



**North Liberty City Council
Regular Session
December 13, 2022**



City Administrator Memo



To **Mayor and City Council**
From **Ryan Heiar, City Administrator**
Date **December 8, 2022**
Re **City Council Agenda December 13, 2022**

Consent Agenda

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

- City Council Minutes (11/22/22)
- Claims
- Liquor License Renewals
 - Red’s Alehouse
 - Johncy’s
- Pay Application #7, Jones Boulevard Extension Project, Schrader Excavating & Grading, \$22,337.50

Fire Station #2 Site Discussion

For this agenda item, staff will present to the City Council potential locations for a second fire station in North Liberty. The packet includes a memo highlighting the research and data collected for this discussion. In October, staff met with residents of Harvest Estates to discuss a possible site directly adjacent to the subdivision, fronting St. Andrews Drive (referred to as *preferred option 1* in the memo). Residents voiced concerns about this location. Residents of Harvest Estates and The Preserve (within a 1,000 foot radius of preferred options 1 and 2) have been invited to Tuesday’s City Council meeting to hear the discussion and offer comments. There is no action slated for this agenda item on Tuesday; rather, staff will be presenting, answering questions and seeking feedback from the Council.

A&M Development Rezoning, Second 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

Meetings & Events

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

Friday, Dec 23
Christmas Eve Holiday – City
Offices Closed

Monday, Dec 26
Christmas Holiday – City Offices
Closed

Friday, Dec 30
New Year’s Eve Holiday – City
Offices Closed

Monday, Jan 2
New Year’s Day Holiday – City
Offices Closed

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

intensity development. The Planning Commission unanimously recommended approval of these rezonings at its November 1 meeting. Staff recommends approval as well.

Zoning Code Amendment, Second Reading

This is a minor, staff-initiated amendment, 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.

December Payables

With no second Council meeting scheduled for December, staff is seeking authorization to pay bills that may occur a late fee before the January 10 meeting. Staff recommends approval of a resolution authorizing the payment of certain bills in the month of December.

Pet Licensing & Dog Park Fees

The City's pet licensing and data collection process has significantly improved over the last few years, thanks in part to Special Projects Coordinator, Angela McConville and IT Coordinator, Chris Nelson. The process has evolved from one that required residents to come into City Hall and provide a few pieces of information, to one that can now be completed online or in person, and tracks additional information about the pet, including a photo, breed, color, medical history, and a chip identification number (if applicable). Ms. McConville and Mr. Nelson have developed a robust and searchable database and mobile application that will allow police officers, street department employees and city hall staff to quickly and easily identify a lost (licensed) pet. With the implementation and marketing of this new system, the number of pet licenses has grown from 304 in 2020 to 814 in 2022. It is believed that there are thousands of pets in North Liberty and that this number will continue to increase.

The current pet licensing fees are \$2/year for spayed and neutered animals and \$25/year for intact animals. Rather than an annual fee for licensing spayed and neutered pets, staff is recommending a one-time (for the life of the pet) fee of \$25. Collecting a \$2 fee annually is tedious and hardly worth the effort. With the one-time fee, each pet would receive a lifetime license and be mailed an annual tag, as well as reminders for vaccination records when applicable. Further, each licensed pet will be entered into the City's database that will allow for easy identification should the pet get loose, likely reducing the chances of the pet being impounded.

Also included in this resolution is a revised rate structure for a dog park pass. The current fee for an annual pass is \$50 and that is proposed to remain the same. The recommended changes consist of adding prorated rates for additional pets and late year pass applicants as described below:

Annual Dog Park User Fees for Dogs (valid January – December)

Residential Status	January 1 – August 31		September 1 – December 31	
	First Dog	Each Additional Dog	First Dog	Each Additional Dog
Household within North Liberty limits	***\$50	***\$30	***\$25	***\$15
All Other Households	\$55	\$35	\$30	\$20

*** Dog must possess a valid and current North Liberty pet license.

Fund Balance Transfers

The proposed resolution authorizes the City Clerk to make transfers to and from certain accounting funds. Staff is proposing to transfer ARPA money to the general fund to cover the previously authorized payments to DVIP (\$25k) and the North Liberty Community Pantry (\$100k). Additionally, \$900k would be transferred from the general fund to the City Hall project fund as discussed earlier this year prior to awarding the construction contract for the project. To be clear, this resolution does not represent new money being spent; rather, these expenditures have already been approved by Council, and this accounting action is simply moving money to the appropriate fund. Staff recommends approval of the resolution.

The Preserve Part 2B

The public improvements for The Preserve, Part 2B, which includes 11 two-unit lots and two single-unit lots adjacent to St. Andrews Drive, have been completed and inspected. The final plat is consistent with the approved preliminary plat and staff recommends approval. In addition, the developer’s agreement, which establishes the fees and obligations of the developer, has been reviewed and is also recommended for approval.

West Penn Street Reconstruction Project

City and county staff have reached a tentative agreement for the reconstruction of certain areas of West Penn Street, west of Herky Street up to and including the intersection of James Avenue. The costs for the project will be shared between the two entities such that the City will be responsible for 50% of the costs of roadway reconstruction within City limits, which is estimated at approximately \$433,550 of the \$1,142,000 project total. The agreement, cost opinion and project scope exhibit are included in the packet. Staff recommends approval of the 28E agreement with Johnson County.

Fringe Area Agreement

City staff was informed that the Fringe Area Agreement between the City and the County required certain properties that cannot be serviced by the City to be built to City standards. Staff worked with Johnson County Planning, Development and Sustainability to update the agreement to reflect the realities of service areas for City utilities, and to accommodate planning policies that have been implemented since the last revision of the document. The change to the Fringe Area Map is on Scales Bend Road, where several lots were changed from F2 (near term growth) to F1 (county control). Staff recommends approval of the revised agreement.

Assessment Resolution

The assessment resolution includes one property that failed to maintain their lawn. After serving notice and seeing no action taken by the owner, staff authorized a contractor to mow the lawn. The amount of the assessment is \$220. Staff recommends approval of the resolution.



Agenda



CITY COUNCIL

December 13, 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 22, 2022
 - B. Claims
 - C. Liquor License Renewal, Red's Alehouse
 - D. Liquor License Renewal, Johny's
 - E. Jones Boulevard Improvements Project, Pay Application Number 7, \$22,337.50
5. Public Comment
6. Engineer Report
7. City Administrator Report
8. Mayor Report
9. Council Reports transfer
10. Fire Station Location
 - A. Discussion regarding proposed Fire Station locations
11. A & M Zoning Amendment - 1
 - A. Second 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

12. A & M Zoning Amendment - 2
 - A. Second 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

13. Zoning Code Amendment
 - A. Second 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

14. Policy regarding payables for Council meeting
 - A. Resolution Number 2022-125, A Resolution establishing the policy for the payment of claims due to the cancellation of the second City Council meeting in December 2022

2. Pet Fees
 - A. Resolution Number 2022-130, A Resolution establishing license fees and penalties for cats and dogs and dog park membership fees in the City of North Liberty, Iowa

15. FY 2022-23 Additional Budget Transfers
 - A. Resolution Number 2022-126, a Resolution approving additional transfers for the Fiscal Year ending June 30, 2023 for the City of North Liberty, Iowa

16. The Preserve Part 2B
 - A. Resolution Number 2022-127, A Resolution approving the Developer's Agreement for The Preserve - Part Two B, North Liberty, Iowa
 - B. Resolution Number 2022-114, A Resolution approving the Final Plat, accepting improvements, and terminating temporary drainage easement for The Preserve - Part Two B

17. West Penn Reconstruction Project
 - A. Resolution Number 2022-128, A Resolution approving the 28E Agreement between Johnson County and the City of North Liberty for the West Penn Street Project

18. Fringe Area Agreement

- A. Resolution Number 2022-129, A Resolution approving the Fringe Area Policy Agreement between Johnson County and the City of North Liberty

19. Assessment Resolution

- A. Resolution Number 2022-131, A Resolution assessing a delinquent amount owed to the City of North Liberty, Iowa to individual property taxes

20. Old Business

21. New Business

22. Adjournment



Consent Agenda



City Council
November 22, 2022
Regular Session

Call to order

Mayor Chris Hoffman called the November 22, 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, Erek Sittig, Brent Smith and Brian Wayson.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Ellen McCabe, Jason Stone, Gary Streit, and other interested parties.

Approval of the Agenda

Harrington moved; Bermel seconded to approve the agenda. The vote was all ayes. Agenda approved.

Consent Agenda

Harrington moved, Smith seconded to approve the Consent Agenda including the City Council Minutes from the Regular Session on November 7, 2022; the attached list of claims; FY 22 Street Finance Report; Fareway Liquor License Renewal; The Depot Liquor License Renewal; The Leaderboard Liquor License Renewal; LaLa Boutique Liquor License Renewal; El Azul Liquor License Application; Dubuque Street Phase 1, Change Order Number 4, All American Concrete, Inc., \$17,016.35; Dubuque Street Phase 1, Pay Application Number 8, All American Concrete, Inc., \$382,885.47. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Engineer Report

City Engineer Trom reported that Dubuque Street Phase 1 is substantially complete and open to traffic. The first progress meeting on the City Hall project was held last week. The Jones Boulevard extension project is substantially complete and open to traffic. The contractor the Community Center Roof Project has received the metal edge. It is being installed this week. Council discussed the report with Trom

City Administrator Report

City Administrator Heiar reported that City offices are closed Thursday and Friday. There will not be a second meeting in December.

Mayor Report

Mayor Hoffman reported Councilor Sittig filled in for the MPOJC meeting last week

Council Reports

Councilor Sittig reported on the MPOJC meeting. Several Councilors attended the Better Together 2030 event. Councilor Wayson reported on the MPOJC Long Range Transportation Plan 2050. Iowa City is looking at using CRANDIC ROW as bus pathway. It is anticipated that they will be seeking funds for a study. The Severson Challenge may look a bit different this year.

ARPA Funds for Housing

Heiar led discussion regarding use of ARPA funds in support of affordable housing. Ellen McCabe, Housing Trust Fund of Johnson County, was present and discussed the information with Council. Harrington moved, Sittig seconded that staff begin the work with HTFJC for low-income housing tax credit project funding. The vote was: ayes - Wayson, Sittig, Smith, Bermel, Harrington; nays - none. Motion carried.

FY 24 Budget Framework and Guidance

Heiar led Council in discussion regarding the budget framework and guidance for the fiscal year ending June 30, 2024. Council listed the public transit study funding, plan for public safety staffing, and a checkup on transportation program expenses as items for additional discussion.

A & M Zoning Amendment - 1

Rusnak reported that staff and the Planning Commission recommend approval with no conditions. At 6:59 p.m., Mayor Hoffman opened the public hearing regarding proposed rezoning request. No oral or written comments were received. The public hearing was closed. No applicant was present. Bermel moved, Harrington seconded to approve the 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. The vote was: ayes - Harrington, Bermel, Sittig, Smith; nays - Wayson. Motion carried.

A & M Zoning Amendment - 2

Rusnak reported that staff and the Planning Commission recommend approval with no conditions. At 7:00 p.m., Mayor Hoffman opened the public hearing regarding proposed rezoning request. No oral or written comments were received. The public hearing was closed. No applicant was present. Sittig moved, Smith seconded to approve the 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. The vote was: ayes - Smith, Bermel, Sittig, Harrington; nays - Wayson. Motion carried.

Scanlon Zoning Amendment

Rusnak reported that staff and the Planning Commission recommend approval with no conditions. At 7:02 p.m., Mayor Hoffman opened the public hearing regarding proposed rezoning request. No oral or written comments were received. The public hearing was closed. Jason Stone was present on behalf of the applicant and offered to answer questions. Wayson moved, Bermel seconded to approve the 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. After discussion, the vote was: ayes – Sittig; nays – Smith, Bermel, Wayson, Harrington. Motion failed.

Watts Zoning Amendment

Sittig moved, Wayson seconded to approve the 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. The vote was: ayes – Bermel, Harrington, Sittig, Smith; nays – Wayson. Motion carried.

Dahnovan Holdings Zoning Amendment and Preliminary Plat

Harrington moved, Sittig seconded to approve the 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. The vote was: ayes – Bermel, Harrington, Wayson, Smith, Sittig; nays – none. Motion carried.

Rusnak reported that staff and the Planning Commission recommend approval of the Preliminary Plat with no conditions. No applicant was present. Bermel moved, Harrington seconded to approve Resolution Number 2022-120, A Resolution approving the Preliminary Plat for Water Tower Place, North Liberty, Iowa. The vote was: ayes – Sittig, Harrington, Smith, Bermel; nays – Wayson. Motion carried.

GRD Burlison, LLC Zoning Amendment

Sittig moved, Harrington seconded to approve the 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. After discussion, the vote was: ayes – Harrington, Sittig, Smith, Wayson; nays – Bermel. Motion carried.

Zoning Code Amendment

Rusnak reported that staff and the Planning Commission recommend approval with no conditions. At 7:15 p.m., Mayor Hoffman opened the Public Hearing regarding proposed amendments to the Zoning Code. No oral or written comments were received. The public hearing was closed. Bermel moved, Wayson seconded to approve the 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. After discussion, the vote was: ayes – Harrington, Sittig, Bermel, Wayson, Smith; nays – none. Motion carried.

Meade Property Acquisition

Wayson moved, Harrington seconded to approve 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. Gary Streit, the attorney representing the family was present and offered additional information. After discussion, the vote was: ayes – Smith, Sittig, Wayson, Bermel, Harrington; nays – none. Motion carried.

FY 24 Annual Appropriations

Harrington moved, Wayson seconded to approve 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.). The vote was: ayes – Harrington, Wayson, Bermel, Sittig, Smith; nays – none. Motion carried.

Smith moved, Wayson seconded to approve 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). The vote was: ayes – Bermel, Sittig, Wayson, Smith, Harrington; nays – none. Motion carried.

FY 24 Urban Renewal Draw

Heiar presented the Annual Urban Renewal funds request for FY 24. Bermel moved, Sittig seconded to approve the request. The vote was: ayes – Bermel, Wayson, Sittig, Smith, Harrington; nays – none. Motion carried.

FY 22 Annual Financial Report

Mulcahey presented the FY 22 Annual Financial Report. Harrington moved, Wayson seconded to approve the FY 22 Annual Financial Report. The vote was: ayes – Wayson, Bermel, Sittig, Harrington, Smith; nays – none. Motion carried.

Old Business

No old business was presented.

New Business

Councilor Bermel wished all happy thanksgiving and gratitude to city staff and first responders. Councilor Wayson reported that in the Fareway fire inspection no deficiencies noted. He offered thanks to Holiday wrecker for helping put fire containers together. He received positive feedback from his coworkers on North Liberty streets after last week's weather. Councilor Smith reported that on November 30 public safety staff are helping with Holiday Lights on the Lake. He noticed the color pop at Heyn's Ice Cream and Sugar Bottom Bikes today. Mayor Hoffman offered that all should change smoke detectors if house is over 10 years old.

Adjournment

Harrington moved, Smith seconded to adjourn at 7:40 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor

Attest: _____
Tracey Mulcahey, City Clerk



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Chrisma, Inc	Reds Alehouse	(319) 626-2100		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
405 N. Dubuque		North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
18 Fairview Knoll	Iowa City	Iowa	52240	

Contact Person

NAME	PHONE	EMAIL
Faye Swift	(319) 331-7418	fpswiftia@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0036590	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Jan 5, 2023	Jan 4, 2024	

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Matthew Swift	Iowa City	Iowa	52240	Secretary	37.00	Yes
Faye Swift	Coralville	Iowa	52241	President	63.00	Yes

Insurance Company Information

INSURANCE COMPANY

Society Insurance

POLICY EFFECTIVE DATE

Jan 5, 2023

POLICY EXPIRATION DATE

Jan 5, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

North Liberty Fire Department



Occupancy: **Red's Ale House**
Occupancy ID: **EBTA01**
Address: **405 N Dubuque ST Building #612411001**
North Liberty IA 52317

Inspection Type: **Liquor License Inspection**

Inspection Date: **12/2/2022** By: Humston, Tina (01-2406)

Time In: **15:03** Time Out: **16:13**

Authorized Date: **12/04/2022** 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: FAILED & CORRECTED

Notes: Temporary key inside Knox box for front door only. Will replace as soon as possible. Knox sticker needed on new front door also.

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: 2 extinguishers missing monthly inspection. In the basement and near the beverage station.



Electrical Rooms / Electrical Wiring

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: FAIL

Notes: Extension cord in basement



Kitchen Hood System

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: FAIL

Notes: During the last two kitchen hood exhaust inspections, it was noted that there was visible exhaust leaks. Contact your kitchen hood exhaust cleaning to determine where there are visible exhaust leaks and repair.

Cooking Equipment with Casters in Approved Floor Mounted Restraining Device

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

Status: FAIL

Notes: No restraining devices under casters; no cable securing gas connection to appliance.



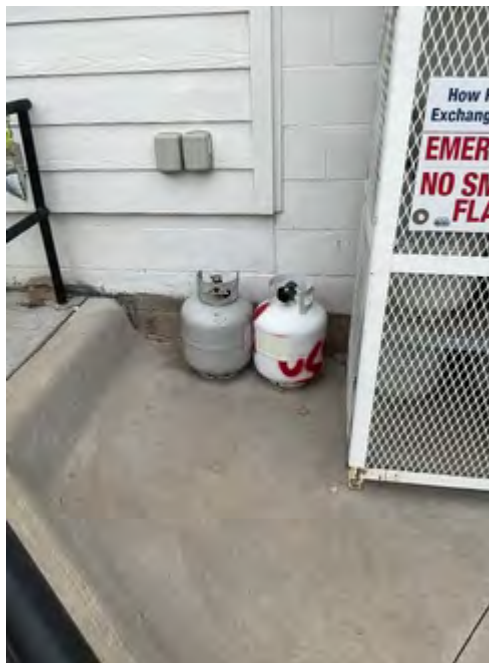
Compressed Gas Cylinders / LPG

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) Gas cylinder in basement not secured properly.
2) Gas cylinders also outside of approved cabinet on the exterior.



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: 70 minutes

Total Time: 70 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: 12/02/2022 16:13

Signature

Date

Representative Signature:

Signature of: Alex on 12/02/2022 16:13

Signature

Date



State of Iowa ABD approval statement from the following county department

Legal Name of Applicant: _____

Name of Business (DBA): _____

Address of Business: _____

Business Phone: _____

Email: _____


State of Iowa ABD License #: _____

Johnson County Health Department:

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

Name: _____

Title: _____ **Date:** _____

Signature:  _____



North Liberty Police Department

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

December 2, 2022

Liquor License Check

Business: Red's Alehouse
405 N. Dubuque Street
North Liberty, IA 52317

Owners: Matthew Swift (DOB: 1982)
 Faye Swift (DOB: 1952)

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

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
JOHNCY'S LIQUOR STORE INC	JOHNCY'S LIQUOR STORE INC	(319) 626-2046		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
585 HIGHWAY 965 SUITE D and E		North Liberty	Johnson	52317
MAILING ADDRESS	CITY	STATE	ZIP	
585 HIGHWAY 965 SUITE E	North Liberty	Iowa	52317	

Contact Person

NAME	PHONE	EMAIL
JOHNCY MENEZES	(319) 440-7176	jlstore2003@yahoo.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0002981	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Jan 1, 2023	Dec 31, 2023	

SUB-PERMITS

Class E Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
JOHNCY MENEZES	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 Fire Department



Occupancy: **Johncy's Liquor Store**

Occupancy ID: **JOHN01**

Address: **585 S Highway 965 Building #613284003 Apt/Suite #Suite #E
North Liberty IA 52317**

Inspection Type: **Liquor License Inspection**

Inspection Date: **12/2/2022** By: Humston, Tina (01-2406)

Time In: **13:47** Time Out: **14:27**

Authorized Date: **12/04/2022** 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:

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: **Electrical room not labeled. Label door "Electrical" or "Electrical Room". At least 1" tall letters.**

Additional Time Spent on Inspection:

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

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 40 minutes

Total Time: 40 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: 12/02/2022 14:27

Signature

Date

Representative Signature:

Signature of: Johncy Menezes on 12/02/2022 14:28



Signature

Date



North Liberty Police Department

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

December 2, 2022

Liquor License Check

Business: Johncy's
585 S. Hwy 965 Suite E
North Liberty, IA 52317

Owner: Johncy Menezes (DOB: 1970)

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.





Fire Station Location



To **North Liberty City Council**
 From **Ryan Heiar, City Administrator**
 Date **December 5, 2022**
 Re **Fire Station No. 2 Site Location**

Executive Summary

City staff has been evaluating locations for a future second fire station as called for in our strategic plan to improve our fire response as our community continues to grow. This strategic plan reflects the findings from an independent consultant, who evaluated the needs of the fire department and found that second fire station would need to be built. Staff has considered several potential sites, although, some were more easily disregarded for reasons described in this memo.

During selection, we look to balance several considerations including:

- Response times and the 1.5-mile coverage radius from current and potential future stations. This impacts the City’s ability to rapidly respond to high-need and high-call-volume facilities and the ability to quickly backup headquarters in cases of concurrent calls
- Land and other development cost
- Compatibility with current and future land uses and minimizing impacts to surrounding properties
- Community and neighborhood feedback
- Ability to enhance other public spaces

Staff has identified two potential sites that balance fire station siting best practices as well as other identified considerations, both along the northside of St. Andrews Drive across from Centennial Park:

1. Across from Centennial Park’s eastern access drive.
2. Across from Centennial Park’s western access drive.

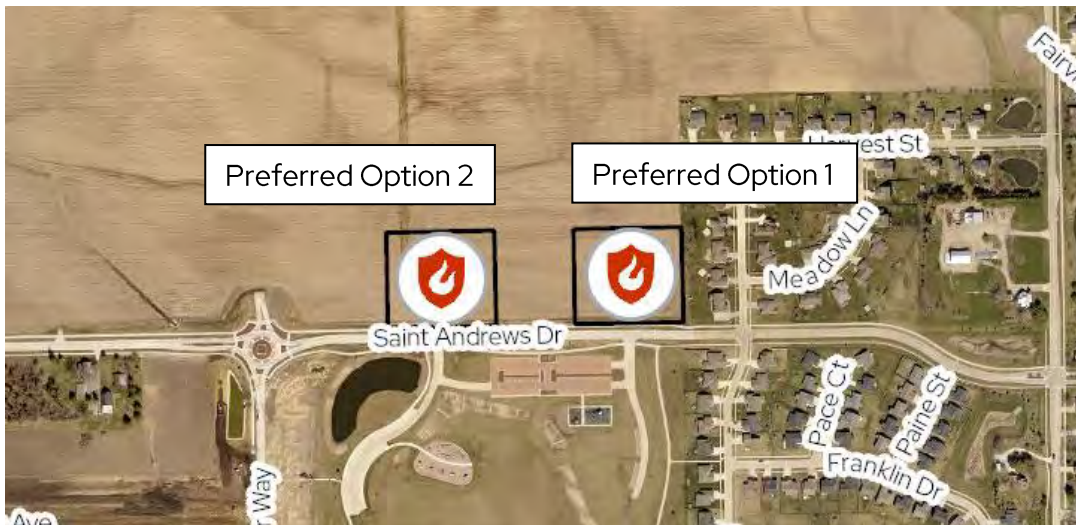


Figure 1. Fire Station No. 2 Preferred Option 1 and Preferred Option 2.

The 1.5-Mile Station Radius and Four-Minute (or Less) Response Time.

Insurance Services Office (ISO) creates ratings for fire departments. These ratings calculate how well positioned fire departments are to put out fires within the community. ISO provides this score, often called the “ISO fire score,” to homeowners’ insurance companies. Insurers then use it to help set homeowners insurance rates. The better equipped and positioned the fire department is to put out a fire, the less likely a house is to burn down. That makes homes less risky, and therefore, less expensive to insure.

The entire ISO score is a rating reflective of fire suppression services, the water distribution system and emergency communications. Specific to fire suppression deployment, ISO recommends an engine company be able to provide services to an area within a 1.5-mile radius of the fire station. It also recommends an engine company meet the National Fire Protection Association (NFPA) 1710 standard criteria, which specifically calls for positioning resources for the first-due response zones to ensure a 240-second (4-minute) or less response time for the arrival of the first engine company at a fire. The 1.5-mile coverage radius and the 4-minute response time analysis are both best-practice approaches and both were used in the City’s determination for the preferred location.

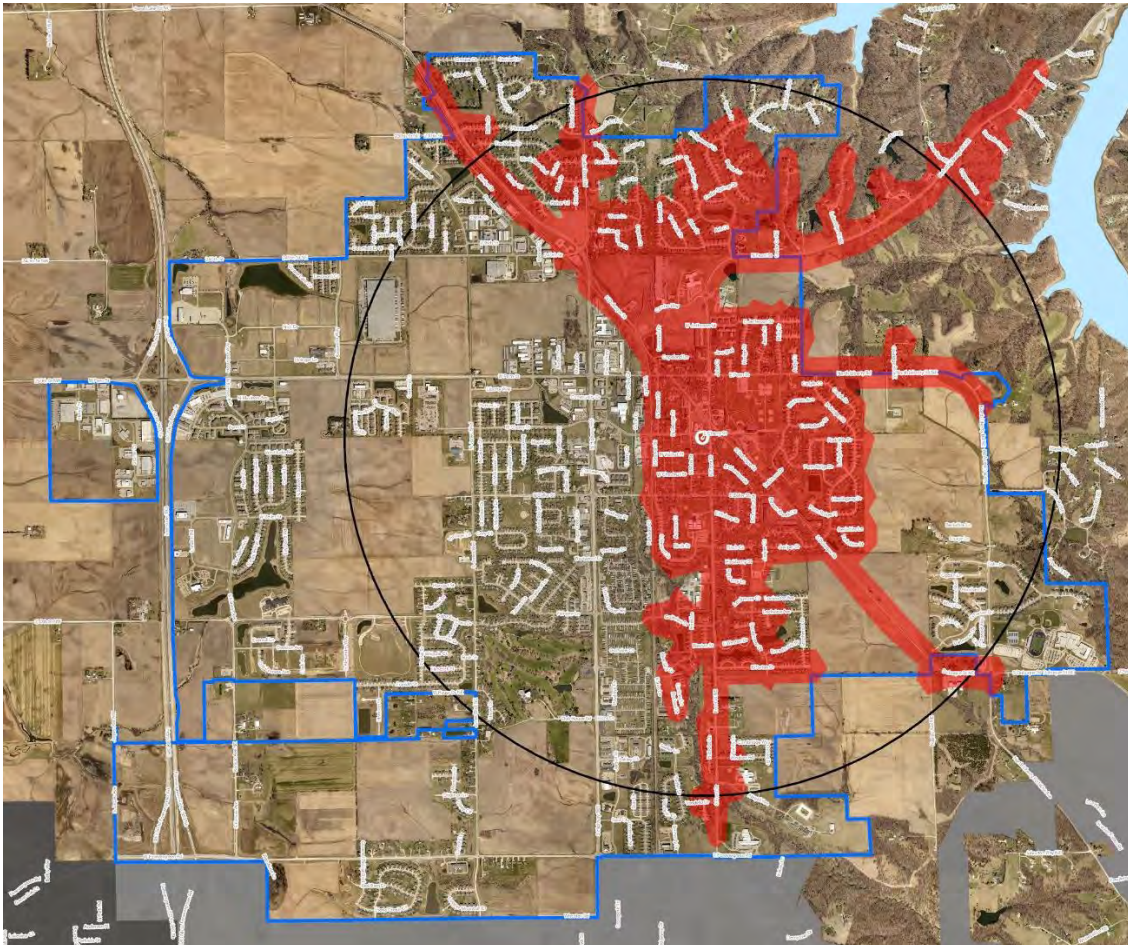


Figure 2. 1.5-mile coverage radius and 4-Minute Response Time Analysis from Fire Station No. 1.

The 1.5-mile coverage radius and 4-minute response time analysis from Fire Station No. 1 informs us that there is a need in the west and south part of the city. With respect to the 1.5-mile coverage radius, the ideal location for Fire Station No. 2 would cover the identified gaps and would overlap the 1.5 radius from Fire Station No. 1 since Fire Station No. 2 would support that station and vice versa. Overlap of the 4-minute response time is less ideal as first responders are trying to minimize the amount of time to every location in the city.

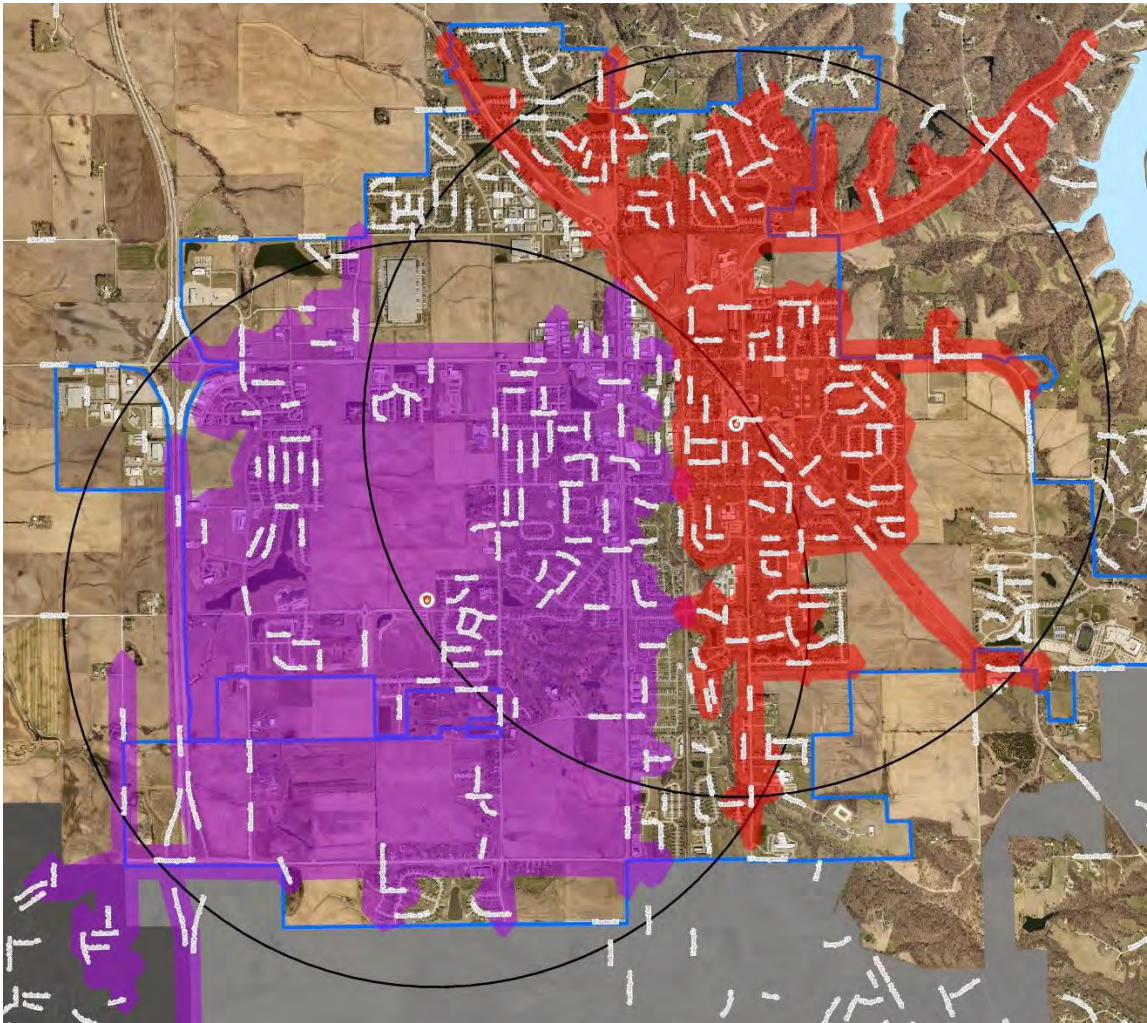


Figure 3. 1.5-mile coverage radius and 4-Minute Response Time Analysis from Fire Station #1 and Fire Station No. 2 Preferred Option 1. Preferred Option 2 is similarly mapped.

Land and other development cost

The cost of property acquisition is a primary concern. Additionally, Fire Station No. 2 will need to be served by water, sanitary sewer and have direct access to the City's roadway network. Extending public utilities to the site and/or upgrading streets to City standards increases the cost of construction and presents technical challenges such as adequate sanitary sewer depth and out of sequence development, which is not the most efficient method of developing from a land use perspective.

Compatibility with current and future land uses and minimizing impacts to surrounding properties

The preliminary Fire Station No. 2 concept proposes three acres of land area to accommodate the fire station, related infrastructure, stormwater management and perimeter landscape buffering. Both sites have direct access to Saint Andrews Drive. It was never a consideration to have an access through an existing or proposed neighborhood street. The preliminary design has two access points, which would allow fire department vehicles to enter the property from one access and drive into the fire station from the back and drive out of the building and property on a separate access during emergencies. This would minimize noise associated with the vehicle backup warning system. However, there would be a higher impact of noise from the front of the building as vehicles are leaving the fire station when responding to emergency calls. Therefore, it is staff's opinion that the preferred location would not be across from existing or proposed residences.

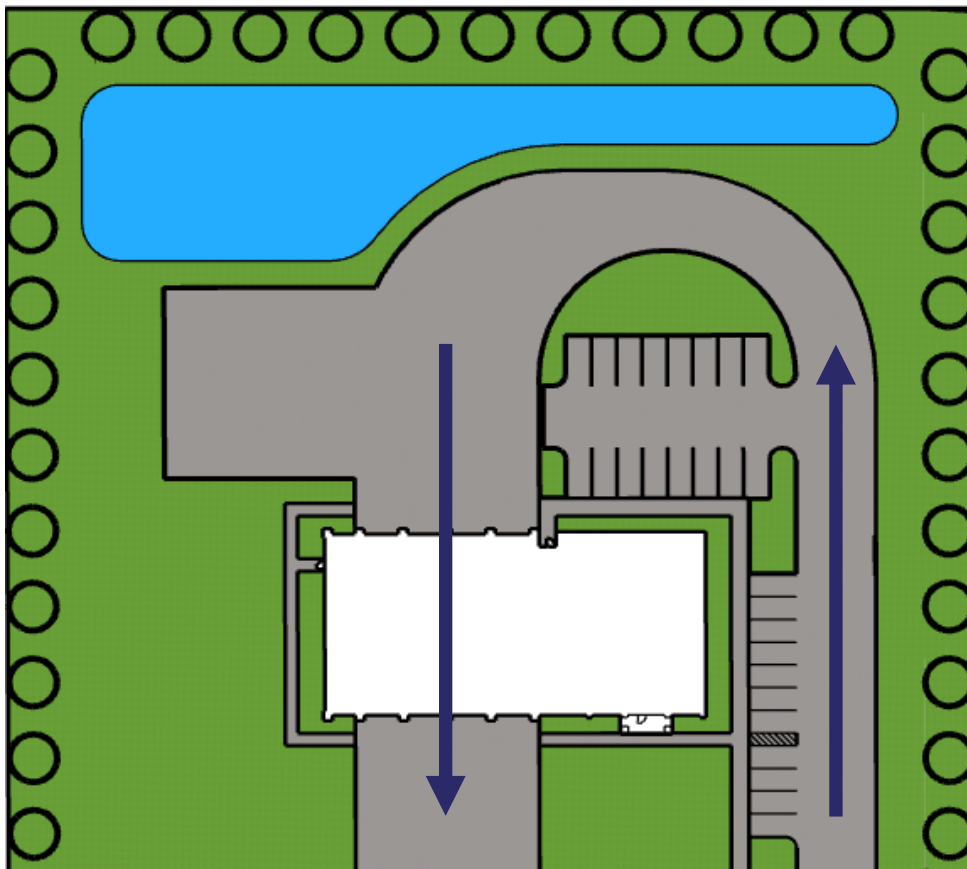


Figure 4. Concept for Fire Station No. 2.

The rationale behind preferred Option 1 vs. preferred Option 2 is the location of sanitary sewer, which is located at the west terminus of Harvest Street. Preferred Option 2 adds approximately \$170,000 to the cost of development due to the need to extend sanitary sewer service across the existing property. Such sewer, once installed, would be relatively shallow (6 feet +/-) at the fire station site and unlikely to provide significant benefit for future development with basements. The property owner will also need to be fairly compensated for the temporary and permanent easements needed to accommodate the sewer service. The cost of such easements will be established by an appraiser and can vary substantially depending on whether they pose an impediment to future development.

Other Considerations

Some residents in Harvest Estates expressed concerns about locating the fire station site immediately adjacent to their neighborhood during earlier council meetings, a neighborhood meeting held on Oct. 17 and in other correspondence. Concerns were tied primarily to impacts from fire apparatus running calls, such as noise and smells. Any future development will come with similar impacts, but landscaping buffers, how the building is located on the site, the plan for pull-through station is expected to help mitigate these impacts, while Preferred Option 2 offers additional separation from the homes to its east.

Being connected to Centennial Park offers many benefits, especially with it being such a large community gathering space. First, being across from Centennial Park means that Fire Station No. 2 would be highly visible public space. Touring the fire station and then visiting the park would be a great way for community members to experience both public spaces. Second, the fire station would serve as a visible place of safety. If any community member feels threatened, they can come to the fire station as a place of refuge. It could also provide for a weather shelter should park users find themselves in inclement weather. Additionally, as the city hosts festivals and events in the park, a command post at the fire station could ensure proper control of both small and large emergencies. Last, the vision is to incorporate a community room into Fire Station No. 2, providing a community gathering space for meetings, birthday parties, and other small gatherings would allow the building to be more than just a fire station.

Other Sites Considered

Adjacent to North Bend Elementary School Site

This location achieves consistency with the 4-minute response time but causes a gap in coverage at the southeast portion of the city. There is public water and sanitary sewer in close proximity to the site.

In addition to the gap in coverage, this site was not identified as a preferred location due to the existing home sites within The Preserve neighborhood. Additionally, the City expects the 9.15 acre Ten Eick property across the street to be redeveloped at some point with residential development. It is staff's opinion that there would be a higher impact of noise to adjacent and future residential development as emergency vehicles are leaving the fire station.



Figure 5. Adjacent to North Bend Elementary School Site.



Figure 6. 1.5-mile coverage radius and 4-minute response time analysis from Fire Station No. 1 and Adjacent to the North Bend Elementary School Site.

Ten Eick Site

This location achieves consistency with the 4-minute response time but causes a gap in coverage at the southeast portion of the city. There is public water and sanitary sewer in close proximity to the site.

In addition to the gap in coverage, this site was not identified as a preferred location due to the larger than needed land area (9.15 acres) and the City expects the property across the street to be redeveloped at some point with residential development. It is staff's opinion that there would be a higher impact of noise to future residential development as emergency vehicles are leaving the fire station. Additionally, placement here would result in the front of the station having a northern exposure which is problematic during the winter months.



Figure 7. Ten Eick Site.

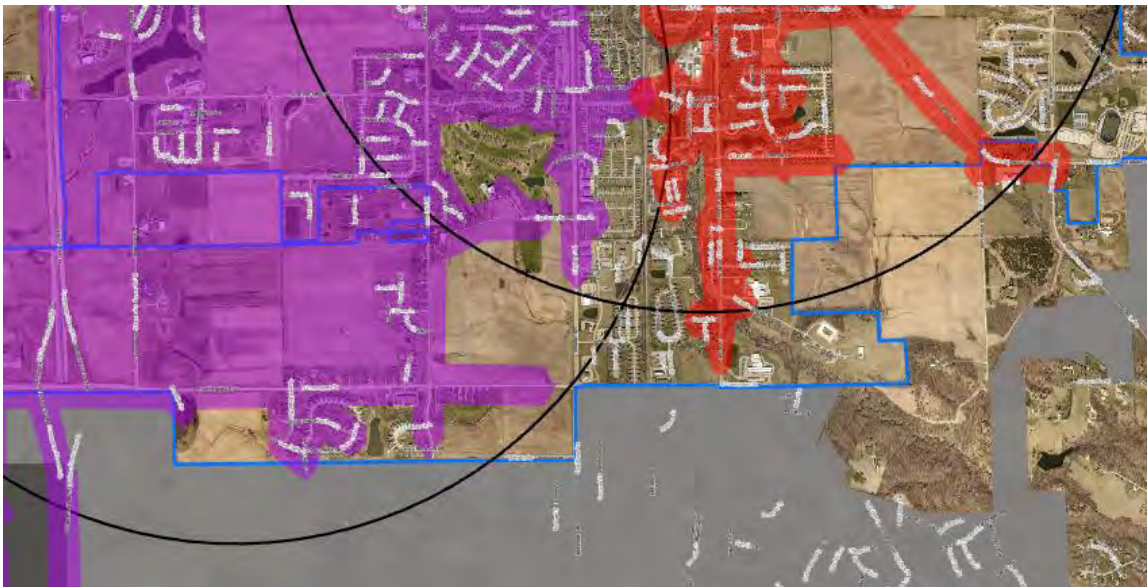


Figure 8. 1.5-mile coverage radius and 4-minute response time analysis from Fire Station No. 1 and Ten Eick Site.

Smalley Site

The Smalley site began to demonstrate to City staff the impact of moving Fire Station No. 2 too far west. The forthcoming UIHC Hospital would be outside of the 1.5-mile coverage radius and there would be a gap along the west side of Ranshaw Way with respect to the 4-minute response time.

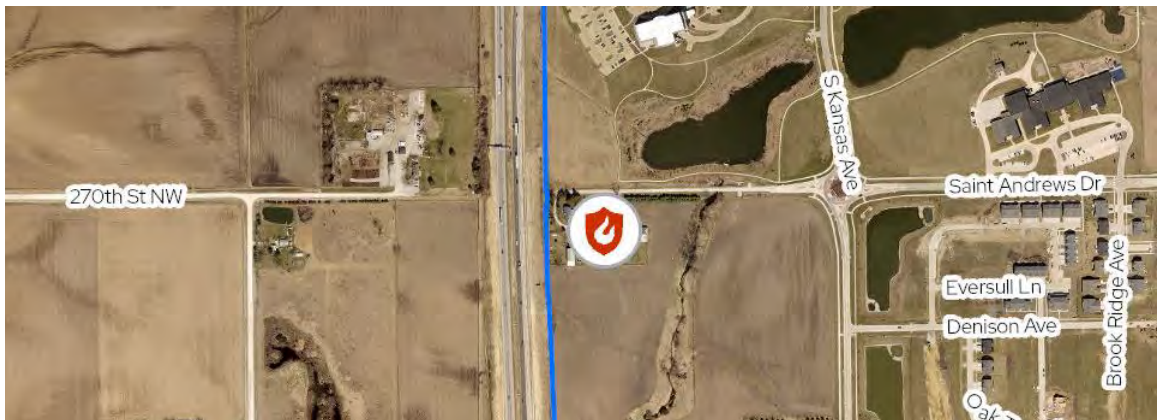


Figure 9. Smalley Site

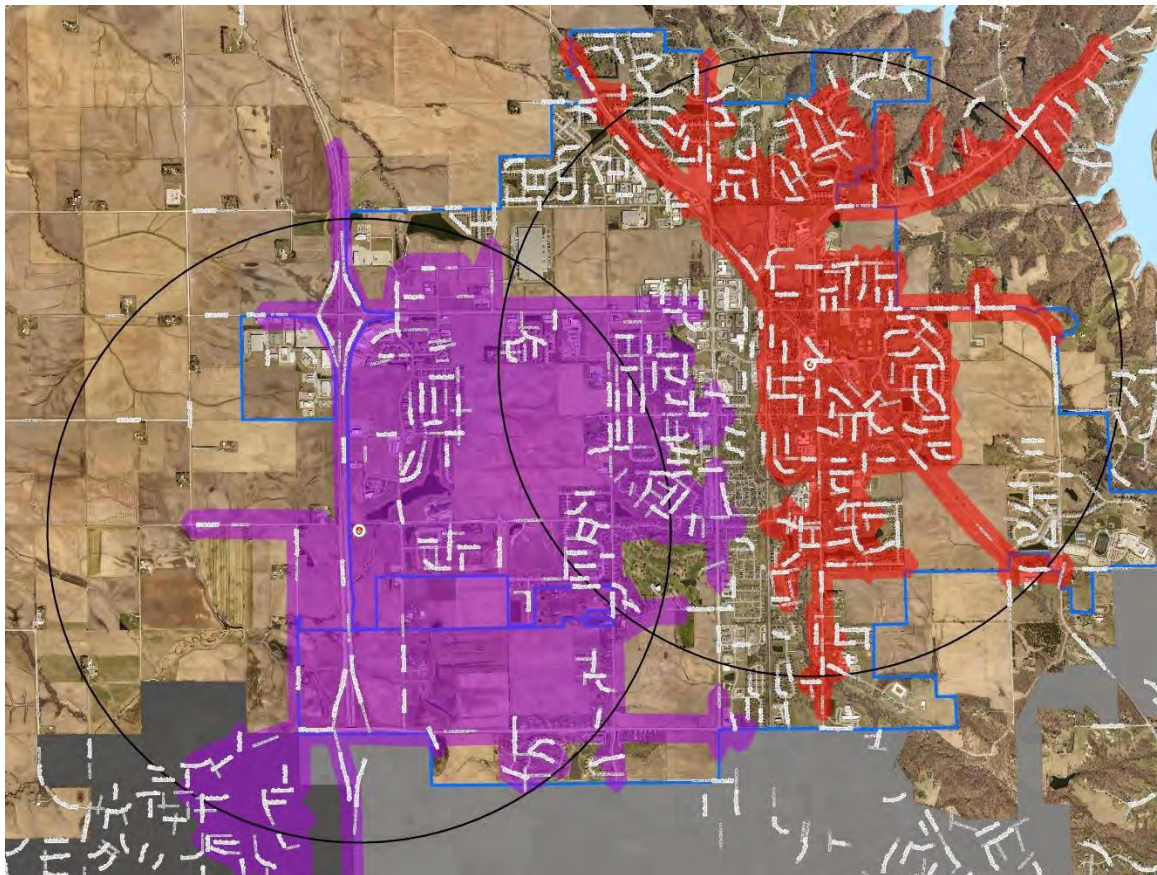


Figure 10. 1.5-mile coverage radius and 4-minute response time analysis from Fire Station No. 1 and Smalley Site.

Saint Andrews Drive west of South Kansas Avenue is not improved to City standards. Also, sanitary sewer would need to be extended approximately ½ mile from the south. The February 2021 cost estimate to improve Saint Andrews Drive and extend sanitary sewer site was \$1,611,000. Some of this cost would be recouped upon development of the Smalley property, but it would take years for the City to be reimbursed.

Deatsch Site

Similar to the Smalley site, the Deatsch site would be too far west. Also similar to the Smalley site, sanitary sewer would need to be extended to the property. Notably, this property was sold in 2021 for \$735,000 (\$161,538/acre).

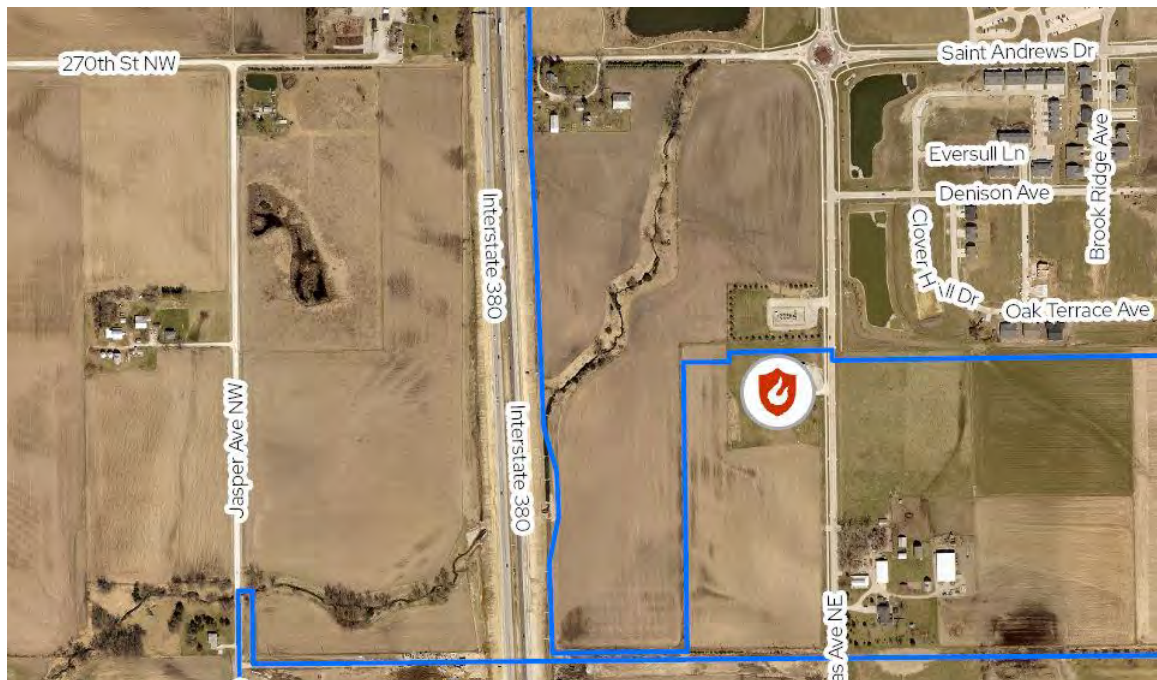


Figure 11. Deatsch Site.

South Kanas Avenue/Landon Road Site

Similar to the Smalley and Deatsch sites, the South Kansas Avenue/Landon Road site would be too far west. Additionally, the property is currently listed for sale at \$901,605 for 5.24 acres (\$172,062/acre). Therefore, this property was never given serious consideration based on the land cost alone.

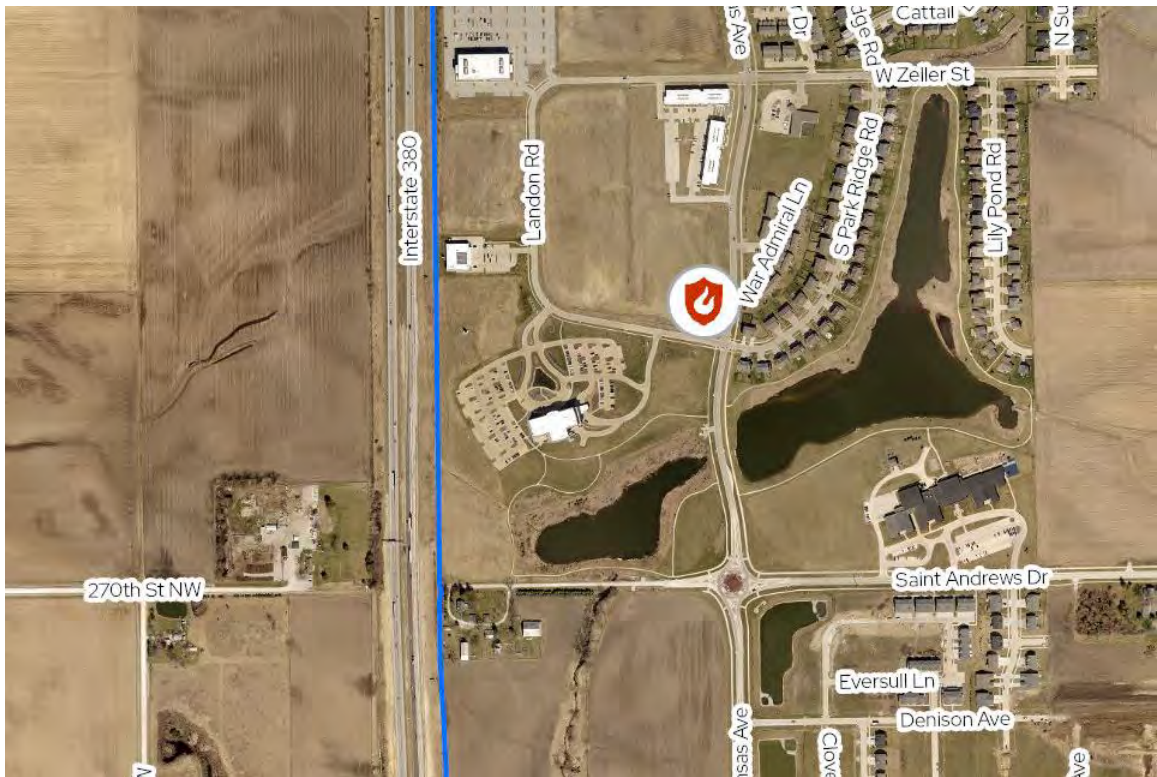


Figure 12. South Kanas Avenue/Landon Road Site.

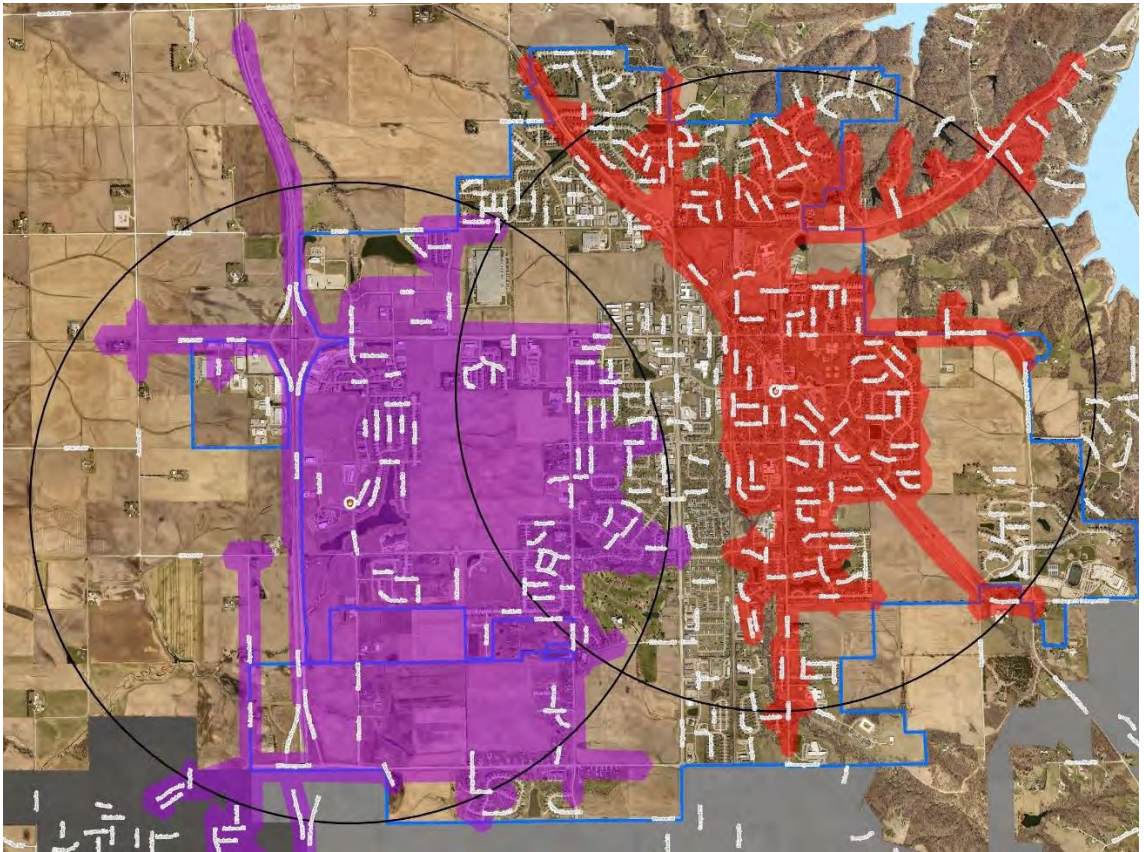


Figure 13. 1.5-mile coverage radius and 4-minute response time analysis from Fire Station No. 1 and South Kanas Avenue/Landon Road Site.



Dec. 1, 2022

Dear neighbor,

As you may know, City staff has been evaluating locations for a future second fire station as called for in our strategic plan, developed with recommendations from an outside consultant, to improve our fire response as our community continues to grow. Earlier this fall, we began to take steps to identify and acquire a specific site for that future station.

During site evaluation, staff considered several factors including emergency response times, 1.5-mile radius coverage from the existing and proposed fire station, land and other development costs and compatibility with current and future uses. The process also included inviting community members to an open house in October to answer questions, hear concerns and provide feedback.

The City Council is expected to discuss potential sites, but not take any formal action, at its meeting at **6:30 p.m. on Dec. 13, 2022, in the City Council Chambers**, 1 Quail Creek Circle, North Liberty. You are invited to attend.

At this meeting, staff will share with the council information about the previously identified, preferred site immediately adjacent to Harvest Estates and an alternative site along St. Andrews Drive to the west nearer Alexander Way (see map on the reverse side), as well as other previously considered, but ill-suited, locations.

That memo will be available late next week online in the meeting's information packet at northlibertyiowa.org/meetings/citycouncil, and I'm happy to email you a copy when it's complete if you reach out to me via my contact information below.

During the City Council meeting on Dec. 13, there will be time set aside on the agenda for public comment should you wish to provide any spoken comment. You can also send written comments to the City Council and Mayor Hoffman via email to council@northlibertyiowa.org or mail at any time.

Yours,
Nick Bergus
Communications Director
(319) 626-5756
nbergus@northlibertyiowa.org





A & M Zoning Amendment Number 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 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



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 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

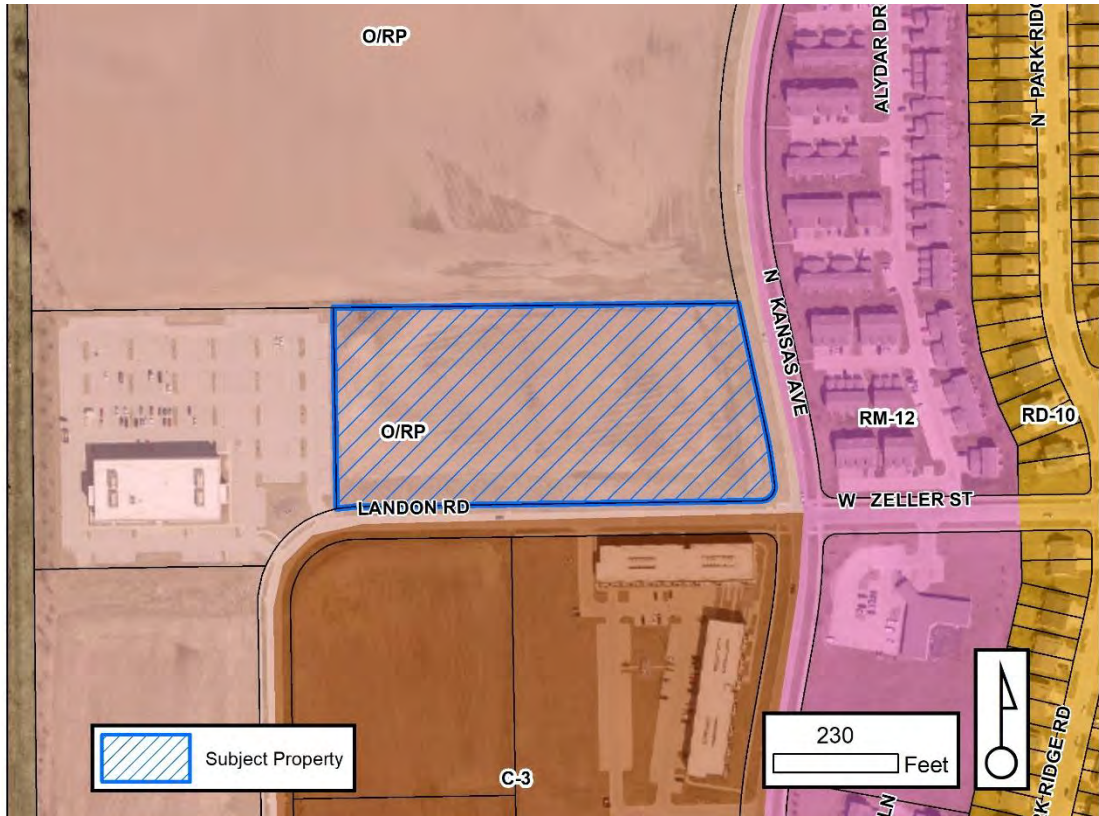
1. Request Summary:

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

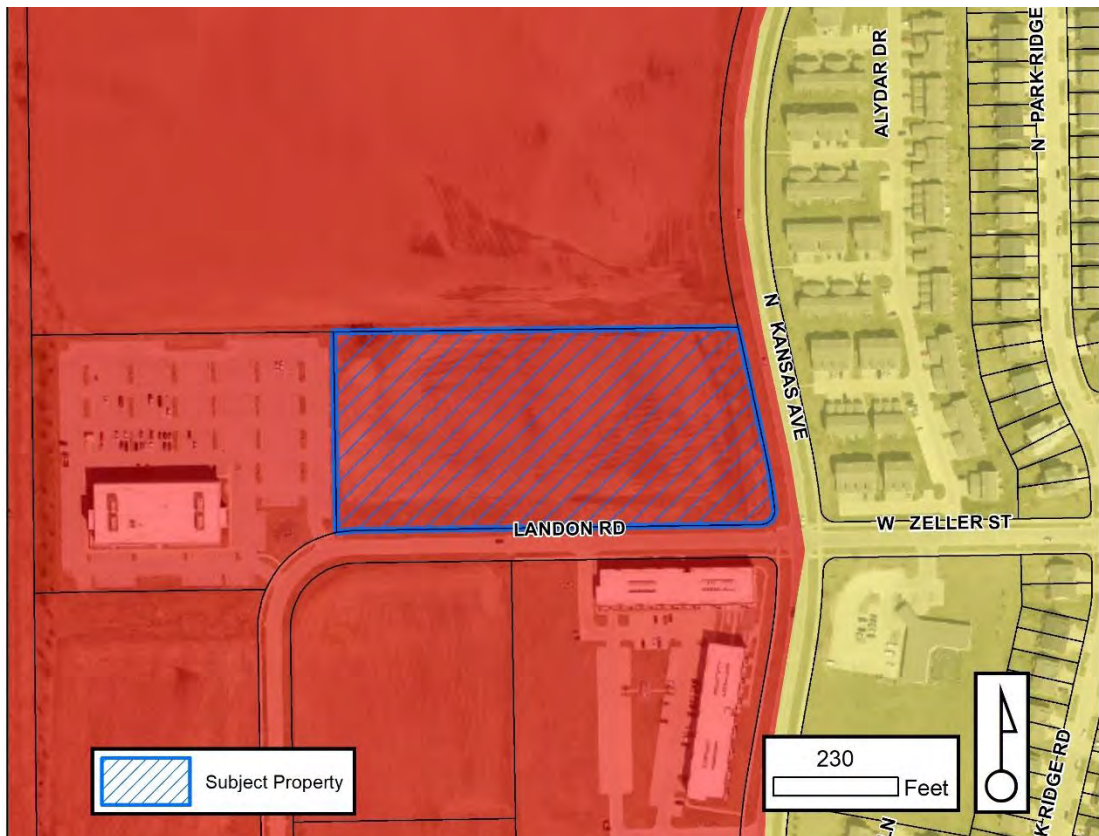
2. Proposed Zoning:

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).

(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 November 22, 2022.
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 Number 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



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.

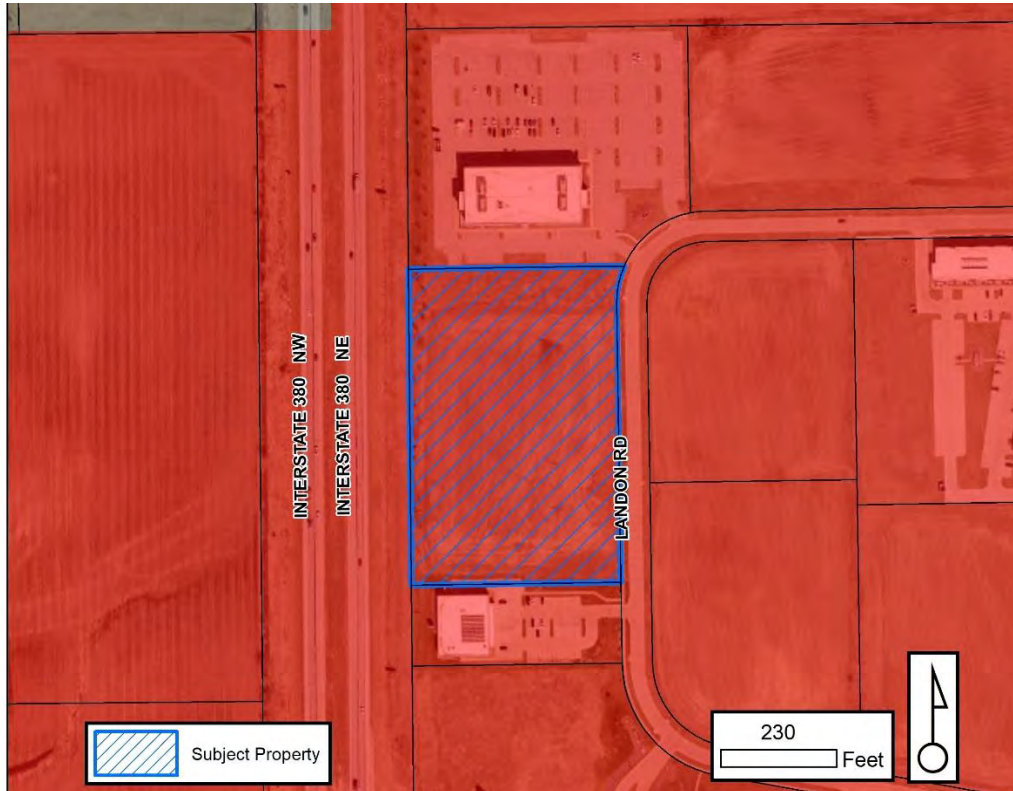
2. Proposed Zoning:

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).

(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 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.

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.

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 November 22, 2022.

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



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
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	OR/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	OR/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, L.P.	10 feet	5 feet	5 feet
O/RP	25 feet	10 feet	10 feet
†	10 feet	5 feet	5 feet
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 November 22, 2022.

Second reading on _____, 2022.

Third and final reading on _____, 2023.

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



Policy regarding payables for Council meeting

Resolution No. 2022-125

RESOLUTION ESTABLISHING THE POLICY FOR PAYMENT OF CLAIMS DUE TO THE CANCELLATION OF THE SECOND CITY COUNCIL MEETING IN DECEMBER 2022

WHEREAS, the North Liberty City Council meets on the second and fourth Tuesdays of each month, and

WHEREAS, the fourth Tuesday in December 2022 is on a Holiday week, and

WHEREAS, the City Council is unable to schedule a second meeting for the month, and

WHEREAS, certain warrants are required to be paid including those that would incur fees or penalties, and routine bills, and

WHEREAS, this is a one-time action. Claims will be reviewed by the Payables Clerk. Claims will be approved for payment by the City Administrator. No claims over \$5,000.00 will be paid without Council approval unless a fee or penalty will be assessed. Claims that are approved for payment will be paid on December 27, 2022, and

WHEREAS, all claims paid on December 27, 2022 will be on the City Council Claims list on January 10, 2023 for Council review and consideration and will be published in the next list of claims in compliance with standard policy.

NOW, THEREFORE, BE IT RESOLVED by the North Liberty City Council that claims can be paid on December 27, 2022 in compliance with the terms of this resolution and compliance with standard claim payment procedures.

APPROVED AND ADOPTED this 13th day of December, 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



Pet Fees

Resolution No. 2022-130

A RESOLUTION ESTABLISHING LICENSE FEES AND PENALTIES FOR CATS AND DOGS AND DOG PARK MEMBERSHIP FEES IN THE CITY OF NORTH LIBERTY, IOWA

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

WHEREAS, Section 56.02 of the North Liberty Code of Ordinances authorizes the City Council to determine and set by resolution annual license fees and penalties for cats and dogs; and

WHEREAS, Section 56.07 of the North Liberty Code of Ordinances authorizes the City Council to determine and set by resolution annual North Liberty Dog Park Membership fees (henceforth Dog Park user fees) for dogs; and

WHEREAS, the City Council has previously established annual license fees and penalties for cats and dogs and Dog Park user fees for dogs and has now reviewed the same.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, hereby approves annual license fees and penalties for cats and dogs and Dog Park user fees as set forth on the attached Exhibit A, to commence effective January 1, 2023

APPROVED AND ADOPTED this 13th day of December, 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

EXHIBIT A - LICENSE FEES AND PENALTIES FOR CATS AND DOGS AND DOG PARK MEMBERSHIP FEES

Annual Pet License Fees for Dogs and Cats (valid January – December)

License Status	Pet's Sterilization Status	
	*Spayed/Neutered	Intact
	First Year	\$25
Subsequent Year(s)	\$0	\$25

* Scheduled appointment to spay or neuter also accepted.

** Fee waived for persons aged 62 years and over; or for persons who are blind, hearing impaired, or physically disabled for their trained service animals. See also Section 56.02.

Annual Dog Park User Fees for Dogs (valid January – December)

Residential Status	January 1 – August 31		September 1 – December 31	
	First Dog	Each Additional Dog	First Dog	Each Additional Dog
	Household within North Liberty limits	***\$50	***\$30	***\$25
All Other Households	\$55	\$35	\$30	\$20

*** Dog must possess a valid and current North Liberty pet license.



FY 2022-23 Additional Budget Transfers

Resolution No. 2022-126

**RESOLUTION APPROVING ADDITIONAL TRANSFERS
FOR THE FISCAL YEAR ENDING JUNE 30, 2023 FOR THE
CITY OF NORTH LIBERTY, IOWA**

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

WHEREAS, the North Liberty City Council has authorized projects and expenditures that require transfers; and

WHEREAS, the North Liberty City Council has approved budgeted transfers for the fiscal year ending June 30, 2023; and

WHEREAS, additional transfers are necessary due to planned projects and newly approved expenses ;

WHEREAS, the City Clerk is hereby authorized to transfer the following funds as listed below:

From Fund	To Fund	Description	Amount
ARPA	General	DVIP Grant	25,000
ARPA	General	North Liberty Community Pantry Grant	100,000
General	Land and Facilities	City Hall Project	900,000

NOW, THEREFORE, BE IT RESOLVED by the City Council of North Liberty, Iowa, that the transfers are approved as a part of fiscal year ending June 30, 2023.

APPROVED AND ADOPTED this 13th day of December, 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



The Preserve Part 2B

Prepared by and Return to:
Michael J. Pugh, 425 E. Oakdale Blvd., Suite 201, Coralville, IA 52241

**DEVELOPER'S AGREEMENT
THE PRESERVE – PART TWO B
NORTH LIBERTY, IOWA**

THIS AGREEMENT, made by and between the City of North Liberty, Iowa, a municipal corporation, hereinafter referred to as "City," and Watts Group Development, Inc., hereinafter referred to as "Developer."

SECTION 1. REQUEST FOR PLAT APPROVAL.

Developer has requested that the City approve the proposed final plat, attached hereto as Exhibit A and incorporated herein by reference, for a subdivision known as The Preserve – Part Two B (referred to herein as the "plat") for the real estate situated in North Liberty, Johnson County, Iowa, legally described as follows:

Commencing at the Southeast Corner of The Preserve, Part One, to North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 63 at Page 170 of the Records of the Johnson County Recorder's Office; Thence N89°15'31"E, along the North Line of Auditor's Parcel 2019013, in accordance with the Plat thereof Recorded in Plat Book 63 at Page 61 of the Records of the Johnson County Recorder's Office, 103.71 feet; Thence N88°44'24"E, along said North Line, 207.43 feet; to the POINT OF BEGINNING; Thence N00°51'44"W, 197.05 feet; Thence S89°08'16"W, 11.29 feet; Thence N00°51'44"W, 470.65 feet, to a Point on the East Line of said The Preserve, Part One; Thence N89°08'16"E, along said East Line and the South Line of The Preserves - Part Five, in accordance with the Plat thereof Recorded in Plat Book 65 at Page 31 of the Records of the Johnson County Recorder's Office, 320.00 feet; Thence S00°51'44"E, 470.65 feet; Thence N89°08'16"E, 31.33 feet; Thence S00°51'44"E, 197.06 feet, to a Point on the North Line of said Auditor's Parcel 2019013; Thence S89°08'16"W, along said North Line, 340.05 feet; to the POINT OF BEGINNING. Said The Preserve - Part Two B contains 5.00 Acres, and is subject to easements and restrictions of record.

As part of this request, Developer acknowledges full ownership of the real estate described above.

SECTION 2. CONDITIONS OF PLAT APPROVAL AND RIGHT TO PROCEED.

A. The City agrees that it will approve the final plat of this subdivision upon the conditions that:

1. The final plat conforms to the preliminary plat;
2. The construction plans have been submitted and approved;
3. The public improvements have been constructed and accepted by the City or, in the event the Developer requests and the City agrees to the construction of the public improvements after final plat approval, the Developer has complied with the security requirements set forth in Section 180.11(8) of the Code of Ordinances and Section 7 of this Agreement; and
4. The Developer enters into and abides by this Agreement.

B. The Developer further agrees that this Agreement shall be a covenant running with the land and shall be binding on the present and future owners of the property.

C. The Developer may not grade or otherwise disturb the earth, remove trees, construct sanitary sewer mains, storm sewer mains, water mains, streets, utilities, public or private improvements or any buildings until the following conditions have been satisfied:

1. This Agreement has been fully executed by the Developer, filed with the City Clerk, and approved by the City Council;
2. The Developer has complied with the erosion control and grading provisions set forth in Section 5 of this agreement;
3. All permits required by local, state, and federal law have been applied for and issued by the appropriate authority; and
4. Contingent upon the permitting requirements set forth in Paragraph 3 of this section being met, all necessary construction permits have been applied for and issued by the City.

SECTION 3. DEVELOPMENT REQUIREMENTS AND PROPERTY IMPROVEMENTS.

A. Development Standards. The subdivision shall be developed according to the preliminary and final subdivision plats as approved by the City and according to the plans and specifications as approved by the City. All plans shall be approved before the commencement of

any work in accordance with the subdivision plat. There shall be no variance from the subdivision plats, or from the construction plans and specifications, unless approved in writing by the City.

B. Public Improvement Standards.

1. All improvements and facilities described in this Agreement shall be constructed and installed by the Developer according to the plans, specifications, ordinances and standards of the City and in accordance with all applicable federal and state laws and regulations. All required inspections shall be performed by the City Engineer or designate. Said inspections shall consist of inspection of the work in progress but shall not relieve or release the Developer from its responsibility to construct said improvements and facilities pursuant to the agreed upon plans and specifications. These improvements and facilities include but are not limited to public water system; sanitary sewer system; storm sewer and drainageway system; site grading; underground utilities; setting for lot and block monuments; and surveying and staking.

2. The Developer acknowledges that it and its successors and assigns, including but not limited to builders and contractors, are responsible for meeting all requirements set out in approved plans, engineering specifications, City ordinances, City design standards, other applicable written City standards, applicable state laws and regulations, and applicable federal laws and regulations. More specifically, the Developer and its successors and assigns waive as a defense to any claims of negligence that the City failed to discover or identify to the Developer any act or omission that does not meet the standards set out in approved plans, engineering specifications, City ordinances, City design standards, other applicable written City standards, applicable state laws and regulations, and applicable federal laws and regulations.

C. Standard Requirements. Further, the Developer agrees that:

1. All streets shown on the plat will be constructed of concrete paving with concrete curb and gutter as shown on the approved construction plans and will be dedicated to the City.

2. The Developer shall provide for the installation of all electric lines, street lights, gas mains, telephone lines and other utility facilities that are necessary at the Developer's sole cost. Developer further agrees that all utilities shall be installed underground.

3. Any decorative street lighting must be approved by the City and installed at the Developer's sole cost.

4. At such time as building construction occurs on a lot, but in no event later than five (5) years from the date the subdivision plat is recorded, the Developer shall install sidewalks in said subdivision abutting said lots per the widths approved on the preliminary plat, in accordance with the plans and specifications of the City, and subject

to inspections by the City Engineer or designate, unless otherwise shown on the plat or otherwise specified in this agreement.

5. The Developer shall submit a storm water management plan that will identify the drainage of this development and specify the manner in which storm water, drainage and runoff will be accommodated. The Developer agrees to dispose of all storm water through the approved storm water and drainageway system as set forth in the storm water management plan. The design and construction of the storm water detention basin, if required by the City for this development, shall be in compliance with the City's current storm water management ordinances and policies. The Developer shall have a duty to continue the drainage across the property, and, in no event, shall the Developer create an undue hardship on the adjoining property owners in the manner in which storm water runoff and drainage is managed.

6. The Developer shall provide water, sewer, utility and drainage easements as shown on the plat.

7. Any wells shall be abandoned in accordance with applicable local, state and federal laws and regulations.

8. The Developer agrees to explore for existing tile lines, and to remove or connect any tile lines to the City's storm sewer system as shown on the plans or as directed by the Developer's Engineer. The location and depth of the digging and the required action upon completion of the digging shall be subject to review and approval of the City Engineer. For any connecting activities required under this section, standard plastic tile and connectors are acceptable materials.

D. Additional Requirements. Further, the Developer agrees that:

1. Phasing. If final platting is phased, it shall be sequenced for the logical vehicular and pedestrian access to and within the subdivision and approved by the City prior to the initial set of construction plans being reviewed by the City Administrator.

2. West Trunk Sewer Tap-on Fees. A sewer tap-on fee in the amount of \$6,145.00 (\$1,229 per acre) shall be paid prior to final plat approval.

3. Watermain Tap on Fee. A water tap-on fee in the amount of \$2,329.95 (\$465.99 per acre) shall be paid prior to final plat approval.

4. St. Andrews Drive Road Fees. A St. Andrews Drive road construction fee of \$18,467.90 (\$3,693.58 per acre) shall be paid prior to final plat approval.

5. Sanitary Sewer Service Stub. A fee for the sanitary sewer service stub in the amount of \$1,605.00 (\$321.00 per acre) shall be paid prior to final plat approval.

6. Kansas Avenue Road Fees. A Kansas Avenue road construction fee of \$5,660.40 (\$1,132.08 per acre) shall be paid prior to final plat approval.

7. Apportionment of Fees. This Subdivision is a part of a multi-phased project. The development fees set out above represent the proportionate costs based on the acreage of this phase relative to the total acreage of all phases of The Preserve (5.00 acres out of a total 69.65 acres, or 7.179% of the final costs).

8. Payment of Fees. The payment of the fees set out in Paragraphs 2, 3, 4, 5, and 6 above shall be submitted to the City in full prior to Council approval of the final plat. The obligation for said payment shall be deemed fully satisfied upon City council approval of the respective final plat.

E. Homeowners Association. The Developer agrees that a homeowners association, hereinafter referred to as "HOA," shall be created prior to approval of any final plats and subject to the following requirements.

1. The City shall have the opportunity to review and approve all documentation related to the initial formation and organization of the HOA, to determine if the stated purpose of forming the HOA is consistent with the obligations of this agreement. The City's review shall not be unreasonably withheld, conditioned or delayed. The City shall thereafter be provided notices concerning any reorganization of the HOA, dissolution of the HOA, changes in membership in the HOA, or proposed changes in any duties or responsibilities of the HOA that directly affect the City.

2. Said homeowners association shall include the owners of all buildable lots within the underlying preliminary plat.

3. The HOA shall own in perpetuity and be responsible for the maintenance of all outlots within the boundaries of the preliminary plat.

4. The Developer acknowledges and agrees that the all lots within the jurisdiction of the HOA will be specifically benefited by the maintenance of all outlots, and the cost of such maintenance need not meet the requirements of notice, benefit or value as provided by the law of the State of Iowa for assessing such improvements and facilities, if necessary, in the event the City incurs costs due to the failure of the HOA or its members to maintain the outlots.

F. Developer's Obligations. Nothing in this Agreement shall be construed to impose a requirement on the City to install the original public improvements at issue herein, nor shall the Developer be deemed to be acting as the City's agent during the original construction and installation of the above-described improvements. The parties agree that the obligation to install the above-described public improvements herein shall be in accordance with the plans and specifications drafted by the Developer and subject to the approval of the City. Furthermore, the obligations shall remain on the Developer until completion by the Developer and until acceptance by the City, as provided by law.

SECTION 4. PUBLIC UTILITIES.

Developer agrees that it will obtain any necessary concurrence of utility or other easements from appropriate utility companies. Developer agrees that it will provide for the continuation of all required water, sanitary sewer and storm drainage facilities. The Developer agrees that it will connect and use existing public water supplies in accordance with the North Liberty Municipal Code and that the Developer will provide a plan outlining the drainage of the land and indicating the manner in which the drainage will be accommodated and will connect to the existing storm water sewer systems when available in accordance with the plan approved by the City Engineer.

SECTION 5. EROSION CONTROL AND GRADING.

A. Erosion Control. Before any grading or utility construction is commenced or building permits are issued, the Developer shall design and implement an erosion control plan which shall be reviewed and approved by the City. All areas disturbed by the excavation and backfilling operations shall be reseeded forthwith after the completion of the work in that area. All seeded areas shall be fertilized, mulched and disc anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the erosion control plan or any supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion and assess the costs of such action to the Developer or to the property, or both. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder.

B. Grading. No grading of any nature may occur on this property until a grading plan is implemented by the Developer and approved by the City. Within ninety (90) days after the completion of any grading, the Developer shall provide the City with an "as-constructed" grading plan and a certification by registered land surveyor or engineer that all ponds, swales and ditches, if any, have been constructed in accordance with the plans approved by the City.

SECTION 6. PHASED DEVELOPMENT.

If the plat is a phase of a multi-phased preliminary plat, the City may refuse to approve final plats of subsequent phases if the Developer has breached this Agreement and the breach has not been remedied. Development of subsequent phases will not be allowed to proceed until Developer's Agreements for such phases are approved by the City.

SECTION 7. PUBLIC IMPROVEMENTS AND ASSESSMENT WAIVER.

A. If all the public improvements and facilities as provided in this agreement are not installed and accepted by the City prior to approval of the final plat, the Developer is required to either deposit in escrow or file a surety bond with the City in the amount equal to the estimated costs of the public improvements and facilities plus ten percent prior to the approval of the final plat, as set forth in Section 180.11(8)(A)(2) of the Code of Ordinances. In any event, no building

permits will be issued until all the public improvements and facilities are constructed and accepted by the City.

B. In the event the Developer, its assigns or successors in interest, should sell or convey lots in said subdivision without having constructed the public improvements and facilities as provided in this Agreement or without the City having accepted all public improvements and facilities; or the Developer, its assigns or successors in interest in said subdivision, shall fail to construct sidewalks as set forth in Section 3(C)(4), the City shall have the right to install and construct said improvements, facilities and sidewalks. Unless City is fully reimbursed for these costs from the escrowed money or surety bond held by the City, the costs of said public improvements, facilities and sidewalks shall be a lien and charge against all of the lots adjacent to or in front of the improvements, facilities and sidewalks that are constructed and any lots which may be assessed for public improvements, facilities and sidewalks under the provisions of Chapters 364 and 384 of the Iowa Code. It is further provided that this requirement to construct said public improvements, facilities and sidewalks is and shall remain a lien from the date of execution until properly released as hereinafter provided.

C. The Developer acknowledges and agrees that all lots of the subdivision are specifically benefited by the public improvements, facilities and sidewalks, and the cost of such public improvements, facilities and sidewalks need not meet the requirements of notice, benefit or value as provided by the law of the State of Iowa for assessing such improvements and facilities.

SECTION 8. ENGINEERING ADMINISTRATION AND CONSTRUCTION OBSERVATION.

A. The Developer shall submit to the City, for approval by the City Engineer, plans and specifications for the construction of improvements in the subdivision which have been prepared by a registered professional civil engineer. The Developer shall obtain approval of the construction plans and all necessary permits from the appropriate city, state and federal agencies before proceeding with construction. In addition, the Developer shall cause to have its engineer provide adequate field inspection personnel to ensure that an acceptable level of quality control is maintained.

B. The Developer shall pay all costs of engineering administration, which will include review of the Developer's final construction plans and specifications, monitoring of construction, and consultation with the Developer and its engineer on the status, progress or other issues regarding the project. The Developer shall pay for the reasonable construction observation performed by the City staff or consulting City Engineer. Construction observation will consist of examination of proposed public utilities, street construction and other infrastructure improvements. The engineering administrative fee and construction observation fees to be paid by the Developer shall be determined by the City, in part based on the standard hourly fee schedule in effect between the City Engineer and the City on file at City Hall and in part based on standard fees for other staff members that perform the duties noted above. The City shall provide the appropriate supporting documentation for these fees upon request by the Developer.

SECTION 9. RELEASE.

The City agrees that when the public improvements, facilities and sidewalks required by Section 3 of this Agreement have been installed to the satisfaction of the City, it will promptly issue appropriate releases of various lots of the subdivision for recording in the Johnson County Recorder's Office so that this Agreement, or applicable portions thereof, will no longer constitute a cloud on the title of the lots in said subdivision.

SECTION 10. DEVELOPER'S OBLIGATION AND DEFAULT.

A. The Developer agrees and is fully obligated to perform as provided in this Agreement. The Developer is liable and responsible for each and every obligation agreed to be undertaken pursuant to this Agreement. Failure of the Developer, its employees, agents or assigns, to perform is not a defense for the Developer against any action to be taken by the City.

B. In the event of default by the Developer regarding any work to be performed by the Developer under this Agreement, the City may, at its option, perform the work and bill the Developer for said work. The Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given written notice of the work in default, and has not cured such default within fourteen (14) days of such notice. This Agreement is an authorization for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter upon the property. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part against all of the property located in the subdivision.

SECTION 11. AUTHORIZATION TO ENTER PREMISES.

Developer grants the City, its agents, employees, officers and contractors, authorization to enter the subdivision area to perform all work and inspections deemed appropriate and necessary by the City in conjunction with this development.

SECTION 12. FEES.

The Developer agrees to record this Agreement and to pay all necessary recording and filing fees that accrue as a result of any work that is performed under this Agreement or made necessary as a result of this subdivision project. A copy of this recorded Agreement will be provided to the City.

SECTION 13. TIME OF PERFORMANCE.

Developer shall install all required public improvements within two (2) years from the date of City approval of this Agreement. In the event that the Developer fails to install the required public improvements within the above-referenced time, authorization to proceed with the development shall cease, and the Developer shall be required to seek reauthorization and approval of this development. Developer may, however, request an extension of time from the City. If an

extension is granted, it may be conditioned upon updating any security posted by the Developer or requiring the Developer to provide security to reflect cost increases and extended completion date.

SECTION 14. MISCELLANEOUS.

A. The Developer represents and states that the plat complies with all city, state and federal laws and regulations, including but not limited to subdivision ordinances, zoning ordinances and environmental regulations. The City may, at its option, refuse to allow construction or development work in the subdivision until the Developer complies with the appropriate law or regulation. Upon the City's demand, the Developer shall cease work until there is compliance.

B. Third parties shall have no recourse against the City under this Agreement.

C. Breach of the terms of this Agreement by the Developer shall be grounds for denial of building permits, occupancy permits or other permits.

D. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

E. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this Agreement shall not be a waiver or a release.

F. The Developer may not assign this Agreement or the obligations imposed by this Agreement without the written permission of the City Council or as otherwise provided in this Agreement.

G. The Developer's obligations under this Agreement shall continue in full force and effect even if the Developer sells a portion of the subdivision, the entire platted area, or any part thereof.

H. No building or occupancy permits will be issued until all public improvements have been constructed in accordance with applicable standards and formally accepted by the City.

I. The Developer shall take out and maintain a public liability and property damage insurance policy covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them.

J. The Developer shall record any restrictive or protective covenants for the subdivision. A copy of the recorded restrictive or protective covenants will be provided to the City.

K. The Developer shall record the original copy of this agreement, with all requisite signatures, at the time the other final plat documents are recorded as required by law.

SECTION 15. NOTICES.

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

Watts Group Development, Inc.
c/o Gary D. Watts
425 E. Oakdale Blvd., Suite 101
Coralville, IA 52241

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

North Liberty City Administrator
P.O. Box 77
North Liberty, IA 52317

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

SECTION 16. SUCCESSORS AND ASSIGNS.

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the parties, their successors and assigns.

[Signature page to follow]

DATED this ____ day of December, 2022.

CITY OF NORTH LIBERTY, IOWA

By: _____
Chris Hoffman, Mayor

WATTS GROUP DEVELOPMENT, INC.

By: *Gary D. Watts*
Gary D. Watts, President and Secretary

ATTEST: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

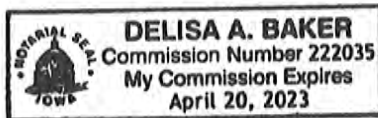
On this ____ day of December, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the ____ day of December, 2022; and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

STATE OF IOWA, JOHNSON COUNTY: ss

This instrument was acknowledged before me on this 1st day of December, 2022, by Gary D. Watts as President and Secretary of Watts Group Development, Inc.

Delisa A. Baker
Notary Public in and for the State of Iowa



Resolution No. 2022-127

A RESOLUTION APPROVING THE DEVELOPER'S AGREEMENT FOR THE PRESERVE – PART TWO B, NORTH LIBERTY, IOWA

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

WHEREAS, the terms and conditions for the development of The Preserve – Part Two B have been set forth in an Agreement between the City of North Liberty and Watts Group Development, Inc., and

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

NOW, THEREFORE, BE IT RESOLVED that that the Development Agreement between the City of North Liberty and Watts Group Development, Inc., Inc. is approved for The Preserve – Part Two B, North Liberty, Iowa

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

APPROVED AND ADOPTED this 13th day of December, 2022.

CITY OF NORTH LIBERTY:

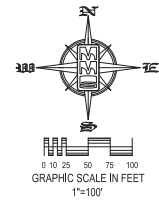
CHRIS HOFFMAN, MAYOR

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

LOCATION: A PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, IOWA.	SUBDIVIDER: WATTS GROUP DEVELOPMENT INC. 425 E OAKDALE BOULEVARD #101 CORALVILLE, IOWA, 52241
LAND SURVEYOR: GLEN D. MEISNER P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	SUBDIVIDER'S ATTORNEY: MICHAEL J. PUGH 425 E OAKDALE BLVD. #201 CORALVILLE, IOWA, 52241
DATE OF SURVEY: 05-22-2021	PROPRIETOR OR OWNER: WATTS GROUP DEVELOPMENT INC. 425 E OAKDALE BOULEVARD #101 CORALVILLE, IOWA, 52241
	DOCUMENT RETURN INFORMATION: LAND SURVEYOR

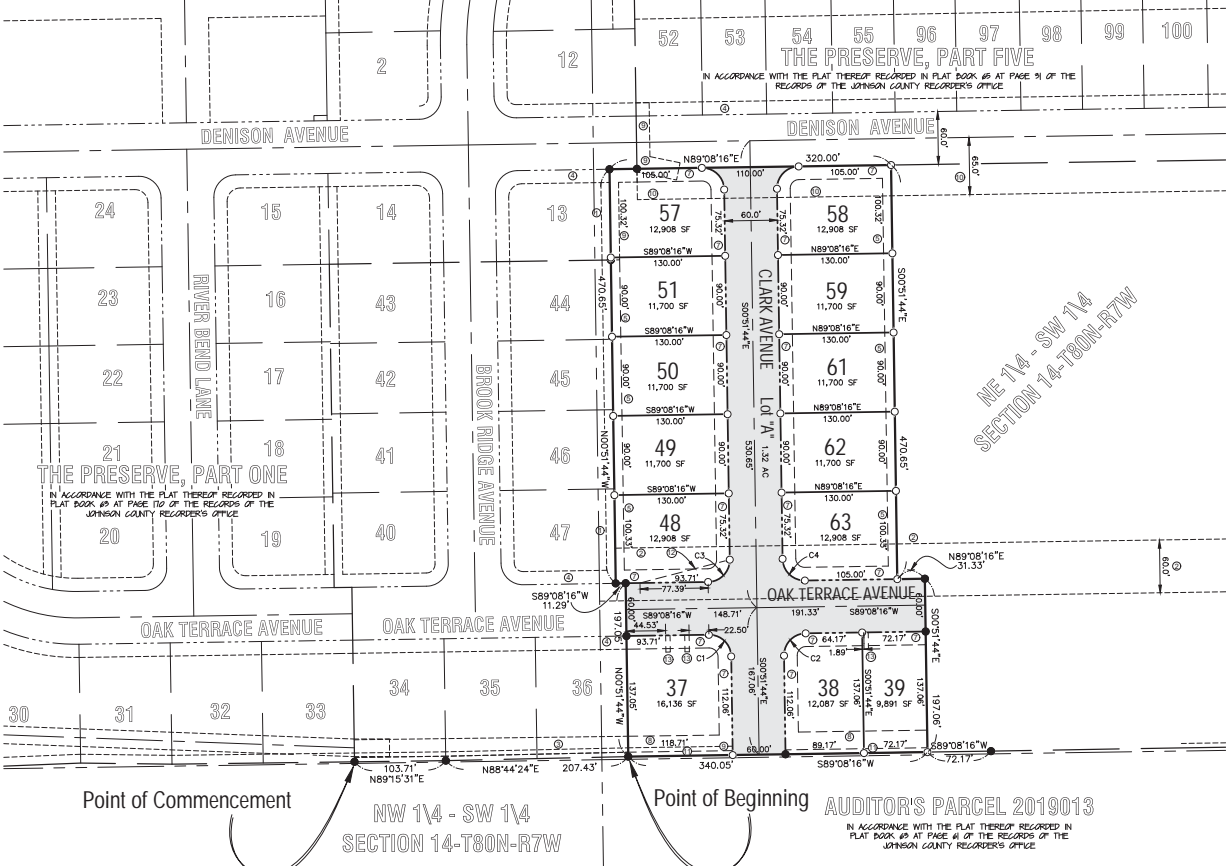


FINAL PLAT

THE PRESERVE - PART TWO B

A PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN
TO NORTH LIBERTY, JOHNSON COUNTY, IOWA

LEGEND AND NOTES	
	- CONGRESSIONAL CORNER, FOUND
	- CONGRESSIONAL CORNER, REESTABLISHED
	- CONGRESSIONAL CORNER, RECORDED LOCATION
	- PROPERTY CORNER(S), FOUND (as noted)
	- PROPERTY CORNERS SET (5/8\"/>




EASEMENT IDENTIFICATION TABLE	
LABEL	DESCRIPTION
⊙	EXISTING 10.0 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT
⊙	EXISTING 60.0 FOOT WIDE TEMPORARY OVERLAND DRAINAGE EASEMENT (TO BE RELEASED)
⊙	EXISTING 10.0 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT
⊙	EXISTING 15.0 FOOT WIDE UTILITY EASEMENT
⊙	10.0 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT
⊙	15.0 FOOT WIDE PUBLIC UTILITY EASEMENT
⊙	20.0 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT
⊙	EXISTING UTILITY, STORM SEWER, AND DRAINAGE EASEMENT
⊙	EXISTING 65.0 FOOT WIDE TEMPORARY OVERLAND DRAINAGE EASEMENT (TO BE RELEASED)
⊙	5.0' WIDE ACCESS AND MAINTENANCE EASEMENT
⊙	STORM SEWER EASEMENT
⊙	5.0 FOOT X 18.0 FOOT WIDE WATER SERVICE EASEMENT

NOTE:
ALL PROPERTY CORNERS FOUND ARE 5/8" IRON REBAR WITH YELLOW PLASTIC LS CAP 13287.

NOTE:
LOT 4 CONTAINS 1.32 ACRES, AND IS TO BE DEDICATED TO THE CITY OF NORTH LIBERTY FOR PUBLIC RIGHT-OF-WAY FOR CLARK AVENUE, AND OAK TERRACE AVENUE.

DESCRIPTION - "THE PRESERVE - PART TWO B"

Commencing at the Southeast Corner of The Preserve, Part One, to North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 63 at Page 170 of the Records of the Johnson County Recorder's Office; Thence N89°15'31"E, along the North Line of Auditor's Parcel 2019013, in accordance with the Plat thereof Recorded in Plat Book 63 at Page 61 of the Records of the Johnson County Recorder's Office, 103.71 feet; Thence N88°44'24"E, along said North Line, 207.43 feet; to the POINT OF BEGINNING; Thence N00°51'44"W, 197.05 feet; Thence S89°08'16"W, 112.29 feet; Thence N00°51'44"W, 470.65 feet, to a Point on the East Line of said The Preserve, Part One; Thence N89°08'16"E, along said East Line and the South Line of The Preserve - Part Five, in accordance with the Plat thereof Recorded in Plat Book 65 at Page 31 of the Records of the Johnson County Recorder's Office, 320.00 feet; Thence S00°51'44"E, 470.65 feet; Thence N89°08'16"E, 31.33 feet; Thence S00°51'44"E, 197.06 feet, to a Point on the North Line of said Auditor's Parcel 2019013; Thence S89°08'16"W, along said North Line, 340.05 feet; to the POINT OF BEGINNING. Said The Preserve - Part Two B contains 5.00 Acres, and is subject to easements and restrictions of record.



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

Richard R. Nowotny
P.L.S. Iowa Lic. No. 17916
My license renewal date is December 31, 20____.

Pages or sheets covered by this seal:

SEAL

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

Notary Public, in and for the State of Iowa.

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



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

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

Date	Revision
09-15-2022	PER FRN REVIEW - RLV

FINAL PLAT

THE PRESERVE - PART TWO B

NORTH LIBERTY
JOHNSON COUNTY
IOWA
MMS CONSULTANTS, INC.

Date: 09-15-2022

Designed by: KJB Field Book No: 1352
Drawn by: RLV Scale: 1"=100'
Checked by: GDM Sheet No: 1
Project No: IOWA CITY
1331-619 of 1

Resolution No. 2022-114

RESOLUTION APPROVING THE FINAL PLAT, ACCEPTING IMPROVEMENTS, AND TERMINATING TEMPORARY DRAINAGE EASEMENT FOR THE PRESERVE – PART TWO B NORTH LIBERTY, IOWA

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

WHEREAS, the owner and developer, Watts Group Development, Inc., have filed with the City Clerk a final plat for the property described in Exhibit A, which is attached hereto and made a part hereof;

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

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

WHEREAS, the requirements for property improvements have been installed in accordance with the design standards and Municipal Code requirements of the City of North Liberty including the termination of Temporary Overland Drainage Easement.

NOW, THEREFORE, BE IT RESOLVED that the final plat of The Preserve – Part Two B, as shown on the final plat, and that Property Improvements, except for sidewalks, are hereby approved and accepted.

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

APPROVED AND ADOPTED this 13th day of December, 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



West Penn Reconstruction Project

**28E Project Agreement between Johnson County, Iowa and the City of North Liberty,
Iowa Regarding the Penn Street Improvement Project**

WHEREAS, both the City of North Liberty (“the City”) and Johnson County (“the County”) are public agencies as is defined by Section 28E.2 of the Code of Iowa (2022); and

WHEREAS, the City and the County recognize that the road known as West Penn Street is an important link between the City and the County and is a roadway with common interest and responsibility; and

WHEREAS, the City and the County wish to enter into an agreement relating to improving the above-described portion of West Penn Street, and sharing the cost thereof.

IT IS NOW AGREED that the City and the County enter into an agreement pursuant to Chapter 28E of the Code of Iowa (2022) providing for cooperative action pursuant to the proposed construction project described above and that said cooperative actions include the following:

1. **PURPOSE AND PROJECT SCOPE:** The purpose of this Agreement is, among other things, to define specific responsibilities for construction of improvements to West Penn Street from a point approximately 300 feet west of Herky Street in North Liberty, west to and including the intersection with James Avenue in Johnson County, Iowa, west and north approximately 100 feet and south approximately 250 feet from said intersection, as shown on the attached Exhibit A. Said improvements shall consist generally of grading and paving.
2. **CONSIDERATION:** The mutual consideration herein is undertaking the improvements to West Penn Street and the annexation and/or severance of certain property. No separate legal entity is created by this Agreement. The Johnson County Board of Supervisors shall administer the County’s duties and responsibilities herein. The City Administrator of North Liberty shall administer the City’s duties and responsibilities herein.
3. **RESPONSIBILITY FOR WORK:** The City shall be responsible for obtaining any necessary right-of-way, temporary construction easements and all permits required for the project. The City shall have sole and exclusive responsibility for the construction work, which will be let through the City of North Liberty. This responsibility generally shall include, but not necessarily be limited to, design, preparation of plans, specifications, bidding, construction administration, construction inspection, construction layout, project management, utility relocation, and acceptance of improvements. All necessary design work shall be prepared by such engineers or

consultants as the City may determine. The County Engineer will review the plans and cost estimate at the preliminary, check, and final plan stages of project development.

4. **TIMING OF WORK:** The City shall use all good faith efforts to complete construction on the entire project on or prior to December 31, 2023.

5. **FINANCING:** The County agrees to share in the total costs of this project, including construction per the aforementioned bid, easement acquisitions, engineering, construction administration, staking and testing, as set out below, with the County reimbursing the City for its portion thereof.

- a) The County shall be responsible for 50% of the project costs for work performed along West Penn Street east of the intersection with James Avenue, as depicted in blue on the attached Exhibit A.
- b) The County shall be responsible for 100% of the project costs for work performed on and within 100' of the intersection of West Penn Street with James Avenue, and for 250' south on James Avenue from said intersection, as depicted in red on the attached Exhibit A.

Construction of the project will be let as a local project by the City of North Liberty. The Parties agree that the total Project Cost is estimated to be \$1,142,000.00. If the lowest responsive, responsible bid received by the City exceeds 125% of the engineer's estimate, (the "Maximum Acceptable Bid") the City shall reject all bids upon the County's request, in which case the Parties shall have no further obligations under this Agreement unless the Parties have reached an agreement related to financing Project Costs in excess of the Maximum Acceptable Bid or amending the scope of the Project.

Where acquisition of right-of-way or easements for the Project outside the corporate boundary of the City is necessary, the negotiated acquisition costs remain subject to the ultimate approval of the County in the County's discretion.

To the extent City desires aesthetic enhancements to the Project beyond the typical rural roadway section shown in Exhibit A, the County will reasonably cooperate with incorporation of such elements into the Project but the City shall be solely responsible for the costs associated with said enhancements.

6. **TIMING OF PAYMENTS BY THE COUNTY:** The County shall submit a single payment to the City consistent with its responsibilities set out above after the City Engineer in charge of construction and project management notifies the County in writing the project has reached substantial completion. The County will submit its payment within 30 days of receiving such notice from the City Engineer, which will not be submitted to the County prior to July 1, 2023.

7. **NO ANNEXATION:** In exchange for the County entering into this Agreement to share in the costs as set forth in Para. 5, above, the City agrees it will not annex into the city limits any unincorporated real property located north of West Penn Street, east of its intersection with James Avenue, for a period of eight (8) years after completion of the road repairs along West Penn Street

as described in this Agreement. If the City desires to annex, or otherwise facilitate the incorporation or addition of, any of the real property located north of West Penn Street into its corporate boundaries within eight (8) years after the road repairs are completed, the City agrees to reimburse the County an amount equal to twelve and one-half percent (12.50%) of the County's actual total expenditures related to improvement of the applicable segment multiplied by the number of years (or fractional portions of years) remaining in the eight (8) year period during which the City had agreed not to exercise its powers of annexation. For example, if the City desires to annex any real property north of West Penn Street three (3) years after the road repairs along West Penn Street are completed, the City would be required to reimburse the County for the five (5) years remaining, or sixty-two and one-half percent (62.5%) of the total costs paid by the County for improvements to the applicable segment(s).

8. EFFECTIVE DATE: This Agreement shall be effective when approved and signed by the Chairperson of the Johnson County Board of Supervisors and the Mayor of North Liberty, and filed with the Secretary of State as provided in Chapter 28E.8 of the Code of Iowa (2022).

9. DURATION: With the exception of paragraphs 9 through 12, below, this Agreement shall continue in force until final acceptance of work is made by the City Engineer and final payment has been made to the City by the County as set forth above. Paragraphs 9 through 12 shall survive termination of the remainder of this Agreement and shall be perpetual in nature.

10. SIDEWALK/TRAIL MAINTENANCE: No sidewalk or trail will be installed as part of this project in the right-of-way along the County side of that portion of West Penn Street. Moreover, the City will not require the construction and/or maintenance of sidewalks or trails by abutting property owners along this section of the road so long as these properties remain in the County.

11. MAINTENANCE OF WEST PENN STREET: Maintenance responsibility for West Penn Street and James Avenue shall remain unchanged from the obligations set forth in the 28E agreement between the City and the County dated April 25, 2016.

12. INTERPRETATION AND ENFORCEMENT: Interpretation and enforcement of the Agreement shall be in accordance with Chapter 28E of the Code of Iowa (2022) and statutes respecting the rights and responsibilities of the political subdivisions.

13. DISPUTE RESOLUTION: Matters in dispute or subject to interpretation shall be first submitted to the parties for resolution prior to either party pursuing administrative or judicial remedies. In the event such matters must be submitted to the parties, they shall be submitted specifically to the City Administrator of the City of North Liberty, as representative for the City, and to the Johnson County Engineer, as representative for the County, who will both make a good faith effort to resolve the dispute.

JOHNSON COUNTY

This Agreement was approved by official action of the Johnson County Board of Supervisors in official session on the _____ day of _____, 2022.

Royceann Porter, Chairperson
Johnson County Board of Supervisors

ATTEST: _____
County Auditor

CITY OF NORTH LIBERTY

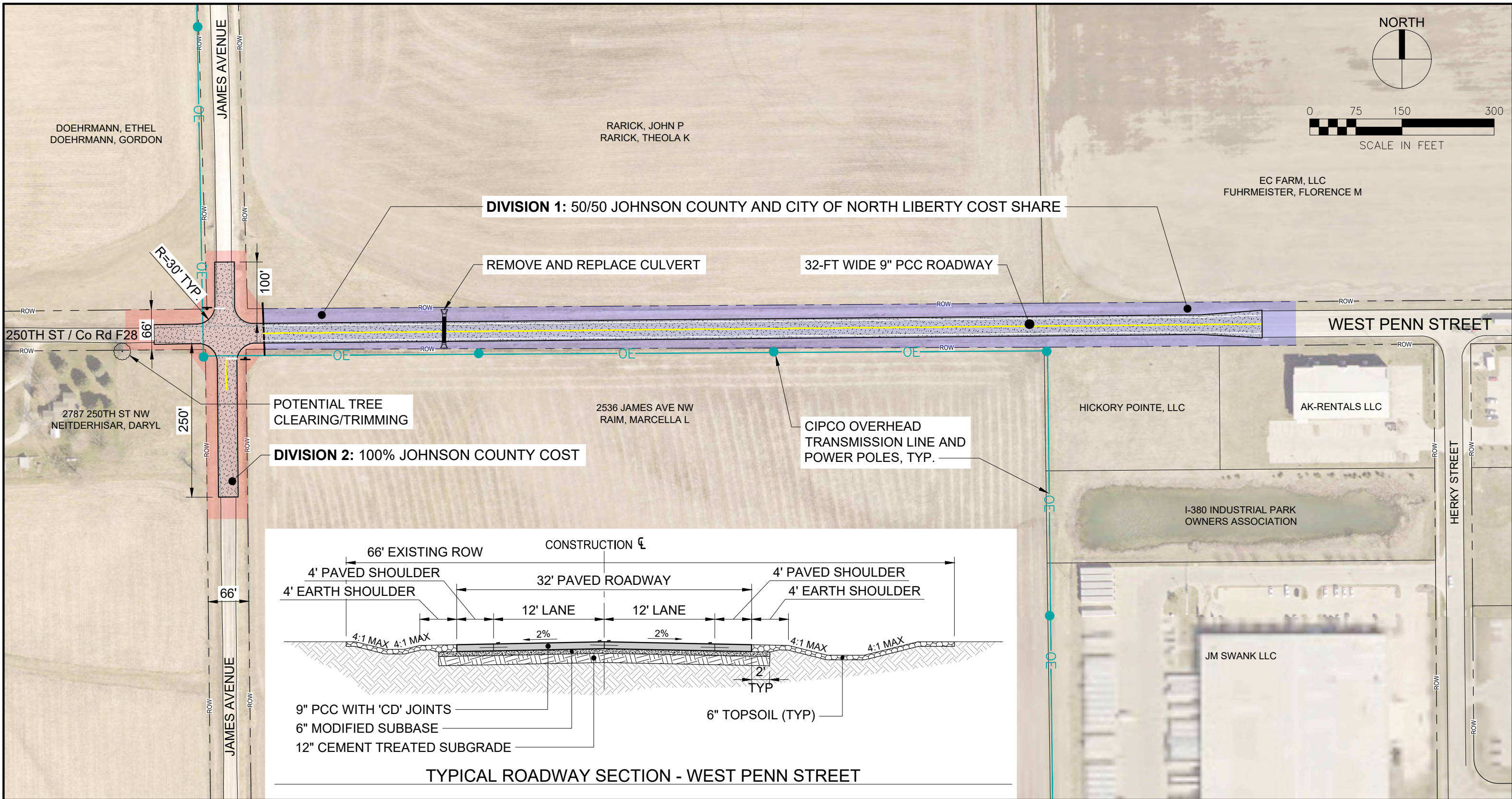
By: _____
Chris Hoffman, Mayor

ATTEST: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

On this ____ day of _____, 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the ____ day of _____, 2022; and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa



WEST PENN STREET IMPROVEMENTS

WEST PENN STREET - Herky St to James Ave Improvements
OPINION OF ANTICIPATED CONSTRUCTION COSTS
Concept Phase - Updated 11/17/22

DESCRIPTION: 45-foot tapering from existing PCC Roadway to 32-foot (4-ft paved shoulders) wide rural section PCC Roadway reconstruction from Herky St to James Ave (approx. 1700 ft). Includes improvements to James Ave 100 ft North of Penn St and 250 ft South of Penn Street. Reconstruction to include 100 ft West of Penn St and James Ave intersection.

DIVISION 1: WEST PENN STREET IMPROVEMENTS (50/50 NL, JOHNSON COUNTY COST SHARE), DIVISION 2: JAMES AVENUE INTERESTION IMPROVEMENTS (100% JOHNSON COUNTY COST)

ITEM	DESCRIPTION	UNIT	DIVISION 1 QUANTITY	DIVISION 2 QUANTITY	UNIT COST	EXTENDED COST DIV 1	EXTENDED COST DIV 2	TOTAL EXTENDED COST
1	EXCAVATION, CL 10, ROADWAY AND BORROW	CY	2,500	725	\$ 13.00	\$ 32,500.0	\$ 9,425.0	\$ 41,925
2	TOPSOIL, STRIP, SALVAGE & SPREAD	CY	1,100	330	\$ 9.00	\$ 9,900.0	\$ 2,970.0	\$ 12,870
3	MODIFIED SUBBASE	CY	1,100	330	\$ 40.00	\$ 44,000.0	\$ 13,200.0	\$ 57,200
4	STANDARD OR SLIP FORM PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 9 IN.	SY	5,700	1,875	\$ 63.00	\$ 359,100.0	\$ 118,125.0	\$ 477,225
5	REMOVAL OF PAVEMENT	SY	4,300	1,500	\$ 10.00	\$ 43,000.0	\$ 15,000.0	\$ 58,000
6	SUBGRADE STABILIZATION	SY	6,600	2,075	\$ 9.00	\$ 59,400.0	\$ 18,675.0	\$ 78,075
7	APRONS, CONCRETE, 60 IN. DIA.	EACH	2	-	\$ 3,200.00	\$ 6,400.0	\$ -	\$ 6,400
8	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D (CLASS III), 60 IN.	LF	50	-	\$ 325.00	\$ 16,250.0	\$ -	\$ 16,250
9	SIGNAGE	LS	-	1	\$ 3,200.00	\$ -	\$ 3,200.0	\$ 3,200
10	PAINTED PAVEMENT MARKINGS, DURABLE	STA	65.5	3.0	\$ 250.00	\$ 16,375.0	\$ 750.0	\$ 17,125
11	TRAFFIC CONTROL	LS	0.5	0.5	\$ 10,000.00	\$ 5,000.0	\$ 5,000.0	\$ 10,000
12	MOBILIZATION	LS	0.75	0.25	\$ 60,000.00	\$ 45,000.0	\$ 15,000.0	\$ 60,000
13	EROSION CONTROL AND SEEDING	ACRE	1.5	0.4	\$ 10,000.00	\$ 15,000.0	\$ 4,000.0	\$ 19,000
14	CONTINGENCY	LS	0.75	0.25	\$ 135,000.00	\$ 101,250.0	\$ 33,750.0	\$ 135,000

Sub-Total Construction \$ 754,000 \$ 240,000 \$ 993,000
Engineering, Legal, Administration (15%) \$ 113,100 \$ 35,850 \$ 148,950

***TOTAL \$ 867,100 \$ 275,850 \$ 1,142,000**

*Easement and acquisitions are unknown at this time. Does not include costs for easements/acquisitions.

*Does not include costs for any tree clearing, grubbing, or trimming, if required.

*Does not include costs for environmental mitigation, if required.

Resolution No. 2022-128

**A RESOLUTION APPROVING THE 28E AGREEMENT
BETWEEN JOHNSON COUNTY AND THE CITY OF NORTH
LIBERTY FOR THE WEST PENN STREET PROJECT**

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

WHEREAS, Johnson County and the City of North Liberty have interest in maintaining West Penn Street at and around the City limits of North Liberty; and

WHEREAS, the entities have come to an agreement for the sharing of the costs for the reconstruction of certain areas of West Penn Street; and

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding concerning the agreement for the sharing of the costs for the reconstruction project.

NOW, THEREFORE, BE IT RESOLVED that the 28E Agreement between Johnson and the City of North Liberty is approved.

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

APPROVED AND ADOPTED this 13th day of December, 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



Fringe Area Agreement

**FRINGE AREA POLICY AGREEMENT
BETWEEN JOHNSON COUNTY AND NORTH LIBERTY, 2022**

WHEREAS, Chapter 354, Code of Iowa (2022) allows the City of North Liberty (the “City”) to establish an extraterritorial area, known as the Fringe Area, within two miles of the City’s boundaries for the purpose of reviewing and approving subdivisions; and

WHEREAS, Chapter 354 further grants the City the authority to require that subdivisions within the fringe area adhere to the City's subdivision standards and conditions, unless the City establishes alternative standards and conditions for review and approval of subdivisions via a 28E agreement between the City and the County; and

WHEREAS, Chapter 28E of the Code of Iowa enables two or more local governments to enter into agreements to cooperate for their mutual advantage; and

WHEREAS, the Johnson County 2018 Comprehensive Plan calls for the review and update of all existing Fringe Area Agreements; and

WHEREAS, it is in the interest of Johnson County and the City of North Liberty to establish policies for the orderly growth and development within the City's fringe area; and

WHEREAS, Johnson County and the City of North Liberty mutually agree that such policies are necessary to more effectively and economically provide services for future growth and development and to protect and preserve the fringe area's natural resources and its environmentally sensitive features. NOW, THEREFORE, THE PARTIES ACCEPT AND AGREE TO THE FOLLOWING DEVELOPMENT POLICIES REGARDING ANNEXATION, ZONING AND SUBDIVISION REVIEW FOR THE NORTH LIBERTY FRINGE AREA AS AUTHORIZED BY CHAPTER 354, CODE OF IOWA (2022).

SECTION I. FRINGE AREA DEVELOPMENT POLICIES

Purpose:

The Fringe Area Policy Agreement is intended to provide for orderly and efficient development patterns appropriate to a non-urbanized area, protect and preserve the fringe area's natural resources and environmentally sensitive features, direct development to areas with physical characteristics which can accommodate development, and effectively and economically provide services for future growth and development.

In light of these objectives, the City and the County examined the development capabilities of the North Liberty fringe area and determined that development within this fringe area is to occur in accordance with the Fringe Area Map attached to this Agreement as Exhibit 1, illustrating the areas subject to this Fringe Area Agreement; and the Fringe Area Development Policies as follows.

FRINGE AREAS F1 - COUNTY CONTROL AREA

- Residential cluster developments are preferred, which preserves large tracts of open space.
- County review of subdivisions pursuant to County subdivision standards.
- All construction shall be performed in accordance with the County building permitting process.
- Subdivisions shall be reviewed by the City (farmstead splits and residential subdivisions proposing no more than one (1) buildable lot are exempt), and comments forwarded to the County; however, City approval of development proposals is not required.

FRINGE AREAS F2 - NEAR-TERM URBAN GROWTH AREA.

City near- term growth is anticipated, and unincorporated development is strongly discouraged.

- Residential, commercial and industrial land uses are encouraged as recommended and described in the City's Comprehensive Plan.
- Rezonings and site plans shall be reviewed by the City, and comments forwarded to the County.
- Subdivisions shall be reviewed and approved by the City prior to action by the Board of

Supervisors. City subdivision design standards shall apply for streets, storm water management and sidewalks. Water and sanitary sewer facilities shall be constructed upon development. Otherwise, County subdivision standards shall apply. Farmstead splits and residential subdivisions proposing no more than one (1) buildable lot are exempt from City review.

- Annexation shall be per State Code.
- All construction shall be performed in accordance with the County building permitting process if not annexed.

FRINGE AREA F3 – MID-TERM URBAN GROWTH AREA

City mid-term growth is anticipated, and unincorporated development is strongly discouraged.

- Residential, commercial, and industrial land uses are encouraged as recommended and described in the City's Comprehensive Plan.
- Rezoning and site plans shall be reviewed by the City and comments forwarded to the County.
- Subdivisions shall be reviewed and approved by the City prior to action by the Board of Supervisors. City subdivision design standards shall apply for streets, storm water management and sidewalks. Water and sanitary sewer facilities shall be constructed upon development. Otherwise, County subdivision standards shall apply. Farmstead splits and residential subdivisions proposing no more than one (1) buildable lot exempt from City review.
- Annexation shall be per State Code.
- All construction shall be performed in accordance with the County building permitting process if not annexed.

FRINGE AREA F4 – COUNTY RURAL AGRICULTURE AREA

City long-term growth is anticipated, and land uses are encouraged as recommended and described in the City's Comprehensive Plan and the County adopted land use policy for the Rural Agricultural Area.

- Subdivisions, rezoning and site plans will be reviewed by the City, and comments forwarded to the County. Farmstead splits and residential subdivisions proposing no more than one (1) buildable lot are exempt from City review.
- County subdivision standards apply.
- Development other than Farmstead Splits and residential subdivisions proposing no more than one (1) buildable lot is strongly discouraged unless annexed by the City.
- Annexation shall be per state code.
- All construction shall be performed in accordance with the County building permitting process if not annexed.

Note: For all parcels within 2 miles of the corporate limit of North Liberty, but for which no designation (F1/F2/F3/F4) is indicated on the Fringe Area Map in Exhibit 1, the City waives the right to review county applications for Rezoning, Subdivision, Site Plan, and Comprehensive Plan amendment (including amendments to the Future Land Use Map). Unless annexed by the City, uses in these areas shall conform to the Comprehensive Plan and Unified Development Ordinances of Johnson County, as may be amended from time to time. For development requests in these areas neither review nor comment by the City is required and applications shall be solely reviewed and approved or denied by the County. The City may provide informal comments if desired, but comments will be advisory in nature.

SECTION II. PROTECTING AGRICULTURAL OPERATIONS

Any regulations in the Fringe Area Agreement will not interfere with the Right to Farm, as contained in the Code of Iowa Chapter 335.2, Farms Exempt;

SECTION III. ADMINISTRATIVE POLICIES

As a rule, rural zoning regulation is the County's prerogative if a county has adopted a zoning ordinance. The City, however, exercises authority over subdivision regulation in a city's fringe area. Annexation is

also primarily under exclusive control of cities. Each of these activities, however, affects both jurisdictions and produces a clear need for coordination and joint administration. To that end, the City of North Liberty and Johnson County agree to the following procedures for administration of land use regulations.

1. Zoning Regulation:
 - a. Zoning regulation for all unincorporated territory shall remain under the authority of the Johnson County Unified Development Ordinance and the provisions of Chapter 335, Code of Iowa (2022), the enabling legislation for the County's zoning powers.
 - b. Persons wishing to rezone land within the fringe areas specified in this Agreement shall be required to simultaneously file a rezoning application with the County and forward a copy thereof to the City. The City and the County shall coordinate the processing of the application to ensure concurrent review by both the City and the County. The City Council shall make a recommendation on (or decline review of) the application prior to conclusion of the Board of Supervisors' public hearing. City comments and recommendation will be considered by the County but City approval is not required for County action.
2. Subdivision Regulation:
 - a. Subdivision of land within North Liberty's fringe area will be required to conform to either the County Subdivision Ordinance, Chapter 8:2 or the North Liberty Subdivision Standards, Municipal Code Chapter 180, in accordance with the policies specified in this Agreement.
 - b. Persons wishing to subdivide land within the fringe areas specified in this Agreement shall be required to simultaneously file a subdivision application with both the City and the County. The City and the County shall coordinate the processing of the application to ensure concurrent review by both the City and the County. Unless the City declines to review an application, City Council approval is required prior to action by the Board of Supervisors.
3. Site Plans:
 - a. Site Plan regulation for all unincorporated territory shall remain under the authority of the Johnson County Unified Development Ordinance.
 - b. Persons seeking Site Plan approval related to land within Fringe Areas F2, F3, and F4 shall be required to simultaneously file a Site Plan application with the County and forward a copy thereof to the City. The City and the County shall coordinate the processing of the application to ensure concurrent review by both the City and the County. The City Council shall make a recommendation on (or decline review of) the application prior to consideration by the Board of Supervisors. City comments and recommendation will be considered by the County but City approval is not required for County action.
4. Annexation:

The City will, upon receipt, forward applications requesting annexation or severance of property within the fringe area specified in this Agreement to the County for review and comment prior to consideration by the North Liberty City Council, as required by State Code section 368.
5. Roads:
 - a. The City of North Liberty and Johnson County shall work together with the Metropolitan Planning Organization of Johnson County to maintain the transportation plan for the fringe area outlined in this agreement. This transportation plan will work in conjunction with this agreement to ensure that future transportation corridors are protected from development.
 - b. The City of North Liberty will work with Johnson County to ensure that rural Johnson County residents are not assessed a burdensome rate for street improvements which may be part of an annexation.

SECTION IV. AGREEMENT REVIEW

This agreement shall be reviewed every three years. At any time during any three-year review period of this Agreement, either the Chair of the Johnson County Board of Supervisors or the Mayor of the City of North Liberty may also initiate review of the policies of this Agreement by contacting the other party to this Agreement. Both parties to this Agreement shall consider modifications to this Agreement in good faith.

The County and City acknowledge that they may from time-to-time desire to modify the Fringe Area Map

attached hereto as Exhibit 1, without the necessity of adopting a new agreement. Accordingly, the Fringe Area Map may be altered by mutual agreement of the parties upon their both passing a Resolution adopting a new, amended Exhibit 1. Said Resolution should specifically reference the Exhibit 1 to this Agreement, and its date of final adoption by the parties.

SECTION V. CONFLICT RESOLUTION

If the City and County are in conflict over a proposed subdivision, annexation, or rezoning application, a review committee comprised of members of the City Council, Board of Supervisors and City and County staff, to be appointed by the Board and Council (so as not to have the entire Board and Council), shall be established to make a good faith attempt to negotiate a resolution.

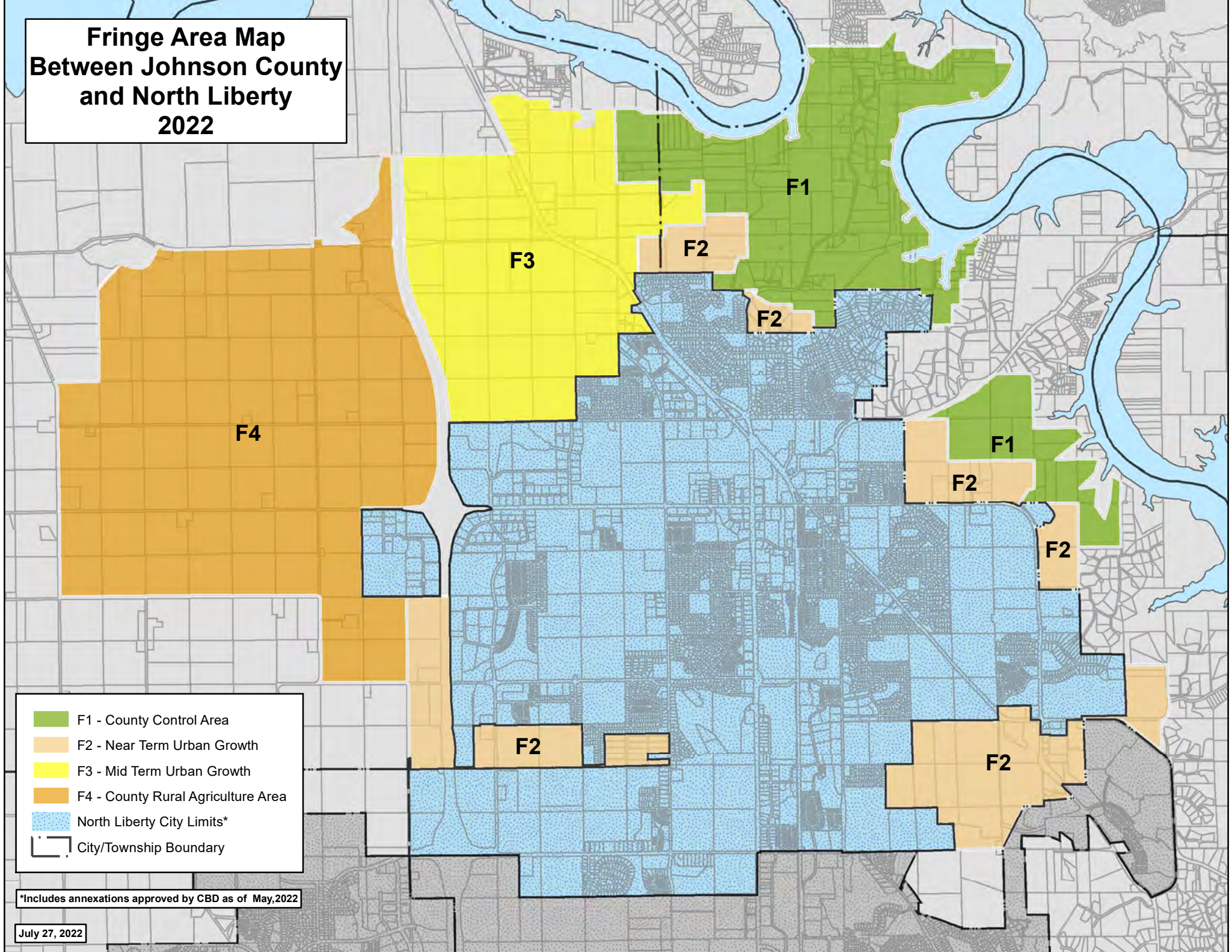
SECTION VI. EFFECTIVE PERIOD

This Agreement shall become effective upon acceptance and execution by the parties and shall be in effect for five (5) years after the date of execution of this Agreement. This Agreement may be modified or extended by the written mutual consent of both Parties.

SECTION VII. RECORDING

This Agreement shall be filed with the Secretary of the State of Iowa, and with the Johnson County Recorder in compliance with Chapter 28E, Code of Iowa (2022).

Fringe Area Map Between Johnson County and North Liberty 2022



- F1 - County Control Area
- F2 - Near Term Urban Growth
- F3 - Mid Term Urban Growth
- F4 - County Rural Agriculture Area
- North Liberty City Limits*
- City/Township Boundary

*Includes annexations approved by CBD as of May, 2022

July 27, 2022

Resolution No. 2022-129

A RESOLUTION APPROVING THE FRINGE AREA POLICY AGREEMENT BETWEEN JOHNSON COUNTY AND THE CITY OF NORTH LIBERTY

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

WHEREAS, Johnson County and the City of North Liberty have interest in maintaining developable areas at and around the City limits of North Liberty; and

WHEREAS, the entities have come to an agreement that reflects the ability of the City of North Liberty to provide utility services and accommodate planning policies; and

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding concerning the Fringe Area Policy.

NOW, THEREFORE, BE IT RESOLVED that the Fringe Area Policy Agreement between Johnson County and the City of North Liberty is approved.

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

APPROVED AND ADOPTED this 13th day of December, 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



Assessment Resolution

Resolution No. 2022-131

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

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

<u>Name</u>	<u>Property</u>	<u>Parcel</u>	<u>Amount</u>	<u>Description</u>
Chris Tipton	65 Elm Ridge Drive	0612393001	\$220.00	Weeds & Grass

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

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

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

APPROVED AND ADOPTED this 13th day of December, 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



Additional Information



CITY OF IOWA CITY

410 East Washington Street
Iowa City, Iowa 52240-1826
(319) 356-5000
(319) 356-5009 FAX
www.icgov.org

Joint Entities Meeting Minutes

Invitees:

Johnson County Board of Supervisors
University of Iowa

Cities:

Coralville; Hills; Iowa City; Lone Tree; North Liberty; Oxford;
Shueyville; Solon; Swisher; Tiffin; University Heights

School Boards:

Clear Creek; Iowa City

Monday, October 17, 2022 - 4:30 PM Emma J. Harvat Hall, 410 E. Washington Street

(Audio is available in the City Clerk's Office and the City website.)

Call to order

Iowa City's Mayor Pro Tem Megan Alter called the meeting to order at 4:30 p.m. Attendees:

Johnson County Board of Supervisors: Jon Green, Lisa Green-Douglass, Royceann Porter, Rod Sullivan

City of Iowa City City Council: Megan Alter, John Thomas, Janice Weiner, Laura Bergus, Pauline Taylor, Shawn Harmsen

City of Coralville City Council: Mayor Meghann Foster, Laurie Goodrich, Keith Jones, Mike Knudson

City of Hills Council: Mayor Tim Kemp, Cathy Kneble

City of North Liberty City Council: RaQuishia Harrington, Mayor Chris Hoffman, Erek Sittig

City of North Liberty City Council: Mayor Steve Berner

City of University Heights City Council: Mayor Louise From

Iowa City Community School District School Board: Molly Abraham, Charlie Eastham, Jayne Finch, President Ruthina Malone, Maka Pilcher Hayek, Lisa Williams

Staff: Geoff Fruin, Eric Goers, Kent Ralston, Darian Nagle-Gamm, Kellie Fruehling, Ashley Platz, Scott Lyon, Redmond Jones, Ryan Heiar, Travis Weipert, Matt Degner, Fiona Johnson, Sam Jarvis, Cady Gerlach

Information on PulsePoint, a free mobile app that alerts CPR-trained individuals of cardiac events in their vicinity so they can provide life-saving aid to those in need. County collaboration with the Rotary-Kerber HeartSafe Campaign, whose mission is to increase the survival rate of sudden cardiac arrest in our community by motivating laypersons to intervene effectively using CPR and AEDs and by selling AED packages to nonprofits and local business at a discounted rate. (Johnson County)

Fiona Johnson, Johnson County Ambulance Service present a PowerPoint presentation on PulsePoint and proved the following information:

- Each year 350k lives are lost to sudden cardiac arrest
- Power of a minutes – The Clock is Ticking
- Chain of Survival

- PulsePoint
- When a cardiac arrest occurs
- Early Arrival Advantage
- PulsePoint AED
- Johnson County Sudden Cardiac Arrest Locations
- AEDs need to be accessible 24/7
- Cardiac Arrest Registry – Survival Report
- Do public AEDs work?
- Collaboration
- Heart Safe Community
- You Can Save a Life
- Download PulsePoint Response and PulsePoint AED, allow alerts and share

Voting information, including early voting opportunities – Johnson County Auditor (Iowa City)

Travis Weipert, Johnson County Auditor provided an update and information on the Early Voting Schedule and satellite locations. Weipert also provided a handout that gives more specific information regarding voting absentee by mail, in-person and on election day. Reminder to check your driver's license expiration date.

COVID Update – Johnson County Public Health (Iowa City)

Sam Jarvis, Community Health Division Manager, provided an update on COVID and Monkeypox. Johnson County had low COVID rates and low hospitalization rates but also many positive cases are going unreported with home testing. Jarvis encouraged all to get boosted.

Better Together: Regional Transit System Discussion (Iowa City)

Iowa City Councilor Laura Bergus started the discussion regarding regional transit. Councilor Bergus mentioned the Better Together 2030 All-In Vision and the Envision East Central Iowa Executive Summary from East Central Iowa Council of Government (ECICOG) and encouraged entities to create more vibrant communities by connecting individual community assets and strengthening the region's vitality. Councilor Bergus asked those present for their views on Regional Transit and pursuing next steps. Kent Ralston, MPOJC Executive Director, discussed the CRANDIC rail system and other options like Bus Rapid Transit. Ralston answered member questions on MPOJC studies and what steps are next. Individual members expressed their views. Regional Transit System Discussion will be added to the January agenda for further discussion.

Proposed Dates and Hosts for future Joint Entities Meetings

Members made no objection to the following schedule:

- January 9, 2023: North Liberty
- April 17, 2023: University Heights
- July 17, 2023: Johnson County
- October 16, 2023: Iowa City Community School District
- January 8, 2024: Coralville
- April 15, 2024: Iowa City

Announcements

Senator Zach Wahls is receiving this year's distinguished Iowa League of Cities Legislative Service Award. All were invited to Coralville City Hall on Tuesday, October 25th 5-6pm for a reception held in his honor at 1512 7th Street, Coralville, IA 52241.

Adjournment

Mayor Pro Tem Alter adjourned the meeting at 5:51 p.m.



To **Mayor, City Council, Communications Advisory Commission**
CC **City Administrator Ryan Heiar**
From **Communications Director Nick Bergus**
Date **Dec. 2, 2022**
Re **Communications Staff Report**

City Slate

November offered Embody | Embrace (Nov. 14) and, for a bit of a change, the Golden Turkey Hunt (each Tuesday) which offered a clue and challenged residents to find a hidden medallion for prizes. We'll look at changes we can make in 2023. Meanwhile, staff prepared for December City Slate events: Breakfast with Santa (Dec. 3), Holiday Vendor Fair (Dec. 3) and Noon Year's Eve (Dec. 28), as well as for 2023.

Youth Council

On Nov. 17, we hosted our second official meeting of the Youth Council. Attendance was good despite the particularly slick roads that kept several at home. The group continues to lay a strong foundation for the rest of the year and future groups. They will finalize their charter and elect officers in December.

Mental Health Liaison and Virtual Reality

We worked with Police Department to roll out two initiatives: the new Mental Health Liaison, a CommUnity Crisis Services employee who will be stationed in North Liberty, and the department's virtual reality training system. We hosted a joint press event with Coralville and Johnson County to introduce Kieonna Pope on Nov. 7. We invited the public to have hands on demos with the VR system during the month for dates in December.

Staffing

Micah went on parental leave and is expected to return in the new year. Micah, her husband and their son are well, though parents are reportedly tired. We are looking to fill the Communications Assistant role with interviews scheduled for early December. We will accept applications until the position is filled.

Community Activity Guide

The guide of recreation and library programs and special events was assembled, designed and published in November, covering January, February, March and April. We had reformatted the guide when publication recommenced its regular schedule to slim it down and push patrons to the web for more information. This cycle, we tweaked that

format to help make it clearer where patrons could locate additional information and how the class sessions were structured.

Beat the Bitter

Planning for Beat the Bitter, beginning in late January, is mostly complete and registration and schedule of events is available at beatthebitter.com. Fire & Ice presented by GreenState Credit Union, the Snuggie Crawl presented by McGrath Toyota of Iowa City, North Liberty Lights and 5K-ish Glow Run presented by Tryon Investments, KICK Winter in the SnowBALL and the Scheels Ice Rink all return, with additional affiliated events planned such as a pedicab rides around the lights, a sip and stroll and North Liberty night with the Heartlanders.

Blues & BBQ

Work with the Englert to program the stage has begun for the 15th year of the festival, planned for July 8. We've worked with the Englert's team for the pass few events, and are taking an opportunity to lean further into their experience with live performance and expanding the partnership. Announcements are expected in May.

Other Items

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

We produced several podcasts for the library in addition to 52317 episodes.

We continue to monitor changes and upheaval at Twitter.

Staff represented the City of North Liberty at the Better Together 2030 kickoff event and on the United Way's Community Impact Council.

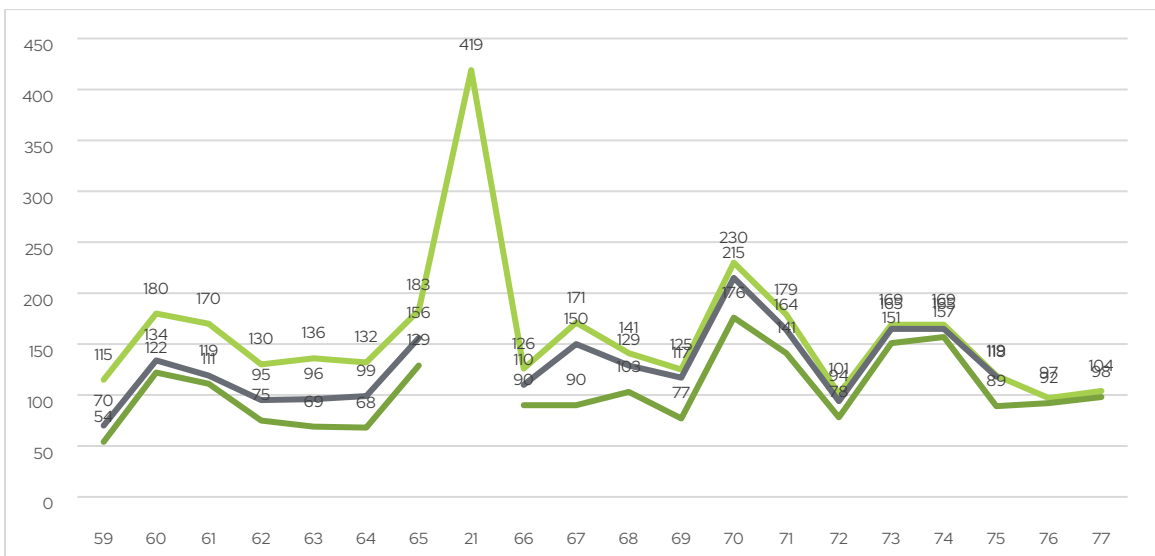
We posted news releases about leaf collection, December events, holiday hours, snow tips and more.

Completed Videos

Title	Requested By	Completed	Duration
Planning & Zoning	Administration	Nov. 1	0:23
Eye on: NLFD	Communications	Nov. 2	0:07
Parks & Recreation	Administration	Nov. 3	0:41
Leaf Pickup Tips & Tricks	Communications	Nov. 7	0:03
City Council	Administration	Nov. 7	1:09
BtB Promo: 5K-ish	Communications	Nov. 16	0:01
BtB Promo: Snuggie Crawl	Communications	Nov. 16	0:01
BtB Promo: Kickball	Communications	Nov. 16	0:01
BtB Promo	Communications	Nov. 16	0:01
MPOJC	Administration	Nov. 16	1:10
Library Board of Trustees	Administration	Nov. 21	0:37
City Council	Administration	Nov. 22	1:10
Eye on: Mental Health Liaison	Communications	Nov. 28	0:09
Total completed productions: 13	Duration of new video: 6.5 hours		

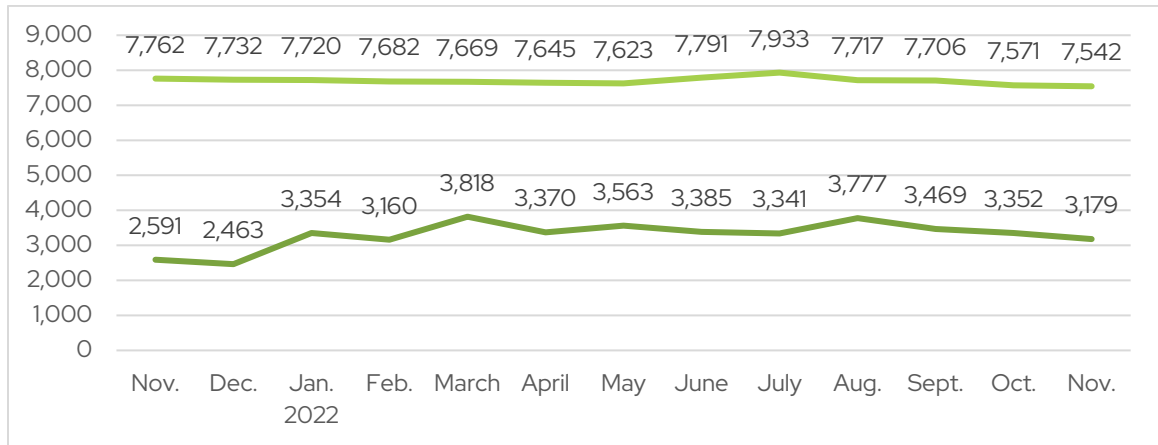
52317 Podcast

Episodes release every three weeks and can be found at northlibertyiowa.org/52317.



Downloads is the number times the podcast file was downloaded to a player, including a podcast client, webpage-embedded player or other device in its first 30 days, 90 day and since its publication. Numbers are as reported by service provider LibSyn as of the date of this report. **Episodes** 77: North Liberty coLab76: Kimberlee Rocca; 75: United Action for Youth; 74: Triple Oak Power; 73: Friends of Coralville Lake; 72: Maryam Thompson Photography; 71: Spotix; 70: Johnsy's Liquor; 69: Vertronic Aerospace; 68: North Liberty Coralville Softball Baseball; 67: Soiree; 66: Illuminate; 21: Heyn's; 65: LaLa Boutique; 64: Kirkwood Workplace Learning Connection; 63: Leash on Life; 62: Chomp Delivery; 61: Speedy Mike's Carwash; 60: Flip Salon & Spa; 59: Rock Valley Physical Therapy; 58: NASA

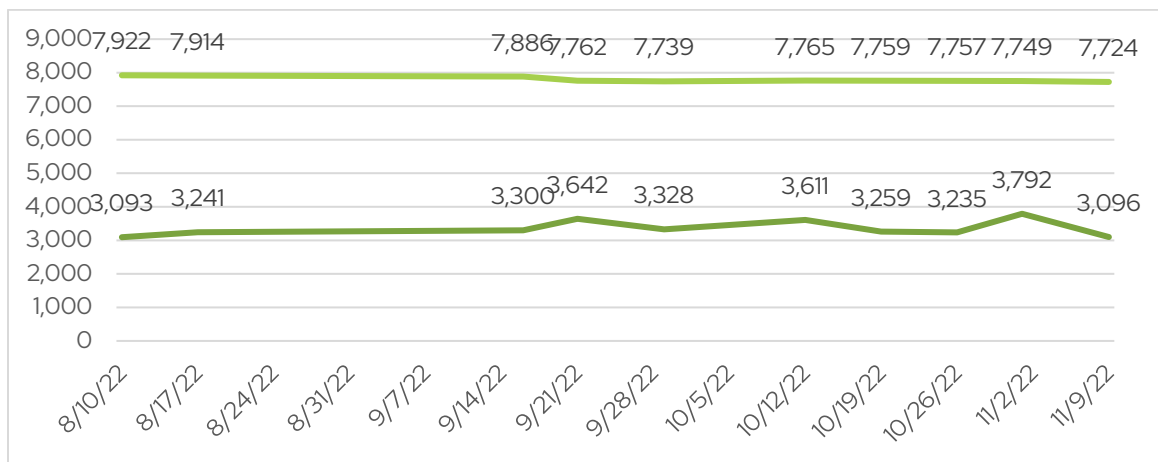
North Liberty Bulletin Email Newsletters



Recipients is the number of email addresses to which an issue of the Bulletin was sent and is represented by the top line. **Opens** is the number of unique recipients who opened the Bulletin and is represented by the bottom line; the standard open rate for government is 25.4%. Numbers are as reported by service provider Mailchimp. **Subject lines** Nov: Sharp-witten, keen-eyed, can't lose; Oct: The future is awkward and passionate; Sept: No one likes construction cones so here's a puppy; Aug: OK to the last drop; July: Years in the making; June: A full slate; May: Taking time for two wheels; April: Mud, trash and poop season; March: The Thaw; Feb: Save the dates; Jan: Tomorrowland; Dec: Conspiring, to eat cookies, by the fire; Nov: Not sure you know how psychologically healthy that actually is;

Know Before You Go Emails

These emails focus on free, large-scale community and leverage the city's email list. It is a key marketing channel for City Slate events.



Recipients is the number of email addresses to which an issue of the Bulletin was sent and is represented by the top line. **Opens** is the number of unique recipients who opened the Bulletin and is represented by the bottom line; the standard open rate for government is 25.4%. Numbers are as reported by service provider Mailchimp.

Website Statistics

Month	Sessions	Users	Pageviews
Nov 2022	29,888	22,127	58,381
Oct 2022	34,361	24,315	60,653
Sept 2022	23,690	17,833	44,903
Aug 2022	28,712	21,863	52,942
July 2022	26,101	19,342	50,030
June 2022	27,985	20,537	55,721
May 2022	25,781	19,174	48,930
April 2022	27,396	20,578	52,648
March 2022	25,815	19,113	49,629
Feb 2022	22,876	16,286	41,437
Jan 2022	26,218	20,351	47,444
Dec 2021	17,011	13,056	33,502
Nov 2021	20,196	15,122	39,415

Sessions is the number of time-bound user interactions with the website. **Users** is the number of unique devices loading the site in that month. **Pageviews** is the total number of pages loaded or reloaded. All stats are monthly.

Social Media

Month	Facebook		Twitter		Instagram	Nextdoor
	New likes	Reach	New follows	Impressions	Followers	Members
Nov	64	35,617	-64	18,400	2,862	5,807
Oct	91	25,561	-2	13,200	2,840	5,789
Sept	50	23,333	-2	26,000	2,828	5,741
Aug	93	36,131	6	18,700	2,815	5,713
July	121	83,190	7	13,100	2,764	5,645
June	114	31,235	-3	14,900	2,738	5,617
May	122	33,811	23	17,700	2,712	5,585
April	57	37,226	-11	17,500	2,667	5,531
March	62	47,317	22	19,500	2,648	5,497
Feb	47	47,939	17	18,100	2,620	5,448
Jan 2022	139	209,293	7	40,500	2,600	5,411
Dec	32	19,971	11	23,500	2,575	5,383
Nov	14	20,182	9	30,400	2,570	5,361

Facebook new likes is the net number of new users following the city's Facebook page; it does not include new *followers*. **Facebook reach** is the number of unique users who saw any of the city's Facebook content, reported on a 28-day period. **Twitter new follows** is the net number of new users following the city on Twitter. **Twitter impressions** is the total number of times a tweet from the city was shown to a user. **Instagram new follows** is the net number of new users liking the city's Instagram account. **Nextdoor members** is the number of verified North Liberty residents who are users and able to receive our agency messages.



To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **11/5/2022**
Re **Monthly Report**

November Permits:

62 permits were issued in November with estimated construction value of 3.4 million dollars. Three new housing permits were issued with construction value of 1.65 million dollars. Staff completed 434 inspections during the month of November.

Rental/Code Compliance Cases:

Twelve new rental permit applications received in November. A total of three compliance cases were processed in November.

Taco Bell Project:

The project is nearing completion. LL Pelling was able to complete asphalt paving surface before the asphalt plant closed for the season. Crews are installing interior kitchen appliances.



November Permit Tally Report

Permit Type	Construction Value	Total Fees
Group: Accessory Structure		
	\$6,000.00	\$0.00
		Group Total: 1
Group: Commercial Alteration		
	\$34,616.00	\$567.12
		Group Total: 2
Group: Construction Site Plan		
	\$0.00	\$0.00
		Group Total: 2
Group: Deck		
	\$71,500.00	\$1,128.95
		Group Total: 4
Group: Driveway		
	\$0.00	\$25.00
		Group Total: 1
Group: Fence		
	\$31,749.00	\$150.00
		Group Total: 6
Group: Fire Alarm & Detection Equipment		
	\$15,675.00	\$103.00
		Group Total: 1
Group: Mechanical Electrical Plumbing (MEP)		
	\$99,641.62	\$779.29
		Group Total: 17
Group: New Commercial		
	\$350,000.00	\$3,181.75
		Group Total: 1
Group: New Single Family Dwelling		
	\$1,655,000.00	\$13,383.25
		Group Total: 3
Group: Operational- Temp LPG		
	\$1,000.00	\$50.00
		Group Total: 1
Group: Patio		
	\$0.00	\$0.00
		Group Total: 1

Group: Rental

	\$0.00	\$1,732.00
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Group Total: 12

Group: Residential Alteration

	\$53,311.00	\$841.28
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Group Total: 5

Group: Sign

	\$25,500.00	\$100.00
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Group Total: 2

Group: Temporary Use

	\$1,119,000.00	\$50.00
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Group Total: 1

Group: Utility Service

	\$0.00	\$770.50
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Group Total: 1

Group: Zoning Certificate

	\$0.00	\$25.00
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Group Total: 1

Totals

	\$3,462,992.62	\$22,887.14
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Total Records: 62



Permit Summary Report Inspection Type

Schedule Date 01/01/2022 TO 11/30/2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
Inspection request	4	7	6	12	8	20	15	22	13	12	24	0	143	
Re-inspection	33	52	54	40	82	43	51	49	51	36	55	0	546	
1st SWPPP	0	0	3	7	6	11	3	17	5	5	5	0	62	
Above Suspended Ceiling	0	3	0	1	1	0	0	1	0	0	1	0	7	
Backflow Preventer	0	0	0	0	0	0	0	2	0	0	0	0	2	
Building Sewer	0	0	0	0	1	1	0	0	0	1	0	0	3	
Commercial Final	2	4	1	1	0	1	0	1	1	0	0	0	11	
Commercial Rough-In	3	3	0	0	0	2	0	1	0	1	0	0	10	
Deck, Porch, Sunroom Footings	9	2	6	15	13	9	6	8	23	19	15	0	125	
Final	13	7	14	11	15	10	14	16	9	10	9	0	128	
Fire - Alternative Automatic Fire Extinguishing System	0	0	0	0	0	0	0	0	1	0	0	0	1	
Fire - Automatic Sprinkler System	0	2	3	2	0	0	0	0	1	0	0	0	8	
Fire - Automatic Sprinkler System - Preconcealment	0	0	0	1	0	0	0	0	0	1	0	0	2	
Fire - Fire Alarm Installation	0	2	3	5	5	0	0	0	0	0	0	0	15	
Fire - Fire Alarm Installation (Rough-In)	0	0	0	1	0	0	0	0	0	0	0	0	1	
Fire - Fire Dept. Acceptance	2	3	4	8	1	0	1	0	0	0	0	0	19	
Fire - Kitchen Hood Suppression System Installation	0	0	0	0	0	0	0	0	0	0	1	0	1	
Fire - Mobile Food Unit	0	0	0	0	0	0	1	0	0	1	0	0	2	
Fire - Retail Sales of Fireworks	0	0	0	0	0	2	0	0	0	0	0	0	2	
Fire - Vehicle Exhaust Ventilation Equipment	0	0	0	0	1	0	0	0	0	0	0	0	1	
Footings/Slabs	1	0	23	14	10	7	12	17	14	7	15	0	120	
Foundation Dampproofing	1	0	0	8	7	3	3	10	9	5	6	0	52	
Foundation Wall	1	0	14	12	9	5	11	19	8	6	13	0	98	
Framing	0	0	0	0	3	2	0	0	0	1	1	0	7	
Gas Piping	0	0	0	1	1	0	0	1	0	0	0	0	3	
Gas service release	23	18	22	8	1	17	10	21	21	26	33	0	200	
Grading	1	0	0	16	10	8	7	10	9	9	6	0	76	
Grease Interceptor	0	0	0	0	0	0	0	0	0	1	0	0	1	
Manufactured Home	1	0	0	2	2	4	1	0	0	0	0	0	10	
Meeting	0	0	0	1	3	2	1	3	5	1	1	0	17	
Non-Compliance Notice	0	0	0	0	0	0	1	0	0	0	0	0	1	
Notice of Termination CSR	4	2	3	5	16	6	10	7	10	7	9	0	79	
Other	36	3	0	24	0	7	4	6	6	1	10	0	97	
Out of the office	0	0	0	1	3	0	2	5	1	0	7	0	19	
Permanent Electric Service Release	14	17	26	7	26	20	8	30	16	24	34	0	222	
Plumbing below slab	6	0	1	11	11	10	16	18	10	7	15	0	105	
Pool Final (residential)	0	0	0	0	0	1	0	1	0	0	1	0	3	
Rental	13	3	4	21	5	4	4	81	96	57	45	0	333	
Residential final (New Construction)	13	18	17	10	38	13	14	15	16	10	13	0	177	
Residential Photovoltaic (PV) Solar System	1	0	4	1	4	4	1	0	0	4	2	0	21	
Residential Rough-in (New Construction)	14	18	17	11	15	13	9	14	20	26	24	0	181	
Residential Sewer Service	0	0	8	14	13	12	18	17	18	7	11	0	118	
Residential Water Service	0	0	0	1	2	1	0	0	1	1	8	0	14	
Rough-in	2	3	4	5	5	3	5	1	2	5	7	0	42	
Sanitary Sewers	0	0	0	0	0	0	1	0	0	0	0	0	1	
Sidewalk Release	4	3	4	13	18	6	6	9	8	6	4	0	81	
Sump Pump Discharge Line	2	0	17	13	24	7	6	15	16	13	16	0	129	
Temporary Electric Service	2	3	4	10	5	8	11	13	9	5	10	0	80	
Water Heater	1	0	0	1	1	4	1	1	0	1	0	0	10	
Water Main and Appurtenance	0	0	0	0	0	0	0	0	0	1	0	0	1	
Witness air pressure test and piping inspection	17	19	20	7	19	16	12	16	26	26	33	0	211	
Totals:	223	192	282	321	384	282	265	447	425	343	434	0	3598	



November Certificate of Occupancy Report

Applicant	Parcel Address	Project Description	Permit Type	Date C.O. Issued
ROB PHIPPS	1365 Salm Dr	New single family home	Building	11/17/2022
Charles Ruess	370 Whitman Ave	New Single Family home	Building	11/4/2022

Total Records: 2

Code Compliance Report

11/01/2022 - 11/30/2022

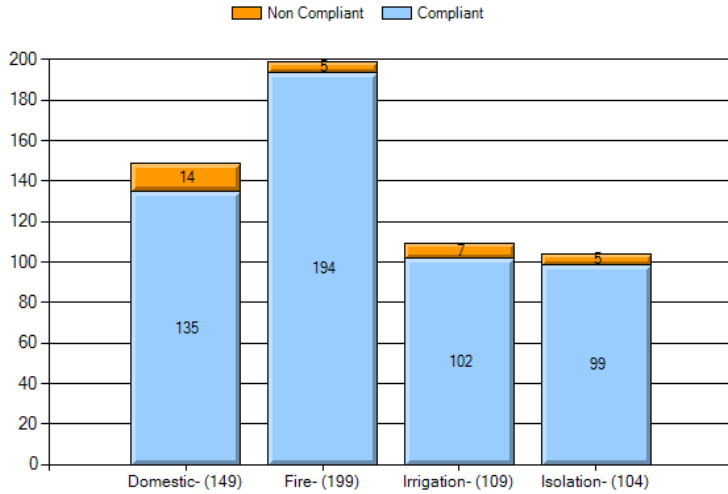
Case Date	Case #	Status	Complaint	Reporting Code
11/9/2022	20220226	Closed	construction material delivered before 6 AM	Nuisance
11/29/2022	20220227	Closed	Boat trailer parked adjacent to curb on street for more than 48 hours	City Code
11/30/2022	20220228	Open	Camper parked on street 48 or more. Car parked on property in grass	City Code

[← Back](#)

Breakdown of Backflow Preventer Compliance

Utility Water System

Show All ▼



Categories

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

Compliance	%	Compliant	Category. Total
Domestic	91%	135	149
Fire	97%	194	199
Irrigation	94%	102	109
Isolation	95%	99	104
Totals	94%	530	561

Click a category in the chart above to view the details for that category or-
 Click one of the buttons below to view the details for all compliant/ non compliant hazards.

*Categories with high counts will take a little longer to view/ download.



TO: City Administrator, Ryan Heiar, and City Council
FROM: Jennie Garner, Library Director
DATE: Dec 6, 2022
SUBJECT: Monthly Library Report

Library News

The library is thrilled to share that we were awarded grant funding from the Community Foundation of Johnson County in partnership with the United Action for Youth to work with a local muralist of color and local youth to collaborate in the creation of a moveable mural that will provide access to public art for residents and visitors alike. Recent research from the National Endowment for the Arts (NEA) shows that at-risk youth show improved academic outcomes from in-depth arts involvement and that students with access to the arts in high school are more likely to attend college. They also show a marked difference in overall career goals and are more civically engaged (The Arts and Achievement in At-Risk Youth: Findings from Four Longitudinal Studies, 2012). The model for UAY's arts programming uses a combination of Positive Youth Development (PYD) and Social-Emotional Learning (SEL). It is a holistic approach that combines arts instruction and art making with life skills development, such as leadership, teamwork, communication, respect for diversity, and positive self-image.

Huge appreciation to the Friends of the Library and the NL Optimist Club for generous contributions to reach our funding goal and recognizing the importance of bringing public art to our community. This mural project directly aligns with the library's strategic goals and the work we do to create a place of belonging for all in our community.

We have just released the library's [annual community report for FY22](#). We're excited to share the numbers as they continue to climb back to pre-pandemic days and offer a glimpse of achievements and highlights of the last year. The support of leadership, wonderful partners, and collaboration with our many community advocates are central to our success.

November marked the long-awaited launch of the first Playful Parenting Workshop that is the core component of our Family Place Library® designation. The workshops were set to launch, you might recall, in 2020 right before the pandemic took root. The overall goal of Family Place Libraries is to develop a family-friendly environment transforming libraries into community centers for literacy, early childhood development, parent education and engagement, family support and community information. We are offering two timeslots of the five-week workshops (that will be offered at least twice yearly) to try to provide times that work for different schedule. Each week community expert partners attend the early childhood parenting sessions to observe kids, and provide referrals for kids who may not be meeting the milestones in the areas of early literacy, speech and language development and hearing, nutrition, movement, and child development. You can get more information from this [video](#) about Family Place.

Scroll to learn about some fun tween programs offered in November.



The Junior Optimist International (JOI) – the club that our youth services staff helped launch and supervises – had fun creating 59 birthday bags in November to donate to North Liberty Pantry. Each bag contained cake, frosting, party favors and all the things you'd need to throw a birthday party for eight kiddos. JOI is a great opportunity to teach kids about the importance of giving back to community and volunteerism.

This month, the Youth Services Team also spent time at Kirkwood Regional Center at the STEAM Institute educating 7th graders about their work as librarians.





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

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

Date **December 1, 2022**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month. We finished winterizing all park facilities. We repaired three trail lights at Liberty Centre Pond/Park.

Park staff completed trail & sidewalk concrete crack sealing at Liberty Centre Park/Pond and Penn Meadows Park.

We continue to make improvements at the Babe Ruth baseball field. We installed brick on the bottom of the press box & restroom facility. This now matches the new storage shed we just finished last month.

We prepared and installed all winter snow removal equipment. We installed trail and sidewalk markers in preparation of snow removal.

We maintained equipment as needed this month. We performed preventative maintenance and repaired winter equipment as time permitted. We continue to prepare for the next year growing season by performing preventative maintenance and repairs to sports field maintenance, mowing, trimming, and landscaping equipment.

We continue to pick up park/trail trash receptacles and pet waste stations daily.

We finished mowing and trimming all City parks and grounds for the season. All native prairie areas have been cut down for the season. All landscaping areas have been winterized for the season. It takes staff approximately 4 weeks to cut down and winterize roundabouts and all other landscaping areas due to increasing inventory of landscaping.

We winterized all the ball fields and soccer fields by removing and storing all related equipment.

Park staff continues to organize the cold storage building as time permits.

We cleared snow & ice from parking lots, sidewalks & trails on November 16th, 17th & 18th.

Parks Staff attended the Ornamental, Turf, and Pest Management Re-Certification Applicator Class on November 9th at the Johnson County Extension Office. This is required annually to maintain our state pesticide and herbicide licenses.

Information signs were placed on the newly installed kiosks at Red Fern Dog Park.

We completed and submitted the *Trees Please* Grant from MidAmerica Energy. If awarded, we will receive \$1000 to plant additional trees at the Community Center next season.

We continue to attend progress meetings with City Staff, All American Concrete & Shive Hattery regarding the Dubuque Street project Phase 1 project. There was a final Dubuque Street Project Phase 1 punch list walk through on November 17th and site furnishings placement review and install on November 21st.

We continue to make progress on the FY2324 Parks operating budget and the 5-year capital improvements plan in preparation of the next fiscal year.



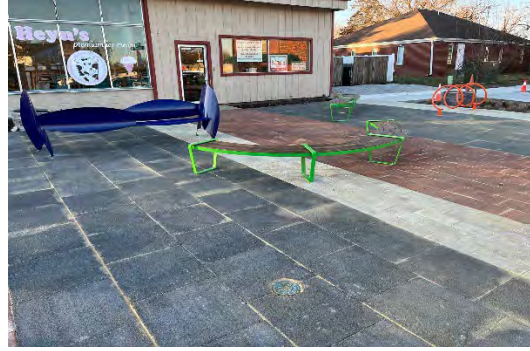
Park staff at Babe Ruth field installing brick on the press box/restroom facility.



Park staff cutting down and winterizing Dubuque Street roundabout.



Park staff cutting down and winterizing Ranshaw Way bio-swale areas.



New site furnishings installed near Sugar Bottom Bikes and Heyn's Ice Cream.



New information signs installed on the kiosks at Red Fern Dog Park.



Happy Holidays to everyone!!!



North Liberty Police Monthly Report November 2022

Training:

- Members attended monthly Canine, Bomb Squad, Tactical Team, and Dive team (64 hours)
- We completed our bi-annual firearms training at the Cedar Rapids shooting range for regular and night qualifications. (150 hours)
- An investigator attended an online course on investigative strategies for child abduction cases. (8 hours)
- Chief Venenga attended a weeklong Executive Leadership Development Course receiving the trilogy award for FBI-LEEDA. (36 hours)
- Our two tactical team members attended the annual International Technical Officers Association conference with the Johnson County SERT team in Illinois. (32 hours)
- One officer attended the city-wide sponsored training on Opioid Crisis, Naloxone, Stigma Reduction. (1 hour)
- A supervisor attended a 4-hour online course for managing investigative unit presented by Training Force USA. (4 hours)
- Four officers attended an online film screening and discussion for law enforcement for "Walking while Black: L.O.V.E. is the Answer" facilitated and directed by A.J. Ali (10 hours). Thanks to the Mayor and former Mayor for the invite.

Traffic Contacts	136
Parking Contacts	13
Vehicle Inspections	21
Vehicle Unlocks	30
Crash Investigations	22
Public Assists	371
Assist other Agency	65
Crimes Against Persons Report	14
Crimes Against Property Report	23
Other Reports	21
Arrests	25
Warrants	3
Alcohol/Narcotics Charges	14
Crimes Against Persons Charges	9
Crimes Against Property Charges	1
Other Charges	20
Animal Calls	23
Total Calls for Service	1462
*Total Calls for Service for the year	20222

Public Relations:

- Officers continue to work several university and high school sporting events at their request. We are reimbursed by the schools for the overtime.
- We held a public open house/PR event to introduce our new Mental Health Liaison, Kieonna Pope to the public. Thank you to communications for setting that up. She has been assigned and followed-up on 6 separate requests for North Liberty.
- We were invited to Grace Community Church for a safety and security conference. Officer Sammons attended the Saturday event, and we appreciate them inviting us.
- Officer Bryan Davis attended the lighthouse round table discussion with the library on police and community relations.
- We were invited to the Children's Autism Project of Balance Autism for the first responder's night. This was for Pre-K and elementary aged school children.
- Officers delivered Thanksgiving meals to several families in North Liberty. This is our second year for the program that was started by Officer Madole. 30 meals were donated by the police department. We worked with Z's catering of North Liberty. The funds were donated to the police department over the year.
- Several local school safety assessments were completed with the help of Johnson County EMA. These assessments were conducted to satisfy a State Grant to receive funds to enhance safety measures.
- Applications were sent out to schools and the Pantry for our annual Holiday giving tree.

- Officers joined area first responders for the Holiday Lights at the Lake. We volunteered to direct traffic, take donations and hand out candy canes.



- Planning is underway for a couple community events. The first is the Community Police Academy that will be held in January and will last 10 weeks. The second is next summer's Safety Village.
- We hosted 70 elementary kids for PD tours from Penn Elementary.
- We completed 3 child safety seat inspections.

Equipment:

- All in-car radar units were calibrated for the annual inspection and certification.
- Our bomb team commander took a trip to Arkansas to gather supplies for the bomb team that could not be shipped. The equipment costs are split between the entities, with additional expenses being paid by the Johnson County EMA.
- Johnson Controls came to the PD to try to fix some of the heating and cooling issues we continue to have. To reduce our heating and cooling costs at the PD, we have been working with them to put the building on a schedule for when we are open and operating and when we are closed.
- We purchased a computer and desk for the cybercrimes investigator and have been planning for his training next year. The Internet Crimes Against Children (ICAC) will provide funding for his training and certification. He also has a conference scheduled for his in-person certification in Orlando, Florida which will take place in April. ICAC will pay for this training, meals, lodging, and transportation through the State.
- Received Narcan through the State of Iowa grant process to upgrade all Narcan that the officers carry.

Enforcement/Crime:

- We sent out a public release for the Tobacco Compliance Checks that we will be conducting in the upcoming months.
- Investigators are following-up on leads for the break-in at Harold's Jewelry store.
- We saw an increase in domestic abuse, as well as violations of no contact orders, this month. We generally see that more towards the end of the year.

Department Admin:

- We are continuing the hiring process for the non-certified individuals and held the physical fitness testing for one of the applicants. We have one certified individual that we will start our process on.
- Promotional announcements were made for changes that will take place in January. In a new position for the department, Rueben Ross will be promoted to Administrative Lieutenant

and will oversee the administration division. Casey Wood will be promoted to the rank of Sergeant and will be assigned to overnight patrol.

- The union requires that patrol positions be changed or selected in December for January. Our new drug task force member will be Rick Vazquez, the new General Investigations will be Ryan Rockafellow, and our new (and first) Cybercrimes Investigator will be Bruce Sexton. We also held interviews for a new tactical team member since Casey Wood has been promoted.
- This month we worked on the budget for FY2024.
- Chief attended several meetings for the local police chiefs' meetings, ILEA council meeting, ILEA Rules committee meeting, ILEA meeting with the Governor's representative, and Guidelink advisory board meeting.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 12/6/2022



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **November 29, 2022**
Re **Monthly Report – November 2022**

November is a busy time spent working on next FY budgets & CIP projects. We look at last FY year-end totals, any amendments, inflation on pricing and our wish list of capitals projects. Budget submittals must be turned in right after Thanksgiving and meetings will take place in December with City Administration. Last spring, we conducted a Community Center Facility Condition Assessment report which lists building improvements as Priority 1-4. Priority 1s are identified as immediate to first year improvements. Some of these projects could be covered in operating budgets while some will be quite expensive such as our recent roof replacement project. It is hard to believe that the original facility is going on 25 years old; the pools are 18 years old. These projects need to be addressed to keep this facility the heart of the community.

As mentioned last month, Dale Leonard has given notice of retirement as Custodian/Maintenance Supervisor. We advertised his position and promoted Mark Wingert from within the department to step into this role. In doing so, we have his current Custodian/Maintenance Technician position to fill. This advertisement went out and we are accepting applications and will be interviewing in December to have someone on board in January 2023.

Recdesk Database:

Reviewing our Recdesk database; we have 11,873 residents (62%) and 7,192 non-residents (38%) totaling 19,065 individuals. Increase of 226 from last month.

Aqua Programs:

Aqua classes continue to be our most popular programs. This session had approximately 73 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, and Water Resistance continue to be the most popular. Aqua Program revenues totaled \$1,171.50

Swim Lessons:

Another session of swim lessons began this month with 145 participants and revenues totaling \$2,297.50.

Leagues/Sports:

Adult leagues came to an end this month. Youth Competitive Basketball continues. We are offering another session of NL Wrestling Club with 41 participants. Pee Wee Basketball classes totaled 68 participants. Leagues revenues totaled \$ 950 this month.

Recsters BASP Program:

BASP numbers are AM – 18 participants, PM – 44 participants.
All Days: Nov 8 – 16 participants; Nov 18 - 25 participants.
Before & After School revenues this month totaled \$11,620.

Classes/Programs:

Some new classes such as Hapkido JiuJitsu, HIIT 30 min, and Taiji are being offered. We had approximately 28 registered participants, plus daily drop-ins. Unfortunately, we have heard from one of our long term instructors, Renee Manders, that she will be ending her classes at the end of December. She has been with us 25 + years.

Tippi Toes Dance classes continue with 66 participants.

Senior Connections Lunches continued with 69 meals for the month. This was 3 versus 4 dates due to holiday.

Classes/Programs revenue totaled \$7,210.66.

Pools: Indoor pool continues to be busy with lap swimmers, exercise class participants and open swim. This month, Season Pool Pass revenues totaled \$4,694; Daily Pool Fees totaled \$2,123; Pool Rentals totaled \$644 and Concessions revenues totaled \$0.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$15,083; Split membership revenues totaled \$2,448.

We had 2,787 active memberships for the month.

We had 1,458 point of sale transactions for month.

Gymnasiums:

Gymnasium Rental revenues totaled \$2,365.15.

Rentals:

Community Center Rental revenues totaled \$1,984.85; Shelter rental revenues totaled \$0;

Field Rental revenues totaled \$1,061.25.

Revenues:

Revenues (Nov 1-28) totaled \$53,618.16

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



To **Mayor and City Council**
CC **City Administrator Ryan Heiar**
From **Street Superintendent Michael Pentecost**
Date **December 1, 2022**
Re **Street Department Staff Monthly Report for November**

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

- Locating of City Utilities (250 job tickets) ongoing
 - a. This is a decrease of 11% from November 2021
- Continued animal control services (10 responses to animal issues)
- Cemetery plot locates (1 in total)
- Projects/Meetings
 - a. Ranshaw Way Phase 5
 - i. Contractor working on punch list items
 - ii. Remaining dormant seed applied
 - b. Dubuque St
 - i. Project substantially complete
 - ii. All roadway and pedestrian walking areas open to the public
 - iii. Contractor working on punch list items that will be completed this fall and some in spring 2023
 - c. North Jones Blvd extension
 - i. Project substantially complete
 - ii. All roadway and pedestrian walking areas open to the public
 - iii. Contractor installed dormant seed
 - d. Storm Water GPS Data gathering
 - i. Contractor continues data collection of the system
 - ii. Weekly progress meetings held
- City staff and contractors have worked with all property and business owners again this month that were affected by these projects to minimize the amount of disruption for each
- IDOT meeting with staff to coordinate City projects for 2023 season
- Construction Plan Review group met to discuss recent submittals
- Staff assisted with traffic control on 2 gas leaks when road was shut down
- Training
 - a. All staff participated in aerial lift and forklift operation training and certification performed by Altorfer Cat
- Fall Leaf Collection
 - a. Dates extended
 - i. October 10th through December 2nd (8 weeks long)

- b. Record total for collection
 - i. 59 vac trailer loads totaling 1200 cubic yards of material
 - ii. This is about 22% in totals
 - iii. Collection was delayed some because of snow priority
- Street sign repairs and replacement
- Staff conducted monthly safety inspections for all street equipment and buildings
- Staff conducted monthly warning siren testing in all 8 locations
- Service and maintenance of various equipment
- Snow operations
 - a. Snow routes for staff finalized
 - b. Installation and plumbing of 10,000-gallon brine storage tank
 - c. Pre-snow season meeting with staff to discuss routes, procedures, and expectations
 - d. Snow event 11-16 to 11-18 that produced winter driving conditions
 - e. Staff worked about 50 extra hours of OT during weather conditions
- Cold patching street repairs in various locations
- Storm Sewer
 - a. Heritage Dr stream restoration project
 - i. Project sent to various contractors for bidding
 - ii. Bids expected back on December 21 with construction happening during this winter season
- Sanitary Sewer
 - a. Contractor completed process of manhole restoration sites
 - b. Contractor completed pipe lining on 4 Ranshaw Way crossings at Fairview Ln, Zeller Street, and Cherry St for 8", 10", 12" and 18" pipe
- Working on next budget process
- Installation of all Holiday décor on Ranshaw Way and 4 roundabouts (St. Andrews Dr, N Front St, Penn St, and Dubuque St)



Leaf vac dumping a full load



Holiday lights at N Front St roundabout



Installation complete on 10,000-gallon brine storage tank

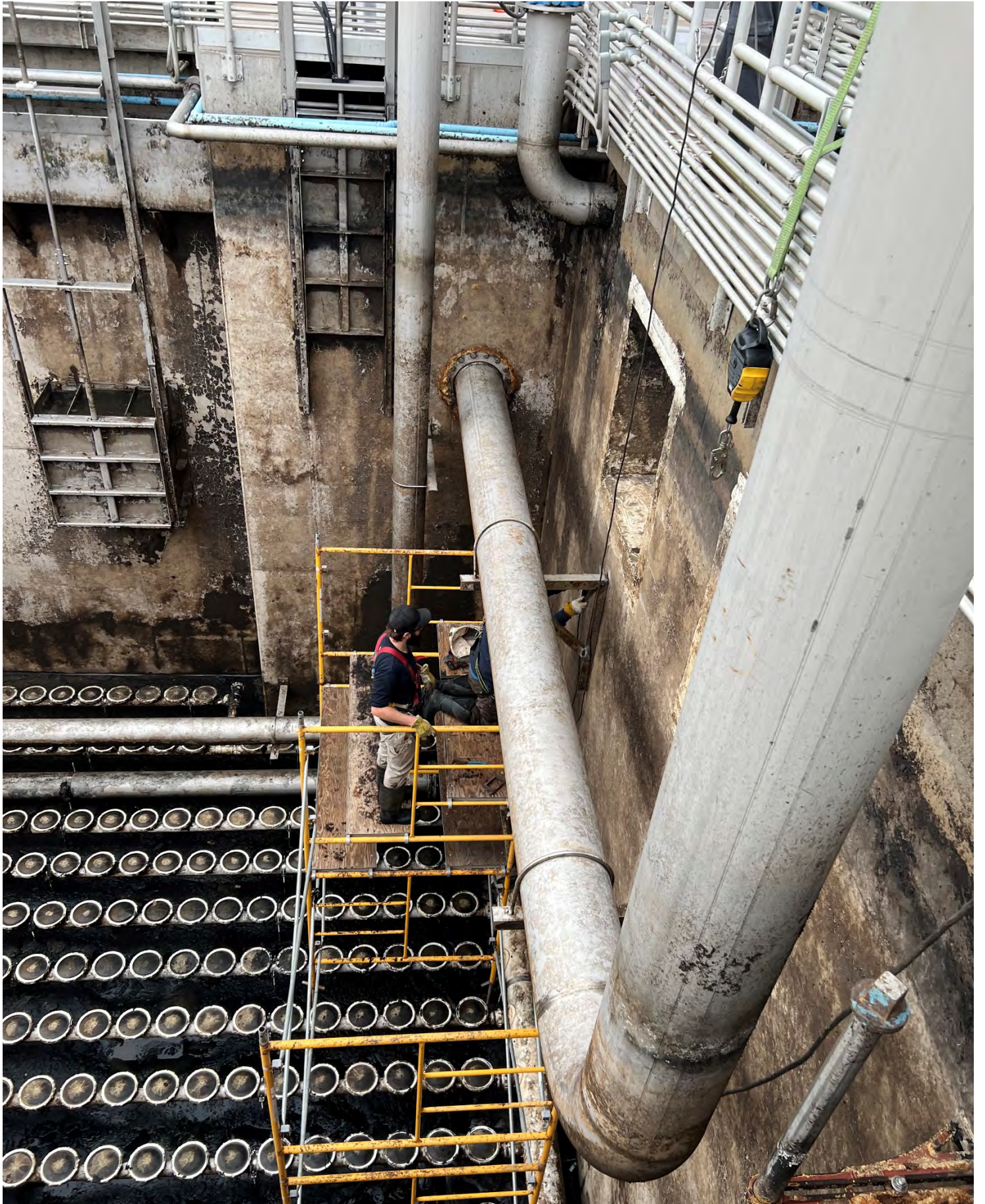


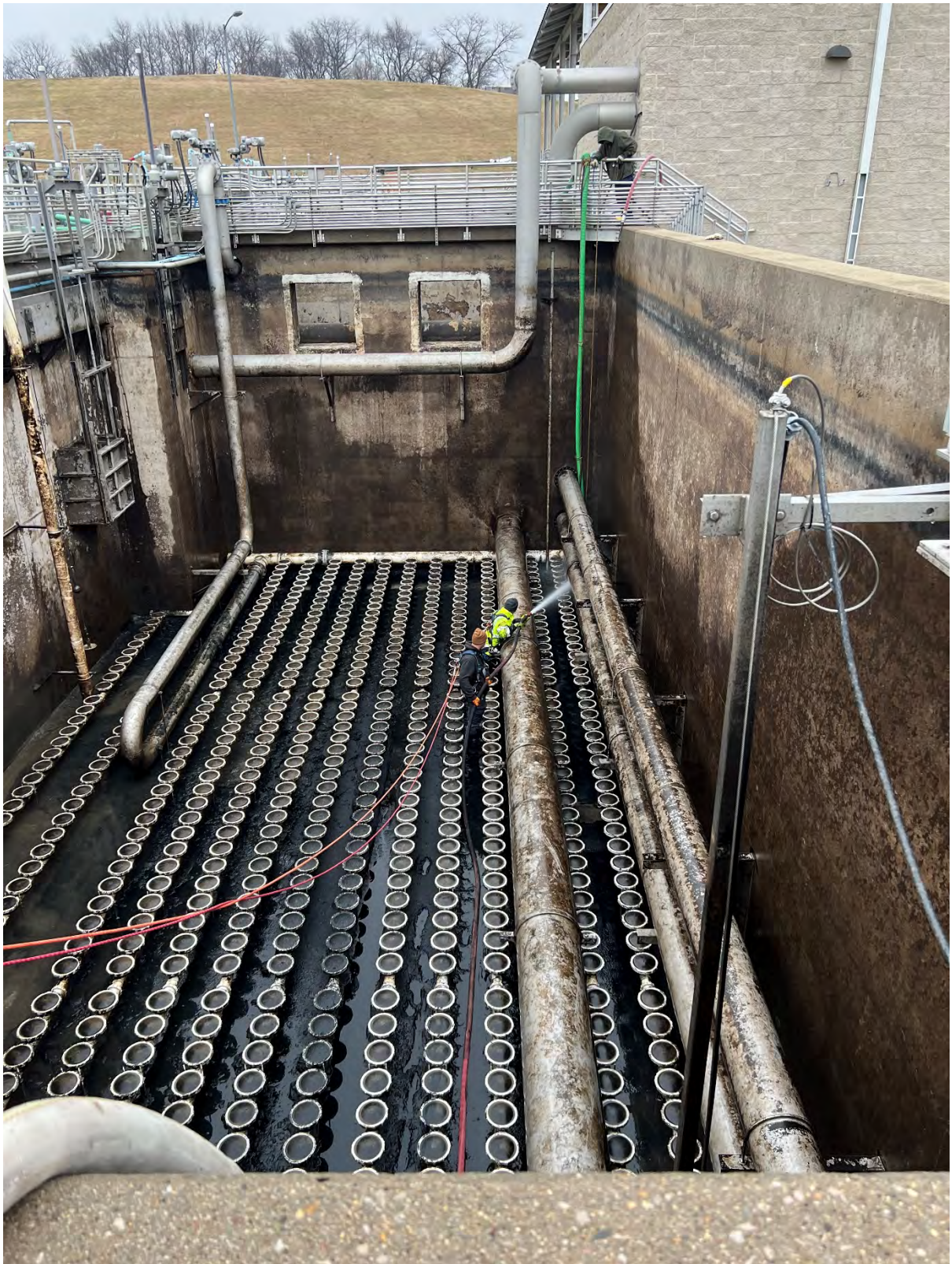
To **City Council, Mayor and City Administrator**
From **Drew Lammers**
Date **Dec. 1, 2022**
Re **November 2022 Water Pollution Control Plant (WPCP) Report**

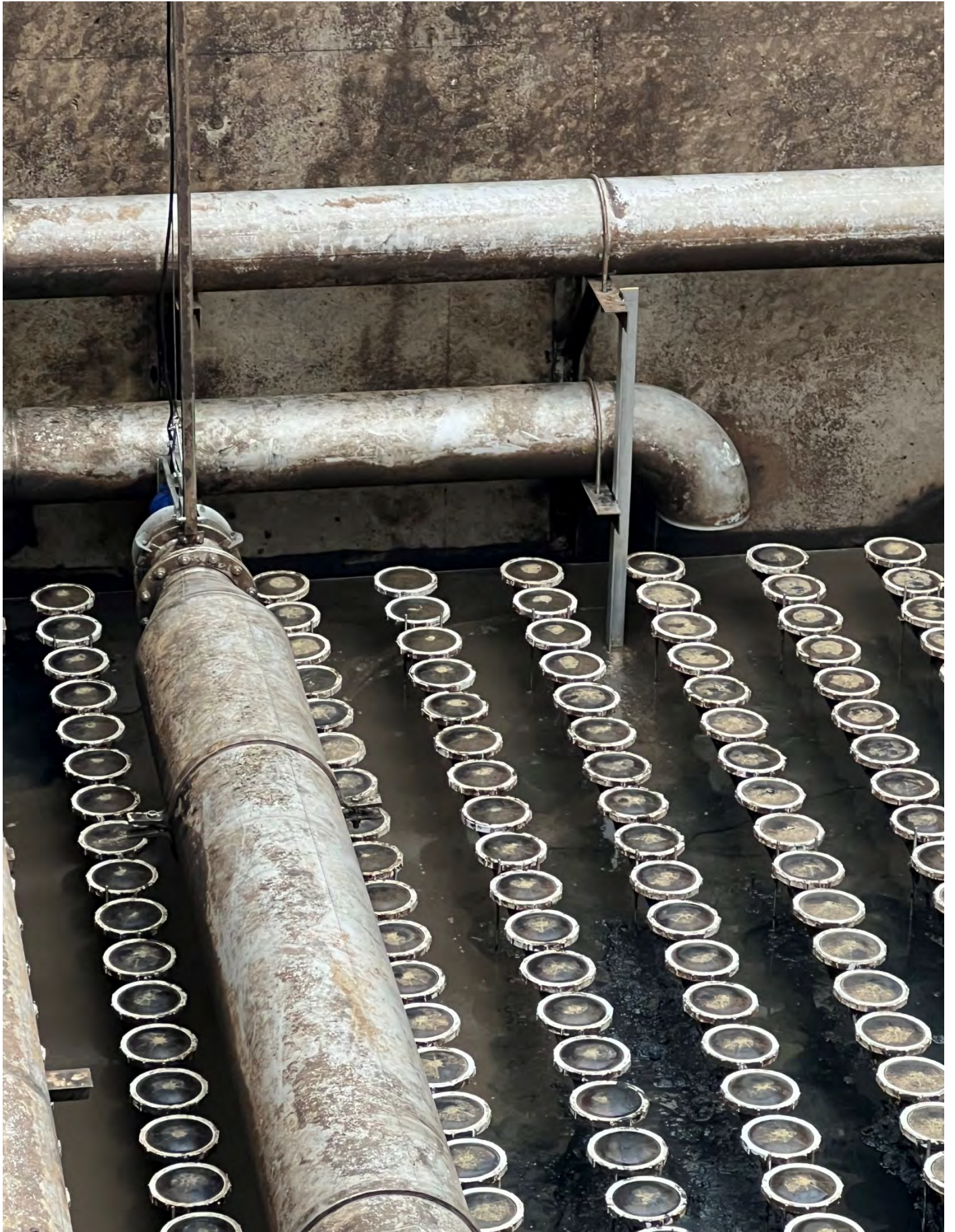
1. All scheduled preventative maintenance at the plant and lift stations was completed. Staff stayed busy with numerous operational jobs throughout the month.
2. This month's staff safety meeting was on Scaffolds and Ladders. Staff completed target solutions online training as well as reviewed safety training topics as a group. Staff also attended a tourniquet training class and forklift/aerial lift/bucket truck certification class.
3. WPCP drained each aeration tank separately to inspect the tank and equipment. Upon inspection we found several pipe support brackets had failed due to weld corrosion, and two of the 16" recirculation pipes were sagging along the wall. The broken brackets had fallen onto the plastic air diffusers causing additional damage. We made the repairs to the air system and hired a contractor to help re-support all the piping. Additional support posts and braces were installed as well. Please see pictures below.
4. We continue to work with insurance, vendors, and contractors to repair, replace, and clean equipment related to the membrane blower fire in October. Replacement of the complete blower has been ordered and is expected to ship around February 2023. The plant remains operational without this blower during the current flows.
5. Management staff met with engineers regarding the Facility Plan Update project. We are in review of several future operational changes and additions with the initial proposal. Staff and engineers are planning to visit a few other wastewater facilities that have similar equipment operations to the engineering proposal.
6. Significant time was spent working on the FY 2024 budget proposal and CIP planning. Several contractual agreements were updated and used to put together the FY 2024 WPCP budget proposal.

Drew Lammers - WPCP Superintendent











To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **December 5, 2022**
Re **Monthly Report – November 2022**

In the month of November, we treated a total of 35,298,000 gallons of water, our average daily flow was 1,177,000 gallons, and our maximum daily flow was 1,500,000 gallons. The total amount of water used in the distribution system was 3.09% higher than November 2021.

We have had a busy month with 9,109 accounts read, 30 re-reads, 99 service orders, 70 shut-offs, 64 re-connects for water service, 197 shut-off notices delivered, 6 new meter set inspections, 9-meter change outs, 21 MIU change outs, assisted 17 customers with data logging information, 58 calls for service, and 9 after hour or emergency calls. Our monthly total service work averaged 28 service orders per day.

Mark Heiderscheit with the Iowa Department of Natural Resources conducted a Sanitary Survey of the water system on Monday November 21, it took about four hours to go over the entire system, this included going through all our sampling plans, laboratory SOP's, site visits to the towers, wells, and the booster station.

We replaced two fire hydrants and installed three main line valves last month. The first one was located along Dubuque Street in front of Penn Elementary School, we removed the 6-inch tee and installed two valves along with the new hydrant. The second hydrant was in front of 215 Whitman Avenue, this one required a new valve as well.

Maintenance staff is continuing to work on hydrant flushing as the weather permits. We should be finished by Friday December 9th.

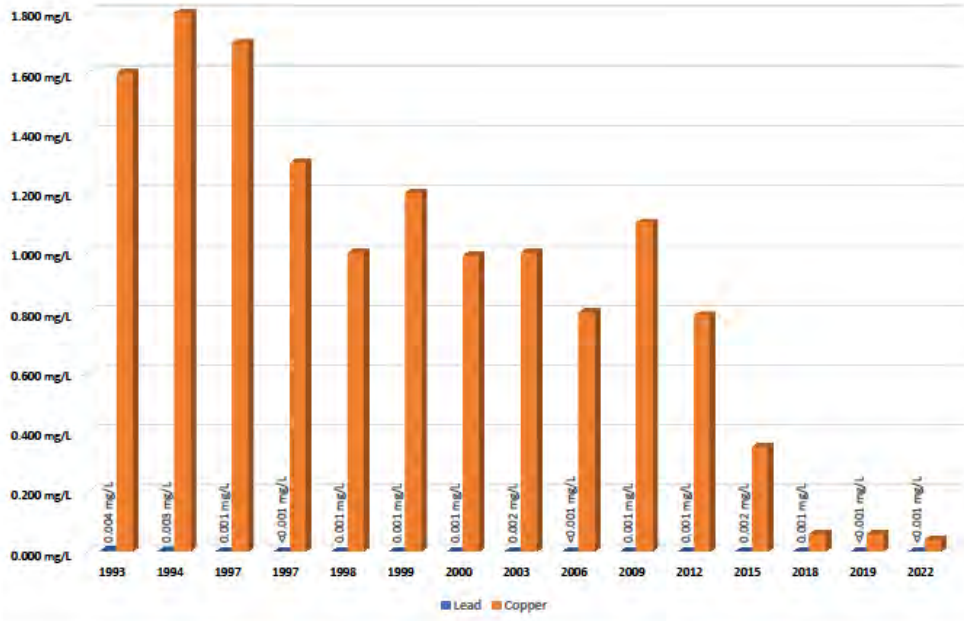
Most of our public works employees attended an Aerial Lift and Fork Truck training offered through Altorfer in Cedar Rapids. This training is required every three years, it consist of about 4 hours of classroom training, and about 4 hours of hands-on exercises.

Attached is a graph representing the 90th Percentile of our Lead and Copper testing from the first time North Liberty tested for Lead and Copper in 1993 through the current testing period in 2022. The 90th Percentile is a calculation used by the State to measure compliance depending on the number of samples taken during a particular testing period. The new treatment plant went online in June of 2018.

Water Superintendent
Greg Metternich



Lead and Copper 90th Percentile Test Results





Board Meeting Minutes – November 3, 2022

1. Call to Order

2. Approval of Minutes October 6, 2022 Motion: Amy Chen, 2nd: Gwen Johnson, Unanimous approval

3. Reports

Parks Report

Community center parking lot lights working

Work continues on Babe Ruth field. Turf is looking good.

Maintenance teams continue to provide field maintenance. Soccer continues until Saturday.

Concession stand will be winterized next week.

Mowing and trimming mostly come to halt with drier weather. Keeping up on watering landscaping and pruning trees. Cutting down ash trees.

Finished annual tree wrapping of younger maple trees for the winter.

Splash pad is closed and winterized as well as liberty center fountain.

Parks staff attended Aquatic, Forest, and Roadside Pest Management Recertification Applicator Class on October 19

Parks Staff assisted the IDNR Fishery Management team with the release of 2000 rainbow trout at Liberty Centre Pond on October 21st.

Concrete footings poured at Red Fern Dog Park for info kiosk.

Attending progress meetings on Dubuque St Project. New landscaping and concrete area with safer intersection.

Working on FY23 and FY24 budget. Asking for new FTE to help with landscaping.

Bumped Fox Run Park playground, trail and neighborhood park and trail in budgeting sooner.

Centennial Park grant and funding still in progress. Work will start once grant funds are received. Smaller things like bike racks are possible to start one before grant funds are received.

Recreation/Pool Report

Busy month at Rec Center for events like Moonlight walk which was October 21st. Est 1500 - 2000 individuals came to the event.

Pumpkin Creations had 30 participants.

Haunted Happenings had about 575 participants between the 3 events.

Photos are on the North Liberty website.

Dale Leonard, Head Custodial Supervisor is retiring at the end of the year. Dale has been there 23 years. Interviews will begin next week.

New fitness classes start when instructors request to do specific programs and it fits into the schedule. Popularity determines continuing classes.

4. Questions, Concerns, Updates

Volunteering for Beat the Bitter: There is a volunteer sign up through City Slate. Individuals can contact the city Communications staff members for more information. City Slate is a combination of the Library, Rec and Communications.

No school days - how are we accommodating North Liberty residents that attend Clear Creek's no school days. Over 1,000 Clear Creek Amana students live in North Liberty. Rec counselors mostly cover the Iowa City School District schedule. Many Clear Creek students come during open gym time on early out Wednesdays.

Updates (Continued) Roof - waiting on materials to finish.

5. New Business

6. Old Business

7. Next Meeting Thursday, December 1, 2022, at 7:00pm

8. Adjourn Motion: Jeremy Parrish, 2nd: Amy Chen

Revenue By Period - GL Account Summary

Start Date: 11/1/2022 12:00 AM End Date: 11/28/2022 11:59 PM

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

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

001-0000-4500-20 - Daily Pool Fees												
2,123.00	2,094.26	811.00	358.00	958.00	929.26	0.00	0.00	0.00	0.00	0.00	-4.00	0.00
001-0000-4500-21 - Swim Lessons												
2,297.50	2,229.76	390.00	0.00	2,256.25	2,188.51	0.00	0.00	0.00	23.75	0.00	-372.50	0.00
001-0000-4500-22 - Aquatic Program/Classes												
1,171.50	1,144.03	566.00	0.00	910.50	883.03	0.00	0.00	0.00	3.50	0.00	-308.50	0.00
NONE - Unassigned												
-5.00	-5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-5.00	0.00
Split - Membership - Black & Gold												
2,448.00	2,374.56	0.00	0.00	2,448.00	2,374.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53,618.16	52,215.87	5,512.00	2,796.91	46,747.75	45,345.46	0.00	0.00	\$0.00	160.75	131.00	-1,569.50	-160.75

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

Sales Tax

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

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

Dashboard Summary; Nov 1-28, 2022:

Today is Tuesday, November 29, 2022

Home Recent Registrations Recent Reservations Recent Memberships Recent Members CRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
BASP Nov. PM Breakfast With Santa	~45
Connections Lunch 2022	~25
11/11 Pizz...	~25
Other Programs	< 25

Top 5 Programs - Revenue

Program	Revenue
BASP Nov. PM	~\$9,000
BASP Nov. AM	~\$2,000
Supreme Basketball-3rd-4th Gr...	~\$1,500
Other Programs	~\$1,000

Total Program Registrations 408

In-house (In Person) 221

Online 187

Total Receipts \$58,620.41

RecDesk Credit Card [\\$49,847.75](#)

Cash [\\$5,810.00](#)

Check [\\$2,796.91](#)

Household Credit [\\$165.75](#)

Refunds [\\$2,465.76](#)

Invoices - Balance Due

Open: [\\$41,383.50](#)

Overdue: [\\$4,812.50](#)

Alerts & Notices

Membership Counts; Nov 1-28, 2022:

Membership Counts (By Period)

Time Range From Date To Date

Custom Date Range 11/1/2022 11/28/2022

Summary By Month

Nov 01, 2022 to Nov 28, 2022	
New Primaries	354
All New	466
Primary Renewals	84
All Renewals	109
Active Primaries	2048
All Active	2787

Organization Activity; Nov 1-18, 2022:

Today is Tuesday, November 29, 2022

Time Period: Last 30 Days

Export to Excel

Organization Activity

From 10/30/2022 to 11/29/2022

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	406	56	608	6248	291	1458
Resident	274	30	411	4296	163	
Non-Resident	132	25	197	1952	128	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	250	2	164	965	73	
18 - 65	72	49	347	3411	183	
65+	84	2	97	1872	35	
Male	182	24	349	4029	144	
Female	224	31	259	2208	146	
Other Genders	0	0	0	11	1	
Online vs In-House						
Online	185	0	42	N/A	147	
In-Person	221	55	566	N/A	144	

Database Breakdown:

Residents: 11,873
 Non-residents: 7,192
 Total Database: 19,065

North Liberty (Residents) 11,112; (Outside city limits – 761)
 Iowa City 1,692
 Coralville 1,632
 Tiffin 770
 Solon 684
 Other 1,653



North Liberty Fire Department 2022 Monthly/YTD Response Report

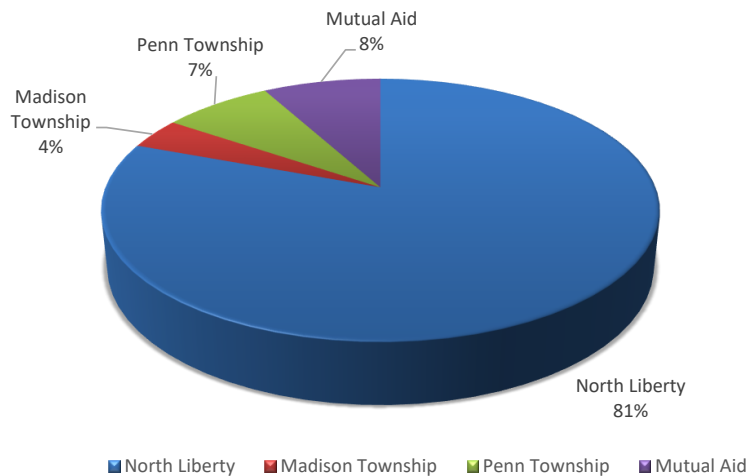
North Liberty Fire Department Responses By Fire District

	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	107		1233	80.64%
Madison Township	3	2	3	7	6	7	13	1	4	6	6		58	3.79%
Penn Township	7	8	12	11	15	13	4	14	6	14	11		115	7.52%
Mutual Aid	8	8	7	13	9	11	15	9	7	23	13		123	8.04%
Total Responses	124	130	103	136	155	158	139	145	123	179	137		1529	

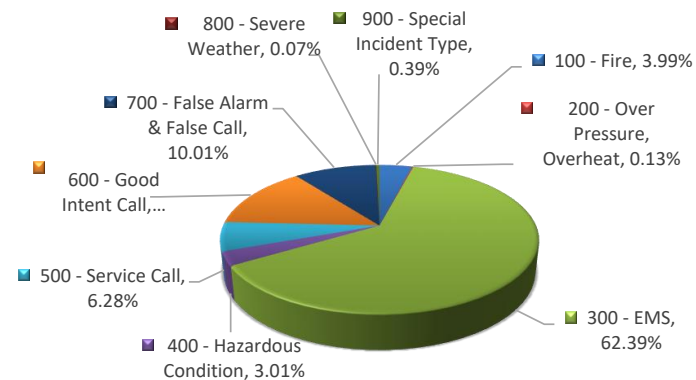
North Liberty Fire Department Responses By Type of Incident

	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	6		61	3.99%
200 - Over Pressure, Overheat	1	1											2	0.13%
300 - EMS	77	77	68	84	102	110	82	94	78	98	84		954	62.39%
400 - Hazardous Condition	3	2	3	3	1	7	7	4	4	6	6		46	3.01%
500 - Service Call	10	8	5	7	11	5	8	14	5	10	13		96	6.28%
600 - Good Intent Call	14	25	15	19	20	14	21	19	17	28	18		210	13.73%
700 - False Alarm & False Call	15	11	8	19	14	17	13	12	12	22	10		153	10.01%
800 - Severe Weather							1						1	0.07%
900 - Special Incident Type	1			1	1	1		1		1			6	0.39%
Total Responses	124	130	103	136	155	158	139	145	123	179	137		1529	

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	Percent To Date
Total Responses for Month	124	130	103	136	155	158	139	145	123	179	137	0	1529	
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		5.4	
# Incidents with 2 or less Responders	25	14	11	14	16	10	15	4	9	6	14		138	
% 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%	10.2%		9.0%	
# Incidents with No NLFD Response	0	0	0	0	0	0	0	0	1	0	0			
# Incidents Cancelled Enroute or Prior to Arrival	12	15	9	16	12	9	13	12	10	20	15		143	9.35%
# Incidents Cancelled by JCAS	1	5	2	2	0	0	2	0	1	2	1		16	11.19%
# Incidents Cancelled by JECC	5	2	3	5	3	2	1	3	3	4	7		38	26.57%
# Incidents Cancelled by Law Enforcement	2	4	3	2	5	4	4	2	3	2	1		32	22.38%
# Incidents Cancelled by Fire Department	4	4	1	7	4	3	6	7	3	12	6		57	39.86%

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	Percent To Date
Total Emergent (Lights & Sirens) Responses for Month	82	71	70	77	82	92	86	93	68	98	84			
# of Incidents with Turnout Time 2 Minutes or Less - PPC/Admin	20	10	19	24	27	28	25	31	23	45	37			
# of Incidents with Turnout Time 2 Minutes or Less - PT	7	18	11	15	17	26	19	10	7	7	10			
# of Incidents with Turnout Time 2 Minutes or Less - Total	27	28	30	39	44	54	44	41	30	52	47			
% 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%	56.0%			
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	2:36		2:48	
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	3:43		4:38	

**(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	Percent To Date
Auto Aid - Coralville (52001)	3	4	1	3	2	1	8	2		5	2		31	2.03%
Auto Aid - Iowa City (52003)		1		1		2	2	1		6			13	0.85%
Auto Aid - Solon (52008)	2	2	1	3	1	3	2	3	2	4	5		28	1.83%
Auto Aid - Swisher (52009)	3	1	4	5	5	5	2	3	4	4	6		42	2.75%
Auto Aid - Tiffin (52010)				1					1	3			5	0.33%
Mutual Aid - Other Fire Departments			1		1		1			1			4	0.26%
Total Responses	8	8	7	13	9	11	15	9	7	23	13	0	123	8.04%

North Liberty Fire Department Auto Aid & Mutual Aid Received

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
Auto Aid - Coralville (52001)	2	2	4	3	6	4	6	3	4	6	3		43	2.81%
Auto Aid - Iowa City (52003)				2	1	2			3	3	1		12	0.78%
Auto Aid - Solon (52008)	2	1	3	2	8	3	5	3	4	6	2		39	2.55%
Auto Aid - Swisher (52009)	2	1			5	2	2		4		1		17	1.11%
Auto Aid - Tiffin (52010)	1	1		4	1	3	3		4		1		18	1.18%
Mutual Aid - Other Fire Departments				1	1								2	0.13%
Total Responses	7	5	7	12	22	14	16	6	19	15	8	0	131	8.57%