Depository Library.

d) Staff Reports - Questions

5) Policy Review

a) Review of ARSL and ALA statements on intellectual freedom and access to information and changes made to NLL collection development policy.

b) Fillable pdf file for reconsideration of library materials to make process easier and accessible for everyone. Clarified role of Board of Trustees in reconsideration process; will offer recommendation to City Council following public comment.

c) Joint motion to approve collection development policy and reconsideration of library materials process by L. Hefley; second C. Mangrich; approved by voice vote.

6) Old Business

a) None

7) New Business

a) Intellectual Freedom ARSL presentation, shortened version, presented by J. Garner.

i) Redefining diversity and inclusion for those who feel their communities aren't diverse and in need of intentional inclusive language.

ii) Social responsibility

iii) Pandemic response and resiliency

iv) Inclusion and Equity in policies, potential statement of inclusivity from Board of

Trustees for NLL website

Adjourn

Motion to adjourn by C. Mangrich; second L. Bland

NEXT MEETING DATE: November 21, 2022

Meeting minutes recorded by B. Bird