



**North Liberty City Council
Regular Session
June 13, 2023**



City Administrator Memo



To **Mayor and City Council**
 From **Ryan Heiar, City Administrator**
 Date **June 8, 2023**
 Re **City Council Agenda June 13, 2023**

Consent Agenda

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

- City Council Minutes (05/23/23)
- Claims
- Pay Application #10, Dubuque Street, Phase 1 Project, All American Concrete, Inc., \$46,575.97
- Change Order #6, Dubuque Street, Phase 1 Project, All American Concrete, Inc., \$20,687.04
- Pay Application #5, City Hall Project, City Construction, \$700,088.47
- Pay Application #1 and Project Acceptance, Library Circulation Desk and Acoustical Panels, Apex Construction Company Inc., \$70,300
- Tobacco Permits (see agenda)

Meetings & Events

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

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

Tuesday, Jun 27 at 6:00p.m.
City Council

Aldi Site Plan

This commercial site plan proposes a 20,664 square foot retail goods establishment and related infrastructure at 725 North Ranshaw Way. The building is well designed and includes the use of masonry, fiber cement, aluminum panels and window glazing. The site plan includes recently approved enhancements to the Zoning Code including landscape islands and additional trees adjacent to the off-street parking areas. The City expects to partner with the developer so that the decorative streetscaping would be at the signalized intersection on the west side of Ranshaw Way, which would be the southeast entrance to the site. Other entrances include Meade Drive to the south and an off-site joint access across from Advanced Millwork. The two entrances on Ranshaw Way would be consistent with the 965 Master Plan. The Planning Commission unanimously recommended approval of the site plan at its June 6 meeting. Staff also recommends approval of the site plan.

Water Tower Place Site Plan

This residential site plan – 300 feet south of the southern terminus of North Madison Avenue – proposes seven two-unit dwellings and one one-unit dwelling, totaling 15 units. Previously, City Council approved a townhouse development on Lot 5, which is adjacent to North Kansas Avenue. From a development perspective, Lot 2 is next in sequence due

to Madison Avenue being constructed with the Water Tower Place subdivision improvements. Since Lot 2 consists of one and two-unit dwellings, driveway access to Madison Avenue is permitted. The Planning Commission unanimously recommended approval of the site plan at its June 6 meeting. Staff recommends approval as well.

Diamond Ridge Site Plan

This request is to approve a site plan for Diamond Ridge Construction at 2905 Stoner Court for a 9,360 square foot warehouse building in the I-380 Industrial Park. The building would be constructed in an open space (behind Diamond Dreams) designed for future development. The metal building is utilitarian in design; however, it would be screened by the existing buildings on site. Although not required, a small amount of masonry is proposed to achieve compatibility with the other building onsite. The Planning Commission unanimously recommended approval of the site plan at its June 6 meeting. Staff recommends the City Council approve the site plan as well.

Penn Meadows Park Parking Lot Project

On Thursday, June 8, five bids were received for the Penn Meadows Park Parking Lot Project, which will revitalize and expand parking on the north side of the park, improve connectivity and accessibility throughout the area, relocate the existing mid-block trail crossing on Penn Street, replace the sidewalks along Penn Street with an 8' pedestrian path, and improve drainage and stormwater quality in the area.

Summary of Bids

Midwest Concrete	\$ 1,487,079.67
Rathje Construction	\$ 1,497,838.25
Streb Construction	\$ 1,526,661.40
All American Concrete	\$ 1,581,994.80
Vieth Construction	\$ 1,597,593.91

The lowest responsive bid, in the amount of \$1.487 million and \$118k less than the engineer's estimate (\$1,604,900), was submitted by Midwest Concrete out of Peosta, Iowa. Staff recommends approval of the resolution awarding the bid to Midwest Concrete.

Easement Vacation

The Iowa Department of Transportation has acquired certain additional right-of-way along Interstate 380 but within City limits for the future improvement of the interchange at Exit 4. Part of the acquired right-of-way includes a small drainage easement held by the City of North Liberty. As the easement is not needed for City infrastructure and needs to be relocated to accommodate the future improvements, the Iowa DOT has requested that the City vacate the easement. Staff recommends approval.

Goose Lake Pond Deed

The Developer's Agreement for Saints Corridor Commercial Park – Part One was executed between the City and the property owner in 2006. It contained within it a provision that certain property within the subdivision – Outlot A – would be dedicated to the City following the completion of a wetland mitigation and monitoring plan set forth by the U.S. Army Corps of Engineers. The mitigation and monitoring are now complete, and the owner is transferring ownership of the property to the City as required by the Developer's Agreement. Staff recommends approval.

Assessment Resolution

Staff is asking the City Council to approve a resolution assessing the costs of lawn mowing services in the amount of \$170.87 to the property located at 445 Sugar Creek Lane.

Middle Iowa Watershed Management Authority

Staff recommends approval of a 28E agreement among 33 cities, 10 counties and 10 Soil and Water Conservation Districts, establishing the Middle Iowa River Watershed Authority. The proposed agreement does not require a financial contribution at this point; rather, it fosters collaboration between governmental entities to improve the watershed and water quality. In addition to collaborating, the proposed Authority will enhance the city's MS-4 permit and strengthen potential water quality grant opportunities that arise in the future.

Communications Advisory Commission Ordinance, Third & Final Reading

Included in the packet is a memo from Communications Director Nick Bergus outlining a number of anticipated and recommended changes within the structure of the Communications Department. Since the inception of the Department, which was originally labeled Telecommunications, responsibilities have evolved as legislation, policy and roles have changed. Today's Communication Department does much more than communicate with our residents; rather, they are fully engaged within the community through event planning, outreach programming, economic development work and more. With the creation and implementation of programs such as Neighborhood Ambassadors, and the Youth Council, which provides a more robust opportunities for engagement and participation, the Communications Advisory Commission is no longer the most efficient and best use of the resident's or staff's time. As such, staff is recommending approval of an ordinance that will decommission Communications Advisory Commission.

City Initiated Zoning Map Amendments (4), Third & Final Reading

The four City-initiated rezonings are being proposed to achieve consistency with the new Comprehensive Plan - Connected to Tomorrow - which was adopted by City Council on February 28, 2023. The adoption of Connected to Tomorrow is a directive to align the Zoning Ordinance and Map with the comprehensive plan. To quote the Plan, "Policymakers, most notably the City Council and Planning and Zoning Commission, will help set the course to realize this plan. These are the bodies to create and administer the policies that shape development in North Liberty. The plan should be a reliable guide to help with decisions related to large-scale policies and individual projects." Staff has elected to initiate consistency rezonings based on geographic areas. Staff utilized Table 3.4: Land Use Compatibility on page 47 of Connected to Tomorrow and the existing use of the property, if any, in its determination of the appropriate zoning district. Notice (certified and regular mail) of the Planning Commission and City Council public hearings were sent to the property owner(s) listed in public records. The property owner representing Random Commercial Properties, LLC at 250 Ranshaw Way expressed concern over the rezoning from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District at the Planning Commission public hearing. The Planning Commission unanimously recommended approval of all four requests at its April 18 meeting. Staff also recommends approval of the rezonings.



Agenda

CITY COUNCIL

June 13, 2023

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, May 23, 2023
 - B. Claims
 - C. Dubuque Street Project, Change Order Number 6, All American Concrete, Inc., \$20,687.04
 - D. Dubuque Street Project, Pay Application Number 10, All American Concrete, \$46,575.97
 - E. City Hall Project, Pay Application Number 5, City Construction, \$700,088.47
 - F. Library Circulation Desk & Acoustic Panels Project, APEX Construction, Pay Application Number 1, \$70,300.00
 - G. Library Circulation Desk & Acoustic Panels Project, Project Acceptance and Close-out
 - H. Liquor License Renewal, Casey's General Store #3955
 - I. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey's General Store #2788, 595 N. Kansas Avenue
 - J. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey's General Store #3955, 245 S. Hwy 965
 - K. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Fareway Stores, Inc. #993
 - L. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Walgreens #11710
 - M. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for The Depot Express
 - N. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Kum & Go #507
 - O. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Smokin' Joe's Tobacco & Liquor Outlet #12
 - P. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for J & A Tap

- Q. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for LD Express
 - R. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Johncy's Liquor Store
 - S. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Urban Fuel
 - T. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Liberty View Wine & Spirits
 - U. FY 2024 Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for The Station
- 5. Public Comment
 - 6. Engineer Report
 - 7. City Administrator Report
 - 8. Mayor Report
 - A. Juneteenth National Freedom Day Proclamation
 - 9. Council Reports
 - 10. Aldi Preliminary Site Plan
 - A. Staff and Commission recommendation
 - B. Applicant presentation
 - C. Resolution Number 2023-63, A Resolution approving the Preliminary Site Plan for Aldi, Inc., North Liberty, Iowa
 - 11. Water Tower Place Preliminary Site Plan
 - A. Staff and Commission recommendation
 - B. Applicant presentation
 - C. Resolution Number 2023-64, A Resolution approving the Preliminary Site Plan for Water Tower Place, Lot 2, North Liberty, Iowa
 - 12. Warehouse Building Preliminary Site Plan
 - A. Staff and Commission recommendation
 - B. Applicant presentation
 - C. Resolution Number 2023-65, A Resolution approving the Preliminary Site Plan for I-380 Industrial Park, Lot 11, North Liberty, Iowa
 - 13. Penn Meadows Park North Parking Lot Project

- A. Resolution Number 2023-66, A Resolution accepting the bid and authorizing execution of the contract for the Penn Meadows Park North Parking Lot Project, North Liberty, Iowa
14. Easement Vacation
- A. Public Hearing regarding proposed easement vacation
 - B. Resolution Number 2023-67, A Resolution vacating a Drainage Easement held by the City of North Liberty in Saints Corridor Commercial Park Subdivision – Part One
15. Goose Lake Pond
- A. Resolution Number 2023-68, A Resolution approving the Deed from Saints Corridor Investments, L.C. for Outlot A of Saints Corridor Commercial Park – Part One
16. Assessment Resolution
- A. Resolution Number 2023-69, A Resolution assessing amounts owed to the City of North Liberty, Iowa to individual property taxes
17. Middle Iowa WMA
- A. Resolution Number 2023-70, A Resolution approving the Articles of Agreement creating the Middle Iowa Watershed Management Authority
18. Communications Advisory Commission Ordinance Repeal
- A. Third consideration and adoption of Ordinance Number 2023-12, An Ordinance repealing Chapter 25 of the North Liberty Code of Ordinances, Communications Advisory Commission
19. City Initiated Zoning Map Amendment on property owned by 160-965, LLC
- A. Third consideration and adoption of Ordinance Number 2023-14, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District
20. City Initiated Zoning Map Amendment on property owned by Mackin Estates, LLC
- A. Third consideration and adoption of Ordinance Number 2023-15, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District

21. City Initiated Zoning Map Amendment on property owned by Random Commercial Properties, LLC
 - A. Third consideration and adoption of Ordinance Number 2023-16, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District

22. City Initiated Zoning Map Amendment on property owned by Stephen M. & Debra B. Carneol
 - A. Third consideration and adoption of Ordinance Number 2023-17, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-1-B Higher-Intensity Commercial District

23. Old Business

24. New Business

25. Adjournment



Consent Agenda

City Council
May 23, 2023
Regular Session

Call to order

Mayor Chris Hoffman called the May 23, 2023, 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, Erek Sittig, Brent Smith, and Brian Wayson; absent: RaQuishia Harrington.

Others present: Ryan Heiar, Tracey Mulcahey, Ryan Rusnak, Kevin Trom, Jennifer Hoffman, Natalie Oppedal, Josiah Bilskemper, Nick Bergus, Guy Goldsmith, Jillian Miller, Joe Skelley, Lori Durian, Kaila Rome, Leslie Alvarez and other interested parties.

Approval of the Agenda

Wayson moved; Sittig seconded to approve the agenda with removal of the change order and the pay application for the Dubuque Street Project. The vote was all ayes. Agenda approved.

Consent Agenda

Smith moved, Bermel seconded to approve the Consent Agenda including the City Council Minutes, Regular Session, May 9, 2023, Pay Application Number 4 for the City Hall Project to City Construction in the amount of \$822,077.30, Liquor License Renewal for Mosley's, Liquor License Renewal for LD Express and the attached list of claims. The vote was all ayes. Consent Agenda approved.

Public Comment

Kaila Rome, Director of the North Liberty Community Pantry, spoke regarding her leaving the pantry. Leslie Alvarez, Interim Director, was also present. The pantry will host a reception on Rome's last day. Rome presented statistics on year-to-date services provided and offered thanks for assistance from the City during her tenure.

City Engineer Report

City Engineer Trom reported that the Dubuque Street Phase 1 Project punch list is complete. The final pay application and change order are on the next agenda. The City Hall Project contractor is focusing on the Police Department and City Hall parking lots. Framing and rough ins are coming together. Brick installation will be happening in the next couple of weeks. The Jones Boulevard Project punch list is complete. The final pay application will be coming soon. The Library Desk and Acoustical panel project is complete. The contractor on the Ranshaw Paved Shoulders Project is planning to start the Tuesday after Memorial Day. The project should last one week with a pilot car and flagger. The timing of the installation of pavement markings could hold the project up. The public hearing is tonight for the Penn Meadows Park North Parking Lot Project. West Penn Street Construction Project staff review meeting was last week. Staff are working on acquisitions and

easements. The Centennial Park Next Stage presentation is tonight. The council discussed the report with Trom.

City Administrator Report

City Administrator Heiar reported that social service applications and the UTV ordinance will be on the second meeting agenda in June. The Mayor and Heiar will be in Washington DC for the next council meeting promoting the Forevergreen East Extension Project and the Centennial Park Next Stage Project for federal funding.

Mayor Report

Mayor Hoffman proclaimed National Gun Violence Awareness Day. Lori Durian presented additional information on the proclamation. The Mayor reported that he attended the Spokes and Scoops Event, played in the NLCP golf outing, the MPOJC meeting is next week, 50th anniversary of the Free Medical Clinic, Let Love Fly is June 3 and that Kaila Rome's going away reception is on June 7.

Mayor Hoffman recognized City Engineer Kevin Trom on his retirement. Council recognized Trom for his service.

Council Reports

Councilor Sittig attended the Iowa Nonprofit Alliance launch and Spokes and Scoops. He will be participating in V. Fixmer-Oraiz's manufactured housing work group. Council Smith attended the Fire Department's burn in the new training facility. Councilor Wayson attended Remarkable Rigs event.

Centennial Park Next Stage

Heiar presented background information. Jennifer Hoffman and Natalie Oppedal, Shive-Hattery, presented information on potential staging of the Centennial Park Next Stage Project. Council discussed the options with Hoffman, Oppedal, and staff. Bergus and Miller offered additional information on the phasing of the project.

Wayson moved, Bermel seconded to approve Resolution Number 2023-53, A Resolution approving the Services Agreement between the City of North Liberty and Shive-Hattery, Inc. for Centennial Park Next Stage Phase One Project. The vote was: ayes – Wayson, Sittig, Bermel, Smith; nays – none; absent – Harrington. Motion carried.

Big O Foundation Naming Rights

Bermel moved, Smith seconded to approve Resolution Number 2023-54, A Resolution approving the Naming Rights Agreement between the City of North Liberty and the Big O Foundation for the Babe Ruth Field at Penn Meadows Park. After discussion, the vote was: ayes – Wayson, Smith, Bermel, Sittig; nays – none; absent – Harrington. Motion carried.

Joe Skelley offered an update on use of the field.

Penn Meadows Park North Parking Lot Project

At 7:28 p.m., Mayor Hoffman opened the Public Hearing regarding proposed plans, specifications, and estimate of cost for the Penn Meadows Park North Parking Lot Project. No oral or written comments were received. The public hearing was closed at 7:29 p.m.

Sittig moved, Smith seconded to approve Resolution Number 2023-55, A Resolution finally approving and confirming Plans, Specifications, and Estimate of Cost for the Penn Meadows Park North Parking Lot Project. After discussion, the vote was: ayes – Bermel, Smith, Wayson, Sittig; nays – none; absent – Harrington. Motion carried.

FY 23 Budget Amendment

At 7:29 p.m., Mayor Hoffman opened the Public Hearing regarding proposed budget amendment. No oral or written comments were received. The public hearing was closed at 7:29 p.m.

Wayson moved, Sittig seconded to approve Resolution Number 2023-56, A Resolution Amending the Current Budget for the Fiscal Year ending June 30, 2023. The vote was: ayes –Wayson, Bermel, Smith, Sittig; nays – none; absent – Harrington. Motion carried.

LL Pelling Easement

Sittig moved, Bermel seconded to approve Resolution Number 2023-57, A Resolution approving the Public Easement Agreement between L. L. Pelling Company, Incorporated and the City of North Liberty, Iowa. The vote was: ayes – Smith, Sittig, Wayson, Bermel; nays – none; absent – Harrington. Motion carried.

Liberty View Mall Easement

Smith moved, Bermel seconded to approve Resolution Number 2023-58, A Resolution approving the Permanent Landscape, Lighting, Traffic Signal, and Sidewalk Easement Agreement between Liberty View Mall, LLC and the City of North Liberty, Iowa. After discussion, the vote was: ayes – Smith, Bermel, Wayson, Sittig; nays – none; absent – Harrington. Motion carried.

Fox Run Pond Trail Project

Wayson moved, Smith seconded to approve Resolution Number 2023-59, A Resolution approving the Services Agreement between the City of North Liberty and Shive-Hattery, Inc. for the Fox Run Pond Trail Improvements Project. The vote was: ayes – Bermel, Smith, Wayson, Sittig; nays –none; absent – Harrington. Motion carried.

Forevergreen Road Signalization Project

Sittig moved, Bermel seconded to approve Resolution Number 2023-60, A Resolution approving the Services Agreement between the City of North Liberty and Shive-Hattery, Inc. for the Forevergreen Road Signalization Project. After discussion, the vote was: ayes – Bermel, Sittig, Wayson, Smith; nays – none; absent – Harrington. Motion carried.

Urban Renewal Plan Amendment

Sittig moved, Smith seconded to approve Resolution Number 2023-61, A Resolution setting date for public hearing on Urban Renewal Plan Amendment. The vote was: ayes – Sittig, Bermel, Wayson, Smith; nays – none; absent – Harrington. Motion carried.

Park Land Acquisition

Wayson moved, Sittig seconded to approve Resolution Number 2023-62, A Resolution relating to the financing of proposed projects to be undertaken by the City of North Liberty, Iowa establishing compliance with reimbursement bond regulations under the Internal Revenue Code. After discussion, the vote was: ayes – Smith, Bermel, Sittig, Wayson; nays – none; absent – Harrington. Motion carried.

Twopoint2, LLC and Vantage Point Properties, LLC Zoning Map Amendment

Smith moved, Bermel seconded to approve the third consideration and adoption of Ordinance Number 2023-06, An Ordinance amending the Zoning Map District Designation for Certain Property Located in North Liberty, Iowa from C-2-A Highway Commercial District to C-2-A PAD Highway Commercial District Planned Area Development. The vote was: ayes – Wayson, Sittig, Bermel, Smith; nays – none; absent – Harrington. Motion carried.

Zoning Code Ordinance Amendment

Wayson moved, Sittig seconded to approve the third consideration and adoption of Ordinance Number 2023-11, An Ordinance amending Chapter 165 of the North Liberty Code of Ordinances regarding Preliminary Site Plan Approval Standards and Access Easement Requirements for Utility and Emergency Vehicles. The vote was: ayes – Wayson, Bermel, Smith, Sittig; nays – none; absent – Harrington. Motion carried.

Communications Advisory Commission Ordinance Repeal

Bermel moved, Wayson seconded to approve the second consideration of Ordinance Number 2023-12, An Ordinance repealing Chapter 25 of the North Liberty Code of Ordinances, Communications Advisory Commission. After discussion, the vote was: ayes – Bermel, Smith, Wayson, Sittig; nays – none; absent – Harrington. Motion carried.

City Initiated Zoning Map Amendment on property owned by 160-965, LLC

Wayson moved, Bermel seconded to approve the second consideration of Ordinance Number 2023-14, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District. The vote was: ayes- Wayson, Smith, Bermel; nays – none; abstain – Sittig; absent – Harrington. Motion carried.

City Initiated Zoning Map Amendment on property owned by Mackin Estates, LLC

Sittig moved, Wayson seconded to approve the second consideration of Ordinance Number 2023-15, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District. The vote was: ayes – Wayson, Bermel, Sittig, Smith; nays -none; absent – Harrington. Motion carried.

City Initiated Zoning Map Amendment on property owned by Random Commercial Properties, LLC

Wayson moved, Smith seconded to approve the second consideration of Ordinance Number 2023-16, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District. The vote was: ayes – Bermel, Smith, Wayson, Sittig; nays – none; absent – Harrington. Motion carried.

City Initiated Zoning Map Amendment on property owned by Stephen M. & Debra B. Carneol

Wayson moved, Sittig seconded to approve the second consideration of Ordinance Number 2023-17, An Ordinance amending the Zoning Map Designation for Certain Property Located in North Liberty, Iowa from I-1 Light Industrial District to C-1-B Higher-Intensity Commercial District. The vote was: ayes – Smith, Sittig, Bermel, Wayson; nays – none; absent – Harrington. Motion carried.

Old Business

No old business was offered.

New Business

Heiar acknowledged the Council’s work on a 275–page packet. He also recognized Guy Goldsmith and his team for the work on the Babe Ruth field restrooms and press box. Councilor Wayson offered that it is EMS week. He encouraged all to offer thanks to North Liberty Fire Fighters for their EMS work.

Adjournment

Sittig moved; Smith seconded to adjourn at 7:41 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

Date of Issuance:	Effective Date: 6/13/23
Owner: City of North Liberty	Owner's Contract No.: N/A
Contractor: All American Concrete, Inc.	Contractor's Project No.: N/A
Engineer: Shive-Hattery, Inc.	Engineer's Project No.: 1201070
Project: Dubuque Street Phase 1	Contract Name: -

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

Description:

- 1) Per the contract documents, Contractor met the requirements of substantial completion of Project Phases 1-3 by August 12, 2022 and is entitled to receive Incentive Payment, **1 LS at \$10,000.00**
- 2) Per the contract documents, Contractor met the requirements of substantial completion of the full project by November 18, 2022 and is entitled to receive Incentive Payment, **1 LS \$30,000.00**
- 3) Per the contract documents, Contractor exceeded 120 working days allowed for achieving substantial completion of project and is subject to liquidated of \$2,000 per calendar day for 9.5 days, 9.5 Days at (\$2,000) per day = **(\$19,000.00)**
- 4) Four tons of lava rock mulch was leftover from the project and shall become property of the City with a labor and installation deduction to the associated project unit price, 4 TON at (\$78.24) per TON = **(\$312.96)**

Attachments: *AACI COR 14, COR 13*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 2,341,680.00</u>	Original Contract Times: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>
Increase from previously approved Change Order No.:(n/a) <u>\$88,996.24</u>	Increase from previously approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____
Contract Price prior to this Change Order: <u>\$2,430,676.24</u>	Contract Times prior to this Change Order: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>
Increase of this Change Order: <u>\$20,687.04</u>	Increase of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u>
Contract Price incorporating this Change Order: <u>\$2,451,363.28</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>120 Working Days</u> Ready for Final Payment: <u>20 Working Days</u>

<p>RECOMMENDED:</p> <p>By: <u></u> Engineer</p> <p>Title: <u>Project Engineer</u></p> <p>Date: <u>6/5/23</u></p>	<p>ACCEPTED:</p> <p>By: _____ Owner (Authorized Signature)</p> <p>Title: _____</p> <p>Date: _____</p>	<p>ACCEPTED:</p> <p>By: <u></u> Contractor (Authorized Signature)</p> <p>Title: <u>Vice President</u></p> <p>Date: <u>6/5/2023</u></p>
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PAYMENT APPLICATION

TO: City of North Liberty, Iowa 3 Quail Creek Circle North Liberty, Iowa 52317 Attn:	PROJECT NAME AND LOCATION: Dubuque St. Phase 1--N.Liberty Dubuque Street Phase 1 North Liberty, Iowa 52317	APPLICATION # 10 PERIOD THRU: 05/16/2023 PROJECT #s: DATE OF CONTRACT: 01/27/2022	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776	ARCHITECT: Shive Hattery, Inc. 2839 Northgate Drive Iowa City, Iowa 52245		
FOR: Dubuque St. Phase 1			

CONTRACTOR'S SUMMARY OF WORK

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

1. CONTRACT AMOUNT	\$2,341,680.00
2. SUM OF ALL CHANGE ORDERS	\$109,683.28
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$2,451,363.28
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$2,534,326.93
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$124,993.76
b. 5.00% of Material Stored (Column F on Continuation Page)	\$1,722.59
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$126,716.35
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$2,407,610.58
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$2,361,034.61
8. PAYMENT DUE	\$46,575.97
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$43,752.71

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

CONTRACTOR: All American Concrete, Inc.

By: Jodi Simon Date: 5-16-23
 Jodi Simon

State of: Iowa
 County of: Muscatine

Subscribed and sworn to before me this 16th day of May 2023

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



ARCHITECT'S CERTIFICATION

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

CERTIFIED AMOUNT..... \$46,575.97

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

ARCHITECT: [Signature] Date: 6/5/2023

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

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$88,996.24	\$0.00
Total approved this month	\$20,687.04	\$0.00
TOTALS	\$109,683.28	\$0.00
NET CHANGES	\$109,683.28	

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 5 PAGES

TO OWNER:
 City of North Liberty
 3 Quail Creek Circle
 North Liberty, IA 52317
 FROM CONTRACTOR:
 City Construction
 2346 Mormon Trek Blvd. Suite 2500
 Iowa City, IA 52246

PROJECT:
 North Liberty City Hall
 360 North Main Street
 North Liberty, IA 52317
 VIA ARCHITECT:
 Shive-Hattery, Inc.
 2839 Northgate Drive
 Iowa City, IA 52245

APPLICATION NO: 5
 PERIOD TO: 06/01/23
 PROJECT NOS: 1207650 1-159
 CONTRACT DATE: 09/14/22

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	9,389,509.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	9,389,509.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	3,360,873.99
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	166,216.70
b. 5 % of Stored Material (Column F on G703)	\$	1,827.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	168,043.70
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	3,192,830.29
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	2,492,741.82
8. CURRENT PAYMENT DUE	\$	700,088.47
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	6,196,678.71

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: City Construction

By: [Signature] Date: 6/1/23

State of Iowa County of: Johnson
 Subscribed and sworn to before me this 1st day of June 2023
 Notary Public: Lorna K Krueger
 My Commission expires: September 23, 2024



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 700,088.47

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

ARCHITECT: Natalie Oppedal Date: June 8, 2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

MEMORANDUM

TO: Ryan Heiar, City Administrator
FROM: Natalie Oppedal, Shive-Hattery
DATE: June 8, 2023
RE: North Liberty Library – New Circulation Desk and Acoustical Panels
Final Completion

Attached please find:

- Payment Application No. 1 (Final)

We recommend payment to the contractor as indicated on the Final Application for Payment, acceptance of the improvements, and close out of the project.

Please contact our office with any questions.

Sincerely,

SHIVE-HATTERY, INC.



Natalie Oppedal, AIA, NCARB

Enc.

NAO/bad

Copy: Tracey Mulcahey, Assistant City Administrator
Guy Goldsmith, Director of Parks, Buildings & Grounds
Karen Fink, APEX Construction Company, Inc
Josiah Bilskemper, S-H
Jennifer Hoffman, S-H



TO OWNER: City of North Liberty
520 W. Cherry Street #9797
North Liberty, IA 52317

PROJECT: North Liberty Library - New Circulation Desk
& Acoustic Panels

APPLICATION NO.: 23003-1
PERIOD TO: 5/11/23
PROJECT NOS.:

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 UI #

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

VIA ARCHITECT: Shive Hattery
2839 Northgate Drive
Iowa City, IA 52245
2112301020

CONTRACT DATE:

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM\$ 70,300.00
- 2. Net change by Change Orders\$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2)\$ 70,300.00
- 4. TOTAL COMPLETED & STORED TO DATE\$ 70,300.00
(Column G on G703)
- 5. RETAINAGE:
 - a. 0.00 % of Completed Work\$ 0.00
(Columns D + E on G703)
 - b. % of Stored Material\$
(Column F on G703)

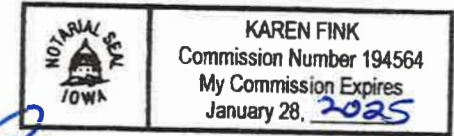
Total Retainage (Line 5a + 5b or
Total in Column I of G703)\$ 0.00
- 6. TOTAL EARNED LESS RETAINAGE\$ 70,300.00
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)\$ 0.00
- 8. CURRENT PAYMENT DUE\$ 70,300.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)\$ 0.00

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

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: Harvey E. Miller Date: 5-11-23

State of: Iowa
County of: Johnson
Subscribed and sworn to before
me this 11th day of May, 2023



Notary Public: Karen Fink
My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED\$ 70,300.00

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

ARCHITECT:
By: Natalie Oppidal Date: June 8, 2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: CASEY'S MARKETING COMPANY/DBA CASEY'S #2788

Physical location address: 595 N KANSAS AVE City: NORTH LIBERTY ZIP: 52317

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Business phone number: 3196656030

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORES, INC.

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Phone number: 5153815974 Fax number: 515-446-6303 Email: licensingteam@caseys.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): DOUGLAS BEECH, AST. SECRETARY FOR CASEY'S MARKETING COMPANY

Name (please print): _____

Signature: *Douglas M. Beech*

Signature: _____

Date: 04/18/2023

Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 1
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: CASEY'S MARKETING COMPANY/DBA CASEY'S #3955

Physical location address: 245 S HWY 965 City: NORTH LIBERTY ZIP: 52317

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Business phone number: 3196262107

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP CASEY'S GENERAL STORES, INC.

Mailing address: 1 SE CONVENIENCE BLVD City: ANKENY State: IA ZIP: 50021

Phone number: 5153815974 Fax number: 515-446-6303 Email: licensingteam@caseys.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store

Grocery store Hotel/motel Liquor store Restaurant Tobacco store

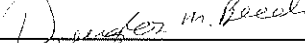
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): DOUGLAS BEECH, AST. SECRETARY FOR CASEY'S MARKETING COMPANY

Name (please print): _____

Signature: 

Signature: _____

Date: 04/18/2023

Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 2
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 23 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Fareway Stores, Inc. # 993
Physical location address: 615 Westwood Drive City: NORTH LIBERTY ZIP: 52317
Mailing address: 615 Westwood Drive City: NORTH LIBERTY State: IA ZIP: 52317
Business phone number: 319 626-6798

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP Fareway Stores, Inc.
Mailing address: PO Box 70 City: Boone State: IA ZIP: 50036
Phone number: 515-433-5336 Fax number: 515-433-4416 Email: storelicenses@farewaystores.com

Retail Information:

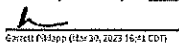
Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Garrett S. Piklapp Name (please print): _____
Signature:  Signature: _____
Date: Mar 30, 2023 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 3
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 7 / 1 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Walgreens #11710

Physical location address: 625 Pacha Pkwy. City: North Liberty ZIP: 52317

Mailing address: P.O. Box 901 City: Deerfield State: IL ZIP: 60015

Business phone number: 319-499-6006

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Walgreen Co.

Mailing address: P.O. Box 901 City: Deerfield State: IL ZIP: 60015

Phone number: 847-527-4612 Fax number: 847-368-6525 Email: taxlicenser renewals@

walgreens.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store

Grocery store Hotel/motel Liquor store Restaurant Tobacco store

Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Brian Brown, Vice President Name (please print): _____

Signature: *Brian Brown* Signature: _____

Date: May 11, 2023 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 4
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: The Depot Express

Physical location address: 1290 S. Dubuque St. City: North Liberty ZIP: 52317

Mailing address: 221 W. Marengo Rd. City: Tiffin State: IA ZIP: 52340

Business phone number: 319-665-2754

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP The Depot North Liberty LLC

Mailing address: 221 W. Marengo Rd. City: Tiffin State: IA ZIP: 52340

Phone number: 319-545-9514 Fax number: 319-545-2042 Email: info@thedepotexpress.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store

Has vending machine that assembles cigarettes Other _____

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): David M. Scheetz

Name (please print): _____

Signature: 

Signature: _____

Date: 5/18/23

Date: _____

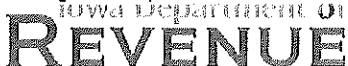
Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 5
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375



Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor

tax.iowa.gov

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Kum & Go #507

Physical location address: 610 Heartland Way City: North Liberty ZIP: 52317

Mailing address: 1459 Grand Ave City: Des Moines State: IA ZIP: 50309

Business phone number: 515-274-7793

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Kum & Go LC

Mailing address: 1459 Grand Ave City: Des Moines State: IA ZIP: 50309

Phone number: 515-274-7793 Fax number: _____ Email: Licenses@kumandgo.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store

Grocery store Hotel/motel Liquor store Restaurant Tobacco store

Has vending machine that assembles cigarettes Other _____

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Charles Campbell Name (please print): _____

Signature: Charles W. Campbell Signature: _____

Date: 3/21/2023 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 6
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Smokin' Joe's Tobacco & Liquor Outlet #12
Physical location address: 465 Hwy 965 Unit G City: North Liberty ZIP: 52317
Mailing address: 1916 Sturdevant St. City: Davenport State: IA ZIP: 52804
Business phone number: 563-322-8340

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP The Outlet, Inc.
Mailing address: 1916 Sturdevant St. City: Davenport State: IA ZIP: 52804
Phone number: 563-322-8340 Fax number: _____ Email: licensing@smokinjoesoutlets.com

Retail Information:


Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other _____

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Anthony Gripp Name (please print): _____
Signature:  Digitally signed by Tony Gripp Date: 2023.04.11 13:16:31 -05'00' Signature: _____
Date: 04/07/2023 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 7
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: J & A Tap
Physical location address: 440 N. Dubuque St city: N. Liberty ZIP: 52317
Mailing address: 440 N. Dubuque St. city: N. Liberty State: IA ZIP: 52317
Business phone number: (319) 626-3033

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP J & A Tap LLC
Mailing address: 440 N. Dubuque St. City: N. Liberty State: IA ZIP: 52317
Phone number: (319) 626-3033 Fax number: N/A Email: jatap@hotmail.com
(lynnaf12@yahoo.com)

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Amanda Lynn Hruby Name (please print): John Hruby
Signature: Amanda Lynn Hruby Signature: John Hruby
Date: May 25, 2023 Date: 5-25-2023

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 8
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: UD Express
Physical location address: 900 W Penn St City: Nubia ZIP: 52317
Mailing address: PO Box 48 City: Nubia State: IA ZIP: 52317
Business phone number: 319-626-2621

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP Liberty Doors Inc
Mailing address: PO Box 48 City: Nubia State: IA ZIP: 52317
Phone number: 319-626-2621 Fax number: 319-626-6666 Email: nick@libertydoors.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Rick Stueb Name (please print): _____
Signature: [Signature] Signature: _____
Date: 5-31-23 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 9
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) July / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Johnny's Liquor store
Physical location address: 585 Highway 965 E City: North Liberty ZIP: 52317
Mailing address: 585 Highway 965 E City: North Liberty State: IA ZIP: 52317
Business phone number: 319 626 2046

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP Johnny's Liquor store inc
Mailing address: 2235 Oak Terrace Ave City: North Liberty State: IA ZIP: 52317
Phone number: 319 440 7176 Fax number: _____ Email: _____

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other _____

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Johnny Menezes Name (please print): _____
Signature: [Signature] Signature: _____
Date: 5/5/23 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 10
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) July 1 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Urban Fuel

Physical location address: 1 Hawkeye Dr City: North Liberty ZIP: 52317

Mailing address: P.O. Box 3474 City: Iowa City State: IA ZIP: 52244

Business phone number: 319-626-7990

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP Urban Fuel LLC

Mailing address: PO Box 3474 City: Iowa City State: IA ZIP: 52244

Phone number: 319 520 8238 Fax number: 319 337 4610 Email: snobnik100@gmail.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store

Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): _____

Name (please print): Jesse J. Allen

Signature: _____

Signature: [Signature]

Date: _____

Date: 5/16/23

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 11
- Fill in the name of the city or county issuing the permit: North Liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 01 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: Liberty View wine & spirits
Physical location address: 595 Country Lane #1 City: North Liberty ZIP: 52317
Mailing address: 595 Country Lane City: North Liberty State: IA ZIP: 52317
Business phone number: 319-459-1356

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP NGA DAO / Liberty View wine & spirits
Mailing address: 595 Country Lane #1 City: North Liberty State: IA ZIP: 52317
Phone number: 319-459-1356 Fax number: _____ Email: angie.dao1991@gmail.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other None

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): NGA DAO Name (please print): _____
Signature: Ngao Dao Signature: _____
Date: 5/25/23 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: 100.00
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: 12
- Fill in the name of the city or county issuing the permit: North liberty
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

Instructions on the reverse side

For period (MM/DD/YYYY) 07 / 1 / 2023 through June 30, 2024

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: THE STATION

Physical location address: 1020 Moade Dr City: North Liberty ZIP: 52317

Mailing address: 2915 Dubuque St NE City: Iowa City State: IA ZIP: 52240

Business phone number: 319-665-2498

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP

Name of sole proprietor, partnership, corporation, LLC, or LLP LLC

Mailing address: 2915 Dubuque St NE City: Iowa City State: IA ZIP: 52240

Phone number: 319-665-8518 Fax number: None Email: station11office@gmail.com

Retail Information:

Types of Sales: Over-the-counter Vending machine

Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No

Types of Products Sold: (Check all that apply)

Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store

Grocery store Hotel/motel Liquor store Restaurant Tobacco store

Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): Gary Holapp

Name (please print): _____

Signature: [Signature]

Signature: _____

Date: 5-24-2023

Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

• Fill in the amount paid for the permit: 100.00

• Fill in the date the permit was approved by the council or board: _____

• Fill in the permit number issued by the city/county: 13

• Fill in the name of the city or county issuing the permit: North Liberty

• New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375



Mayor Report



PROCLAMATION

Juneteenth National Freedom Day

Whereas, Juneteenth National Freedom Day celebrates the day of June 19, 1865, two and a half years after the Emancipation Proclamation, when Major General Gordon Granger led Union soldiers into Galveston, Texas, bringing news that the Civil War had ended and reading the order that declared the remaining quarter of a million enslaved people – mostly of African descent – to be legally free from their Texan masters; and

Whereas, in Texas and throughout the South, Juneteenth celebrations began to be held each year on June 19th – consisting of prayer services, inspirational speeches, readings of the Emancipation Proclamation, food, games & dances; and

Whereas, in 1997, during the 105th U.S. Congress, House Joint Resolution 56 and Senate Joint Resolution 11 were passed, officially recognizing the true anniversary of the emancipation of enslaved African-Americans, as “Juneteenth Independence Day,” an important part of our country’s history and heritage; and

Whereas, Juneteenth reflects our community’s deep belief in liberty and equality for all individuals, as all benefit from a greater understanding and appreciation of the experiences of others; and

Whereas, Juneteenth commemorates the strength and resolve of African-Americans throughout our history, and is an opportunity to celebrate African-American culture, art, history & achievement;

Now, therefore, be it resolved that I, Brian Wayson, Mayor Pro Tem of North Liberty, do hereby recognize Monday, June 19, 2023, as

Juneteenth National Freedom Day

in the City of North Liberty and would encourage community members to visit [Google Events Near Me](#) to learn how they can participate in this year’s mix of virtual & in-person Juneteenth celebration activities.

Signed in North Liberty, Iowa, this 13th day of June, 2023.

Mayor Pro-Tem Brian Wayson



Aldi Preliminary Site Plan



June 6, 2023

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

Re: Request of Aldi, Inc to approve a Preliminary Site Plan for a 20,664 retail good establishment on 4.54 acres. The property is located on the west side of Ranshaw Way approximately 525 feet west of West Penn Street (725 North Ranshaw Way/North Highway 965).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its June 6, 2023 meeting. The Planning Commission took the following action:

Findings:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request to approve a preliminary site plan for a 20,664 retail good establishment on 4.54 acres to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **June 2, 2023**
 Re **Request of Aldi, Inc. to approve a Preliminary Site Plan for a 20,664 retail good establishment on 4.54 acres. The property is located on the west side of Ranshaw Way approximately 525 feet west of West Penn Street (725 North Ranshaw Way/North Highway 965).**

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

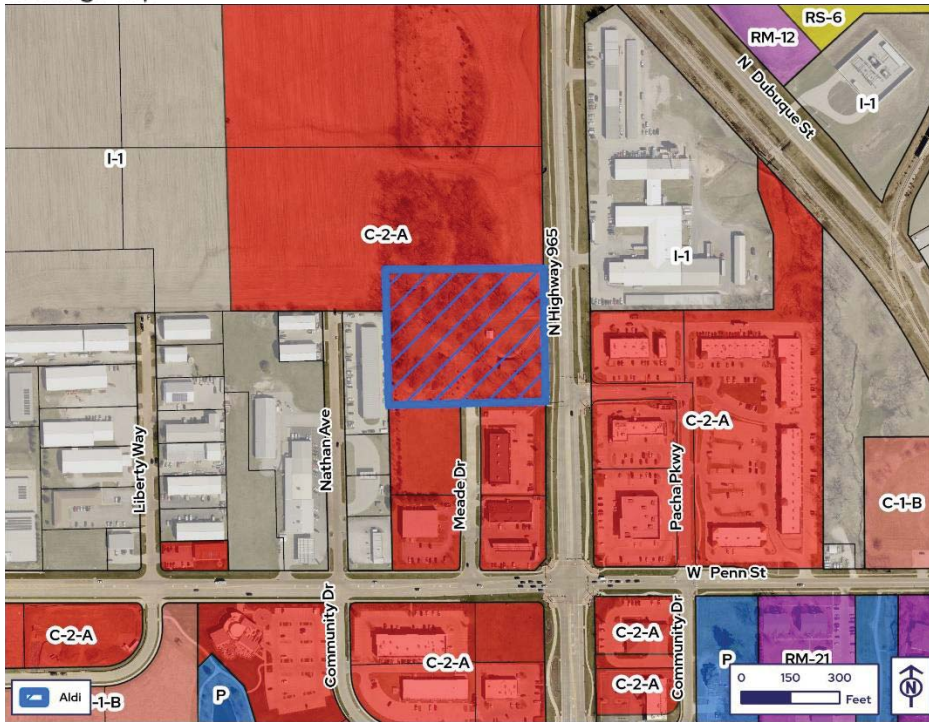
- Ryan Heiar, City Administrator
- Tracey Mulcahey, Assistant City Administrator
- Grant Lientz, City Attorney
- Tom Palmer, City Building Official
- Kevin Trom, City Engineer
- Ryan Rusnak, Planning Director

1. Request Summary: The site plan proposes a 20,664 retail good establishment and related infrastructure on 4.54 acres.



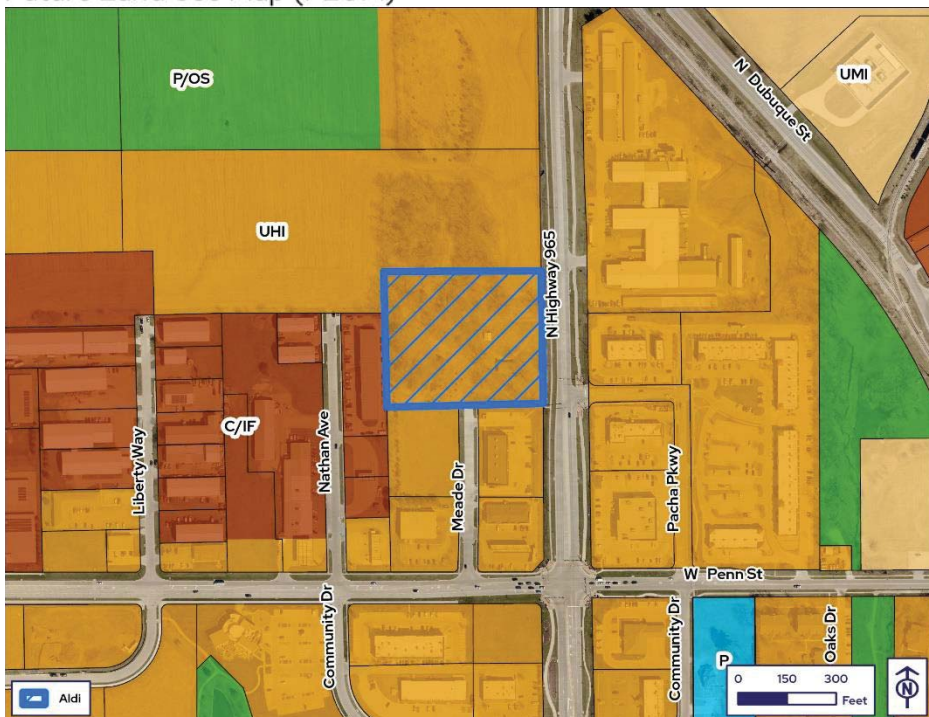
2. **Existing Zoning:** C-2-A Highway Commercial District. "Retail goods establishment" is listed as permitted uses in the C-2-A District.

Zoning Map



3. **Comprehensive Plan Future Land Use Map Designation:** Urban High Intensity.

Future Land Use Map (FLUM)



4. Public Input:

No public comments have been received.

5. Approval Standards:

Consistency of proposed use with current zoning and Future Land Use Map.

The C-2-A District lists "retail good establishment" as a permitted use.

Section 168.07(69) Retail Goods Establishment (ordinance language in *italics*).

- A. *Defined. Means an establishment that provides physical goods, products, or merchandise directly to the consumer, where such goods are available for immediate purchase and removal from the premises by the purchaser. Retail goods establishment does not include micro fulfillment center.*
- B. *Use Standards. None.*

Section 165.05(2)(E) of the North Liberty Code of Ordinances sets forth the approval standards (ordinance language in *italics* and staff analysis in **bold**).

E. *Approval Standards. The Planning Commission's recommendation to the City Council and the City Council's decision to approve or disapprove a preliminary site plan shall be informed by the preliminary site plan's adherence to the following standards:*

(1) *The consistency of the preliminary site plan with all adopted ordinances and regulations.*

See analysis of Section 165.02(2)(D) and applicable design standards below.

(2) *The consistency of the proposed land use with the Comprehensive Plan and any adopted land use policies. The submission of a preliminary site plan which proposes one or more uses inconsistent with the City's Future Land Use Map creates a rebuttable presumption that said use or uses are inharmonious with surrounding properties and incompatible with orderly development and redevelopment.*

The C-2-A District is consistent with the Urban High Intensity Land Use Designation.

Section 165.05(2)(D) of the North Liberty Code of Ordinances entitled, "Preliminary Site Review" sets forth the submission requirements (ordinance language in *italics* and staff analysis in **bold**).

- *Date, north arrow and graphic scale. **Provided.***
- *The property owner's name and description of proposed development. **Provided.***
- *A vicinity sketch showing the location of the property and other properties within 1,000 feet of it. **Provided.***
- *Property boundary lines, dimensions, and total area. **Provided.***
- *Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the site plan. **Provided.***

- *The location of existing streets, sidewalks, easements, utilities, drainage courses.*
Provided.
- *The total square feet of building floor area, both individually and collectively.* **Provided.**
- *All structures and major features shall be fully dimensioned including distance between structures, distance between driveways, parking areas, property lines and building height.* **Provided.**
- *Off-street parking areas, ingress and egress to the property, number of parking spaces proposed, number of parking spaces required by this code and type of surfacing.*
Provided.
- *Pedestrian walkways with special consideration given to pedestrian safety.* **Provided.**
- *Trash and refuse enclosures.* **Provided.**
- *The general drainage pattern and location of storm water detention features.*
Provided.
- *The general location, type and size of landscaping and ground cover illustrated in color perspective.* **Provided.**
- *A rendering, elevation or photo of the proposed development.* **Provided.**

North Liberty Code of Ordinances Section 169.10 entitled, "Design Standards" sets forth certain design standards (ordinance language in *italics*).

Requirements for All Districts (ordinance language in *italics*).

- *Building design shall be visually harmonious and compatible with the neighborhood character.*
- *Buildings located on property with double frontages shall have similar wall design facing both streets.*
- *Except for RSPD, R-MH and ID districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.*
- *Except in the R-MH district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs and there shall be a minimum roof overhang at the eaves of 12 inches. This does not apply to portions of a roof that are separate from the structure's primary roof. Metal roofs shall not be corrugated or similar appearance. The color of the roof shall be visually harmonious and compatible with the building color scheme.*

Requirements for Development in Commercial Districts (ordinance language in *italics*).

Commercial zoning districts are intended to enhance public welfare by providing for safe, convenient, high quality pedestrian-oriented commercial centers that contribute to community identity as energetic and attractive focus points. Through development and redevelopment within these districts, the city recognizes the importance of creating high quality development areas to the quality of life for residents of the city, the impact quality development has on the image of the community, and the need to provide restrictions and guidelines to enhance visual appearance and functionality. The objectives addressed through these regulations include the following:

- *Design. To achieve appealing aesthetic design through high quality architecture and construction, with attention to placement, relationship, and orientation of structures and amenities to provide both internal cohesiveness and compatibility with surrounding uses.*
- *Walkability. To achieve overall development patterns that encourage walking and reduce dependence on the automobile to travel from one business to another, and so reduces the dominance of the automobile within the development.*
- *Human-scale Activity. To achieve a sense of place by emphasizing pedestrian interaction with commercial uses rather than sprawling automobile-dominated designs, both in building architecture and public or private outdoor areas.*
- *Compatible Uses. To achieve the right blend of uses, compact and well-designed, that complement each other and provide cohesive overall developments.*

It is staff's opinion that the site plan achieves consistency with the aforementioned design standards.

6. Other Considerations:

The City expects to partner with the developer so that the decorative streetscaping would be at the intersection on the west side, which would be the southern entrance to the site. The developer would fund the traffic signal improvements and the driveway access.

7. Staff Recommendation:

Finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request to approve a preliminary site plan for a 20,664 retail good establishment on 4.54 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 preliminary site plan to the City Council with a recommendation for approval.



IngenAE

301 N. Main Street, Suite B
 South Bend, IN 46601
 www.ingenae.com

Submissions / Revisions: Date:

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ALDI Inc.

ALDI Drive
 Dwight, IL 60420
 (815) 742-0272

Project Name & Location:

ALDI
STORE #57
725 N HIGHWAY 965
NORTH LIBERTY, IA
52317

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 drawings may be inaccurate. Contact IngenAE with
 any need for additional drawings or data sheets.

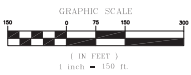
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VICINITY
MAP

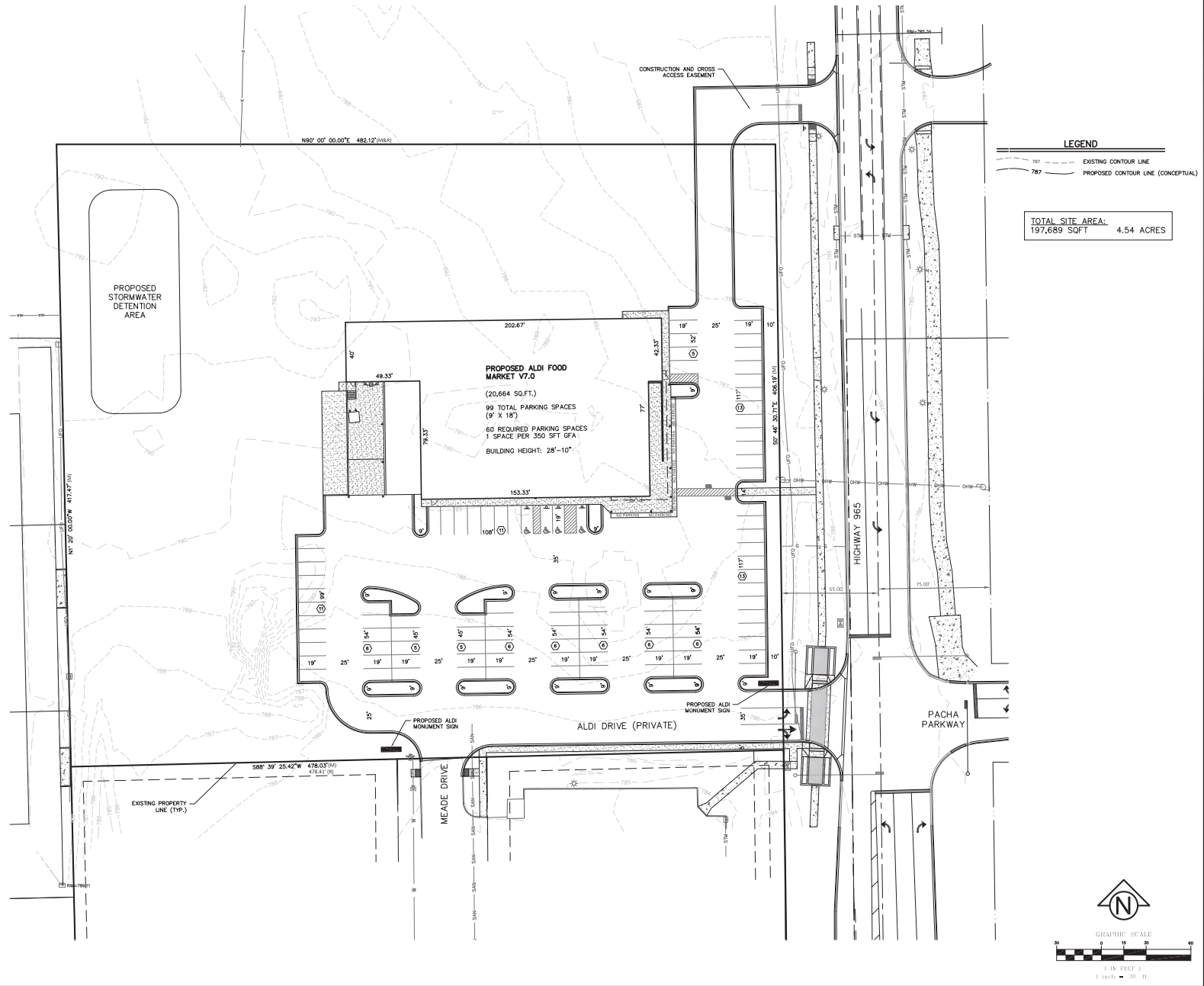
Date: **05/26/2023** Project No. **ADC007-D22**
 Type: **SITE** Drawing No.

Drawn By: **DPW**

Approved By: **RAV**

Scale: **AS NOTED**





LEGEND
 --- 787 --- EXISTING CONTOUR LINE
 - - - - - 787 - - - - - PROPOSED CONTOUR LINE (CONCEPTUAL)

TOTAL SITE AREA:
 197,689 SQFT 4.54 ACRES

Submissions / Revisions: Date:

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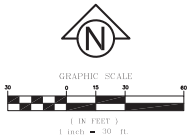
Project Name & Location:
ALDI
 STORE #57
 725 N HIGHWAY 965
 NORTH LIBERTY, IA
 52317

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Drawing Name:
CONCEPTUAL SITE PLAN

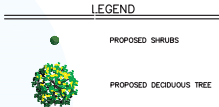
Date: 05/26/2023 Project No. ADC007-D22
 Type: SITE Drawing No.

Drawn By: DPW
 Approved By: RAV
 Scale: AS NOTED





LANDSCAPE REQUIREMENTS	REQUIRED	PROVIDED
COMMERCIAL DISTRICT REQUIREMENT - SHADE TREES		
ONE TREE PER 2,000 SFT OF BUILDING FOOTPRINT (20,664 SFT)	11	28 TREES
PERIMETER LANDSCAPING (HWY 965)		
ONE SHADE TREE PER 50 LFT (248 FT)	5	6 TREES
PARKING LOT ISLANDS		
ONE SHADE TREE PER SINGLE ISLAND (4 ISLANDS)	4	4 TREES
TWO SHADE TREES PER DOUBLE ISLAND (8 ISLANDS)	16	16 TREES



IngenAE
 301 N. Main Street, Suite B
 South Bend, IN 46601
 www.ingenae.com

Submissions / Revisions:	Date:
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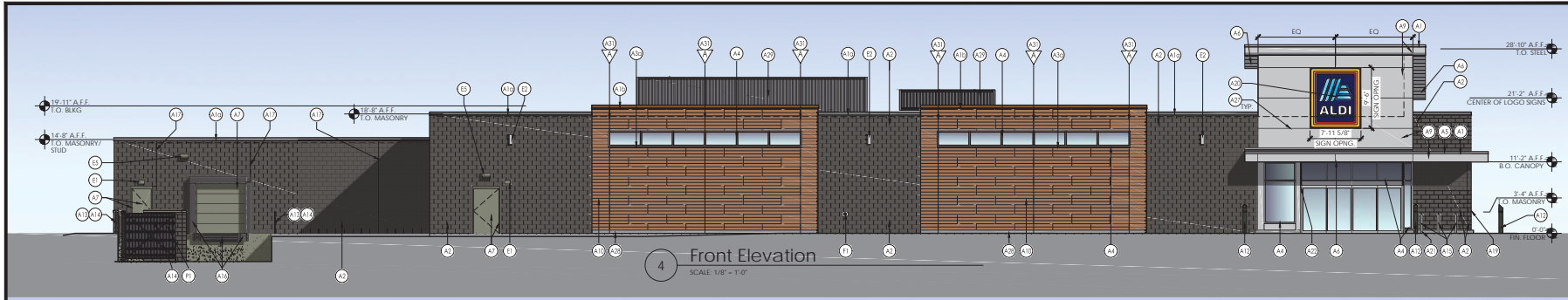
Project Name & Location:
ALDI
 STORE #57
 725 N HIGHWAY 965
 NORTH LIBERTY, IA
 52317

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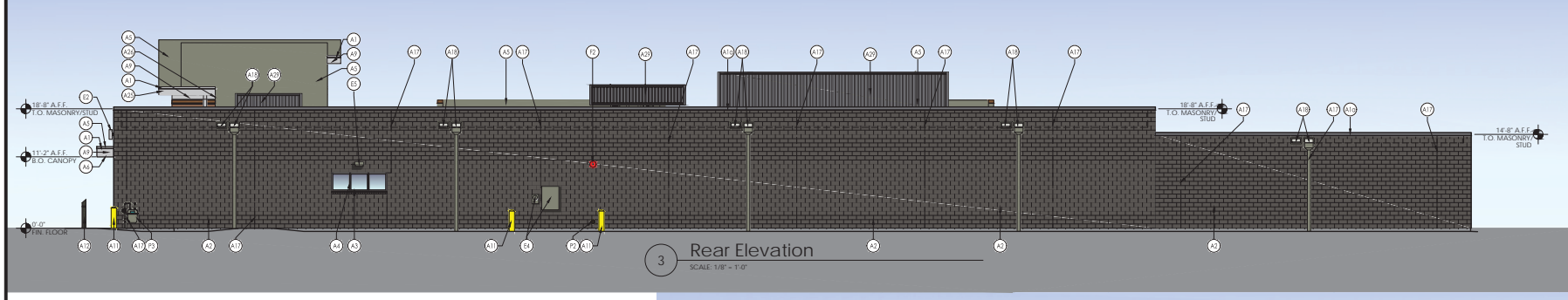
Drawing Name:
**CONCEPTUAL
 LANDSCAPE
 PLAN**

Date: 05/26/2023
 Type: SITE
 Drawn By: DPW
 Approved By: RAV
 Scale: AS NOTED

Project No. ADC007-D22
 Drawing No.



4 Front Elevation
 SCALE: 1/8" = 1'-0"

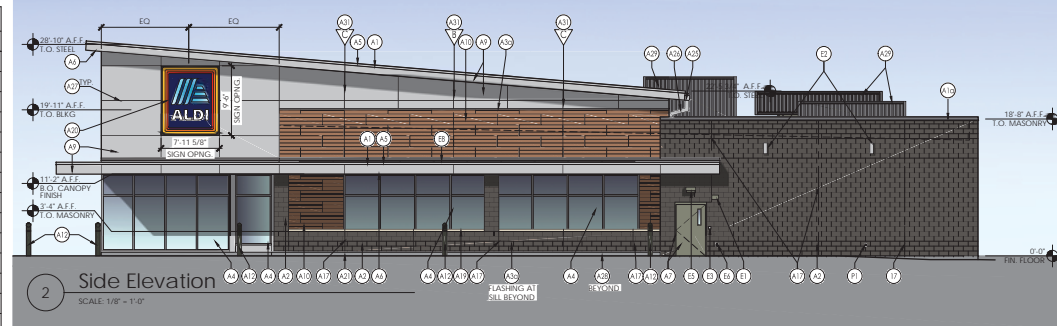


3 Rear Elevation
 SCALE: 1/8" = 1'-0"

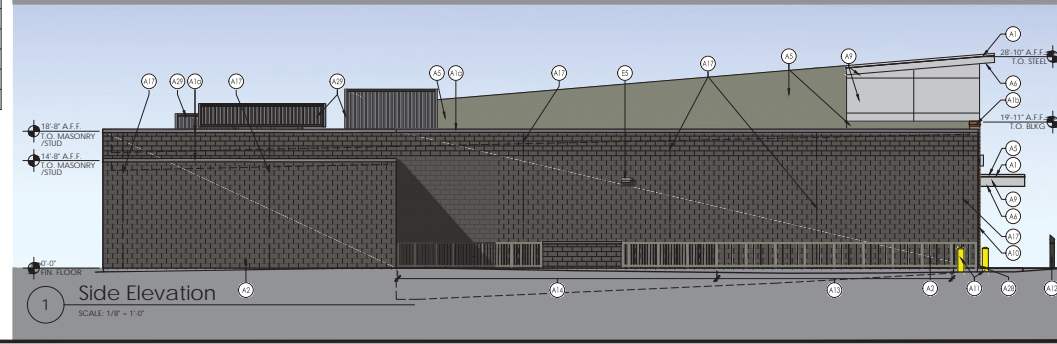
EXTERIOR FINISH SCHEDULE		
KEY	MATERIAL / MFG.	COLOR / NO.
A1	PREFINISHED METAL COPING	A1 SILVER - AT HIGH ROOF & CANOPY A1b PETERSEN ALUM. - MUSKET GREY AT BRICK A1c PETERSEN ALUM. - CEDAR 397C0290 SPRAY CODE - AT NICHIA STORES.
A2	SPEC. BRICK, CONCRETE MASONRY VENEER	HYBRID CEMENT/CLAY BRICK BLEND w/ HOLCIM "SMITH GRAY" MORTAR MORTAR: SOLICOM "816X DARK CHOCOLATE" ALB BRIGHT SILVER ALb PETERSEN ALUM # CEDAR 397C0290 SPRAY CODE
A3	PREFINISHED ALUM. SILL	ANODIZED ALUM.
A4	ALUMINUM STOREFRONT SYSTEM	ANODIZED ALUM.
A5	MEMBRANE ROOFING	GRAY
A6	METAL SOFFIT PANELS	SOLID PANELS - SILVER METALLIC
A7	EXTERIOR PAINT	
A8	NOT USED	
A9	ALUMINUM COMPOSITE PANEL	BRIGHT SILVER
A10	NICHIA FIBER CEMENT EXTERIOR CLADDING	VINTAGEWOOD "CEDAR"
A11	BLD-2	PE-19 / CL-4
A12	BLD-4	
A13	GUARD RAIL TYPE "A"	GALVANIZED STEEL
A14	GUARD RAIL TYPE "B"	GALVANIZED STEEL
A15	BLD-3	GALVANIZED
A16	DOCK LEVELER / SEAL AND BUMPERS	LEVELER - FACTORY FINISH / SEAL AND BUMPERS - FACTORY FINISH - BLACK
A17	MASONRY CONTROL JOINT	
A18	SCUPPER, 16" OVER LOW SCUPPER, COLLECTOR & DOWN SPOUT	MATCH COPING ABOVE
A19	ARCHITECTURAL CAST STONE	TANNERSTONE, AG-1
A20	ALDI TOWER SIGN	BY SIGN VENDOR
A21	CRIB	NATURAL
A22	KNOX BOX	FACTORY FINISH
A23	AUTO DOOR SYSTEM & TRANSOM	ANODIZED ALUMINUM
A24	NOT USED	
A25	8" X 8" PRE-FINISHED ALUM GUTTER	MATCH PREFINISHED METAL COPING
A26	8" X 8" PRE-FINISHED ALUM DOWNSPOUT	MATCH PREFINISHED METAL COPING

SIGNAGE			
DESCRIPTION	QUANTITY	SQ. FT. PER SIGN	TOTALS
TOWER SIGN	2	74.9	149.8
TOTAL SIGNAGE			149.8

NOTE: SIGNAGE IS SHOWN FOR REFERENCE ONLY AND SHALL BE UNDER SEPARATE PERMIT SUBMITTAL.



2 Side Elevation
 SCALE: 1/8" = 1'-0"



1 Side Elevation
 SCALE: 1/8" = 1'-0"

Issued:	Date:
A Issued for Client Review	12/12/22
B	
C	
D	
E	

Revisions:	Date:
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

PROJECT ARCHITECT/ENGINEER DATE

PROJECT LEAD DATE

THESE DRAWINGS ARE PROTOTYPICAL AND SHALL NOT BE USED FOR ANY CONTRACTS OR FOR THE RECORD ARCHIVES. They are only for use by ALDI and their designated design professionals on ALDI projects. When applying the required professional seal and permit by law, the design professional may integrate these drawings into their own technical submittals. The design professional is responsible for preparing a submittal in accordance with applicable laws, building codes and local site conditions. Deviations from this prototypical design are to be coordinated with the ALDI Director of Real Estate. To view cost, non-aesthetic features to the shall design should be made after approval from the ALDI Director of Real Estate.



ALDI Inc. Store #: XX
 North Liberty, IA
 Hwy 965 NE & Mead Dr
 North Liberty, IA 52317
 Johnson County
 Project Name & Location:

Concept Exterior Elevations
 Drawing Name:

Date: 12/12/22
 Project No. 22-0562a

Type: RHSDV7ER

Drawn By: SRS CEE-1

Scale: As Noted Drawing No.

It is a violation of law for any person, unless acting under the direction of a Licensed Architect, Professional Engineer, Landscape Architect or Licensed Surveyor to alter any item on this document in any way. Any licensee who alters this document is required by law to affix his or her seal and to add the revision. Absent by following by the signature and the specific description of the alteration or revision.

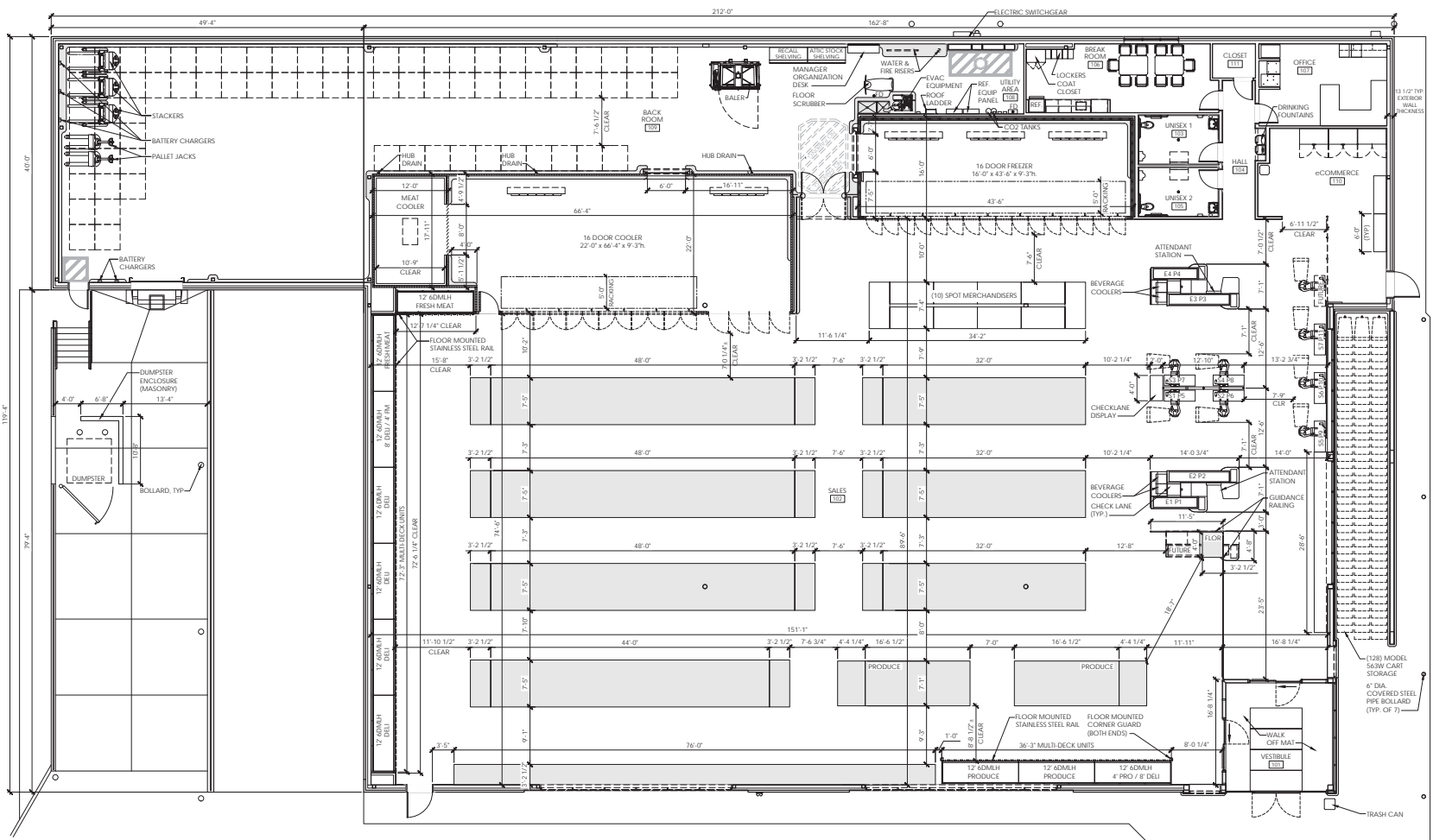
DO NOT SCALE PLANS

Copying, printing, software, and other practices not allowed to produce these prints can result in or drive the actual paper or layout. Therefore, fidelity of this drawing may be compromised. Contact APD E&A with any need for additional dimensions or clarifications.

AREA SUMMARY		
OCCUPANCY USE	ROOM NAME	SQUARE FOOTAGE
MERCANTILE (M)	SALES / VESTIBULE	12,590
	UNISEX 2	96
	UNISEX 1	96
	HALL	120
	SUBTOTAL (MERCANTILE)	12,902
BUSINESS (B)	OFFICE	258
	BREAK ROOM	315
	E-COMMERCE	401
	CLOSET	36
	SUBTOTAL (BUSINESS)	1010
STORAGE / STOCK (S-2)	BACKROOM	3,762
	COOLER	1,342
	FREELER	647
	SUBTOTAL (STORAGE / STOCK)	5,751
SUBTOTAL (OCCUPANCIES)		19,663
	EXTERIOR / INTERIOR WALLS / UNOCCUPIED SPACE	1,001
	BUILDING SQUARE FOOTAGE	20,664
	EXTERIOR CANOPY	1,163
	TOTAL SQUARE FOOTAGE (INCLUDING CANOPY)	21,827

OPERATIONS DATA	
ITEM	NORTH LIBERTY, IA
TRENTRY FOOTAGE OF SIZE (PRODUCE INCLUDED)	807'-2"
ASSUMED PALLET STORAGE	74
BUILDING DIMENSIONS	119'-4" x 153'-4"
SALES FLOOR DIMENSIONS	74'-6" x 151'-11"
LENGTH OF MULTIDECK	129'
COOLER MILK DOORS	4
COOLER GENERAL DOORS	12
FREELER GENERAL DOORS	16
SPOT MERCHANDISERS	10
CART STORAGE	128

- NOTES:**
- THIS DRAWING IS FOR GENERAL FIXTURE LAYOUT AND REFERENCE TO EQUIPMENT ONLY. ALL INFORMATION IS FOR ALDI OPERATIONAL USE ONLY AND SHALL NOT BE USED FOR CONSTRUCTION OR BIDDING PURPOSES.
 - ALL DIMENSIONS TO WALLS ARE TO FACE OF STUD UNLESS NOTED OTHERWISE.
 - THIS FACILITY DOES NOT CONTAIN A BAKERY, A BUTCHER, A DELI OR FISH COUNTER.
 - ALL FOOD IS PREPACKAGED. THERE IS NO ON SITE FOOD PREPARATION.
 - CONDOLA LOCATIONS ARE MEASURED FROM THE FACE OF THE STAINLESS STEEL PRICE TAG MOUNTING (SSPM).



1 Operations Plan
 SCALE: 1/8" = 1'-0"

Issued:	Date:
A Issued for Client Review	12/12/22
B	
C	
D	
E	
Revisions:	Date:
1	
2	
3	
4	
5	
6	
7	
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9	
10	
11	
12	

PROJECT ARCHITECT/ENGINEER DATE
 PROJECT LEAD DATE

THESE DRAWINGS ARE PROTOTYPICAL AND SHALL NOT BE USED FOR ANY CONSTRUCTION OR BIDDING PURPOSES. They are only for use by ALDI and their designated design professionals on ALDI projects. When applying the design professional's seal of scale and permitted by law, the design professional may integrate these drawings into their own technical submittals. The design professional is responsible for preparing a submittal in accordance with all applicable laws, building codes and/or local site conditions. Deviations from this prototypical design are to be coordinated with the ALDI Director of Real Estate. To avoid cost, non-compliance issues to the shall design should be made after approval from the ALDI Director of Real Estate.



ALDI Inc. Store #: XX
 North Liberty, IA
 Hwy 965 NE & Mead Dr
 North Liberty, IA 52317
 Johnson County
 Project Name & Location:

Concept Floor Plan

Drawing Name:	Project No.
Date: 12/12/22	22-0562a
Type: RHSDV7ER	
Drawn By: SRS	CFP-1
Scale: As Noted	Drawing No.

Resolution No. 2023-63

**RESOLUTION APPROVING THE PRELIMINARY SITE
PLAN FOR ALDI, INC., NORTH LIBERTY, IOWA**

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

WHEREAS, the owner and applicant, Aldi, Inc., has filed with the City Clerk a preliminary site plan;

WHEREAS, the property is described as:

Part of the Southeast Quarter of the Northwest Quarter of Section 12, Township 80 North, Range 7 West of the 5th Principal Meridian, Johnson County, Iowa and is more particularly described as follows: Commencing at the southeast corner of said Northwest Quarter, thence west 50.52 feet, thence north 33 feet to the point of beginning; thence west 468 feet; thence north 930 feet; thence east to the west right-of-way line of North Highway 965; thence south to the point of beginning. Excepting therefrom Inter-City Industrial Park – Part Four to North Liberty Iowa, according to the Plat thereof recorded in Book 41, Page 39. The property contains 4.43 acres, more or less;

WHEREAS, said preliminary site plan has one finding:

1. The site plan would achieve consistency with North Liberty Code of Ordinances Section 165.05(2)(E) of the Zoning Code.

WHEREAS, said preliminary site plan has been examined by the North Liberty Planning and Zoning Commission, which recommended that the preliminary site plan be approved with no conditions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, does hereby approve the preliminary site plan for Aldi, Inc., North Liberty, Iowa.

APPROVED AND ADOPTED this 13th day of June, 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



Water Tower Place Preliminary Site Plan



June 6, 2023

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

Re: Request of Dahnovan Holdings to approve a Preliminary Site Plan for 15 two and one unit dwellings on approximately 1.81 acres. The property is located approximately 630' west of North Kansas Avenue and 300' south of southern terminus of North Madison Avenue (Proposed Lot 2 of Water Tower Place Subdivision).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its June 6, 2023 meeting. The Planning Commission took the following action:

Findings:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request to approve a preliminary site plan for 15 two and one unit dwellings on approximately 1.81 acres to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **June 2, 2023**
 Re **Request of Dahnovan Holdings to approve a Preliminary Site Plan for 15 two and one unit dwellings on approximately 1.81 acres. The property is located approximately 630' west of North Kansas Avenue and 300' south of southern terminus of North Madison Avenue (Proposed Lot 2 of Water Tower Place Subdivision).**

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

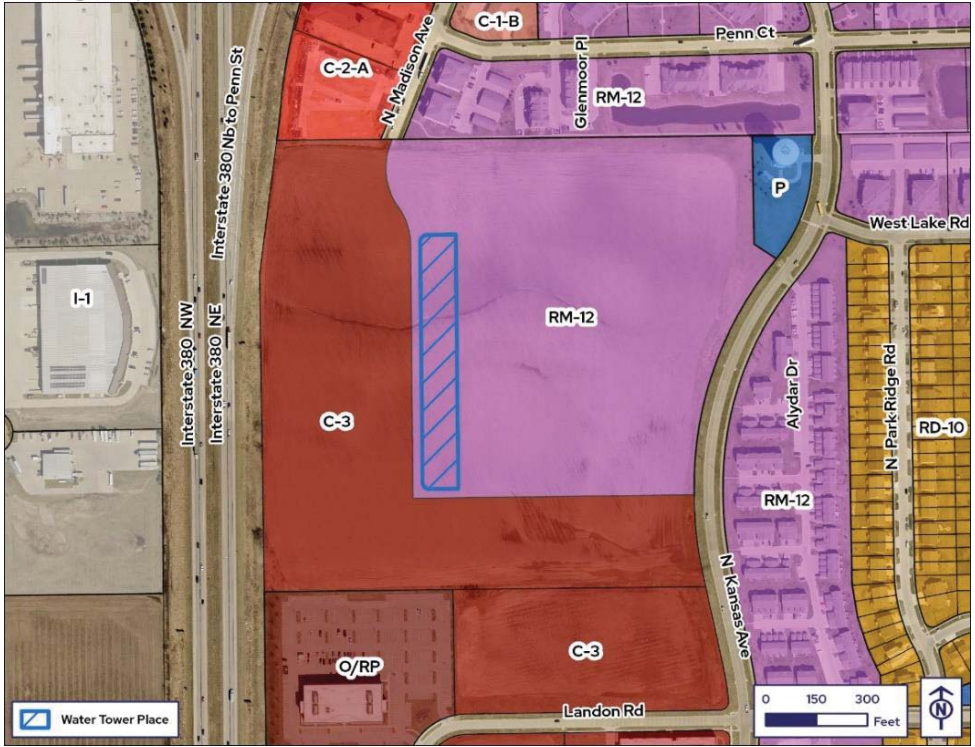
- Ryan Heiar, City Administrator
- Tracey Mulcahey, Assistant City Administrator
- Grant Lientz, City Attorney
- Tom Palmer, City Building Official
- Kevin Trom, City Engineer
- Ryan Rusnak, Planning Director

1. Request Summary: The site plan proposes 16 two-unit dwellings in 8 buildings on approximately 1.81 acres.



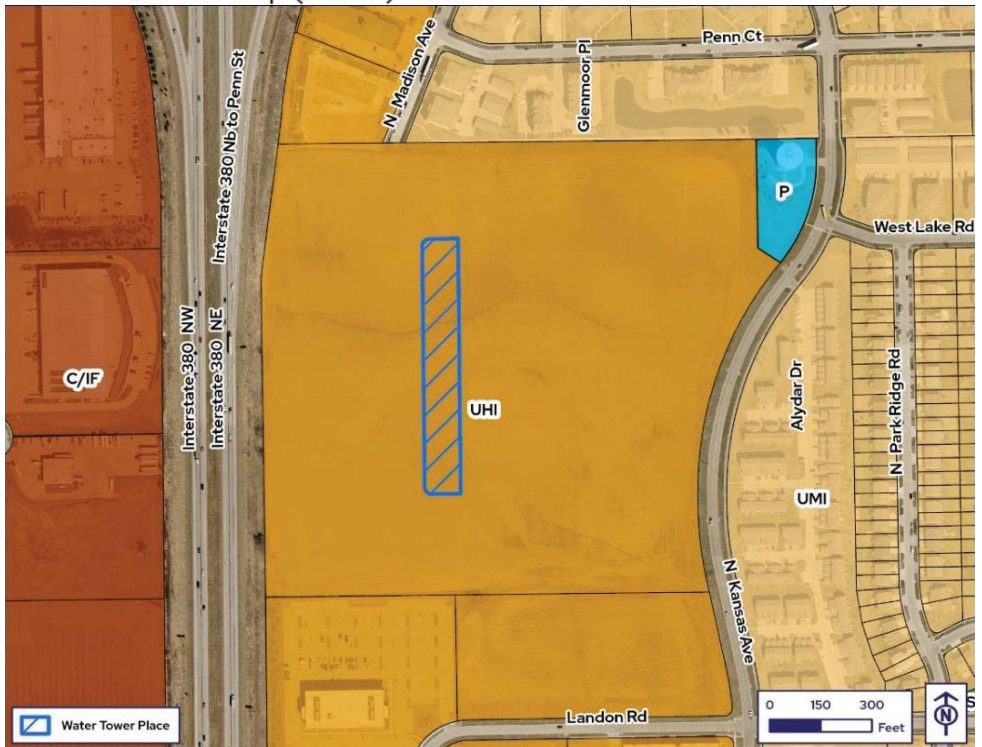
2. **Existing Zoning:** RM-12 Multiple-Unit Residence District. “Two-Unit Dwelling” is listed as a permitted use in the RM-12 District.

Zoning Map



3. **Comprehensive Plan Future Land Use Map Designation:** Urban High Intensity.

Future Land Use Map (FLUM)



5. Approval Standards:

Consistency of proposed use with current zoning and Future Land Use Map.

The RM-12 District lists “two-unit dwellings” as a permitted use.

North Liberty Code of Ordinances Section 168.07 entitled, “Uses Defined and Use Standards” sets forth certain design standards (applicable Ordinance language in italics and staff analysis in bold).

Section 168.07(31) Two-Unit Dwelling (ordinance language in italics).

- A. Defined. A Two-Unit Dwelling means a structure containing two dwelling units, arranged side-by-side with each unit having an exterior entrance, on a single lot.
- B. Use Standards.
 - (1) The front entry must be an integral part of the structure, using features such as porches, raised steps and stoops with roof overhangs, or decorative railings to articulate the front facade.
 - (2) Minimum required masonry on front and corner side yard building elevations is 25%.
 - (3) A 5% minimum transparency requirement applies to the front facade and is calculated on the basis of the area of the facade below the roofline.

Section 165.05(2)(E) of the North Liberty Code of Ordinances sets forth the approval standards (ordinance language in *italics* and staff analysis in **bold**).

E. Approval Standards. The Planning Commission’s recommendation to the City Council and the City Council’s decision to approve or disapprove a preliminary site plan shall be informed by the preliminary site plan’s adherence to the following standards:

- (1) *The consistency of the preliminary site plan with all adopted ordinances and regulations.*

See analysis of Section 165.02(2)(D) and applicable design standards below.

- (2) *The consistency of the proposed land use with the Comprehensive Plan and any adopted land use policies. The submission of a preliminary site plan which proposes one or more uses inconsistent with the City’s Future Land Use Map creates a rebuttable presumption that said use or uses are inharmonious with surrounding properties and incompatible with orderly development and redevelopment.*

The RM-12 District is consistent with the Urban High Intensity Land Use Designation.

Section 165.05(2)(D) of the North Liberty Code of Ordinances entitled, "Preliminary Site Review" sets forth the submission requirements (ordinance language in *italics* and staff analysis in **bold**).

- *Date, north arrow and graphic scale.* **Provided.**
- *The property owner's name and description of proposed development.* **Provided.**
- *A vicinity sketch showing the location of the property and other properties within 1,000 feet of it.* **Provided.**
- *Property boundary lines, dimensions, and total area.* **Provided.**
- *Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the site plan.* **Provided.**
- *The location of existing streets, sidewalks, easements, utilities, drainage courses.* **Provided.**
- *The total square feet of building floor area, both individually and collectively.* **Provided.**
- *All structures and major features shall be fully dimensioned including distance between structures, distance between driveways, parking areas, property lines and building height.* **Provided.**
- *Off-street parking areas, ingress and egress to the property, number of parking spaces proposed, number of parking spaces required by this code and type of surfacing.* **Provided.**
- *Pedestrian walkways with special consideration given to pedestrian safety.* **Provided.**
- *Trash and refuse enclosures.* **Trash and refuse would be curb side pickup.**
- *The general drainage pattern and location of storm water detention features.* **Provided.**
- *The general location, type and size of landscaping and ground cover illustrated in color perspective.* **Provided.**
- *A rendering, elevation or photo of the proposed development.* **Provided.**

North Liberty Code of Ordinances Section 169.10 entitled, "Design Standards" sets forth certain design standards (ordinance language in *italics*).

Requirements for All Districts (ordinance language in *italics*).

- *Building design shall be visually harmonious and compatible with the neighborhood character.*
- *Buildings located on property with double frontages shall have similar wall design facing both streets.*
- *Except for RS RD, R-MH and ID districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.*
- *Except in the R-MH district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs and there shall be a minimum roof overhang at the eaves of 12 inches. This does not apply to portions of a roof that are separate from the structure's primary roof.*

Metal roofs shall not be corrugated or similar appearance. The color of the roof shall be visually harmonious and compatible with the building color scheme.

It is staff's opinion that the site plan achieves consistency with the aforementioned design standards.

6. Staff Recommendation:

Finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request to approve a preliminary site plan for 15 two and one unit dwellings on approximately 1.81 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 preliminary site plan to the City Council with a recommendation for approval.









Resolution No. 2023-64

**RESOLUTION APPROVING THE PRELIMINARY SITE
PLAN FOR WATER TOWER PLACE, LOT 2, NORTH
LIBERTY, IOWA**

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

WHEREAS, the owner, MAJ Properties, LLC, and applicant, Dahnovan Holdings, has filed with the City Clerk a preliminary site plan;

WHEREAS, the property is described as:

Lot 2, Water Tower Place, North Liberty, Johnson County, Iowa, said tract of land contains 1.81 acres;

WHEREAS, said preliminary site plan has one finding:

1. The site plan would achieve consistency with North Liberty Code of Ordinances Section 165.05(2)(E) of the Zoning Code.

WHEREAS, said preliminary site plan has been examined by the North Liberty Planning and Zoning Commission, which recommended that the preliminary site plan be approved with no conditions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, does hereby approve the preliminary site plan for Water Tower Place, Lot 2., North Liberty, Iowa.

APPROVED AND ADOPTED this 13th day of June, 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



Warehouse Building Preliminary Site Plan



June 6, 2023

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

Re: Request of Diamond Ridge Construction to approve a Preliminary Site Plan for a 9,360 square foot warehouse building on approximately 5.01 acres. The property is located on the south side of Stoner Court approximately 250' east of Herky Street (2905 Stoner Court).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its June 6, 2023 meeting. The Planning Commission took the following action:

Findings:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed finding and forwards the request to approve a preliminary site plan for a 9,360 square foot warehouse building on approximately 5.01 acres to the City Council with a recommendation for approval.

The vote for approval was 5-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **June 2, 2023**
 Re **Request of Diamond Ridge Construction to approve a Preliminary Site Plan for a 9,360 square foot warehouse building on approximately 5.01 acres. The property is located on the south side of Stoner Court approximately 250' east of Herky Street (2905 Stoner Court).**

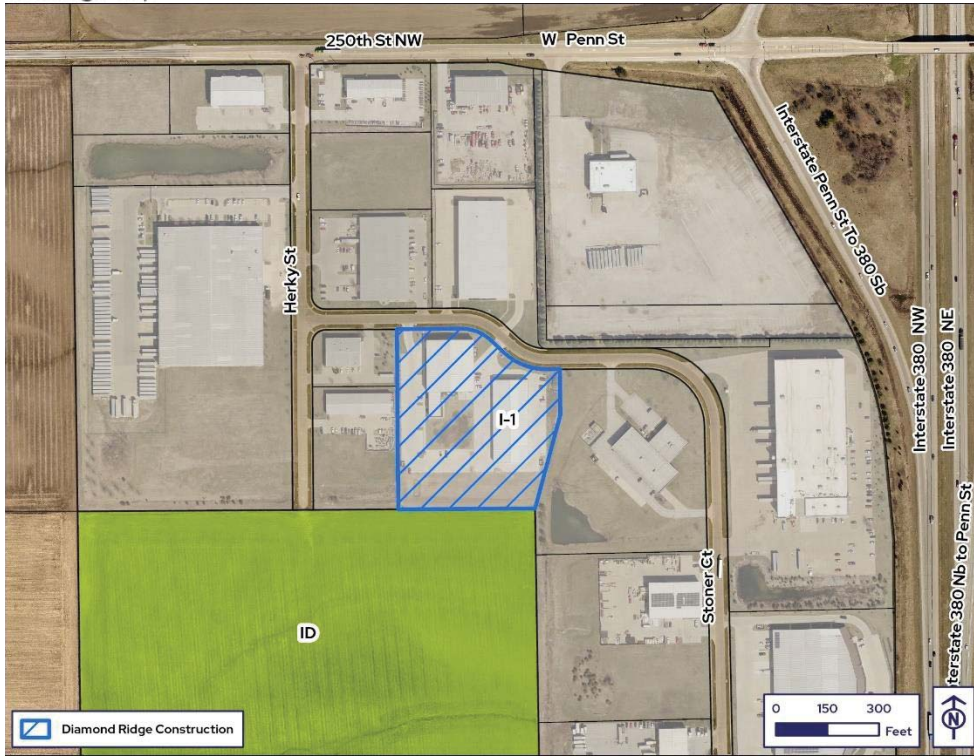
North Liberty City staff has reviewed the subject submission, and offer comments presented in this memo. The staff review team includes the following personnel:
 Ryan Heiar, City Administrator
 Tracey Mulcahey, Assistant City Administrator
 Grant Lientz, City Attorney
 Tom Palmer, City Building Official
 Kevin Trom, City Engineer
 Ryan Rusnak, Planning Director

1. Request Summary: The site plan proposes a 9,360 square foot warehouse building on approximately 5.01 acres.



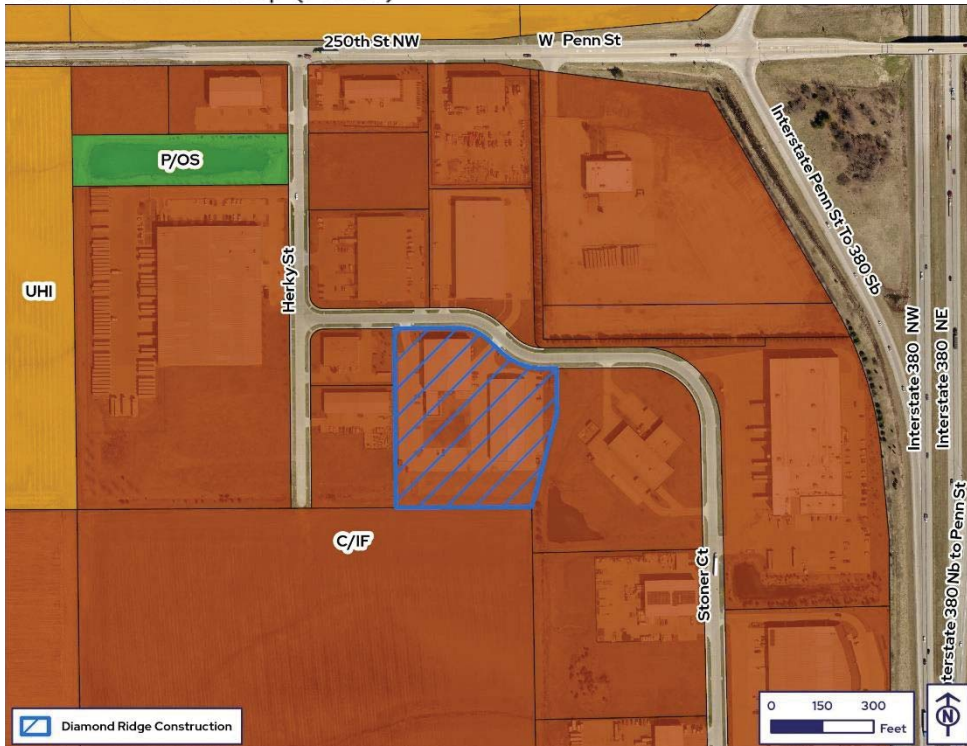
2. Existing Zoning: The I-1 Light Industrial District.

Zoning Map



3. Comprehensive Plan Future Land Use Map Designation: Commercial/Industrial Flex.

Future Land Use Map (FLUM)



5. Approval Standards:

Consistency of proposed use with current zoning and Future Land Use Map.

The I-1 lists “warehouses” as a permitted use.

North Liberty Code of Ordinances Section 168.07 entitled, “Uses Defined and Use Standards” sets forth certain design standards (applicable Ordinance language in italics and staff analysis in bold).

Section 168.07(83) Warehouse (ordinance language in italics).

- A. *Defined. Warehouse means an establishment for the indoor storage and distribution of manufactured products, supplies, and/or equipment.*
- B. *Use Standards. None.*

Section 165.05(2)(E) of the North Liberty Code of Ordinances sets forth the approval standards (ordinance language in italics and staff analysis in **bold**).

E. *Approval Standards. The Planning Commission’s recommendation to the City Council and the City Council’s decision to approve or disapprove a preliminary site plan shall be informed by the preliminary site plan’s adherence to the following standards:*

- (1) *The consistency of the preliminary site plan with all adopted ordinances and regulations.*

See analysis of Section 165.02(2)(D) and applicable design standards below.

- (2) *The consistency of the proposed land use with the Comprehensive Plan and any adopted land use policies. The submission of a preliminary site plan which proposes one or more uses inconsistent with the City’s Future Land Use Map creates a rebuttable presumption that said use or uses are inharmonious with surrounding properties and incompatible with orderly development and redevelopment.*

The I-1 District is consistent with the Commercial/Industrial Flex Land Use Designation.

Section 165.05(2)(D) of the North Liberty Code of Ordinances entitled, “Preliminary Site Review” sets forth the submission requirements (ordinance language in italics and staff analysis in **bold**).

- *Date, north arrow and graphic scale. **Provided.***
- *The property owner’s name and description of proposed development. **Provided.***
- *A vicinity sketch showing the location of the property and other properties within 1,000 feet of it. **Provided.***
- *Property boundary lines, dimensions, and total area. **Provided.***
- *Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the site plan. **Provided.***

- *The location of existing streets, sidewalks, easements, utilities, drainage courses.*
Provided.
- *The total square feet of building floor area, both individually and collectively.* **Provided.**
- *All structures and major features shall be fully dimensioned including distance between structures, distance between driveways, parking areas, property lines and building height.* **Provided.**
- *Off-street parking areas, ingress and egress to the property, number of parking spaces proposed, number of parking spaces required by this code and type of surfacing.*
Provided.
- *Pedestrian walkways with special consideration given to pedestrian safety.* **Provided.**
- *Trash and refuse enclosures.* **Trash and refuse would be curb side pickup.**
- *The general drainage pattern and location of storm water detention features.*
Provided.
- *The general location, type and size of landscaping and ground cover illustrated in color perspective.* **Provided.**
- *A rendering, elevation or photo of the proposed development.* **Provided.**

North Liberty Code of Ordinances Section 169.10 entitled, "Design Standards" sets forth certain design standards (ordinance language in *italics*).

Requirements for All Districts (ordinance language in *italics*).

- *Building design shall be visually harmonious and compatible with the neighborhood character.*
- *Buildings located on property with double frontages shall have similar wall design facing both streets.*
- *Except for RS RD, R-MH and ID districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.*
- *Except in the R-MH district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs and there shall be a minimum roof overhang at the eaves of 12 inches. This does not apply to portions of a roof that are separate from the structure's primary roof. Metal roofs shall not be corrugated or similar appearance. The color of the roof shall be visually harmonious and compatible with the building color scheme.*

Requirements for Development in Industrial Districts (ordinance language in *italics*).

- Minimum required masonry on front and corner side yard building elevations is 25%. Notwithstanding the foregoing, buildings on lots abutting Penn Street shall be composed of not less than 90% masonry products on the entire wall(s) facing Penn Street. If the building is canted or angled on the lot, both sides facing Penn Street shall be composed of not less than 90% masonry products. If the building is located on a corner lot with one side abutting Penn Street, the building wall facing the side street shall meet the 25% masonry requirement in addition to the 90% Penn Street requirement. In all cases, building sides facing exterior lot lines and not composed of masonry shall be heavily screened with trees and shrubs.

- For exterior walls not composed of masonry products, stucco, wood siding, premium-grade vinyl siding if installed horizontally, or other materials similar in appearance are preferred.

It is staff's opinion that the site plan achieves consistency with the aforementioned design standards.

6. Staff Recommendation:

Finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

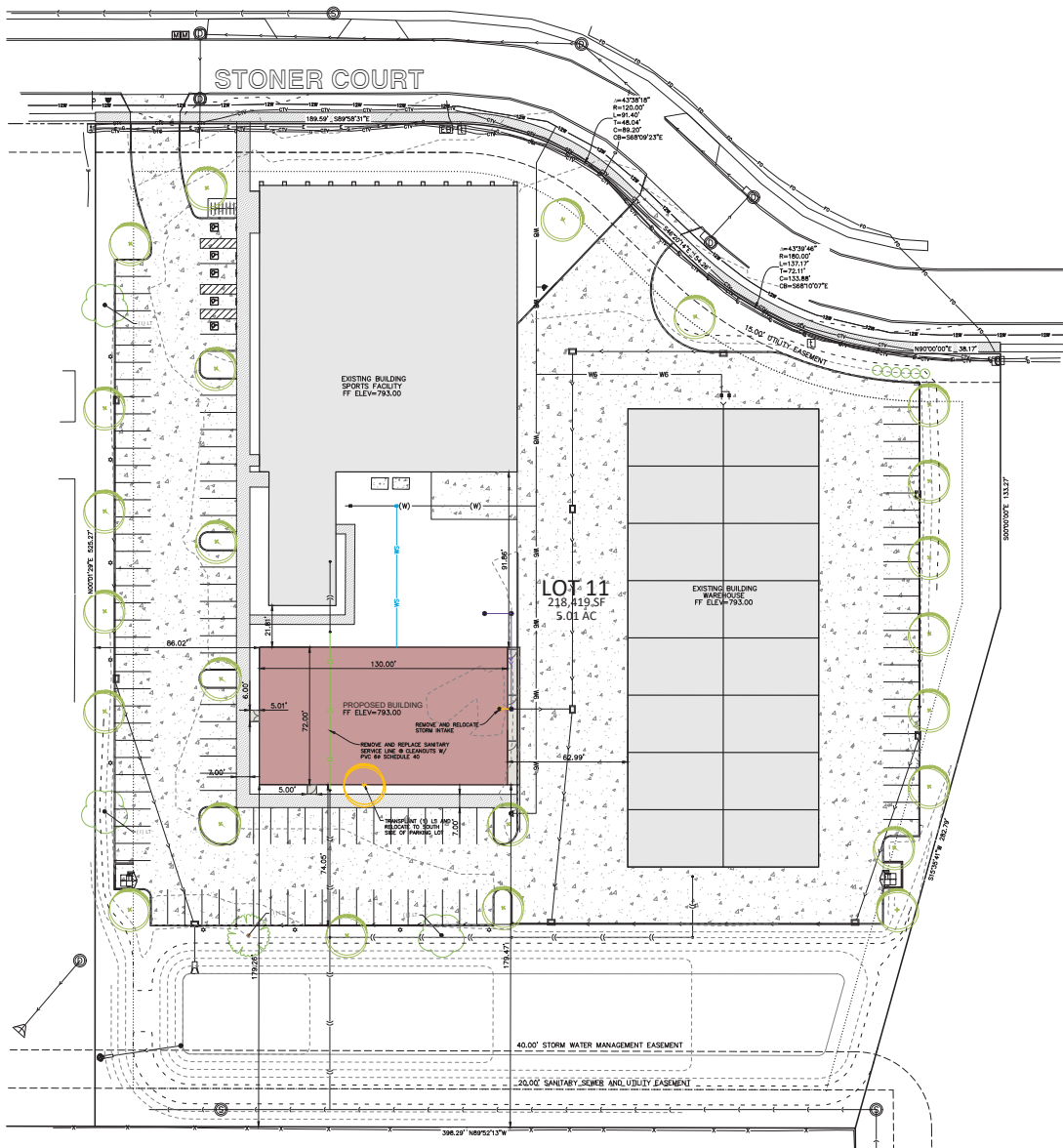
Recommendation:

Staff recommends the Planning Commission accept the listed finding and forward the request to approve a preliminary site plan for a 9,360 square foot warehouse building on approximately 5.01 acres. The to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the listed finding and forward the preliminary site plan to the City Council with a recommendation for approval.

PRELIMINARY SITE PLAN I-380 INDUSTRIAL PARK, LOT 11 NORTH LIBERTY, IOWA



LEGAL DESCRIPTION
LOT 11, I-380 INDUSTRIAL PARK, IN ACCORDANCE WITH THE RECORDED PLAT THEREON RECORDED IN BOOK 4402, PAGE 344, IN THE RECORDS OF THE JOHNSON COUNTY REGISTER'S OFFICE, CONTAINING 5.01 ACRES AND SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

DEVELOPMENT CHARACTERISTICS
CURRENT ZONING: I-1
LOT AREA: 218,419 SF (5.01 ACRES)

SETBACK REQUIREMENTS	REQUIRED
BUILDING SETBACKS:	
FRONT YARD	20 FEET
SIDE YARD	20 FEET
REAR YARD	20 FEET

PARKING SETBACKS:	REQUIRED
FRONT	10 FEET
SIDE	5 FEET
REAR	5 FEET

MINIMUM LOT REQUIREMENTS
LOT FRONTAGE: 30 FEET
LOT WIDTH: 30 FEET
MINIMUM BUILDING HEIGHT: 45 FEET OR 3 STORES

LOT CHARACTERISTICS
LOT AREA: 218,419 SF (5.01 AC)
BUILDING AREA - EXISTING: 45,475 SF (20.8%)
BUILDING AREA - PROPOSED: 77,879 SF (35.7%)
PARKING AREA - EXISTING: 9,360 SF (4.3%)
PARKING AREA - PROPOSED: 486 SF (0.2%)
GREEN SPACE AREA: 85,219 SF (39.0%)

BUILDING CHARACTERISTICS
1 - WAREHOUSE @ 9,360 SF

PARKING REQUIREMENTS
1 SPOT PER 1,000 SF
9,360 SF / 1,000 = 9 TOTAL SPACES REQUIRED

PARKING HAS BEEN PROVIDED WITH THE ORIGINAL DEVELOPMENT OF THIS LOT AND IS MEANT TO BE SHARED BETWEEN THE DIFFERENT USES. THE TOTAL PARKING PROVIDED IS 125 SPACES INCLUDING 5 ADA STALLS.

TOTAL PARKING PROVIDED (ADA PROVIDED = 5) = 125 SPACES

ALL GROUND MOUNTED MECHANICAL UNITS SHALL BE SCREENED WITH LANDSCAPING, (SEE LANDSCAPING PLAN).

SNOW STORAGE FOR THE SITE CAN BE PROVIDED AT THE SOUTH SIDE OF THE SITE.

LANDSCAPE REQUIREMENTS
1 TREE FOR EVERY 2,000 SF OF BUILDING FOOTPRINT
5,247.42 / 2,000 = 2.62 TREES REQUIRED
JOHNSON COUNTY REQUIREMENTS: 25 EXISTING (1 TRANSPLANT) 3 PROPOSED

NOTE: SHADE TREES MUST HAVE A MIN. CLEAR TRUNK HT. OF 4' ABOVE GROUND.

PLANT SCHEDULE

SHADE TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	COMMENT	MATURE H. x W.
LT	1	1	Liquidambar styraciflua (Transplant)	American Sweet Gum	2" Cal.	B&B	70' x 40'
LT	3	3	Liriodendron tulipifera	Tulip Tree	2" Cal.	B&B	80' x 50'

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
05/20/23	PER CITY COMMENTS/RLC

PRELIMINARY SITE PLAN

LOT 11, I-380 INDUSTRIAL PARK

NORTH LIBERTY COUNTY
IOWA

UTILITIES
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NECESSARY UNDERGROUND UTILITY LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IF IT IS POSSIBLE THERE MAY BE OTHERS, THE EVIDENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN, IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THEREIN. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

I hereby certify that this engineering document was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

KELLY J. BECKLER
P.E. License No. 14924

DATE: 05/20/2023
PROJECT NO.: 11750-001

3 sheets covered by this seal:

MMS CONSULTANTS, INC.

Date: 4/27/2023
Field Book No.:
Designed by: KJB
Drawn by: HEH
Checked by: KJB
Project No.: 11750-001

Scale: 1" = 30'

Sheet No.: 1

606 14TH AVE SW
CEDAR RAPIDS, IA 52404
319-365-1150

2435 KIMBERLY RD.
SUITE 240S
BETTENDORF, IA 52722
563-359-3117



REVISIONS		DESCRIPTION
#	DATE	BY

DIAMOND RIDGE CONSTRUCTION
LOT 11 (STONER COURT)
NORTH LIBERTY, IOWA
BRANDON PLATTS

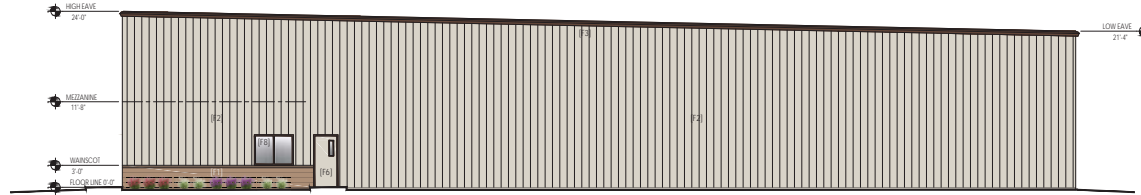
OWNER: _____
DESIGNED BY: _____
APPROVED BY: _____
JOB DATE: 03/20/23
JOB NO: 2300

PAGE NO: A-200

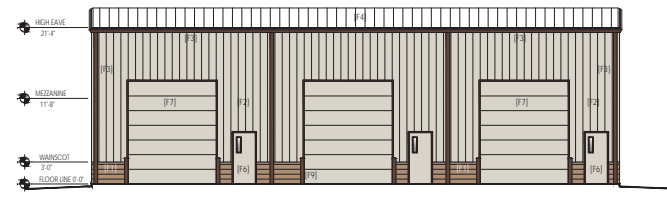
EXTERIOR ELEVATIONS



E EAST ELEVATION (FRONT - FACING PARKING)
Scale: 1/8" = 1'-0"



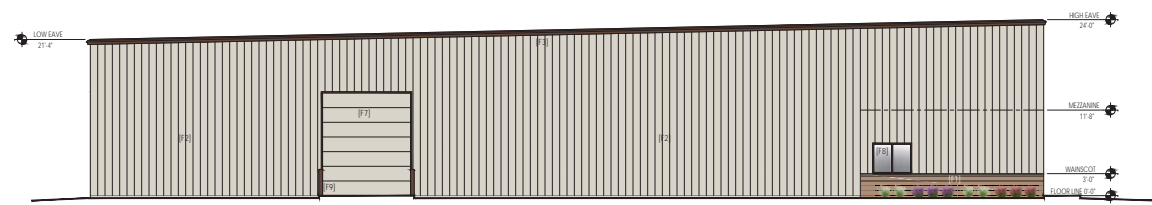
S SOUTH ELEVATION (SIDE - FACING PARKING)
Scale: 1/8" = 1'-0"



W WEST ELEVATION (REAR - FACING SERVICE DRIVE)
Scale: 1/8" = 1'-0"

ELEVATION KEYED NOTES (TYPICAL)

- (F1) ROCK FACE BLOCK VENER (C.M.U.)
- (F2) V-RIB PRE-FINISHED METAL WALL PANELS & TRIMS
- (F3) PRE-FINISHED METAL RAKE TRIM, GUTTERS & DOWNSPOUTS
- (F4) SSR - STANDING SEAM ROOF (GALVANIZED)
- (F5) ALUMINUM STOREFRONT WINDOW/DOOR SYSTEM
- (F6) GALVANIZED HOLLOW METAL DOOR & FRAME (PAINT)
- (F7) INSULATED OVERHEAD DOOR
- (F8) ALUMINUM SLIDER WINDOW
- (F9) STEEL BOLLARD (PAINT)
- (F10) SIGNAGE BY OWNER



N NORTH ELEVATION (SIDE - FACING COURTYARD)
Scale: 1/8" = 1'-0"

PRELIMINARY DRAWING
NOT TO BE USED FOR CONSTRUCTION PURPOSES

I:\SS 03-2023\03-2023\03-2023\11-Stoner Court - DiamondRidge\SS Drawings\DIAMONDRIGE\FRONT (1)6899.dwg 2/23/23 09:58

Resolution No. 2023-65

RESOLUTION APPROVING THE PRELIMINARY SITE PLAN FOR I-380 INDUSTRIAL PARK, LOT 11, NORTH LIBERTY, IOWA

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

WHEREAS, the owner, DD Building, LLC, and applicant, Diamond Ridge Construction, has filed with the City Clerk a preliminary site plan;

WHEREAS, the property is described as:

Lot 11, I-380 Industrial Park, in accordance with the recorded plat thereof recorded in Book 4601, Page 840, in the Records of the Johnson County Recorder's Office, containing 5.01 acres and subject to easements and restrictions;

WHEREAS, said preliminary site plan has one finding:

1. The site plan would achieve consistency with North Liberty Code of Ordinances Section 165.05(2)(E) of the Zoning Code.

WHEREAS, said preliminary site plan has been examined by the North Liberty Planning and Zoning Commission, which recommended that the preliminary site plan be approved with no conditions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, does hereby approve the preliminary site plan for I-380 Industrial Park, Lot 11, North Liberty, Iowa.

APPROVED AND ADOPTED this 13th day of June, 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



Penn Meadows Park North Parking Lot Project

June 8, 2023

City of North Liberty
ATTN: Mr. Ryan Heiar
3 Quail Creek Circle
North Liberty, Iowa 52317

RE: Penn Meadows Park North Parking Improvements

Dear Mr. Heiar:

On June 8, 2023, at 2:00 pm in the North Liberty City Administration Building, five bids were received and opened for the above-referenced project. No irregularities were discovered in the bid.

The lowest responsive bid was received from Midwest Concrete Inc., of Peosta, Iowa in the amount of \$1,487,079.67. The engineer's estimate was \$1,604,900.

Subject to submitting acceptable bonds, insurance, and the Agreement, we recommend award of contract to Midwest Concrete Inc. based upon their lowest responsible, responsive bid. Upon City Council approval of this award, we will proceed with issuing the Notice of Award and begin administration of the construction contract.

Please contact our office if you have questions.

Sincerely,

SHIVE-HATTERY, INC.

Josiah Bilskemper, PE

JDB/bad

Enc. Bid Tabulation



SHIVE-HATTERY, INC.

2839 Northgate Drive
Iowa City, Iowa 52245-9568
(319) 354-3040

TABULATION OF BIDS

Client: City of North Liberty
Project Name: Penn Meadows Park North Parking Improvements
S-H Project #: 2112203620

Bid Date: June 8, 2023, 2:00 P.M.
Location: NL Administration Building, 3 Quail Creek Circle
Pages: 1

NAME AND ADDRESS OF BIDDER		(1) Midwest Concrete Inc. 9835 Midwest Lane Peosta, IA 52068		(2) Rathje Construction Co. PO Box 408 Marion, IA 52302		(3) Streb Construction Co., Inc. 3191 Charbon Road SE Iowa City, IA 52246		Engineer's Estimate		
Addendum 1		Yes		Yes		Yes				
Addendum 2		Yes		Yes		Yes				
Bid Security - 5%		Yes		Yes		Yes				
Bidder Status Form		Yes		Yes		Yes				
Iowa Contractor License Number		Yes		Yes		Yes				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	CLEARING AND GRUBBING	117.5 UNIT	\$ 39.02	\$ 4,584.85	\$ 100.00	\$ 11,750.00	\$ 71.00	\$ 8,342.50	\$ 90.00	\$ 10,575.00
2	TOPSOIL, ON-SITE	2,142 CY	\$ 11.59	\$ 24,825.78	\$ 20.00	\$ 42,840.00	\$ 7.00	\$ 14,994.00	\$ 10.00	\$ 21,420.00
3	EXCAVATION, CLASS 10	6,787 CY	\$ 12.75	\$ 86,534.25	\$ 11.00	\$ 74,657.00	\$ 5.50	\$ 37,328.50	\$ 24.00	\$ 162,888.00
4	SUBGRADE PREPARATION	7,716 SY	\$ 2.00	\$ 15,432.00	\$ 2.00	\$ 15,432.00	\$ 1.70	\$ 13,117.20	\$ 3.00	\$ 23,148.00
5	SUBBASE, MODIFIED, 6 IN.	988 CY	\$ 44.89	\$ 44,351.32	\$ 36.00	\$ 35,568.00	\$ 49.00	\$ 48,412.00	\$ 50.00	\$ 49,400.00
6	STORM SEWER, TRENCHED, RCP 2000D (CLASS III), 15 IN.	40 LF	\$ 150.00	\$ 6,000.00	\$ 65.00	\$ 2,600.00	\$ 150.00	\$ 6,000.00	\$ 85.00	\$ 3,400.00
7	STORM SEWER, TRENCHED, RCP 2000D (CLASS III), 18 IN.	33 LF	\$ 164.14	\$ 5,416.62	\$ 85.00	\$ 2,805.00	\$ 165.00	\$ 5,445.00	\$ 110.00	\$ 3,630.00
8	REMOVAL OF STORM SEWER, RCP, 18 IN.	31 LF	\$ 47.67	\$ 1,477.77	\$ 20.00	\$ 620.00	\$ 50.00	\$ 1,550.00	\$ 25.00	\$ 775.00
9	PIPE CULVERT, TRENCHED, PVC W/ MITERED END (6 IN. / 8 IN.)	564 LF	\$ 92.61	\$ 52,232.04	\$ 64.00	\$ 36,096.00	\$ 40.00	\$ 22,560.00	\$ 40.00	\$ 22,560.00
10	SUBDRAIN, LONGITUDINAL, TYPE 1 (6 IN. / 8 IN.)	703 LF	\$ 12.43	\$ 8,738.29	\$ 18.00	\$ 12,654.00	\$ 30.00	\$ 21,090.00	\$ 16.00	\$ 11,248.00
11	SUBDRAIN CLEANOUT, TYPE A-1, 6 IN.	2 EA	\$ 443.05	\$ 886.10	\$ 950.00	\$ 1,900.00	\$ 650.00	\$ 1,300.00	\$ 650.00	\$ 1,300.00
12	SUBDRAIN CLEANOUT, TYPE B, 24 IN.	2 EA	\$ 2,258.83	\$ 4,517.66	\$ 2,000.00	\$ 4,000.00	\$ 2,400.00	\$ 4,800.00	\$ 750.00	\$ 1,500.00
13	AREA INTAKE, SW-512, 30 IN.	4 EA	\$ 3,400.25	\$ 13,601.00	\$ 2,900.00	\$ 11,600.00	\$ 3,000.00	\$ 12,000.00	\$ 2,400.00	\$ 9,600.00
14	INTAKE, SW-509	1 EA	\$ 6,434.56	\$ 6,434.56	\$ 8,400.00	\$ 8,400.00	\$ 6,500.00	\$ 6,500.00	\$ 6,000.00	\$ 6,000.00
15	CONNECTION TO EXISTING INTAKE	1 EA	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	\$ 800.00	\$ 800.00
16	REMOVE INTAKE	1 EA	\$ 1,102.60	\$ 1,102.60	\$ 1,000.00	\$ 1,000.00	\$ 750.00	\$ 750.00	\$ 800.00	\$ 800.00
17	FIRE HYDRANT ADJUSTMENT	2 EA	\$ 2,646.92	\$ 5,293.84	\$ 4,000.00	\$ 8,000.00	\$ 2,400.00	\$ 4,800.00	\$ 2,600.00	\$ 5,200.00
18	PAVEMENT, PCC, 6 IN.	3,376 SY	\$ 41.50	\$ 140,104.00	\$ 43.09	\$ 145,471.84	\$ 45.50	\$ 153,608.00	\$ 55.00	\$ 185,680.00
19	PAVEMENT, PCC, 10 IN.	346 SY	\$ 83.23	\$ 28,797.58	\$ 80.73	\$ 27,932.58	\$ 111.00	\$ 38,406.00	\$ 105.00	\$ 36,330.00
20	CURB AND GUTTER, 2.0 FT, 5 IN. STANDARD CURB	2,710 LF	\$ 23.66	\$ 64,118.60	\$ 24.02	\$ 65,094.20	\$ 36.00	\$ 97,560.00	\$ 50.00	\$ 135,500.00
21	CURB AND GUTTER, 2.0 FT, 4 IN. SLOPED CURB	265 LF	\$ 23.43	\$ 6,208.95	\$ 24.02	\$ 6,365.30	\$ 42.00	\$ 11,130.00	\$ 50.00	\$ 13,250.00
22	CLEANING AND PREPARATION OF BASE	4,840 SY	\$ 1.45	\$ 7,018.00	\$ 1.40	\$ 6,776.00	\$ 1.40	\$ 6,776.00	\$ 1.50	\$ 7,260.00
23	HMA OVERLAY, BASE COURSE, 2.0-INCH	900 TON	\$ 133.85	\$ 120,465.00	\$ 129.95	\$ 116,955.00	\$ 129.95	\$ 116,955.00	\$ 107.00	\$ 96,300.00
24	HMA OVERLAY, SURFACE COURSE, 1.0-INCH	475 TON	\$ 149.20	\$ 70,870.00	\$ 144.85	\$ 68,803.75	\$ 144.85	\$ 68,803.75	\$ 115.00	\$ 54,625.00
25	PAVEMENT REMOVAL	3,525 SY	\$ 9.50	\$ 33,487.50	\$ 7.00	\$ 24,675.00	\$ 12.50	\$ 44,062.50	\$ 11.00	\$ 38,775.00
26	REMOVAL OF SIDEWALK	630 SY	\$ 15.00	\$ 9,450.00	\$ 7.00	\$ 4,410.00	\$ 14.25	\$ 8,977.50	\$ 11.00	\$ 6,930.00
27	SIDEWALK, PCC, 6 IN.	1,945 SY	\$ 39.09	\$ 76,030.05	\$ 46.06	\$ 89,586.70	\$ 55.85	\$ 108,628.25	\$ 60.00	\$ 116,700.00
28	DETECTABLE WARNINGS, CAST IRON	100 SF	\$ 45.00	\$ 4,500.00	\$ 49.01	\$ 4,901.00	\$ 85.00	\$ 8,500.00	\$ 60.00	\$ 6,000.00
29	FULL DEPTH PATCHES, 4" HMA WITH 6" SUBBASE	1,770 SY	\$ 72.88	\$ 128,997.60	\$ 76.71	\$ 135,776.70	\$ 70.75	\$ 125,227.50	\$ 60.00	\$ 106,200.00
30	ENGINEERING FABRIC	9,300 SF	\$ 0.26	\$ 2,418.00	\$ 0.35	\$ 3,255.00	\$ 1.25	\$ 11,625.00	\$ 0.55	\$ 5,115.00
31	SPECIAL BACKFILL, IA DOT GRAD. NO. 13, WASHED (STORAGE AGG)	660 TON	\$ 24.79	\$ 16,361.40	\$ 32.00	\$ 21,120.00	\$ 26.25	\$ 17,325.00	\$ 34.00	\$ 22,440.00
32	SPECIAL BACKFILL, IA DOT GRAD. NO. 3, WASHED (FILTER AGG)	210 TON	\$ 25.06	\$ 5,262.60	\$ 32.00	\$ 6,720.00	\$ 29.50	\$ 6,195.00	\$ 36.00	\$ 7,560.00
33	PERMEABLE PAVERS WITH SETTING BED (GRAD. NO. 29, WASHED)	4,553 SF	\$ 7.06	\$ 32,144.18	\$ 7.26	\$ 33,054.78	\$ 6.85	\$ 31,188.05	\$ 7.25	\$ 33,009.25
34	PAINTED PAVEMENT MARKINGS, HIGH-BUILD	55.60 STA	\$ 98.39	\$ 5,470.48	\$ 95.00	\$ 5,282.00	\$ 95.00	\$ 5,282.00	\$ 50.00	\$ 2,780.00
35	PAINTED SYMBOLS AND LEGENDS, HIGH-BUILD	29 EA	\$ 61.80	\$ 1,792.20	\$ 60.00	\$ 1,740.00	\$ 60.00	\$ 1,740.00	\$ 100.00	\$ 2,900.00
36	PAVEMENT MARKINGS REMOVED	3.00 STA	\$ 1,287.50	\$ 3,862.50	\$ 50.00	\$ 150.00	\$ 1,250.00	\$ 3,750.00	\$ 55.00	\$ 165.00
37	TEMPORARY TRAFFIC CONTROL	1 LS	\$ 15,450.00	\$ 15,450.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 3,000.00	\$ 3,000.00
38	PERMANENT TRAFFIC SIGN, WITH POST AND ANCHOR, PER PLAN	14 EA	\$ 468.65	\$ 6,561.10	\$ 455.00	\$ 6,370.00	\$ 455.00	\$ 6,370.00	\$ 335.00	\$ 4,690.00
39	CONVENTIONAL SEEDING, FERTILIZING AND MULCHING, TYPE 4	2.00 ACRE	\$ 515.00	\$ 1,030.00	\$ 500.00	\$ 1,000.00	\$ 600.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00
40	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	0.30 ACRE	\$ 10,300.00	\$ 3,090.00	\$ 10,000.00	\$ 3,000.00	\$ 6,000.00	\$ 1,800.00	\$ 5,000.00	\$ 1,500.00
41	SOD	690 SQ	\$ 51.50	\$ 35,535.00	\$ 50.00	\$ 34,500.00	\$ 80.00	\$ 55,200.00	\$ 100.00	\$ 69,000.00
42	WATERING	407 MGAL	\$ 38.88	\$ 15,824.16	\$ 30.00	\$ 12,210.00	\$ 35.00	\$ 14,245.00	\$ 110.00	\$ 44,770.00
43	LAVA ROCK, 3-INCH DEPTH	37 TON	\$ 298.43	\$ 11,041.91	\$ 424.95	\$ 15,723.15	\$ 289.73	\$ 10,720.01	\$ 385.00	\$ 14,245.00
44	RIVER ROCK, 12-INCH DEPTH	16 CY	\$ 217.15	\$ 3,474.40	\$ 377.50	\$ 6,040.00	\$ 210.82	\$ 3,373.12	\$ 200.00	\$ 3,200.00
45	AMENDED PLANTING SOIL	394 CY	\$ 97.85	\$ 38,552.90	\$ 80.00	\$ 31,520.00	\$ 95.00	\$ 37,430.00	\$ 70.00	\$ 27,580.00
46	TREES, DECID., 2 IN. CAL. B&B , FURNISH + INSTALL (W/ WARRANTY)	47 EA	\$ 439.56	\$ 20,659.32	\$ 443.90	\$ 20,863.30	\$ 426.75	\$ 20,057.25	\$ 500.00	\$ 23,500.00
47	TREES, CONIF., 6FT., FURNISH + INSTALL (W/ WARRANTY)	1 EA	\$ 527.90	\$ 527.90	\$ 552.10	\$ 552.10	\$ 512.52	\$ 512.52	\$ 500.00	\$ 500.00
48	SHRUBS, 3 GAL., FURNISHED AND INSTALLED (W/ WARRANTY)	79 EA	\$ 57.58	\$ 4,548.82	\$ 67.73	\$ 5,350.67	\$ 55.90	\$ 4,416.10	\$ 50.00	\$ 3,950.00
49	PLANTS, 1 GAL. FURNISHED AND INSTALLED (W/ WARRANTY)	152 EA	\$ 18.54	\$ 2,818.08	\$ 22.76	\$ 3,459.52	\$ 18.00	\$ 2,736.00	\$ 20.00	\$ 3,040.00
50	TRASH ENCLOSURE - CMU / GATED	1 EA	\$ 84,573.57	\$ 84,573.57	\$ 74,000.00	\$ 74,000.00	\$ 90,839.00	\$ 90,839.00	\$ 40,000.00	\$ 40,000.00
51	LIMESTONE BLOCK	18 EA	\$ 654.88	\$ 11,787.84	\$ 735.92	\$ 13,246.56	\$ 635.80	\$ 11,444.40	\$ 700.00	\$ 12,600.00
52	LIMESTONE EDGER	790 LF	\$ 12.06	\$ 9,527.40	\$ 26.04	\$ 20,571.60	\$ 11.70	\$ 9,243.00	\$ 24.00	\$ 18,960.00
53	PENN MEADOWS PARK SIGN RELOCATION	1 EA	\$ 11,846.00	\$ 11,846.00	\$ 10,500.00	\$ 10,500.00	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00
54	SWPPP MANAGEMENT	1 LS	\$ 1,545.00	\$ 1,545.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
55	COMPOST FILTER TUBE, 8-INCH DIA.	2,465 LF	\$ 1.55	\$ 3,820.75	\$ 1.50	\$ 3,697.50	\$ 2.25	\$ 5,546.25	\$ 2.00	\$ 4,930.00
56	INLET PROTECTION, AREA DRAIN	3 EA	\$ 103.00	\$ 309.00	\$ 100.00	\$ 300.00	\$ 150.00	\$ 450.00	\$ 150.00	\$ 450.00
57	INLET PROTECTION, OPEN THROAT CURB INTAKE	2 EA	\$ 103.00	\$ 206.00	\$ 100.00	\$ 200.00	\$ 150.00	\$ 300.00	\$ 150.00	\$ 300.00
58	TEMPORARY FENCE, CONSTRUCTION, 48 IN.	1,740 LF	\$ 7.68	\$ 13,363.20	\$ 4.00	\$ 6,960.00	\$ 2.50	\$ 4,350.00	\$ 8.00	\$ 13,920.00
59	MOBILIZATION	1 LS	\$ 150,000.00	\$ 150,000.00	\$ 170,000.00	\$ 170,000.00	\$ 140,000.00	\$ 140,000.00	\$ 90,000.00	\$ 90,000.00
60	CONCRETE WASHOUT	1 LS	\$ 1,000.00	\$ 1,000.00	\$ 1,782.00	\$ 1,782.00	\$ 3,500.00	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00
TOTAL BASE BID				\$ 1,487,079.67		\$ 1,497,838.25		\$ 1,526,661.40		\$ 1,604,898.25

SHIVE-HATTERY, INC.

2839 Northgate Drive
Iowa City, Iowa 52245-9568
(319) 354-3040

TABULATION OF BIDS

Client: City of North Liberty
Project Name: Penn Meadows Park North Parking Improvements
S-H Project #: 2112203620

Bid Date: June 8, 2023, 2:00 P.M.
Location: NL Administration Building, 3 Quail Creek Circle
Pages: 1

NAME AND ADDRESS OF BIDDER		(4) All American Concrete, Inc. 1489 Highway 6 West Liberty, IA 52776		(5) Vieth Construction Corp. 6419 Nordic Drive Cedar Falls, IA 50613				Engineer's Estimate		
Addendum 1		Yes		Yes		-				
Addendum 2		Yes		Yes		-				
Bid Security - 5%		Yes		Yes		-				
Bidder Status Form		Yes		Yes		-				
Iowa Contractor License Number		Yes		Yes		-				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	CLEARING AND GRUBBING	117.5 UNIT	\$ 80.00	\$ 9,400.00	\$ 50.00	\$ 5,875.00	\$ -	\$ -	\$ 90.00	\$ 10,575.00
2	TOPSOIL, ON-SITE	2,142 CY	\$ 8.00	\$ 17,136.00	\$ 6.50	\$ 13,923.00	\$ -	\$ -	\$ 10.00	\$ 21,420.00
3	EXCAVATION, CLASS 10	6,787 CY	\$ 6.00	\$ 40,722.00	\$ 20.00	\$ 135,740.00	\$ -	\$ -	\$ 24.00	\$ 162,888.00
4	SUBGRADE PREPARATION	7,716 SY	\$ 2.00	\$ 15,432.00	\$ 1.25	\$ 9,645.00	\$ -	\$ -	\$ 3.00	\$ 23,148.00
5	SUBBASE, MODIFIED, 6 IN.	988 CY	\$ 55.00	\$ 54,340.00	\$ 44.00	\$ 43,472.00	\$ -	\$ -	\$ 50.00	\$ 49,400.00
6	STORM SEWER, TRENCHED, RCP 2000D (CLASS III), 15 IN.	40 LF	\$ 170.00	\$ 6,800.00	\$ 103.00	\$ 4,120.00	\$ -	\$ -	\$ 85.00	\$ 3,400.00
7	STORM SEWER, TRENCHED, RCP 2000D (CLASS III), 18 IN.	33 LF	\$ 185.00	\$ 6,105.00	\$ 112.00	\$ 3,696.00	\$ -	\$ -	\$ 110.00	\$ 3,630.00
8	REMOVAL OF STORM SEWER, RCP, 18 IN.	31 LF	\$ 56.00	\$ 1,736.00	\$ 33.00	\$ 1,023.00	\$ -	\$ -	\$ 25.00	\$ 775.00
9	PIPE CULVERT, TRENCHED, PVC W/ MITERED END (6 IN. / 8 IN.)	564 LF	\$ 45.00	\$ 25,380.00	\$ 70.00	\$ 39,480.00	\$ -	\$ -	\$ 40.00	\$ 22,560.00
10	SUBDRAIN, LONGITUDINAL, TYPE 1 (6 IN. / 8 IN.)	703 LF	\$ 34.00	\$ 23,902.00	\$ 28.00	\$ 19,684.00	\$ -	\$ -	\$ 16.00	\$ 11,248.00
11	SUBDRAIN CLEANOUT, TYPE A-1, 6 IN.	2 EA	\$ 730.00	\$ 1,460.00	\$ 800.00	\$ 1,600.00	\$ -	\$ -	\$ 650.00	\$ 1,300.00
12	SUBDRAIN CLEANOUT, TYPE B, 24 IN.	2 EA	\$ 2,700.00	\$ 5,400.00	\$ 2,850.00	\$ 5,700.00	\$ -	\$ -	\$ 750.00	\$ 1,500.00
13	AREA INTAKE, SW-512, 30 IN.	4 EA	\$ 3,400.00	\$ 13,600.00	\$ 4,500.00	\$ 18,000.00	\$ -	\$ -	\$ 2,400.00	\$ 9,600.00
14	INTAKE, SW-509	1 EA	\$ 7,300.00	\$ 7,300.00	\$ 10,750.00	\$ 10,750.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00
15	CONNECTION TO EXISTING INTAKE	1 EA	\$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 800.00	\$ 800.00
16	REMOVE INTAKE	1 EA	\$ 840.00	\$ 840.00	\$ 1,150.00	\$ 1,150.00	\$ -	\$ -	\$ 800.00	\$ 800.00
17	FIRE HYDRANT ADJUSTMENT	2 EA	\$ 2,700.00	\$ 5,400.00	\$ 1,250.00	\$ 2,500.00	\$ -	\$ -	\$ 2,600.00	\$ 5,200.00
18	PAVEMENT, PCC, 6 IN.	3,376 SY	\$ 43.00	\$ 145,168.00	\$ 46.01	\$ 155,329.76	\$ -	\$ -	\$ 55.00	\$ 185,680.00
19	PAVEMENT, PCC, 10 IN.	346 SY	\$ 82.00	\$ 28,372.00	\$ 86.25	\$ 29,842.50	\$ -	\$ -	\$ 105.00	\$ 36,330.00
20	CURB AND GUTTER, 2.0 FT, 5 IN. STANDARD CURB	2,710 LF	\$ 38.00	\$ 102,980.00	\$ 30.00	\$ 81,300.00	\$ -	\$ -	\$ 50.00	\$ 135,500.00
21	CURB AND GUTTER, 2.0 FT, 4 IN. SLOPED CURB	265 LF	\$ 38.00	\$ 10,070.00	\$ 32.50	\$ 8,612.50	\$ -	\$ -	\$ 50.00	\$ 13,250.00
22	CLEANING AND PREPARATION OF BASE	4,840 SY	\$ 0.85	\$ 4,114.00	\$ 1.50	\$ 7,260.00	\$ -	\$ -	\$ 1.50	\$ 7,260.00
23	HMA OVERLAY, BASE COURSE, 2.0-INCH	900 TON	\$ 168.00	\$ 151,200.00	\$ 139.00	\$ 125,100.00	\$ -	\$ -	\$ 107.00	\$ 96,300.00
24	HMA OVERLAY, SURFACE COURSE, 1.0-INCH	475 TON	\$ 168.00	\$ 79,800.00	\$ 155.00	\$ 73,625.00	\$ -	\$ -	\$ 115.00	\$ 54,625.00
25	PAVEMENT REMOVAL	3,525 SY	\$ 14.00	\$ 49,350.00	\$ 12.00	\$ 42,300.00	\$ -	\$ -	\$ 11.00	\$ 38,775.00
26	REMOVAL OF SIDEWALK	630 SY	\$ 16.00	\$ 10,080.00	\$ 14.00	\$ 8,820.00	\$ -	\$ -	\$ 11.00	\$ 6,930.00
27	SIDEWALK, PCC, 6 IN.	1,945 SY	\$ 57.00	\$ 110,865.00	\$ 49.25	\$ 95,791.25	\$ -	\$ -	\$ 60.00	\$ 116,700.00
28	DETECTABLE WARNINGS, CAST IRON	100 SF	\$ 58.00	\$ 5,800.00	\$ 52.50	\$ 5,250.00	\$ -	\$ -	\$ 60.00	\$ 6,000.00
29	FULL DEPTH PATCHES, 4" HMA WITH 6" SUBBASE	1,770 SY	\$ 87.00	\$ 153,990.00	\$ 86.00	\$ 152,220.00	\$ -	\$ -	\$ 60.00	\$ 106,200.00
30	ENGINEERING FABRIC	9,300 SF	\$ 1.40	\$ 13,020.00	\$ 0.50	\$ 4,650.00	\$ -	\$ -	\$ 0.55	\$ 5,115.00
31	SPECIAL BACKFILL, IA DOT GRAD. NO. 13, WASHED (STORAGE AGG)	660 TON	\$ 30.00	\$ 19,800.00	\$ 30.00	\$ 19,800.00	\$ -	\$ -	\$ 34.00	\$ 22,440.00
32	SPECIAL BACKFILL, IA DOT GRAD. NO. 3, WASHED (FILTER AGG)	210 TON	\$ 33.00	\$ 6,930.00	\$ 55.50	\$ 11,655.00	\$ -	\$ -	\$ 36.00	\$ 7,560.00
33	PERMEABLE PAVERS WITH SETTING BED (GRAD. NO. 29, WASHED)	4,553 SF	\$ 7.70	\$ 35,058.10	\$ 7.75	\$ 35,285.75	\$ -	\$ -	\$ 7.25	\$ 33,009.25
34	PAINTED PAVEMENT MARKINGS, HIGH-BUILD	55.60 STA	\$ 107.00	\$ 5,949.20	\$ 101.50	\$ 5,643.40	\$ -	\$ -	\$ 50.00	\$ 2,780.00
35	PAINTED SYMBOLS AND LEGENDS, HIGH-BUILD	29 EA	\$ 67.00	\$ 1,943.00	\$ 64.00	\$ 1,856.00	\$ -	\$ -	\$ 100.00	\$ 2,900.00
36	PAVEMENT MARKINGS REMOVED	3.00 STA	\$ 1,056.00	\$ 3,168.00	\$ 1,350.00	\$ 4,050.00	\$ -	\$ -	\$ 55.00	\$ 165.00
37	TEMPORARY TRAFFIC CONTROL	1 LS	\$ 17,000.00	\$ 17,000.00	\$ 21,500.00	\$ 21,500.00	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
38	PERMANENT TRAFFIC SIGN, WITH POST AND ANCHOR, PER PLAN	14 EA	\$ 510.00	\$ 7,140.00	\$ 430.00	\$ 6,020.00	\$ -	\$ -	\$ 335.00	\$ 4,690.00
39	CONVENTIONAL SEEDING, FERTILIZING AND MULCHING, TYPE 4	2.00 ACRE	\$ 600.00	\$ 1,200.00	\$ 590.00	\$ 1,180.00	\$ -	\$ -	\$ 500.00	\$ 1,000.00
40	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	0.30 ACRE	\$ 11,200.00	\$ 3,360.00	\$ 11,750.00	\$ 3,525.00	\$ -	\$ -	\$ 5,000.00	\$ 1,500.00
41	SOD	690 SQ	\$ 56.00	\$ 38,640.00	\$ 59.00	\$ 40,710.00	\$ -	\$ -	\$ 100.00	\$ 69,000.00
42	WATERING	407 MGAL	\$ 42.00	\$ 17,094.00	\$ 35.00	\$ 14,245.00	\$ -	\$ -	\$ 110.00	\$ 44,770.00
43	LAVA ROCK, 3-INCH DEPTH	37 TON	\$ 325.00	\$ 12,025.00	\$ 455.00	\$ 16,835.00	\$ -	\$ -	\$ 385.00	\$ 14,245.00
44	RIVER ROCK, 12-INCH DEPTH	16 CY	\$ 240.00	\$ 3,840.00	\$ 405.00	\$ 6,480.00	\$ -	\$ -	\$ 200.00	\$ 3,200.00
45	AMENDED PLANTING SOIL	394 CY	\$ 106.00	\$ 41,764.00	\$ 113.00	\$ 44,522.00	\$ -	\$ -	\$ 70.00	\$ 27,580.00
46	TREES, DECID., 2 IN. CAL. B&B , FURNISH + INSTALL (W/ WARRANTY)	47 EA	\$ 480.00	\$ 22,560.00	\$ 475.00	\$ 22,325.00	\$ -	\$ -	\$ 500.00	\$ 23,500.00
47	TREES, CONIF., 6FT., FURNISH + INSTALL (W/ WARRANTY)	1 EA	\$ 600.00	\$ 600.00	\$ 595.00	\$ 595.00	\$ -	\$ -	\$ 500.00	\$ 500.00
48	SHRUBS, 3 GAL., FURNISHED AND INSTALLED (W/ WARRANTY)	79 EA	\$ 63.00	\$ 4,977.00	\$ 73.00	\$ 5,767.00	\$ -	\$ -	\$ 50.00	\$ 3,950.00
49	PLANTS, 1 GAL. FURNISHED AND INSTALLED (W/ WARRANTY)	152 EA	\$ 20.00	\$ 3,040.00	\$ 24.50	\$ 3,724.00	\$ -	\$ -	\$ 20.00	\$ 3,040.00
50	TRASH ENCLOSURE - CMU / GATED	1 EA	\$ 69,000.00	\$ 69,000.00	\$ 92,850.00	\$ 92,850.00	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00
51	LIMESTONE BLOCK	18 EA	\$ 710.00	\$ 12,780.00	\$ 786.00	\$ 14,148.00	\$ -	\$ -	\$ 700.00	\$ 12,600.00
52	LIMESTONE EDGER	790 LF	\$ 13.00	\$ 10,270.00	\$ 28.00	\$ 22,120.00	\$ -	\$ -	\$ 24.00	\$ 18,960.00
53	PENN MEADOWS PARK SIGN RELOCATION	1 EA	\$ 5,475.00	\$ 5,475.00	\$ 7,750.00	\$ 7,750.00	\$ -	\$ -	\$ 7,500.00	\$ 7,500.00
54	SWPPP MANAGEMENT	1 LS	\$ 7,300.00	\$ 7,300.00	\$ 1,775.00	\$ 1,775.00	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
55	COMPOST FILTER TUBE, 8-INCH DIA.	2,465 LF	\$ 1.70	\$ 4,190.50	\$ 1.75	\$ 4,313.75	\$ -	\$ -	\$ 2.00	\$ 4,930.00
56	INLET PROTECTION, AREA DRAIN	3 EA	\$ 110.00	\$ 330.00	\$ 118.00	\$ 354.00	\$ -	\$ -	\$ 150.00	\$ 450.00
57	INLET PROTECTION, OPEN THROAT CURB INTAKE	2 EA	\$ 110.00	\$ 220.00	\$ 118.00	\$ 236.00	\$ -	\$ -	\$ 150.00	\$ 300.00
58	TEMPORARY FENCE, CONSTRUCTION, 48 IN.	1,740 LF	\$ 8.35	\$ 14,529.00	\$ 8.00	\$ 13,920.00	\$ -	\$ -	\$ 8.00	\$ 13,920.00
59	MOBILIZATION	1 LS	\$ 110,000.00	\$ 110,000.00	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00
60	CONCRETE WASHOUT	1 LS	\$ 750.00	\$ 750.00	\$ 1,950.00	\$ 1,950.00	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
TOTAL BASE BID				\$ 1,581,994.80		\$ 1,597,593.91		\$ -		\$ 1,604,898.25

Resolution No. 2023-66

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING EXECUTION
OF THE CONTRACT FOR THE PENN MEADOWS PARK NORTH
PARKING LOT PROJECT, NORTH LIBERTY, IOWA**

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

WHEREAS, the City Council sought bids for the Penn Meadows Park North Parking Lot Project;

WHEREAS, five contractors submitted bids for the project; and

WHEREAS, the low bid for the project was from Midwest Concrete Company in the amount of \$1,487,079.67; and

NOW, THEREFORE, BE IT RESOLVED that the Penn Meadows Park North Parking Lot Project is authorized and the bid from Midwest Concrete Company is hereby accepted and approved for the project at an amount of \$1,487,079.67 as set forth therein.

BE IT FURTHER RESOLVED that the Contract between the Owner and the Contractor is approved and that the City Administrator is authorized to execute said agreement.

APPROVED AND ADOPTED this 13th day of June, 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



Easement Vacation

RESOLUTION NO. 2023-67

**A RESOLUTION VACATING A DRAINAGE EASEMENT
HELD BY THE CITY OF NORTH LIBERTY IN SAINTS
CORRIDOR COMMERCIAL PARK SUBDIVISION – PART
ONE**

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

WHEREAS, the City of North Liberty holds a drainage easement situated in
Outlot C of Saints Corridor Commercial Park Subdivision – Part One described as
follows:

See attached Exhibit A

WHEREAS, the above easement is no longer necessary or required for use by the
public, and therefore of no further public benefit; and

WHEREAS, a public hearing has been held in accordance with Iowa Code Chapter
354.23; and

NOW, THEREFORE, BE IT RESOLVED that said easement herein described,
together with any and all rights of the City of North Liberty in and to the same are hereby
vacated, and the City of North Liberty hereby disclaims any right, title or interest in and
to said easement.

APPROVED AND ADOPTED this 13th day of June, 2023.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

Resolution No. _____

ATTEST:

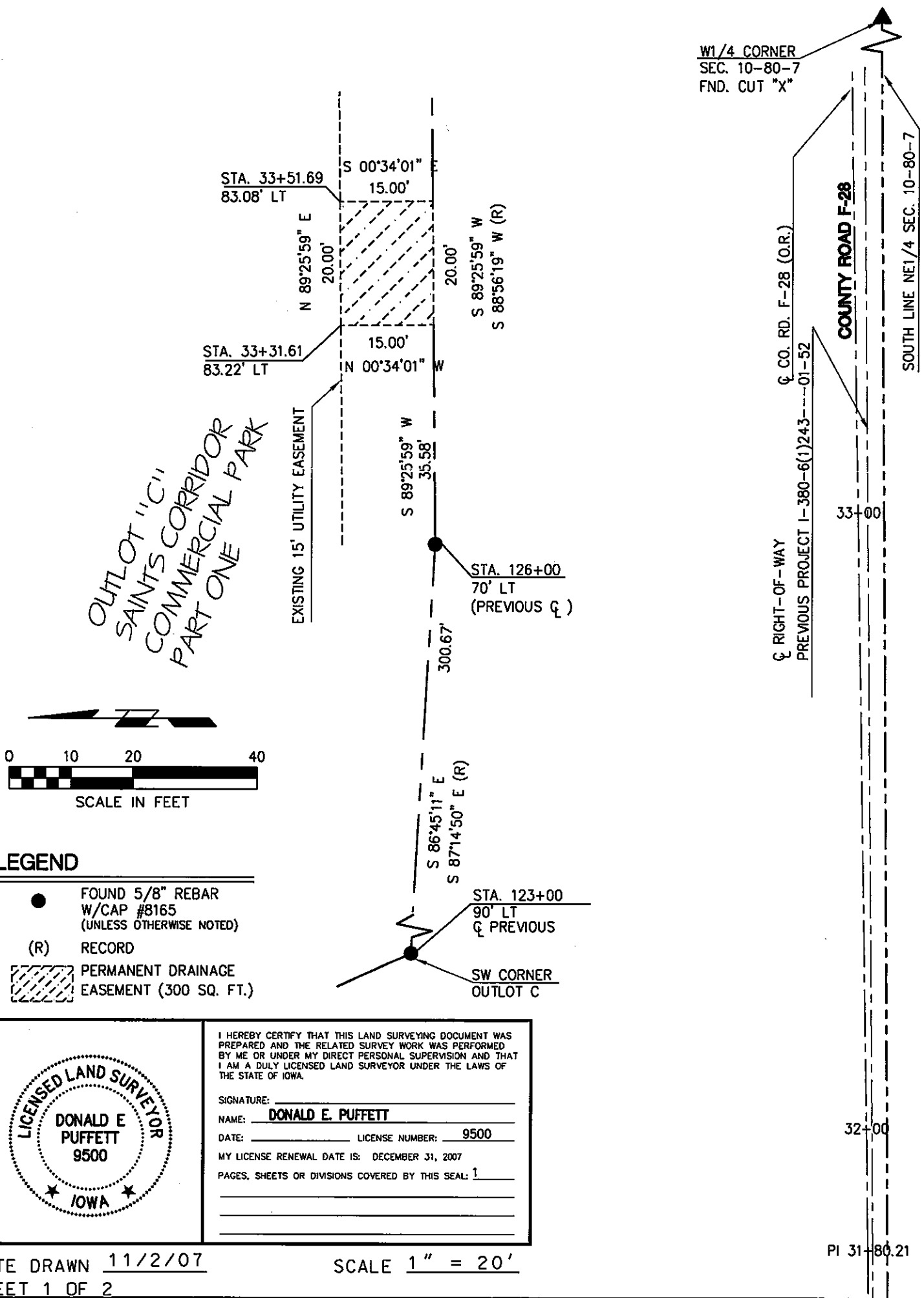
I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

TRACEY MULCAHEY, CITY CLERK

CITY OF NORTH LIBERTY, IOWA
ACQUISITION PLAT
EXHIBIT "A"

COUNTY JOHNSON STATE CONTROL NO. _____
PROJECT NO. UST-380-6-(255)--4A-52 PARCEL NO. 1
SECTION 10 TOWNSHIP 80 NORTH RANGE 7 WEST
ROW-FEE _____ AC. EASE 300 SQ FT* AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE

ACQUIRED FROM _____





Goose Lake Pond

Resolution No. 2023-68

**A RESOLUTION APPROVING THE DEED FROM SAINTS
CORRIDOR INVESTMENTS, L.C. FOR OUTLOT A OF
SAINTS CORRIDOR COMMERCIAL PARK – PART ONE**

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

WHEREAS, the City of North Liberty entered into a Developer’s Agreement with Saints Corridor Investments, L.C. concerning the Saints Corridor Commercial Park – Part One Subdivision; and

WHEREAS, the Developer’s Agreement provided that the City would take ownership of Outlot A within said subdivision, contingent upon the implementation by the Developer of certain wetland monitoring and performance criteria as set forth by the U.S. Army Corp of Engineers; and

WHEREAS, the contingencies within the Developer’s agreement having now been satisfied, a deed from Saints Corridor Investments, L.C. to the City of North Liberty has been prepared, and a copy of said deed is attached hereto and by this reference made a part hereof; and

WHEREAS, said deed has been examined and is found to be in proper form; and

NOW, THEREFORE, BE IT RESOLVED that that the attached Warranty Deed is approved and accepted.

APPROVED AND ADOPTED this 13th day of June, 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

Prepared by and Return to: Grant D. Lientz, City of North Liberty, PO Box 77, North Liberty, IA 52317 (319) 626-5767
Address Tax Statement: City of North Liberty, Iowa, PO Box 77, North Liberty, IA 52317

WARRANTY DEED

For the consideration of One Dollar(s) and other valuable consideration, Saints Corridor Investments, L.C. does hereby convey to the City of North Liberty, Iowa, a municipal corporation, the following described real estate in Johnson County, Iowa:

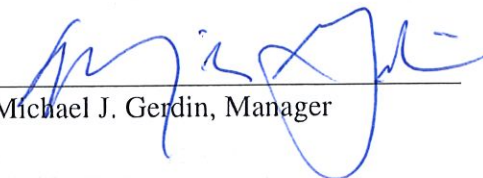
Outlot "A" of Saints Corridor Commercial Park – Part One, North Liberty, Iowa, according to the plat thereof recorded in Plat Book 50, Page 271 of the records of Johnson County, Iowa.

Said transfer is exempt from tax pursuant to Iowa Code § 428A.2(6) and from Declaration of Value pursuant to Iowa Code § 428A.1(2).

Grantor does hereby covenant with grantees, and successors in interest, that grantor holds the real estate by title in fee simple; that he/she/they/it has/have good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances except as may be above stated; and grantor(s) covenant(s) to warrant and defend the real estate against the lawful claims of all persons except as may be above stated. Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

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

Dated: 5-26-23


Michael J. Gerdin, Manager

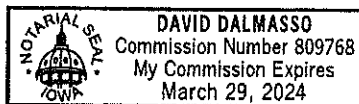
STATE OF IOWA, JOHNSON COUNTY: ss

On this 26th day of May, 2023, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Michael J. Gerdin, to me personally known, who, being by me duly sworn, did say that he is the Manager of Saints Corridor

Investments, L.C., an Iowa limited liability company, and that the instrument was signed on behalf of the company by the authority of its members, and that Michael J. Gerdin acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the company, by it and by him voluntarily executed.



Notary Public in and for the State of Iowa





Assessment Resolution

Resolution No. 2023-69

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

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

<u>Name</u>	<u>Property</u>	<u>Parcel</u>	<u>Amount</u>	<u>Description</u>
Wyatt Frauenholtz	445 Sugar Creek Lane	0613281016	\$170.87	Mowing

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 herein described.

APPROVED AND ADOPTED this 13th day of June, 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



Middle Iowa Watershed Management Authority

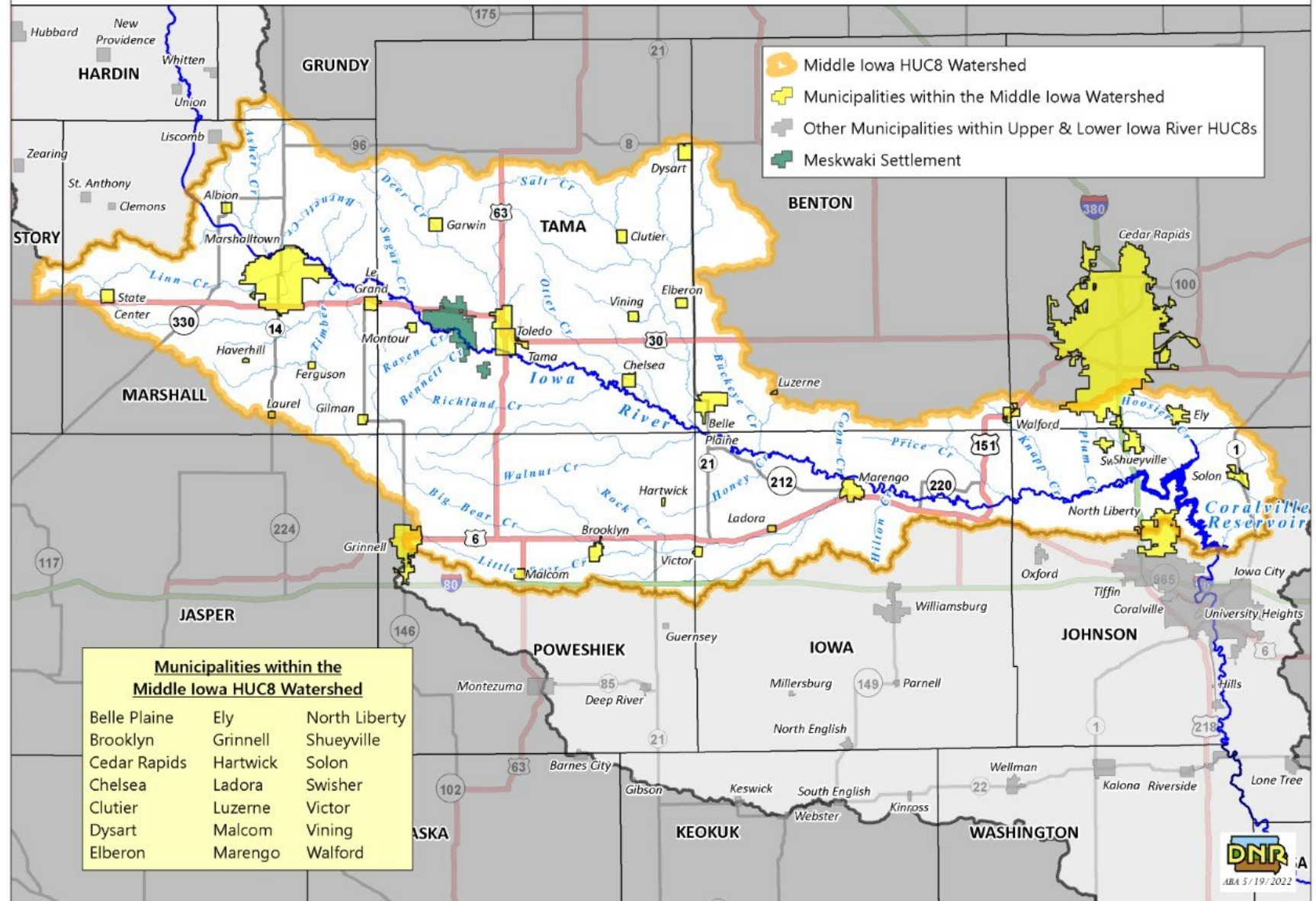


**Middle Iowa River
Watershed Management Authority**

Watershed Facts

- ~1.1 million acres
- 10 counties
- 33 cities
- Meskwaki Settlement
- Coralville Reservoir (USACE)
- 50 HUC-12 sub watersheds
- 10 HUC-10 sub watersheds

MUNICIPALITIES WITHIN THE MIDDLE IOWA HUC8 WATERSHED



Why Form a WMA?

- Address water resource issues at watershed scale to improve water quality & mitigate flood impacts
- Urban-Rural and multi-jurisdictional partnerships for planning, communication, and cooperation
- Leverage resources such as funding and technical expertise
- Expand stakeholder involvement
- Raise awareness and support for watershed improvements

Who can Join?

CITIES

Albion
Ferguson
Garwin
Gilman
Haverhill
Laurel
Le Grand
Marshalltown
Montour
State Center
Tama

CITIES

Toledo
Belle Plaine
Brooklyn
Cedar Rapids
Chelsea
Clutier
Dysart
Elberon
Ely
Grinnell
Hartwick

CITIES

Ladora
Luzerne
Malcom
Marengo
North Liberty
Shueyville
Solon
Swisher
Victor
Vining
Walford

COUNTIES & SWCDs

Grundy
Story
Marshall
Tama
Benton
Linn
Johnson
Iowa
Poweshiek
Jasper

What are the Next Steps?

- Answer Questions and work out potential issues
- Process to join the WMA
 - draft agreement signature page & resolution from templates
 - adopt resolution and sign 28E agreement
 - appoint a representative & alternate to WMA Board of Directors
- ECICOG will file 28E agreement with Iowa Secretary of State
- Host Initial WMA Board of Directors meeting in Aug/Sept

Questions?

Contact Info:

Jennifer Fencl

319-289-0065

jennifer.fencl@ecicog.org

**Middle Iowa Watershed Management Authority
Articles of Agreement**

THIS AGREEMENT is entered into pursuant to Iowa Code chapter 28E by and between the eligible political subdivisions that adopt these Articles of Agreement (hereinafter the “Agreement”). Eligible political subdivisions include the cities of Albion, Ferguson, Garwin, Gilman, Haverhill, Laurel, Le Grand, Marshalltown, Montour, State Center, Tama, Toledo, Belle Plaine, Brooklyn, Cedar Rapids, Chelsea, Clutier, Dysart, Elberon, Ely, Grinnell, Hartwick, Ladora, Luzerne, Malcom, Marengo, North Liberty, Shueyville, Solon, Swisher, Victor, Vining, Walford; the counties of Benton, Grundy, Iowa, Jasper, Johnson, Linn, Marshall, Poweshiek, Story, and Tama; and the Soil and Water Conservation Districts from the counties of Benton, Grundy, Iowa, Jasper, Johnson, Linn, Marshall, Poweshiek, Story, and Tama (hereinafter the “Members”).

WHEREAS, Iowa Code section 466B.22 authorizes two (2) or more political subdivisions, defined as including cities, counties, and soil and water conservation districts, all of which must be located within the same United States Geological Survey Hydrologic Unit Code 8 Watershed, to enter into an agreement under Iowa Code Chapter 28E to establish a watershed management authority to enable cooperation in supporting watershed planning and improvements for the mutual advantage of the political subdivisions involved; and

WHEREAS, the Members deem establishment of the Middle Iowa Watershed Management Authority (hereinafter the “Authority”), encompassing all the Middle Iowa Watershed (hereinafter the “Watershed”), Hydrologic Unit Code 8 ID #07080208, to be of mutual advantage; and

WHEREAS, it is mutually desired to enter this Agreement pursuant to Iowa Code Chapter 28E for the purpose of establishing the Authority to carry out planning and improvements in the Watershed; and NOW, THEREFORE, it is agreed by and between the Members as follows:

SECTION 1. IDENTITY OF THE MEMBERS.

1.1 The counties of Benton, Grundy, Iowa, Jasper, Johnson, Linn, Marshall, Poweshiek, Story, and Tama; are each a political subdivision of the State of Iowa, organized and operating pursuant to Iowa Code Chapter 331. Their respective addresses are:

Benton County - 111 E 4th Street, Vinton, IA 52349

Grundy County - 706 G AVE, Grundy Center, Iowa 50638

Iowa County - 970 Court Avenue, Marengo, IA 52301

Jasper County - 101 1st Street N, Newton, IA 50208

Johnson County - 913 South Dubuque Street, Iowa City, IA 52240

Linn County - 935 2nd Street SW, Cedar Rapids, IA 52404

Marshall County - 1 E. Main Street, Marshalltown, IA 50158

Poweshiek County - 302 East Main, Montezuma, IA 50171

Story County - 900 Sixth Street, Nevada, IA 50201

Tama County - 104 W. State Street, Toledo, IA 52342

1.2 The cities of Albion, Ferguson, Garwin, Gilman, Haverhill, Laurel, Le Grand, Marshalltown, Montour, State Center, Tama, Toledo, Belle Plaine, Brooklyn, Cedar Rapids, Chelsea, Clutier, Dysart Elberon, Ely, Grinnell, Hartwick, Ladora, Luzerne, Malcom, Marengo, North Liberty, Shueyville, Solon, Swisher, Victor, Vining, Walford are each a municipality of the State of Iowa, organized and operating pursuant to Iowa Code chapter 364. Their respective addresses are:

Albion - Albion Municipal Building, PO Box 219, Albion, IA 50005

Ferguson - Ferguson Municipal Building, PO Box 78, Ferguson, IA 50078

Garwin - 205 Main Street, Garwin, IA 50632

Gilman - 128 N Main St, Gilman, IA 50106

Haverhill - 305 2nd St, Haverhill, IA 50120

Laurel - 102 N Main St, Laurel, IA 50141

Le Grand - 104 West Main St, Le Grand, IA 50142

Marshalltown - 24 N Center Street, Marshalltown, IA 50158

Montour - 102 E. Elm Street, Montour, IA 50173

State Center - 118 East Main St, State Center, IA 50247

Tama - 305 Siegel Street, Tama, Iowa 52339

Toledo - 1007 S. Prospect Dr., Toledo, IA 52342

Belle Plaine - 207 8th Avenue, Belle Plaine, Iowa 52208

Brooklyn - 138 Jackson Street, Brooklyn, IA 52211

Cedar Rapids - 101 First Street SE, Cedar Rapids, Iowa 52401

Chelsea - 600 Station Street Chelsea, IA 52215

Clutier - 214 Main Street, Clutier, IA 52217

Dysart - 601 Wilson Street, Dysart, IA 52224

Elberon - P.O. Box 144, Elberon, IA 52225

Ely - 1570 Rowley Street, Ely, IA 52227
Grinnell - 520 4th Avenue, Grinnell, IA 50112
Hartwick - 201 Main St, Hartwick, IA 52232
Ladora - PO Box 169, Ladora, IA 52251
Luzerne - 114 East Iowa Street, Luzerne, IA 52257
Malcom - 305 3rd Street, Malcom, IA 50157
Marengo - 153 E. Main St, Marengo, IA 52301
North Liberty - PO Box 77, North Liberty, IA 52317
Shueyville - 2863 120th Street NE, Swisher, Iowa 52338
Solon - 101 N Iowa St, Solon, IA 52333
Swisher - 66 2nd Street SW, Swisher, IA 52338
Victor - 707 2nd Street, Victor, IA 52347
Vining - 407 1st Street, Vining, IA 52348
Walford - 120 5th Street North, Walford, IA, 52351

1.3 The Soil and Water Conservation Districts of Benton, Grundy, Iowa, Jasper, Johnson, Linn, Marshall, Poweshiek, Story, and Tama counties are each a governmental subdivision of the State of Iowa as defined in Iowa Code Section 161A3(6) and a soil and water conservation district established pursuant to Iowa Code Section 161A5(1). Their respective addresses are:

Benton County SWCD - 1705 West D St Vinton, IA 52349
Grundy County SWCD - 805 W. 4th Street, Grundy Center, IA 50638
Iowa County - 435 N Highland, Williamsburg, IA 52361
Jasper County - 808 Iowa Speedway Dr. Newton, IA 50208
Johnson County - 913 South Dubuque Street, Iowa City, IA 52240
Linn County - 891 62nd Street, Marion, IA 52302
Marshall County - 2608 South 2nd Street Marshalltown, Iowa, 50158
Poweshiek County - 1211 Old 6 Rd, Malcom, IA, 50157
Story County - 3116 South Duff Ave. Suite 201, Ames, IA 50010
Tama County - 102 Business Hwy 30 W, Toledo, IA 52342

SECTION 2. PURPOSE.

The purpose of this Agreement is to provide for the manner in which the Members shall cooperate with one another to successfully plan for and implement improvements within the Watershed, including but not limited to the following activities authorized pursuant to Iowa Code section 466B.22:

1. Assess the flood risks in the watershed.
2. Assess the water quality in the watershed.
3. Assess options for reducing flood risk and improving water quality in the watershed.
4. Monitor federal flood risk planning and activities.
5. Educate residents of the watershed area regarding water quality and flood risks.
6. Seek and allocate money made available to the authority for purposes of water quality and flood mitigation.
7. Make and contract agreements that execute all instruments necessary or incidental to the performance of the duties of the Authority. A watershed management authority shall not acquire property by eminent domain.

SECTION 3. CREATION OF THE AUTHORITY.

Upon the effective date stated in this Agreement there is hereby created a public agency to be known as the "MIDDLE IOWA WATERSHED MANAGEMENT AUTHORITY" (the "Authority"). The Authority shall be a political subdivision of the State of Iowa and a legal entity separate and distinct from the corporate existence of any participating Members to this Agreement and shall be subject to the control and supervision of the Members to this Agreement or their officers and directors, only to the extent provided for herein.

A joint board of the participating Members known as the Middle Iowa Watershed Management Authority Board (hereinafter the "Board") shall be responsible for fulfilling the purpose of the Authority. The Board shall be comprised of one appointee from each Member participating in this Agreement. The Board shall adopt bylaws governing the administration, development, operation, and management of the Authority.

SECTION 4. DURATION.

This Agreement shall be in effect perpetually until terminated pursuant to Section 10.

SECTION 5. POWERS AND DUTIES.

The Members shall retain all powers and duties conferred by law and shall assist each other in the exercise of such powers and the performance of such duties as are provided for in this Agreement. Each Member shall be jointly responsible for focusing attention on:

- a. Assessing the flood risks in the watershed.
- b. Assessing the water quality in the watershed.
- c. Assessing options for reducing flood risk and improving water quality in the watershed.
- d. Monitoring federal flood risk planning and activities.
- e. Educating residents of the watershed area regarding water quality and flood risks.
- f. Allocating moneys made available to the authority for purposes of water quality and flood mitigation.
- g. Making and contracting agreements that execute all instruments necessary or incidental to the performance of the duties of the authority. A watershed management authority shall not acquire property by eminent domain.

A Member may, but will not be required to, accept a specific responsibility to assist in achieving the goals of the Authority. Acceptance of such responsibilities shall only be by official action of the governing body of the Member. These responsibilities include but are not limited to:

- h. identifying opportunities for funding and in-kind support for the undertaking of watershed planning and improvements within the Watershed;
- i. serving as fiscal agent for the Authority when funds are received from any source;
- j. identifying opportunities for infrastructure development and planning capable of assessing and mitigating flood risks in the Watershed;
- k. identifying the most effective best management practices for improvements of water quantity and water quality improvements in the Watershed;
- l. participating in any educational/outreach programs regarding water quality and flood risks;
- m. identifying opportunities for infrastructure development and planning capable of assessing and improving water quality in the Watershed;
- n. providing support for the administration of any projects, including technical, financial and clerical, as agreed to by the Members;
- o. securing such financing, including grants, loans and the issuance of bonds or loan agreements, as determined to be necessary or desirable to achieve the objectives of the agreement;
- p. coordinating with local wastewater utilities;
- q. designing and bidding of projects;
- r. administering contracts; and

- s. observing construction.

SECTION 6. MANNER OF FINANCING.

The Board may solicit, accept, and receive donations, endowments, gifts, grants, reimbursements, and other such funds as necessary to support work pursuant to this Agreement.

6.1 No action to contribute funds by the Board is binding on the Member that he or she represents without official approval by the governing body of that Member. No Member may be required to contribute funds to the Authority, except to fulfill any obligation previously made by official action by the governing body of the Member.

6.2 All funds received for use by the Authority shall be held as a special fund by the fiscal agent designated by the Board. When funds are provided as a grant or loan directed to a Member for a project administered by that Member, the funds shall be retained and administered by that Member.

SECTION 7. ENTIRE AGREEMENT.

7.1 This Agreement contains the entire agreement of and integrates all the terms and conditions contained in and incidental to such Agreement. No modifications or waiver of any provision in this Agreement shall be valid unless in writing and signed by all the parties. If, for any reason, any provisions of this Agreement shall be inoperative, the validity and effect of the other provisions shall not be affected thereby.

7.2 If any provision of this Agreement is found to be invalid by any court, administrative agency or tribunal or competent jurisdiction, the invalidity of any such provision shall not affect the validity of the remaining provisions hereof.

SECTION 8. GOVERNING LAW.

This Agreement shall be governed by and interpreted under the laws of the State of Iowa and shall meet all the necessary legal requirements and publications as outlined in Iowa Code Chapter 28E and other applicable Iowa laws.

SECTION 9. AMENDMENTS.

9.1 This Agreement may be amended at any time by approval from the governing bodies of all Members. All amendments shall be in writing, executed by the authorized representative of each governing body of the Members, and filed in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8.

9.2 Eligible political subdivisions that are not participating may later join the Authority by filing written notice with the Board and adopting this Agreement by resolution. The request to become a Member will be considered approved when the new Member has submitted the

adopted resolution with the executed signature page and the updated Agreement has been filed in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8.

SECTION 10. TERMINATION.

This Agreement shall terminate upon the majority vote of the Board or agreement of the governing bodies of all Members. Upon termination, all property and money then owned by the Authority shall be distributed according to the Member's contribution levels among the Members after payment of all debts. Any funds donated under a stipulation limiting their use shall be disbursed consistent with the donor's direction.

SECTION 11. EFFECTIVE DATE AND EXECUTION OF DOCUMENTS.

This Agreement shall take effect upon execution by the Members as required by law and filing in an electronic format with the Iowa Secretary of State as required by Iowa Code Section 28E.8. The Members agree to timely execute any documents necessary to carry out the terms of this Agreement. The Members further agree that this document may be executed outside the presence of the other Members and in separate counterparts.

SECTION 12. WITHDRAWAL FROM MEMBERSHIP.

Any Member may withdraw from the Authority by the action of its governing body, unless the Authority then has unpaid debts or legal obligations, in which case the consent of the governing bodies of the remaining Members to the withdrawal is required. Such withdrawal will forfeit any right to a distribution in conjunction with a subsequent termination of this Agreement.

SECTION 13. WATERSHED BOUNDARY.

The geographical area to which this agreement applies shall be known as the Middle Iowa Watershed. The Middle Iowa is a United States Geological Survey Hydrologic Unit Code (HUC 8 ID #07080208) Watershed. The boundary of the Watershed is graphically displayed in Attachment 1, which is hereby incorporated into this Agreement.

SECTION 14. INDEMNIFICATION.

The Authority shall indemnify, defend, keep, save, and hold harmless the Members and their officers and employees from and against any and all losses, claims, damages, liability, costs, expenses, or deficiencies (including without limitation reasonable attorneys' fees and other costs and expenses reasonably incident to proceedings or investigations or the defense or settlement of any claim or claims) arising out of the Authority's activities, including without limitation challenges to the organization, creation or status of the Authority, whether based on tort, antitrust, non-competition, wage and hour violations, or any other claim of illegality, and whether based upon state, federal, local, or common law.

SECTION 15. AUTHORIZATION AND SIGNATURE PAGES.

15.1 Each Member to this Agreement shall supply to the Authority a copy of the resolution by which it adopted the Agreement. An example resolution template is shown in Attachment 3.

15.2 The Members agree that this Agreement has attached to it signature pages which shall be assembled and filed together with the Agreement and shall together constitute one and the same instrument. A completed copy of the Agreement with all executed signature pages shall be sent to each Member.

15.3 Each signature page will be specific to each potential member and will contain only their signature lines. Example signature lines are shown in Attachment 2.

Resolution No. 2023-70

**RESOLUTION APPROVING THE ARTICLES OF AGREEMENT
CREATING THE MIDDLE IOWA WATERSHED MANAGEMENT
AUTHORITY**

WHEREAS, in 2010, Iowa lawmakers passed legislation authorizing the creation of Watershed Management Authorities; and

WHEREAS, a Watershed Management Authority (WMA) is a mechanism for cities, counties, Soil and Water Conservation Districts (SWCDs) and stakeholders to cooperatively engage in watershed planning and management; and

WHEREAS, the City of North Liberty desires to enter into an Agreement that would establish a Watershed Management Authority within the Middle Iowa Watershed (Hydrologic Unit Code #07080206) to enable cooperation in watershed planning and improvements pursuant to Iowa Code Chapter 466B.23; and

WHEREAS, Chapter 28E of the Code of Iowa provides the authority for public agencies to enter into agreements for their mutual advantage; and

WHEREAS, this Agreement is made and entered into by the eligible political subdivisions within the Middle Iowa Watershed that adopt these Articles of Agreement; and

NOW BE IT RESOLVED by the City Council of North Liberty, Iowa that the Mayor is hereby authorized to sign and execute the Articles of Agreement for the Middle Iowa Watershed Management Authority, a copy of which is attached hereto and incorporated herein by this reference; and

BE IT FURTHER RESOLVED by the North Liberty City Council that said Agreement is hereby approved as to form and content and is found to be in the best interest of the City of North Liberty, Iowa and the eligible political subdivisions that adopt these Articles of Agreement; and

BE IT FURTHER RESOLVED by the City Council of North Liberty that the City Clerk is hereby authorized to file a copy of this Resolution and Agreement with the Secretary of State, as required by Chapter 28E, Iowa Code.

APPROVED AND ADOPTED this 13th day of June, 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



**Communications Advisory
Commission Ordinance
Repeal**



To **Communications Advisory Commission**
CC **City Administrator Ryan Heiar**
From **Communications Director Nick Bergus**
Date **March 28, 2023**
Re **Upcoming Department Changes**

Over the years, our department has been known by several names – NLTV, Telecommunications and currently Communications – with changes reflecting the way our responsibilities had grown with the City of North Liberty and changed with the demands of the community.

Beginning July 1, 2023, we will shift again, renaming the department Community Relations, in acknowledgement of the full scope of our services and responsibilities.

Along with the name change, we will see additional changes:

Jillian Miller will be promoted to Assistant Director of Community Relations. Her new title reflects her increased responsibility, and comes with expanded oversight of community events, sponsorship and additional economic development work.

NLTV will cease cablecasting video programming. As part of its public, education and government channel mission, NLTV currently offers playback of public meetings and programs provided by the public. Video on demand services like YouTube have drastically reduced the use of the cable channel platform by both viewers and producers, and for the past several years, the public access portion of the channel has been primarily religious services. Other local access channels have ceased operations, and messages on the channel asking for viewers to let us know if they're watching resulted in no contacts. Cablecasting requires staff to spend time scheduling and managing media, and this time will be shifted from upkeep to other tasks. We will continue to livestream and record public meetings and to maintain the community bulletin board, which will continue to be cablecast as long as it remains reasonable. We intend to notify current producers of our intent by May 1 so they have ample time to notify any regular viewers.

The Communications Advisory Commission will be decommissioned, pending City Council action. Like the department, the commission's role has changed over the years, including rewriting of the ordinance in 2016. With the winding down of cablecast operations, and initiatives like our Youth Council and Neighborhood Ambassadors providing sounding boards, the role of the commission has become further diminished. We would welcome the involvement of the commissioners in a variety of ways, including serving as Neighborhood Ambassadors, on other city commissions and on event and initiative committees.

Other changes are expected in the months that follow, including:

Hiring a full-time Special Event Assistant. This new position, expected in late 2023, will report to Jillian Miller and be tasked with leading new and existing public programming and management of a new facility at Centennial Park, which is expected to be operational in 2025.

Staff moving to new city hall on Cherry Street. Nick, Jillian and Derek are slated to move to the new civic campus building in the spring of 2024. Micah will remain based at the Community Center to lead and support outreach and equity initiatives there.

While these changes will impact how we work, where we work and what we're called, it will leave untouched the most important things:

Our community-building work. The changes reflect, rather than define, the role the department plays in the community. Outreach, engagement, transparency and explanation remain the core of what we do.

Our culture of collaboration. We value working within the team, across departments, and with external stakeholders to strengthen neighborhoods and the community. Great ideas can come from anywhere, and working together builds buy in and is necessary for success.

The importance of the work we do. Helping member of the community feel connected to each other and the local government builds a more resilient community that feels safe and can solve its problems together.

Ordinance No. 2023-12

**AN ACT REPEALING CHAPTER 25 OF THE NORTH LIBERTY
CODE OF ORDINANCES, COMMUNICATIONS ADVISORY
COMMISSION**

WHEREAS, the City of North Liberty created a Communications Advisory Commission for the purpose of advising, assisting and overseeing the communications efforts of the City; and

WHEREAS, predating its current form, this body was commissioned as a Telecommunications Commission to negotiate and oversee local cable franchise agreements and a volunteer-run public, education and government access channel to empower local voices through locally produced media; and

WHEREAS, the City of North Liberty is grateful for the many contributions of its residents to the both commissions since their inception; and

WHEREAS, the Commission, in its various forms, has successfully led or overseen various initiatives advancing community engagement, access to City information and other community-strengthening programs; and

WHEREAS, the scope of duties of the City's Telecommunications and then Communications Department has been expanded in subsequent years to meet the needs of the City in effectively communicating with City residents through a wide variety of programming and media; and

WHEREAS, the City has launched Youth Council and Neighborhood Ambassador Initiatives, among other programs, to help the City residents stay informed and engaged with local events; and

WHEREAS, the City has created an Outreach and Equity Coordinator position to help ensure that the City's programming and messages are readily available to all of its residents; and

WHEREAS, the robust and effective citizen engagement made possible by the evolution of the City's Communications Department and its professional

administration of the programs described above has diminished the need for the City's Communications Advisory Commission.

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

SECTION 1. REPEALER. Chapter 25 of the City of North liberty Code of Ordinances, entitled Communications Advisory Commission, is hereby repealed.

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect beginning July 1, 2023.

First reading on May 9, 2023.

Second reading on May 23, 2023.

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. 2023-12 in the Cedar Rapids Gazette on the ____ day of _____, 2023.

TRACEY MULCAHEY, CITY CLERK



City Initiated Rezoning – 160-965, LLC



April 18, 2023

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

Re: Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately 3.69 acres, from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on property located at the northeast corner of North Highway 965/Ranshaw Way and Commercial Drive (Also Known As 160 North Highway 965/Ranshaw Way).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its April 18, 2023 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from I-1 Light Industrial District 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 request for zoning map amendment (rezoning) from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on approximately 3.69 acres to the City Council with a recommendation for approval.

The vote for approval was 4-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **April 14, 2023**
Re **Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately 3.69 acres, from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on property located at the northeast corner of North Highway 965/Ranshaw Way and Commercial Drive (Also Known As 160 North Highway 965/Ranshaw Way).**

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 is a City-initiated rezoning to achieve consistency with the new Comprehensive Plan Connected to Tomorrow, which was adopted by City Council on February 28, 2023.

Section 165.09(2) of the North Liberty Code of Ordinances reads, "Initiation. The City or a property owner in the City, or person expressly authorized in writing by the property owner, may propose a zoning text or map amendment."

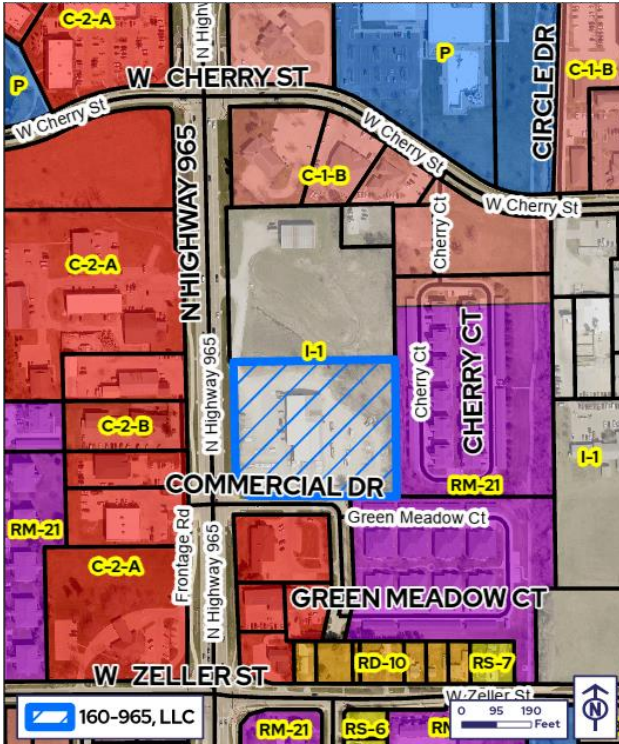
2. Current and Proposed Zoning:

Current Zoning

I-1 Light Industrial District. The I-1 District is intended to provide for the development of modern landscaped light-industrial and commercial establishments which have negligible impacts upon areas outside of the zoned district, and seek a hazard-and nuisance-free environment. The district is intended to provide for manufacture, assembly, fabrication, storage, and/or processing of goods listed for the location of compatible uses.

Proposed Zoning

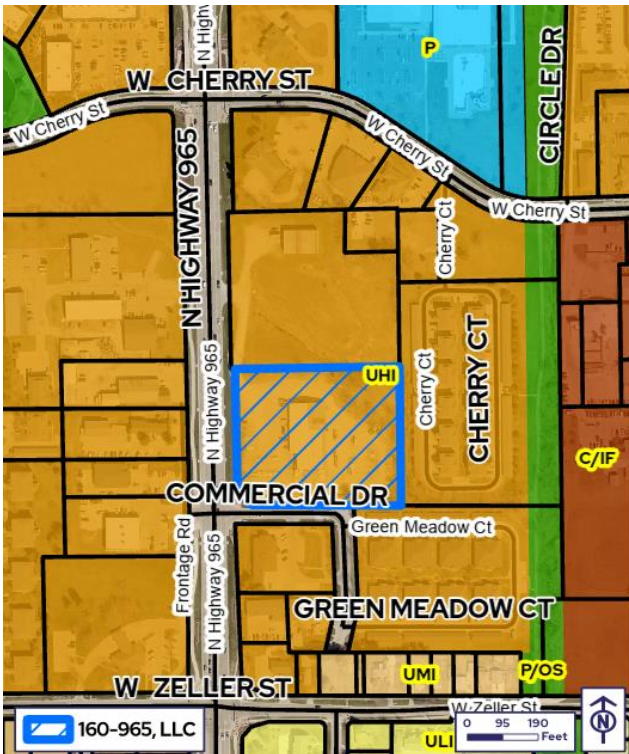
C-3 Higher-Intensity Commercial District. The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant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



3. Comprehensive Plan

Future Land Use Map designation

UHI Urban High Intensity. The current I-1 zoning is not consistent with the UHI Land Use designation, however, the C-3 zoning would be consistent with UHI.



Urban High Intensity Description

These areas have increased economic activity and a higher frequency of diverse and complementary uses. High-intensity areas include more urban services with a horizontal and vertical mix of high-density residential uses and community to regional commercial uses of compatible densities and scales.

Residential

Developments have more focus on non-residential buildings but still offer residential uses ranging from townhomes and apartments. Mixing residential with commercial uses on the same site is encouraged when feasible from a design and market capitalization standpoint.

Form and Features

- » Aggregate development density at 14+ units per acre at sites with direct access to major arterial and collector streets. Development should avoid the creation of isolated multi-family development.
- » Edges of UHI residential developments transition to lower intensity uses or buffer from industrial/commercial uses through design, landscaping, and buffering.

Non-Residential

More prevalent and focus in the UHI district that can include larger offices, medical buildings, commercial, and larger institutional uses such as places of worship, community centers, and indoor recreation.

4. Public Input:

Good neighbor meetings are not required with City-initiated rezonings. Mailed notice (certified and regular) of the proposed rezoning was sent to the property owner listed in public records.

5. Analysis of the Request

Figure 3.4 within Connected to Tomorrow was utilized to determine which zoning district would be compatible with the Future Land Use Map.

Figure 3.4: Land Use Compatibility

TRADITIONAL LAND USES	AGRICULTURE (AG)	URBAN RESERVE (UR)	URBAN LOW INTENSITY (ULI)	URBAN MEDIUM INTENSITY (UMI)	URBAN HIGH INTENSITY (UHI)	COMMERCIAL/ INDUSTRIAL FLEX (FLX)	PUBLIC AND SEMI PUBLIC (PUB)	PARK AND OPEN SPACE (P, OS)
Agriculture	●	●						○
Rural residential		●						
Low-density residential			●	○				
Medium-density residential			●	●				
High-density residential				●	●	○		
Rural commercial		●						
Neighborhood commercial			○	●	●	●		
Community commercial				○	●	●		
Regional commercial					○	●		
Low/medium intensity office			○	●	●	●		
High-intensity office				○	●	●		
Limited industrial		○				●		
Heavy industrial						○		
Parks and civic uses	●	●			●	○	●	●
Major public/civic facilities					○	○	●	○
Residential density range (du/A*)	≤40	≤40	3-8	7-14	14+	14+	NA	NA

● Permitted ○ Permitted with special review
 *Dwelling Units per Acre

The C-3 zoning was selected because it is the highest intensity commercial district.

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 zoning would be compatible with the area.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zoning 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 zoning 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.

There are several permitted uses listed in the I-1 district. However, a consistency review of any use with the Comprehensive Plan must be performed. For example, a retail goods establishment is listed as a permitted use within the I-1 District. That use would be appropriate if developed in accordance with commercial design standards.

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

It is staff's opinion that the proposed zoning would not create any nonconformities.

6. Additional Considerations:

The development and adoption of Connected to Tomorrow was a yearlong effort, which was the result of substantial input. The Plan identifies a shared vision and set of goals for the community based on a series of public discussions and community needs. Much like the 2013 plan, the 2022 comprehensive plan serves three primary roles:

- A Shared Vision for the Future. Comprehensive planning provides an opportunity for residents to create a shared vision for their community. Residents and City Staff identified issues and opportunities for North Liberty's land use, infrastructure, public facilities, natural resources, and more. These findings create a vision and set public priorities.
- Guidance for Decision-Makers. The plan serves as a guide for City Staff, the Planning Commission, City Council, and other City boards and commissions as they set policy, make public investments, and deliberate land use decisions.
- Legal Basis for Land Use Regulations. The Code of Iowa allows cities to adopt land use regulations, such as zoning and subdivision ordinances, to promote the "health, safety, morals or general welfare of the community." These regulations govern how to develop land within the city and its extraterritorial jurisdiction. Land use regulations recognize that people live cooperatively and have certain responsibilities to coordinate and harmonize private property uses. Connected to Tomorrow provides a legal basis for these regulations.

The adoption of Connected to Tomorrow is a directive to align the Zoning Ordinance and Map with the comprehensive plan. To quote the Plan, "Policymakers, most notably the City Council and Planning and Zoning Commission, will help set the course to realize this plan. These are the bodies to create and administer the policies that shape development in North Liberty. The plan should be a reliable guide to help with decisions related to large-scale policies and individual projects."

7. Staff Recommendation:

Finding:

1. The rezoning request from I-1 Light Industrial District 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 I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on approximately 3.69 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. 2023-14

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM I-1 LIGHT INDUSTRIAL 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 3.69 acres, more or less, as C-3 Higher-Intensity Commercial District for property particularly described as follows:

The property subject to the rezoning is part of the Southwest Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West of the 5th Principal Meridian, Johnson County, Iowa and is more particularly described as follows: Commencing at the Southwest corner of said Southeast Quarter, thence N01°15'30"W, 534.38 feet along the West line of the Southeast Quarter of said Section; thence N88°44'30"E, 79.69 feet to the point of beginning; which is a point on the east right-of-way line of Old U.S. Highway 218; thence N01°19'48"W, 363.52 feet along said right-of-way; thence N88°59'51"E, 450.85 feet; thence S0°46'13"E, 372.47 feet; thence N89°51'23"W, 447.35 feet to the point of beginning. Excepting therefrom all public rights-of-way;

SECTION 2. CONDITIONS IMPOSED. At the April 18, 2023, 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 May 9, 2023.
Second reading on May 23, 2023.
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. 2023-14 in *The Gazette* on the ____ of _____, 2023.

TRACEY MULCAHEY, CITY CLERK



City Initiated Rezoning – Mackin Estates, LLC



April 18, 2023

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

Re: Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately .40 acres, from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on property located at the northwest corner of North Front Street and West Zeller Street (Also Known As 20 West Zeller Street).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its April 18, 2023 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence 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 request for zoning map amendment (rezoning) from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on .40 acres to the City Council with a recommendation for approval.

The vote for approval was 4-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **April 14, 2023**
Re **Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately .40 acres, from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on property located at the northwest corner of North Front Street and West Zeller Street (Also Known As 20 West Zeller Street).**

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

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

1. Request Summary:

This is a City-initiated rezoning to achieve consistency with the new Comprehensive Plan Connected to Tomorrow, which was adopted by City Council on February 28, 2023.

Section 165.09(2) of the North Liberty Code of Ordinances reads, "Initiation. The City or a property owner in the City, or person expressly authorized in writing by the property owner, may propose a zoning text or map amendment."

2. Current and Proposed Zoning:

Current Zoning

RM-21 Multi-Unit Residence District. The RM-21 District is intended to provide and maintain high-density, multiple-unit housing residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RM-21 District.

Proposed Zoning

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



3. Comprehensive Plan

Future Land Use Map designation

ULI Urban Low Intensity. The current RM-21 zoning is not consistent with the ULI Land Use designation, however, the RM-12 zoning would be consistent with ULI.



Urban Low Intensity Description

An efficient, walkable pattern of lower-density development. Compared to denser areas, ULI has more space and separation of uses, with farther distances between destinations and fewer shared amenities. Low-intensity areas can include a horizontal mix of primarily residential and limited non-residential uses at compatible lower densities and scales.

Residential

Emphasis on single-family detached and attached residential developments. Attached housing projects may primarily be at transition areas between arterial or collector streets, small scale commercial uses, and higher intensity districts.

Form and Features

- » General aggregate development density of 3 to 8 units per acre. Lot sizes can vary within developments to provide different housing types.
- » A framework of streets and open space should create neighborhoods and multiple access points for all types of transportation.
- » Open spaces, streets, and trail connections integrate with the larger community.

4. Public Input:

Good neighbor meetings are not required with City-initiated rezonings. Mailed notice (certified and regular) of the proposed rezoning was sent to the property owner listed in public records.

5. Analysis of the Request

Figure 3.4 within Connected to Tomorrow was utilized to determine which zoning district would be compatible with the Future Land Use Map.

Figure 3.4: Land Use Compatibility

TRADITIONAL LAND USES	AGRICULTURE (AG)	URBAN RESERVE (UR)	URBAN LOW INTENSITY (ULI)	URBAN MEDIUM INTENSITY (UMI)	URBAN HIGH INTENSITY (UHI)	COMMERCIAL/ INDUSTRIAL FLEX (FLX)	PUBLIC AND SEMI PUBLIC (PUB)	PARK AND OPEN SPACE (P, OS)
Agriculture	●	●						○
Rural residential		●						
Low-density residential			●	○				
Medium-density residential			●	○	○			
High-density residential			●	●	●	○		
Rural commercial		●						
Neighborhood commercial			○	●	●	●		
Community commercial				○	●	●		
Regional commercial					○	●		
Low/medium intensity office			○	●	●	●		
High-intensity office				○	●	●		
Limited industrial		○				●		
Heavy industrial						○		
Parks and civic uses	●	●	●	●	●	○	●	●
Major public/civic facilities					○	○	●	○
Residential density range (du/A*)	≤40	≤40	3-8	7-14	14+	14+	NA	NA

● Permitted ○ Permitted with special review
*Dwelling Units per Acre

The RM-12 zoning was selected due to current number of (four) residential units on the property (12 units x .40 acres = 4.8 units).

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 zoning would be compatible with the area.

(c) The compatibility with established neighborhood character.

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

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

The RM-21 District permits residential development at 21 units per acre. This is too dense based on the size of the property and the character of the area.

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

It is staff's opinion that the proposed zoning would not create any nonconformities.

6. Additional Considerations:

The development and adoption of Connected to Tomorrow was a yearlong effort, which was the result of substantial input. The Plan identifies a shared vision and set of goals for the community based on a series of public discussions and community needs. Much like the 2013 plan, the 2022 comprehensive plan serves three primary roles:

- A Shared Vision for the Future. Comprehensive planning provides an opportunity for residents to create a shared vision for their community. Residents and City Staff identified issues and opportunities for North Liberty's land use, infrastructure, public facilities, natural resources, and more. These findings create a vision and set public priorities.
- Guidance for Decision-Makers. The plan serves as a guide for City Staff, the Planning Commission, City Council, and other City boards and commissions as they set policy, make public investments, and deliberate land use decisions.
- Legal Basis for Land Use Regulations. The Code of Iowa allows cities to adopt land use regulations, such as zoning and subdivision ordinances, to promote the "health, safety, morals or general welfare of the community." These regulations govern how to develop land within the city and its extraterritorial jurisdiction. Land use regulations recognize that people live cooperatively and have certain responsibilities to coordinate and harmonize private property uses. Connected to Tomorrow provides a legal basis for these regulations.

The adoption of Connected to Tomorrow is a directive to align the Zoning Ordinance and Map with the comprehensive plan. To quote the Plan, "Policymakers, most notably the City Council and Planning and Zoning Commission, will help set the course to realize this plan. These are the bodies to create and administer the policies that shape development in North Liberty. The plan should be a reliable guide to help with decisions related to large-scale policies and individual projects."

7. Staff Recommendation:

Finding:

1. The rezoning request from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence 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 RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on .40 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. 2023-15

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM RM-21 MULTI-UNIT RESIDENCE DISTRICT TO RM-12 MULTI-UNIT RESIDENCE DISTRICT

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

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended by designating the zoning district for 0.40 acres, more or less, as RM-12 Multi-Unit Residence District for property particularly described as follows:

All of Lots B and C, and that part of Lot A described as follows: Commencing at the southwest corner of Lot A, thence east 15 feet, thence north 20 feet to a point 15 feet east of the west boundary of Lot A, thence west 15 feet to the west boundary of said Lot A, thence south 20 feet to the point of beginning, all in the resubdivision of Lots 1, 2 and 3 of Block 1 of Original Town of North Liberty, Iowa, according to the plat thereof recorded in Plat Book 10, Page 30, Plat Records of Johnson County, Iowa;

SECTION 2. CONDITIONS IMPOSED. At the April 18, 2023 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 May 9, 2023.
Second reading on May 23, 2023.
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. 2023-15 in *The Gazette* on the ____ of _____, 2023.

TRACEY MULCAHEY, CITY CLERK



City Initiated Rezoning – Random Commercial



April 18, 2023

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

Re: Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately 4.0 acres, from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on property located on the east side of North Highway 965/Ranshaw Way approximately 275 feet south of West Cherry Street (Also Known As 250 North Highway 965/Ranshaw Way).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its April 18, 2023 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from I-1 Light Industrial District 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 request for zoning map amendment (rezoning) from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on approximately 4.0 acres to the City Council with a recommendation for approval.

The vote for approval was 4-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **April 14, 2023**
Re **Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately 4.0 acres, from I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on property located on the east side of North Highway 965/Ranshaw Way approximately 275 feet south of West Cherry Street (Also Known As 250 North Highway 965/Ranshaw Way).**

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 is a City-initiated rezoning to achieve consistency with the new Comprehensive Plan Connected to Tomorrow, which was adopted by City Council on February 28, 2023.

Section 165.09(2) of the North Liberty Code of Ordinances reads, "Initiation. The City or a property owner in the City, or person expressly authorized in writing by the property owner, may propose a zoning text or map amendment."

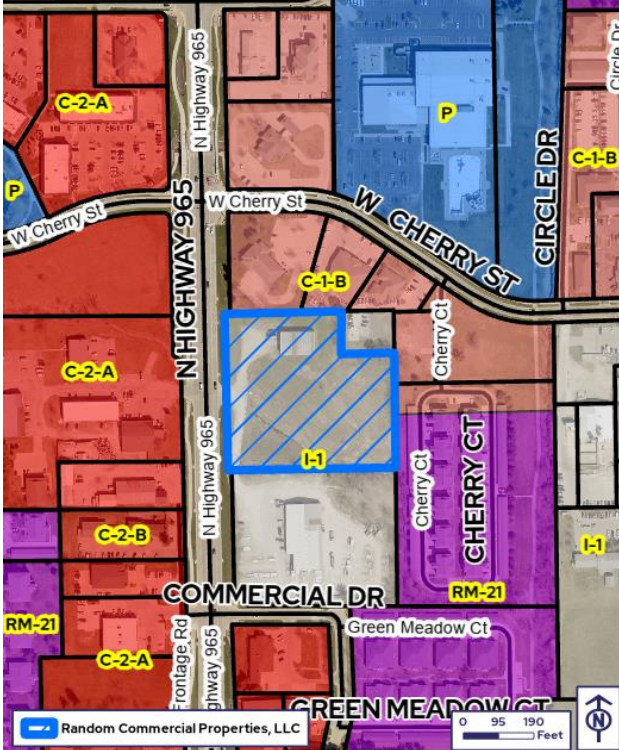
2. Current and Proposed Zoning:

Current Zoning

I-1 Light Industrial District. The I-1 District is intended to provide for the development of modern landscaped light-industrial and commercial establishments which have negligible impacts upon areas outside of the zoned district, and seek a hazard-and nuisance-free environment. The district is intended to provide for manufacture, assembly, fabrication, storage, and/or processing of goods listed for the location of compatible uses.

Proposed Zoning

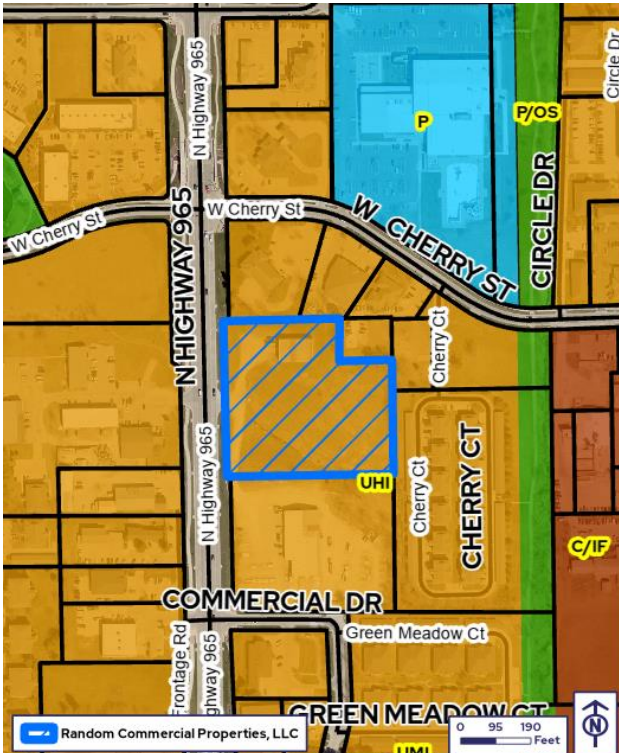
C-3 Higher-Intensity Commercial District. The C-3 District is intended to accommodate higher-intensity commercial development that serves both local and regional markets. The C-3 District addresses medium and large-scale development that may generate considerable traffic and typically requires significant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



3. Comprehensive Plan

Future Land Use Map designation

UHI Urban High Intensity. The current I-1 zoning is not consistent with the UHI Land Use designation, however, the C-3 zoning would be consistent with UHI.



Urban High Intensity Description

These areas have increased economic activity and a higher frequency of diverse and complementary uses. High-intensity areas include more urban services with a horizontal and vertical mix of high-density residential uses and community to regional commercial uses of compatible densities and scales.

Residential

Developments have more focus on non-residential buildings but still offer residential uses ranging from townhomes and apartments. Mixing residential with commercial uses on the same site is encouraged when feasible from a design and market capitalization standpoint.

Form and Features

- » Aggregate development density at 14+ units per acre at sites with direct access to major arterial and collector streets. Development should avoid the creation of isolated multi-family development.
- » Edges of UHI residential developments transition to lower intensity uses or buffer from industrial/commercial uses through design, landscaping, and buffering.

Non-Residential

More prevalent and focus in the UHI district that can include larger offices, medical buildings, commercial, and larger institutional uses such as places of worship, community centers, and indoor recreation.

4. Public Input:

Good neighbor meetings are not required with City-initiated rezonings. Mailed notice (certified and regular) of the proposed rezoning was sent to the property owner listed in public records.

Figure 3.4: Land Use Compatibility

TRADITIONAL LAND USES	AGRICULTURE (AG)	URBAN RESERVE (UR)	URBAN LOW INTENSITY (ULI)	URBAN MEDIUM INTENSITY (UMI)	URBAN HIGH INTENSITY (UHI)	COMMERCIAL/ INDUSTRIAL FLEX (FLX)	PUBLIC AND SEMI PUBLIC (PUB)	PARK AND OPEN SPACE (P, OS)
Agriculture	●	●						○
Rural residential		●						
Low-density residential			●	○				
Medium-density residential			●	●	○			
High-density residential				●	●	○		
Rural commercial		●						
Neighborhood commercial			○	●	●	●		
Community commercial				○	●	●		
Regional commercial					○	●		
Low/medium intensity office			○	○	●	●		
High-intensity office				○	●	●		
Limited industrial		○			●	●		
Heavy industrial						○		
Parks and civic uses	●	●	●	●	●	○	●	●
Major public/civic facilities					○			○
Residential density range (du/A*)	≤40	≤40	3-8	7-14	14+	14+	NA	NA

● Permitted ○ Permitted with special review
*Dwelling Units per Acre

The C-3 zoning was selected because it is the highest intensity commercial district.

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 zoning would be compatible with the area.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zoning 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 zoning 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.

There are several permitted uses listed in the I-1 district. However, a consistency review of any use with the Comprehensive Plan must be performed. For example, a retail goods establishment is listed as a permitted use within the I-1 District. That use would be appropriate if developed in accordance with commercial design standards.

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

It is staff's opinion that the proposed zoning would not create any nonconformities.

6. Additional Considerations:

The development and adoption of Connected to Tomorrow was a yearlong effort, which was the result of substantial input. The Plan identifies a shared vision and set of goals for the community based on a series of public discussions and community needs. Much like the 2013 plan, the 2022 comprehensive plan serves three primary roles:

- A Shared Vision for the Future. Comprehensive planning provides an opportunity for residents to create a shared vision for their community. Residents and City Staff identified issues and opportunities for North Liberty's land use, infrastructure, public facilities, natural resources, and more. These findings create a vision and set public priorities.
- Guidance for Decision-Makers. The plan serves as a guide for City Staff, the Planning Commission, City Council, and other City boards and commissions as they set policy, make public investments, and deliberate land use decisions.
- Legal Basis for Land Use Regulations. The Code of Iowa allows cities to adopt land use regulations, such as zoning and subdivision ordinances, to promote the "health, safety, morals or general welfare of the community." These regulations govern how to develop land within the city and its extraterritorial jurisdiction. Land use regulations recognize that people live cooperatively and have certain responsibilities to coordinate and harmonize private property uses. Connected to Tomorrow provides a legal basis for these regulations.

The adoption of Connected to Tomorrow is a directive to align the Zoning Ordinance and Map with the comprehensive plan. To quote the Plan, "Policymakers, most notably the City Council and Planning and Zoning Commission, will help set the course to realize this plan. These are the bodies to create and administer the policies that shape development in North Liberty. The plan should be a reliable guide to help with decisions related to large-scale policies and individual projects."

7. Staff Recommendation:

Finding:

1. The rezoning request from I-1 Light Industrial District 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 I-1 Light Industrial District to C-3 Higher-Intensity Commercial District on approximately 4.0 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. 2023-16

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM I-1 LIGHT INDUSTRIAL 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 4.0 acres, more or less, as C-3 Higher-Intensity Commercial District for property particularly described as follows:

Lot 1, Lindner First Addition, North Liberty, Johnson County, Iowa according to the plat thereof recorded in Book 32, Page 329, Plat Records of Johnson County, Iowa;

SECTION 2. CONDITIONS IMPOSED. At the April 18, 2023, 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 May 9, 2023.
Second reading on May 23, 2023.
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. 2023-16 in *The Gazette* on the ____ of _____, 2023.

TRACEY MULCAHEY, CITY CLERK



**City Initiated Rezoning –
Stephen M. & Debra B.
Carneol**



April 18, 2023

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

Re: Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately .37 acres, from I-1 Light Industrial District to C-1-B General Commercial District on property located south of West Cherry Street approximately 300 feet east of North Highway 965/Ranshaw Way (Also Known As 445 West Cherry Street).

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its April 18, 2023 meeting. The Planning Commission took the following action:

Finding:

1. The rezoning request from I-1 Light Industrial District to C-1-B General 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 request for zoning map amendment (rezoning) from I-1 Light Industrial District to C-1-B General Commercial District on approximately .37 acres to the City Council with a recommendation for approval.

The vote for approval was 4-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **April 14, 2023**
Re **Request of the City of North Liberty for a zoning map amendment (rezoning) on approximately .37 acres, from I-1 Light Industrial District to C-1-B General Commercial District on property located south of West Cherry Street approximately 300 feet east of North Highway 965/Ranshaw Way (Also Known As 445 West Cherry Street).**

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

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

1. Request Summary:

This is a City-initiated rezoning to achieve consistency with the new Comprehensive Plan Connected to Tomorrow, which was adopted by City Council on February 28, 2023.

Section 165.09(2) of the North Liberty Code of Ordinances reads, "Initiation. The City or a property owner in the City, or person expressly authorized in writing by the property owner, may propose a zoning text or map amendment."

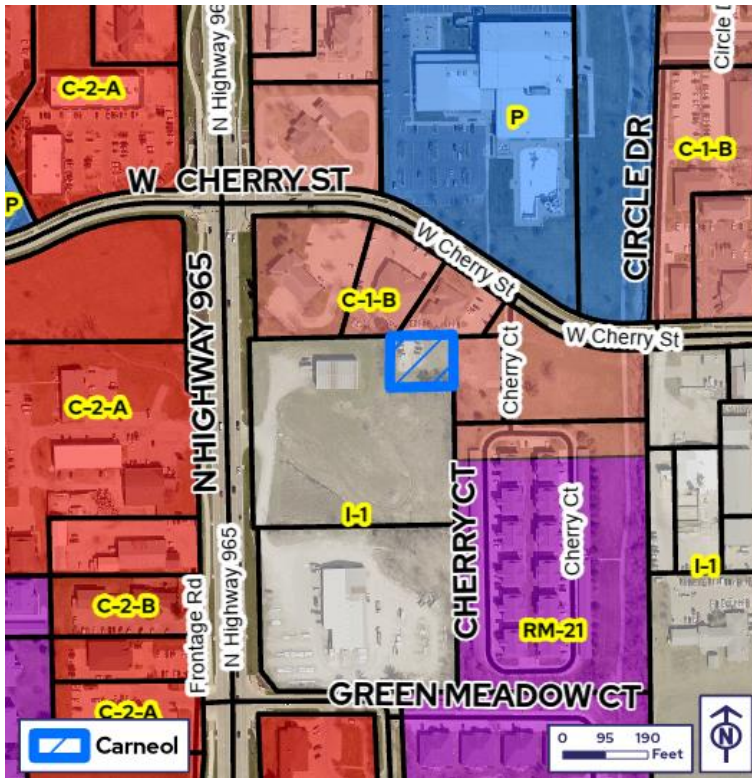
2. Current and Proposed Zoning:

Current Zoning

I-1 Light Industrial District. The I-1 District is intended to provide for the development of modern landscaped light-industrial and commercial establishments which have negligible impacts upon areas outside of the zoned district, and seek a hazard-and nuisance-free environment. The district is intended to provide for manufacture, assembly, fabrication, storage, and/or processing of goods listed for the location of compatible uses.

Proposed Zoning

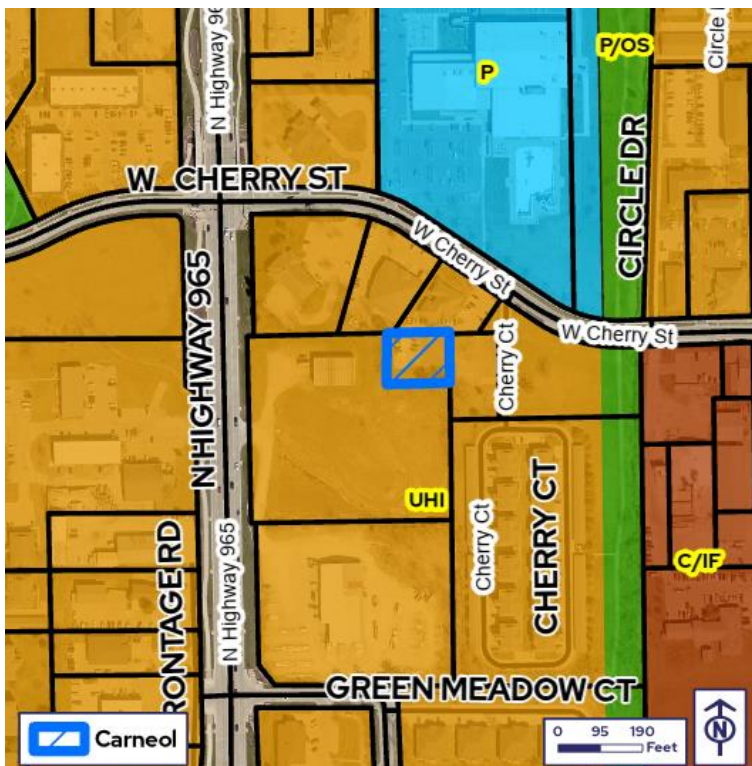
C-1-B General Commercial District. The C-1-B District is intended to provide for the uses established under the C-1-A Central Commercial District and other commercial uses which due to space requirements and the nature of operations are not suitable for location within a compact central commercial center. Setback and yard requirements are greater than under the C-1-A Central Commercial District.



3. Comprehensive Plan

Future Land Use Map designation

UHI Urban High Intensity. The current I-1 zoning is not consistent with the UHI Land Use designation, however, the C-1-B zoning would be consistent with UHI.



Urban High Intensity Description

These areas have increased economic activity and a higher frequency of diverse and complementary uses. High-intensity areas include more urban services with a horizontal and vertical mix of high-density residential uses and community to regional commercial uses of compatible densities and scales.

Residential

Developments have more focus on non-residential buildings but still offer residential uses ranging from townhomes and apartments. Mixing residential with commercial uses on the same site is encouraged when feasible from a design and market capitalization standpoint.

Form and Features

- » Aggregate development density at 14+ units per acre at sites with direct access to major arterial and collector streets. Development should avoid the creation of isolated multi-family development.
- » Edges of UHI residential developments transition to lower intensity uses or buffer from industrial/commercial uses through design, landscaping, and buffering.

Non-Residential

More prevalent and focus in the UHI district that can include larger offices, medical buildings, commercial, and larger institutional uses such as places of worship, community centers, and indoor recreation.

4. Public Input:

Good neighbor meetings are not required with City-initiated rezonings. Mailed notice (certified and regular) of the proposed rezoning was sent to the property owner listed in public records.

Figure 3.4: Land Use Compatibility

TRADITIONAL LAND USES	AGRICULTURE (AG)	URBAN RESERVE (UR)	URBAN LOW INTENSITY (ULI)	URBAN MEDIUM INTENSITY (UMI)	URBAN HIGH INTENSITY (UHI)	COMMERCIAL/ INDUSTRIAL FLEX (FLX)	PUBLIC AND SEMI PUBLIC (PUB)	PARK AND OPEN SPACE (P, OS)
Agriculture	●	●						○
Rural residential		●						
Low-density residential			●	○				
Medium-density residential			●	●	○			
High-density residential				●	●	○		
Rural commercial		●						
Neighborhood commercial			○	●	●	●		
Community commercial				○	●	●		
Regional commercial					○	●		
Low/medium intensity office			○	○	●	●		
High-intensity office				○	●	●		
Limited industrial		○			●	●		
Heavy industrial						○		
Parks and civic uses	●	●	●	●	●	○	●	●
Major public/civic facilities					○			○
Residential density range (du/A*)	≤40	≤40	3-8	7-14	14+	14+	NA	NA

● Permitted ○ Permitted with special review
*Dwelling Units per Acre

The C-1-B zoning was selected due to the adjacent property under common ownership (North Liberty Dental) being zoned C-1-B.

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 zoning would be compatible with the area.

(c) The compatibility with established neighborhood character.

It is staff's opinion that the proposed zoning 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 zoning 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.

There are several permitted uses listed in the I-1 district. However, a consistency review of any use with the Comprehensive Plan must be performed. For example, a retail goods establishment is listed as a permitted use within the I-1 District. That use would be appropriate if developed in accordance with commercial design standards.

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

It is staff's opinion that the proposed zoning would not create any nonconformities.

6. Additional Considerations:

The development and adoption of Connected to Tomorrow was a yearlong effort, which was the result of substantial input. The Plan identifies a shared vision and set of goals for the community based on a series of public discussions and community needs. Much like the 2013 plan, the 2022 comprehensive plan serves three primary roles:

- A Shared Vision for the Future. Comprehensive planning provides an opportunity for residents to create a shared vision for their community. Residents and City Staff identified issues and opportunities for North Liberty's land use, infrastructure, public facilities, natural resources, and more. These findings create a vision and set public priorities.
- Guidance for Decision-Makers. The plan serves as a guide for City Staff, the Planning Commission, City Council, and other City boards and commissions as they set policy, make public investments, and deliberate land use decisions.
- Legal Basis for Land Use Regulations. The Code of Iowa allows cities to adopt land use regulations, such as zoning and subdivision ordinances, to promote the "health, safety, morals or general welfare of the community." These regulations govern how to develop land within the city and its extraterritorial jurisdiction. Land use regulations recognize that people live cooperatively and have certain responsibilities to coordinate and harmonize private property uses. Connected to Tomorrow provides a legal basis for these regulations.

The adoption of Connected to Tomorrow is a directive to align the Zoning Ordinance and Map with the comprehensive plan. To quote the Plan, "Policymakers, most notably the City Council and Planning and Zoning Commission, will help set the course to realize this plan. These are the bodies to create and administer the policies that shape development in North Liberty. The plan should be a reliable guide to help with decisions related to large-scale policies and individual projects."

7. Staff Recommendation:

Finding:

1. The rezoning request from I-1 Light Industrial District to C-1-B General 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 I-1 Light Industrial District to C-1-B General Commercial District on approximately .37 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. 2023-17

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM I-1 LIGHT INDUSTRIAL DISTRICT TO C-1-B GENERAL 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 0.37 acres, more or less, as C-1-B General Commercial District for property particularly described as follows:

Lot 2, Lindner First Addition, North Liberty, Johnson County, Iowa according to the plat thereof recorded in Book 32, Page 329, Plat Records of Johnson County, Iowa;

SECTION 2. CONDITIONS IMPOSED. At the April 18, 2023, 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 May 9, 2023.
Second reading on May 23, 2023.
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. 2023-17 in *The Gazette* on the ____ of _____, 2023.

TRACEY MULCAHEY, CITY CLERK



Additional Information



To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **6/7/2023**
Re **Monthly Report**

May Permits:

96 permits were issued in May with an estimated construction value of 28 million dollars. Five new housing permits were issued with construction value of 17 million dollars. Staff completed 331 inspections during the month of May.

Rental/Code Compliance Cases:

Six new rental permit applications were received in May. Nine compliance cases were processed in May.

Certificate of Occupancy

Certificate of occupancy and rental permit were released for the Penn Street Place apartment building project. Field Day Brewery received a temporary certificate of occupancy for the brewery portion of the building.



Penn Street Place



Field Day Brewery Equipment

May Permit Tally Report

Permit Type		Construction Value	Total Fees
Group:			
Group: Accessory Structure			
		\$7,500.00	\$0.00
			Group Total: 2
Group: Automatic Fire Sprinkler System			
		\$326,990.00	\$0.00
			Group Total: 4
Group: Commercial Alteration			
		\$170,000.00	\$1,846.25
			Group Total: 3
Group: Construction Site Plan			
		\$0.00	
			Group Total: 1
Group: Construction Site Runoff			
		\$151,000.00	\$150.00
			Group Total: 1
Group: Deck			
		\$68,339.37	\$731.19
			Group Total: 7
Group: Driveway			
		\$8,500.00	\$50.00
			Group Total: 2
Group: Fence			
		\$52,258.53	\$400.00
			Group Total: 16
Group: Fire Alarm & Detection Equipment			
		\$988.47	\$0.00
			Group Total: 2
Group: Fire Protection System			
		\$230,000.00	\$0.00
			Group Total: 2
Group: Mechanical Electrical Plumbing (MEP)			
		\$120,757.00	\$558.10
			Group Total: 16
Group: New Commercial			
		\$8,732,000.00	\$43,461.57
			Group Total: 2
Group: New Multi-Family Dwelling			
		\$15,788,444.00	\$120,447.76
			Group Total: 2
Group: New Single Family Dwelling			
		\$499,999.00	\$4,171.74
			Group Total: 1
Group: New Townhouse			
		\$489,000.00	\$6,403.65
			Group Total: 3
Group: Operational- Flammable and Combustible Liquid Storage			
		\$0.00	\$50.00
			Group Total: 1
Group: Patio			
		\$4,250.00	\$0.00

Group Total: 2

Group: Permanent Sign

		\$7,835.00	\$50.00
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Group Total: 1

Group: Rental

		\$200,000.00	\$500.00
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Group Total: 6

Group: Residential Addition

		\$227,000.00	\$2,138.70
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Group Total: 2

Group: Residential Alteration

		\$47,574.00	\$515.32
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Group Total: 4

Group: Retail Sales of Fireworks - Temporary Structures

		\$0.00	\$400.00
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Group Total: 2

Group: Right of Way

		\$762,000.00	\$48.50
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Group Total: 3

Group: Sidewalk

		\$5,000.00	\$25.00
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Group Total: 1

Group: Sign

		\$7,034.00	\$200.00
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Group Total: 4

Group: Swimming pools, spas and hot tubs

		\$1,650.00	\$46.38
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Group Total: 3

Group: Urban Chickens

		\$435.00	\$120.00
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Group Total: 1

Group: Zoning Certificate

		\$0.00	\$50.00
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Group Total: 2

		\$27,908,554.37	\$182,364.16
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Total Records: 96



Permit Summary Report Inspection Type

Inspection Date 01/01/2023 TO 05/31/2023

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row	Total
Inspection request	7	2	14	36	33	0	0	0	0	0	0	0		92
Re-inspection	33	32	35	55	40	0	0	0	0	0	0	0		195
1st SWPPP	0	4	6	7	2	0	0	0	0	0	0	0		19
Above Suspended Ceiling	0	1	0	0	3	0	0	0	0	0	0	0		4
Building Sewer	0	0	0	2	7	0	0	0	0	0	0	0		9
Commercial Final	4	1	1	0	5	0	0	0	0	0	0	0		11
Commercial Rough-In	1	1	2	0	4	0	0	0	0	0	0	0		8
Commercial Water Service	0	0	0	0	1	0	0	0	0	0	0	0		1
Deck, Porch, Sunroom Footings	1	3	4	7	11	0	0	0	0	0	0	0		26
Final	15	6	13	11	24	0	0	0	0	0	0	0		69
Fire - Automatic Sprinkler System	6	0	1	4	1	0	0	0	0	0	0	0		12
Fire - Compressed Gas Detection	0	0	0	0	2	0	0	0	0	0	0	0		2
Fire - Fire Alarm Installation	0	0	1	3	1	0	0	0	0	0	0	0		5
Fire - Fire Dept. Acceptance	0	0	2	2	1	0	0	0	0	0	0	0		5
Fire - LP-Gas (Temporary Installation)	0	0	1	2	0	0	0	0	0	0	0	0		3
Footings/Slabs	6	5	12	17	7	0	0	0	0	0	0	0		47
Foundation Dampproofing	0	1	8	6	5	0	0	0	0	0	0	0		20
Foundation Wall	1	3	7	7	7	0	0	0	0	0	0	0		25
Framing	2	0	0	0	0	0	0	0	0	0	0	0		2
Gas service release	14	10	12	10	19	0	0	0	0	0	0	0		65
Grading	0	3	6	6	3	0	0	0	0	0	0	0		18
Manufactured Home	3	2	1	2	2	0	0	0	0	0	0	0		10
Meeting	0	0	2	4	3	0	0	0	0	0	0	0		9
Non-Compliance Notice	0	0	0	0	1	0	0	0	0	0	0	0		1
Notice of Termination CSR	1	2	4	6	2	0	0	0	0	0	0	0		15
NPDES Quarterly Erosion Control Inspection	0	0	18	0	0	0	0	0	0	0	0	0		18
Other	2	1	1	1	0	0	0	0	0	0	0	0		5
Permanent Electric Service Release	0	9	16	15	21	0	0	0	0	0	0	0		61
Plumbing below slab	2	4	9	4	10	0	0	0	0	0	0	0		29
Rental	30	196	69	25	37	0	0	0	0	0	0	0		357
Residential final (New Construction)	1	7	10	6	12	0	0	0	0	0	0	0		36
Residential Photovoltaic (PV) Solar System	2	4	2	1	2	0	0	0	0	0	0	0		11
Residential Rough-in (New Construction)	0	8	10	6	12	0	0	0	0	0	0	0		36
Residential Sewer Service	0	5	7	6	4	0	0	0	0	0	0	0		22
Residential Water Service	0	7	9	7	4	0	0	0	0	0	0	0		27
Rough-in	3	2	5	3	4	0	0	0	0	0	0	0		17
Sidewalk Release	0	3	6	6	2	0	0	0	0	0	0	0		17
Sump Pump Discharge Line	0	2	10	6	12	0	0	0	0	0	0	0		30
Temporary Electric Service	2	2	7	7	4	0	0	0	0	0	0	0		22
Water Heater	1	1	1	2	1	0	0	0	0	0	0	0		6
Water Main and Appurtenance	0	0	0	2	1	0	0	0	0	0	0	0		3
Witness air pressure test and piping inspection	12	11	10	10	21	0	0	0	0	0	0	0		64
Totals:	149	338	322	294	331	0	0	0	0	0	0	0		1434



May Certificate of Occupancy Report

Applicant	Parcel Address	Project Description	Permit Type	Date C.O. Issued
Laurentha Horton	580 N Madison Ave	Cosmetology College	Zoning	5/30/2023
Tom & Kathy Stratton	795 W CHERRY ST	Moving fence to be on property line. East property line	Zoning	5/17/2023
Ashley Maiers	90 CIRCLE DR # 12	2023 Rental Permit	Residential Rental	5/22/2023
Munish Ashat	1255 Exchange St	2023 Rental Permit	Residential Rental	5/17/2023
Jarod and Shannon Webb	1142 Leann Cir	Black chain link fence	Zoning	5/9/2023
Vintage Estates of North Liberty	1211 Vintage Ln	Privacy Fence Installation	Zoning	5/10/2023
Hunter Hutchison	125 W Cherry St	4' black vinyl chain link fence in backyard	Zoning	5/8/2023
Huber Fencing	1760 DENISON AVE	Install 4' Black Chain Link fence to enclose back yard	Zoning	5/8/2023
Jeff Schott	1210 Vintage Ln	Install fence 4' chain link	Zoning	5/4/2023
Thomas Livingston	792 OAK TERRACE AVE	install of 4ft black chain link to enclose backyard	Zoning	5/5/2023
Sarah Simpson	685 Emily St	Urban Chicken Coop with 5 chickens	Zoning	5/11/2023
Michael Rundell	2270 West Lake Rd 302B	2023 Rental Permit	Residential Rental	5/3/2023
NATDANAI PUNNANITHINONT	725 S Alexander Way	Chain link fence	Zoning	5/8/2023
Madison and Cody Teich	790 Oak Terrace Ave	Install of 4ft black chain link to enclose	Zoning	5/3/2023
Abby Haywood	1285 Exchange St	2023 Rental Permit	Residential Rental	5/2/2023
Alejandro D Sanchez	925 Fairview Ln	I am going to extend my backyard fence to	Zoning	5/2/2023
Nikki Chapman	900 W Penn St	Reface canopy sign	Zoning	5/1/2023
Stanley Kacena	121 Golfview Ct	10x10 Outdoor storage shed kit	Zoning	5/3/2023
Lynnette Eriksen	307 Sugar Creek Ln	Extension of driveway (28' x 2'), Concrete	Zoning	5/9/2023

L & J Fencing	420 E Jefferson St	Fence	Zoning	5/4/2023
Sonia Reighard	740 COMMUNITY DR #A	Sign above main door	Zoning	5/11/2023
Mallory (Mimi) Griffith	1110 Leann Cir	4 Ft Chain Link Fence	Zoning	5/12/2023
EDUARDO PIEDRA	885 Prairie Ridge Rd	2023 Rental Permit	Residential Rental	5/11/2023
Dale Smith for Diamond Vogel Paint	2810 STONER CT UNIT 4A	Retail Paint Store	Zoning	5/30/2023
Tonja Fortney	59 Golfview Ct	New Home Installation	Building	5/26/2023
Tonja Fortney	17 Golfview Ct	New Home	Building	5/25/2023
HAZA Bell of Nebraska LLC	1000 Liberty Way	Taco Bell Restaurant	Zoning	5/1/2023
David Hodge	1810 Bernardy Dr	Townhome with attached garage	Building	5/31/2023
David Hodge	1800 Bernardy Dr	Townhome with attached garage	Building	5/31/2023
David Hodge	1760 Bernardy Dr	Townhome with attached garage	Building	5/24/2023
David Hodge	1750 Bernardy Dr	Townhome with attached garage	Building	5/16/2023
David Hodge	1740 Bernardy Dr	Townhome with attached garage	Building	5/16/2023
David Hodge	1720 Bernardy Dr	Townhome with attached garage	Building	5/16/2023
David Hodge	1710 Bernardy Dr	Townhome with attached garage	Building	5/16/2023
David Hodge	1700 Bernardy Dr	Townhome with attached garage	Building	5/16/2023
Caleb Shield	779 Clover Hill Dr	4 bed, 3 bath, 2 car detached condo	Building	5/24/2023
Dream Builders of Iowa, LLC.	1235 Ogden Ln	New Construction of a Single Family Home	Building	5/19/2023
Caleb Shield	787 Brook Ridge Ave	Single story duplex	Building	5/22/2023
Caleb Shield	785 Brook Ridge Ave	Single story duplex	Building	5/23/2023
Caleb Shield	1820 Denison Ave	New 5 bedroom 3 bath ranch	Building	5/24/2023
Hodge Construction - Keith Edwards	925 Liberty Way	Brewery	Building	5/12/2023

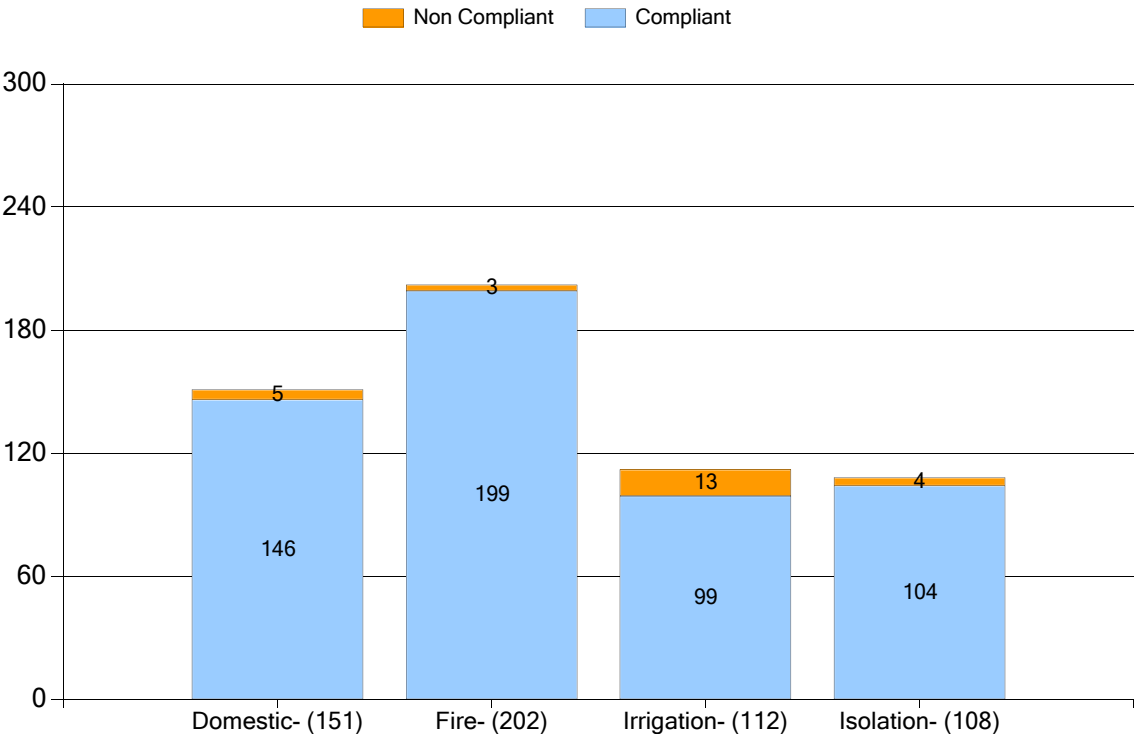
Michael P. Vogt	755 Community Drive	52 Unit Multifamily Building	Building	5/23/2023

Code Compliance Report

05/01/2023 - 05/31/2023

Case Date	Case #	Complaint	Reporting Code
5/17/2023	20230023	Storage of Junk and Junk Vehicles	Zoning Code
5/18/2023	20230024	Dead trees, dead tree and brush piles, tree trimming on property	Nuisance
5/22/2023	20230026	Uncut weeds and grass	Nuisance
5/22/2023	20230027	uncut weeds and grass	Nuisance
5/24/2023	20230028	Has a Building Permit for a deck addition? Looks like a new driveway addition too. I'm worried about the wind picking up an add on rood that that questionable 4"x4" point loads on existing handrail cap.	Building Code
5/30/2023	20230029	uncut weeds and grass	Nuisance
5/30/2023	20230030	uncut weeds and grass	Nuisance
5/30/2023	20230031	uncut weeds and grass	Nuisance
5/30/2023	20230032	uncut weeds and grass	Nuisance

Breakdown of Backflow Preventer Compliance



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



To **Mayor, City Council, Communications Advisory Commission**
CC **City Administrator Ryan Heiar**
From **Communications Director Nick Bergus**
Date **June 1, 2023**
Re **Communications Staff Report**

City Slate

The City Slate picked up in May with the execution of three events (Remarkable Rigs on May 13, Playground Crawl on May 20, Summer Reading Program Kick-Off Party on May 24) and planning for another 11 in June (Ranshaw House Concerts June 2, 9, 16, 23 and 30; Free Fishing with TAKO and Let Love Fly on June 3; Swimming Storytime on June 16; Camp North Liberty overnight on June 23, Swim with Princesses on June 25; Joyriders Jubilee on June 30).

The weather cooperated for all three May events, though Remarkable Rigs just avoided a downpour, with an estimated 1,500 total attendees. Details for events will be available at northlibertyiowa.org/cityslate.

Blues & BBQ

In May continued planned for the July 8 event, meeting with the committee members, food vendors and the production teams, and we worked on marketing and volunteer recruitment throughout the month. Fundraising was completed, and is at the highest level ever, to offset continued increased costs. We've added a VIP package (it includes reserved parking, drink and food tickets and merchandise) for some additional revenue in a way that we hope is mostly invisible to other guests in the spirit of the community festival. Pig & Pint Prelude tickets are available through June as well. Details are available at northlibertyblues.org.

Ranshaw House

The space continues to be actively used, with additional use from the Iowa City Senior Center in May and planned use for a Juneteenth program in June, in addition to the other continued uses. Micah and Nick hosted local social service agencies over lunch on May 30 to show them the space and encourage its use. Representatives from 4Cs, Community Foundation Johnson County, CommUnity, North Liberty Community Pantry, Center for Worker Justice, Big Brothers/Big Sisters and other local agencies attended. Feedback was positive.

Bike Month

We promoted a pair of bike-related events (Spokes & Scoops and a bike rodeo) and put together a fun campaign for Bike to Work Week with city staff posing with their bikes (or unicycle) at work. The events attracted 160 people and showcased our newest bike infrastructure.

Youth Council

The youth council has decided it would like to continue meeting over the summer, which is a great sign. Applications for the second cohort, which starts this fall, is now open, with applications due June 23. We're tweaking the program a little for the fall by meeting twice a month earlier after school, intentionally shrinking the group's size to 8 to 12 people and adopting some of the dynamics of the Business Partnership's Community Leadership Program. As we planned from the beginning, current councilors are reapplying as a way to make sure it's a good fit.

Building North Liberty's Next Stage

Staff continued to work on the Next Stage. Centennial Park now has an information sign, we've streamlined our giving process, we're finding a variety of opportunities to highlight the project and get folks involved. With an approved phasing plan, we're able to answer more questions and get to work on design.

Other Items

Staff volunteered with the North Liberty Community Pantry, Englert Theatre, Bike Iowa City, Johnson County Successful Aging Policy Board, United Action for Youth and worked with other local initiatives and non-profits.

We produced the City Council meeting and submitted it to the Iowa City government channel and produced several podcasts for the library in addition to 52317 episodes.

We engaged local media for Blues & BBQ, private development and other news.

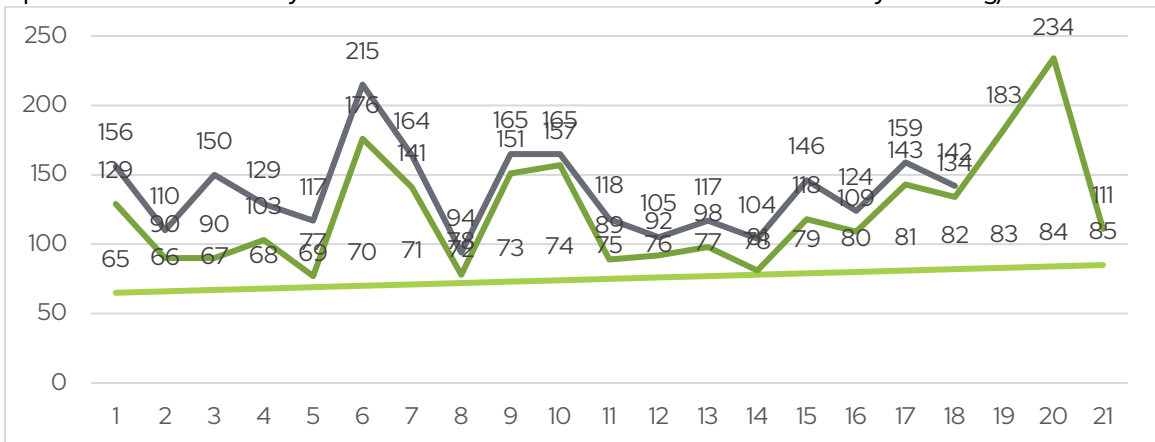
We posted news releases about events, youth council, road work, outdoor pool, summer activities, live music, Juneteenth, the new homestead tax exemption for those 65 and older and more.

Completed Videos

Title	Requested By	Completed	Duration
Eye on: City Engineer Retirement	Communications	May 2	0:12
Social: City Slate Q1	Communications	May 4	0:01
Parks & Recreation Commission	Administration	May 4	0:45
Blues & BBQ ad	Communications	May 5	0:01
City Council	Administration	May 9	0:38
Library Board of Trustees	Administrations	May 15	0:54
Eye on: City Slate	Communications	May 18	0:03
City Council	Administration	April 25	1:11
Total completed productions: 8	Duration of new video: 3.75 hours		

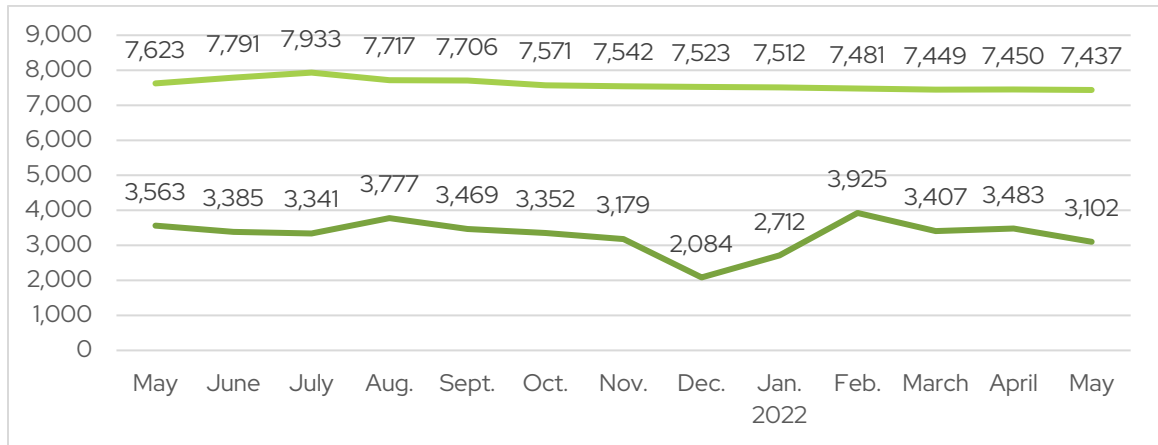
52317 Podcast

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 and 90 days of publication. Numbers are as reported by service provider LibSyn as of the date of this report.

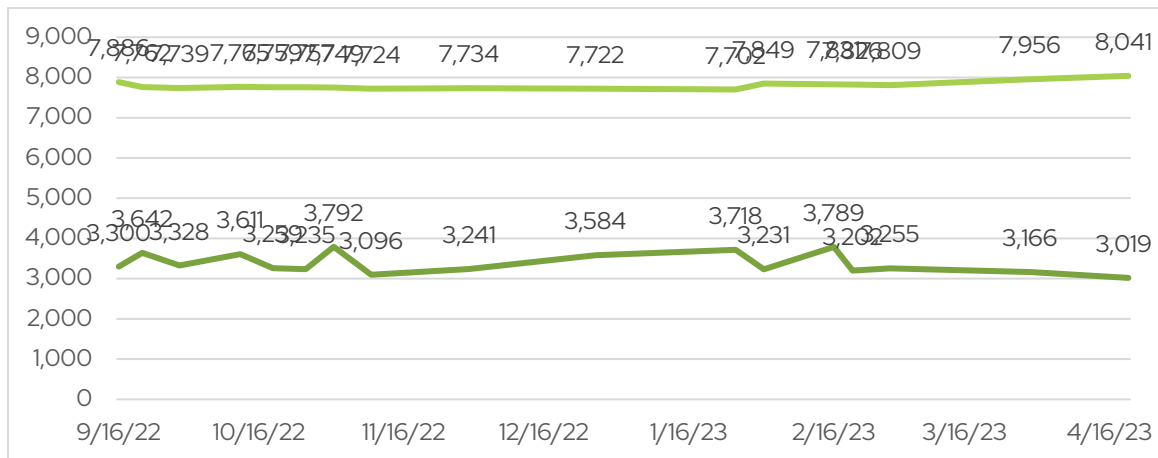
North Liberty Bulletin Email Newsletters



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.

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
May 2023	36,029	24,207	108,993
April 2023	32,588	24,857	60,148
March 2023	33,771	26,678	61,955
Feb 2023	31,173	25,273	54,240
Jan 2023	31,768	24,915	57,610
Dec 2022	23,328	18,270	45,983
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

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		Instagram	Nextdoor
	New follows	Reach	Followers	Members
May	195	102,109	3,035	5,999
April	144	118,294	2,994	5,945
March	92	41,370	2,977	5,937
Feb	110	49,514	2,952	5,916
Jan 2023	59	46,763	2,919	5,890
Dec	54	25,825	2,890	5,847
Nov	64	35,617	2,862	5,807
Oct	91	25,561	2,840	5,789
Sept	50	23,333	2,828	5,741
Aug	93	36,131	2,815	5,713
July	121	83,190	2,764	5,645
June	114	31,235	2,738	5,617
May	122	33,811	2,712	5,585

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.



Spokes & Scoops brought more than 80 cyclists out to use our bike infrastructure (and eat ice cream, obv.)



Jillian helped organize a visit by Christine Grant first graders with the Fire, Police and Parks departments. Fire had to respond to a call mid-visit, which was very exciting.



Remarkable Rigs showed off our public works and other teams with lots of hands-on fun. Stormwater Coordinator Mike Wolfe brought out the trailer and robot he uses to look at our storm water infrastructure.



The Playground Crawl hosted activities at five playgrounds, inviting the community to discover hidden gems and play at old favorites.



We hosted social service agencies at the Ranshaw House to encourage them to think about how they might find the space useful. One proposed a service fair, which we'd like to do as part of a public open house perhaps connected to Neighbors & Flavors and Welcoming Week.



TO: Ryan Heiar, City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE: June 6, 2023
SUBJECT: Monthly Library Report

Library News

The Flamingo Flocking fund-raiser raised over \$1000 for the library's Endowment. We are pleased that the endowment has continued to grow in the eight years since it was started with \$11,000 to over \$60,000.

We are thrilled to have received a Johnson County Quality of Life grant for \$1500.00 in May that will help the North Liberty Community Center become sensory inclusive certified through [Kulture City](#). The certification requires that both library and recreation staff take the training and then we're provided with continuous training and materials. Being certified allows us to better serve everyone with sensory needs including military vets living with PTSD, adult with dementia, and others. This helps address barriers to accessibility and creates a more accepting and inclusive space. We'll be joining over 550 locations nationwide through the Kulture City certification program.

We've have some big staff changes taking place. Several of our talented part-time team are moving out of town for other opportunities and grad school so we've been busy interviewing candidates to fill those positions. We'll be hiring five total part-time staff and getting them trained in the next few weeks while juggling a busy summer schedule. Our amazing Youth & Teen Services Librarian, Erin, is also leaving us this month. She will be moving out of state so we have that position posted and will be working to get that filled. We wish Erin well in her new endeavors even while we are very sad to see her go.

Summer reading is underway. The kickoff party held at the end of May drew 400 attendees. Summer is always busy at the library and this year is no exception. We'll offer programming throughout the summer most days of the week. The library also took a more active role in oversight of the summer lunch program this year with the youth services staff collaborating with Micah, the Outreach and Equity Coordinator for North Liberty. One of our staff, Corrie, who is assistant adult services librarian, is training this year to assume a more permanent role to coordinate the summer lunch program going forward.

North Liberty Library was featured in a new online publication this month. I had the opportunity to interview for the piece along with a colleague, Tyler Hahn, from Cherokee Public Library for this [article](#) in *Barn Raiser* centering on small and rural libraries' services and access.

The Friends Book Sale starts today. You can support the Friends of the Library by stopping in and purchasing some books. This is always a good fund-raiser for the Friends and they are expanding this year to host a second book sale in the fall.

Pollinators, flower picking, and Play are all part of the enjoyment with the community garden outside the library this summer. We purchased new steel beds as the old wooden ones were beginning to rot.

- One garden has bee balm, milkweed, and pollinator attracting flowers as it has the past couple of years.
- The middle bed, hasn't been planted yet, but will have a variety of cutting flowers that attract pollinators but folks are welcome to pick once in bloom. This garden will also have the Leafcutter Bee house. These bees are super pollinators and are considered very gentle. We shouldn't have trouble with folks getting stung but do encourage anyone who is allergic to bees to act with caution. *More info about the bees can be found on our blog linked above.
- The newest garden bed, closest to the playground has been designated as a Play Garden. Kids can play dig and enjoy as they wish. There are dino "fossils" and gemstones buried in the soil and wood chips. Kids and families have already been making great use of the new attraction.



Scroll for program highlights.



Banned books staff tees thanks to the generosity of Friends of the Library.



A blustery April day for the Kites for Kids program didn't deter crowds from coming out (right).



Playful Parenting workshops continue to be very popular. Families are encouraged to play together and learn (left)



Puzzles are set out in the library for community puzzling. This patron is one of our regulars.

Families enjoyed a performance by the University of Iowa Steel Drum Bank





Foam party, ball pits, balloon chase, ice cream, crafts, and all the fun kicking off the summer reading program on the Ranshaw House lawn, Check out the smiles!





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

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

Date **June 1, 2023**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month. We repaired the soffit at the Ranshaw house and Quail Ridge Park shelter due to squirrels chewing through them. We also repaired a crack in the outdoor pool wall prior to Rec staff filling it with water.

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

We continue to pick up park/trail trash receptacles and pet waste stations as needed this month. Usage remains high due to residents getting out and utilizing our parks system.

We continue to maintain ball fields and facilities. Fields have been very busy during the week and on weekends with scheduled tournaments. Our sports field maintenance team continues to provide weekly field maintenance as well as soccer field maintenance and line painting.

Mowing and trimming continues. We mow approximately 275 acres weekly; some areas require a second weekly mowing.

Most of our staff time was spent on landscape maintenance this past month. This is the time of the year when weed pressure in our landscape areas require additional time and effort to maintain. The 92 planter boxes at Liberty Centre Pond have been planted with flowers and hand watered daily. Due to the lack of rain, we have begun weekly watering on all the new Ranshaw Way landscaping areas.

In addition to landscaping maintenance, Park staff cleaned up truck loads of cornstalks from many of our parks and ponds due to the storm and high wind event we had on May 7th.

Park Staff removed the old city logo from the West Penn Street welcome sign in preparation for the upcoming installation of the new city logo. If everything goes as planned, the project should be finished by mid-June.

I attended multiple meetings with Shive Hattery this past month. City Admin building construction, upcoming Penn Meadows Park north parking lot improvement project and Centennial Park "Next Stage" planning.

Park staff completed additional training requirements through Target Solutions as well as IAMU Chainsaw, brush cutter safety and Emergency Preparedness on May 9th.

I would like to thank Heritage Christian School and students for their service work completed in our parks on May 5th. Students & teachers assisted Parks Staff with mulching trees at Penn Meadows Park, Centennial Park and removing sticks and limbs at Cornerstone Park. Much appreciation goes out to the students & teachers for their “Service Day of Work”.

Assistant Parks Director Tim Hamer, hosted Grant Elementary 1st grade students on May 5th at Penn Meadows Park. Students asked questions and were given a brief snapshot of what we do here in the Parks Department. Everyone had a great time.

We installed the Liberty Centre Pond fountain and completed preventive maintenance to the waterfall area.

Parks staff completed preventive maintenance to the Penn Meadows Splash Pad in preparation of the Memorial Day Opening. Everything is working great.

Parks staff participated in the Remarkable Rigs event on May 13th. The kids enjoyed sitting on the equipment. We all had a great time showcasing our equipment.

Parks staff inspected and added new safety wood chips to our playground areas in preparation of the “Playground Crawl” event held on May 20th.

Planning and preparation continue for the July 8th Blues & BBQ celebration.



92 planter boxes planted with annual petunias at Liberty Centre Pond.



Ranshaw Way planter boxes planted with annuals and weekly watering of streetscapes.



Cornstalk debris clean-up at our Parks and Ponds from the May 7th storm.



Cornstalk debris clean-up at our Parks and Ponds from the May 7th storm.



West Penn Street Welcome Sign prep for new logo.



Penn Meadows Park splash pad and Liberty Centre Pond fountain start-up for the season.



Heritage Christian students "Service Day of Work" at Cornerstone Park.



Playground safety woodchips were added to many of our playgrounds in preparation of the “Playground Crawl” on May 20th.



Grant Elementary 1st grade Students learning about the Parks Department on May 5th.



Parks Department staff & equipment at the “Remarkable Rigs” event at Centennial Park.



North Liberty Police Monthly Report May 2023

Training:

- Members attended monthly Canine, Tactical Team, and Honor Guard Training (56 hours)
- One of our new hires, Jeff McVey attended a weeklong Community Intervention Techniques (CIT) that was designed specifically for Johnson County and our services. This is a departmental requirement for all new hires. (40 hours)
- All officers completed bi-annual firearm/range and annual Defensive Tactic training at the CR Police Range. (276 hours)
- Jordan Gallagher attended a defensive tactics instructor training course at ILEA. (40 hours)
- The Chief and the two Lieutenants attended the Iowa Police Chief's Conference in Coralville. (78 hours)
- Officer Spence Madole attended training in West Des Moines for a Course titled "Leading without Rank" hosted by the FBI. (8 hours)
- Investigator Gallagher attended the "New Investigator" training at Camp Dodge (40 hours).
- Investigator Gallagher attended a course on Animal Cruelty and Fighting Investigations (8 hours) in Davenport.
- Admin Lieutenant, Rueben Ross attended an online training for Supervising a Drug Unit, since he oversees the Drug Task Force Officer (3 hours).
- The cybercrimes investigator continues to work towards his certification to meet the requirements for Crimes against Children forensics investigations (120 hours). This is estimated to be a 5-month process to get his certification.
- The Chief attended a training session on High Risk/Liability courses through ICAP. Since we are not members of ICAP, this is provided as partners with the Iowa Police Chief's Association membership. (1 hour)

Traffic Contacts	393
Parking Contacts	64
Vehicle Inspections	15
Vehicle Unlocks	14
Crash Investigations	32
Public Assists	556
Assist other Agency	123
Crimes Against Persons Report	11
Crimes Against Property Report	20
Other Reports	32
Arrests	28
Warrants	2
Alcohol/Narcotics Charges	13
Crimes Against Persons Charges	7
Crimes Against Property Charges	3
Other Charges	13
Animal Calls	45
Total Calls for Service	2462
*Total Calls for Service for the year	10380

Public Relations:

- Our community outreach officer, Jordan Gallagher assisted with instructing the Johnson County CIT weeklong training at Grace Community Church. He will represent NLPD at this training moving forward.
- We hosted 3rd graders from Christine Grant Elementary and 2nd graders from Garner Elementary for a PD tour.
- Officers attended the Remarkable Rigs event to provide patrol car tours as well as attended the Playground Crawl.
- Liberty HS requested two officers to work prom and after prom party.
- Officers were requested to work traffic for a half marathon in town.
- Bike officers worked at the Spokes and Scoops bike ride event and with the bike rodeo at the rec center.
- Lt Rueben Ross taught ALICE and Active Shooter Survival Skills to the staff at Montessori School. He also held a planning session for teaching at Centro.

Equipment:

- Discovered the gate was not operational and followed up with the contractors as to why the power and data lines were cut. It has since been fixed and it is back in operation.
- Reconfiguration and reconstruction of the parking lot was completed. This was necessary for the work being done on the City Hall Project.

Enforcement/Crime:

- Officers located and charged an adult from Holiday Mobile Home Court for the graffiti that turned up earlier in the month around town.
- Worked on several traffic enforcement projects in town for complaints of speeding, running stop signs, and the Click It or Ticket GTSB campaign.
- To review any criminal complaints for the month [List of Criminal Complaints | Johnson County Iowa](#) or see North Liberty Calls for service go to [Joint Emergency Communications Center \(jecc-ema.org\)](#)

Department Admin:

- New hire, Zachary Jirak is starting his ILEA training May 1st and will return August 18th.
- Chief assisted with hiring interviews for the Johnson County Community Violence Director position. Once this person is selected, we will start a weekly book review of Bleeding Out from each member of the executive board.
- Patrol Lieutenant was asked to assist with the promotional interview for Sergeant and Lieutenant positions at Coralville Police Department.
- NLPD was represented at the Juvenile Diversion program, and School Board Substance Abuse Program committee meetings.
- One high school intern and a college Intern have started unpaid summer internships with the department.
- The records department continues to compile and work on the 2022 annual report. Like last year, it is in a magazine style format.
- Looking at possibly hiring a second Mental Health Liaison and having discussions with the region on what this would look like. Kieonna continues to stay busy in North Liberty with several follow-up calls each month.
- Continue to work on the UTV ordinance with staff and the UTV club. This should be ready next month for further review.
- The Chief attended the ILEA council meeting and had a representative attend the Chief's meeting and joint/special teams meeting with all administrators for Johnson County and the County Attorney's Office. This includes the DTF, Bomb Squad, Dive team, and Cybercrimes (JFACT).
- During the month we had a meeting with UAY directors on programs, diversion, and services they can provide families. The Chief also attended the Executive Board Meeting for the Iowa Police Chief's Association and the general membership meeting to provide the membership updates about ILEA.
- Lt Ross Represented NLPD with the Kirkwood Criminal Justice Advisory Annual Meeting to discuss issues and curriculum needs of area law enforcement.
- We were awarded another GTSB traffic enforcement Grant for \$20,200. This is for overtime enforcement and for Radar and PBT.

Respectfully Submitted by Chief Diane Venenga and Alisha Ruffcorn 6/6/2023



o **Park & Recreation Commission Board Members**
 CC **Mayor, City Council, City Administrator**
 From **Shelly Simpson**
 Date **May 31, 2023**
 Re **Monthly Report – May 2023**

May is the huge month of summer prep work which includes hiring summer staff, outdoor pool operations, summer camp and various upcoming special event planning.

Recdesk Database:

Reviewing our Recdesk database; we have 12,831 residents (61%) and 8,082 non-residents (39%) totaling 20,913 individuals. Increase of 271 from last month.

Aqua Programs:

Aqua classes continue with 69 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, Aqua Boot Camp and Easy Does It continue to be the most popular. Aqua Program revenues totaled \$1,786.

Swim Lessons:

Registration for summer swim lessons continues. Swim lesson revenues totaled \$3,146.50.

Leagues/Sports:

Various summer leagues will begin. Leagues revenues totaled \$1,860.

Recsters BASP Program:

BASP (May) numbers are AM – 13 participants, PM – 41 participants. Summer Camp preparations took place this month. Before & After School revenues this month totaled \$14,479.35.

Classes/Programs:

We had approximately 13 registered participants in various rec classes, plus daily drop-ins. Coordination, Balance, Strength, and Total Body Sculpt are popular. Tippi Toes Dance classes (June session) have 36 participants. Senior Connections Lunches served 96 meals for the month. Classes/Programs revenue totaled \$5,766.95.

Pools: Most staff time is spent on preparing the outdoor pool for opening. This month, Season Pool Pass revenues totaled \$10,772; Daily Pool Fees totaled \$7,424; Pool Rentals totaled \$2,125.71 and Concessions revenues totaled \$2,699.25.

Memorial Day Opening Weekend Summary:

	5/27	5/28	5/29	Total
Season Pool Passes	\$1,820	\$937	\$2,422	\$5,719
Daily Pool Fees	\$1201	\$1,749	\$2,835	\$5,785
Concessions	\$479	\$895	\$1,325	<u>\$2,699</u>
				\$13,663

Weight & Exercise Area / Track:

Weight fee revenues totaled \$11,467; Split membership revenues totaled \$6,432.

We had 2,951 active memberships for the month.

We had 1,185 point of sale transactions for the month.

Gymnasiums:

Gymnasium Rental revenues totaled \$1,365.54.

Rentals:

Community Center Rental revenues totaled \$4,112.71; Shelter rental revenues totaled \$342.50;

Field Rental revenues totaled \$9,592.

Revenues:

Revenues for this month (May1-30) totaled \$84,032.45.

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 **June 1, 2023**
Re **Street Department Staff Monthly Report for May**

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

- Locating of all City utilities (407 job tickets) ongoing
 - a. This is a decrease of 23% from May 2022
- Continued animal control services (7 responses to animal issues)
- Cemetery plot locates (12 in total)
- Projects/Meetings
 - a. North Ranshaw Way paved shoulder project
 - i. Pre-construction meeting
 - ii. Contractor completed project in 3 days
 - iii. Only remaining item is line painting that will be completed this summer
 - b. W Penn Street reconstruct (west of I380)
 - i. Continued design work and collaboration with Johnson Co Secondary Roads
 - c. New Subdivision Review
 - i. Staff walk through of new subdivisions Forevergreen Estates and Solomon Landing
- Training
 - a. Staff completed Chainsaw/Brush cutting training along with Emergency Preparedness training by IAMU
- Street sign repairs, replacement, and new installs
 - a. Windstorm on Sunday 5-7 damaged a number of signs and moved traffic cameras on poles
- Jaro Way house move
 - a. Continued working with contractor on requirements and details of move
 - b. Anticipated move date is 6-13-23
- Staff conducted monthly safety inspections for all street equipment and buildings
- Monthly warning siren testing in all 8 locations
- Keep Moving Forward Marathon
 - a. Staff worked traffic control for event on Sunday 5-7
- Staff participated in Remarkable Rigs event on Saturday 5-13
- Barricade placement for block party event on Hodge St
- Blues and BBQ banner installation on all roundabout locations and Ranshaw Way poles

- Streets
 - a. Street light repairs in multiple locations
 - b. Street painting of lines, symbols, and stop bars along Ranshaw Way, Kansas Ave, Forevergreen Rd, 240th St, Ashley Ct, and Lions Dr
 - c. Cold patching of potholes where needed
- Sanitary Sewer
 - a. Possible sewer back up on St. Andrews Dr. Investigated and determined it was private service line issues of property owner
 - b. Sewer backup on Juniper Ct area. Investigated and determined sewer main was plugged and affecting 55 Juniper St address. Crews immediately started jetting line at 11:00pm on 5-31 to open pipe up. Blockage was found to be large amounts of grease that had been dumped into the city sewer system. Crews spent the next 2 days jetting and vacing this area.
- Storm Sewer
 - a. Video inspection of Fox Run and Zeller/Elm Ridge storm pipes that had issues during last rain event
 - i. Fox Run pipe repaired and Zeller/Elm Ridge pipe will need to be bid out for repair
 - b. Vac out dry basin at Windsor Farms
 - c. Vac intake in Vandello subdivision
 - d. Removal of trees/debris along Scales Bend Rd and Ranshaw Way drainage locations
 - e. Mowing of city ROW and easements
- Harvest Estates cornstalk clean up
 - a. Crews spent 4 days helping residents in this area cleaning up large amounts of cornstalk debris blown into neighborhood from adjacent farm field during the high wind storm event on 5-7
 - b. Staff loaded and hauled 40 tandem dump truck loads of debris to public works campus that will be ground up with brush and tree pile
- Street sweeping operations completed
 - a. 36.02 Tons of debris swept up and hauled to the landfill costing \$1,801
 - b. This was the least tonnage amount and lowest cost dating back to 2016
 - c. Results of this where because of continued salt only use during the winters as well as a relatively light snow season





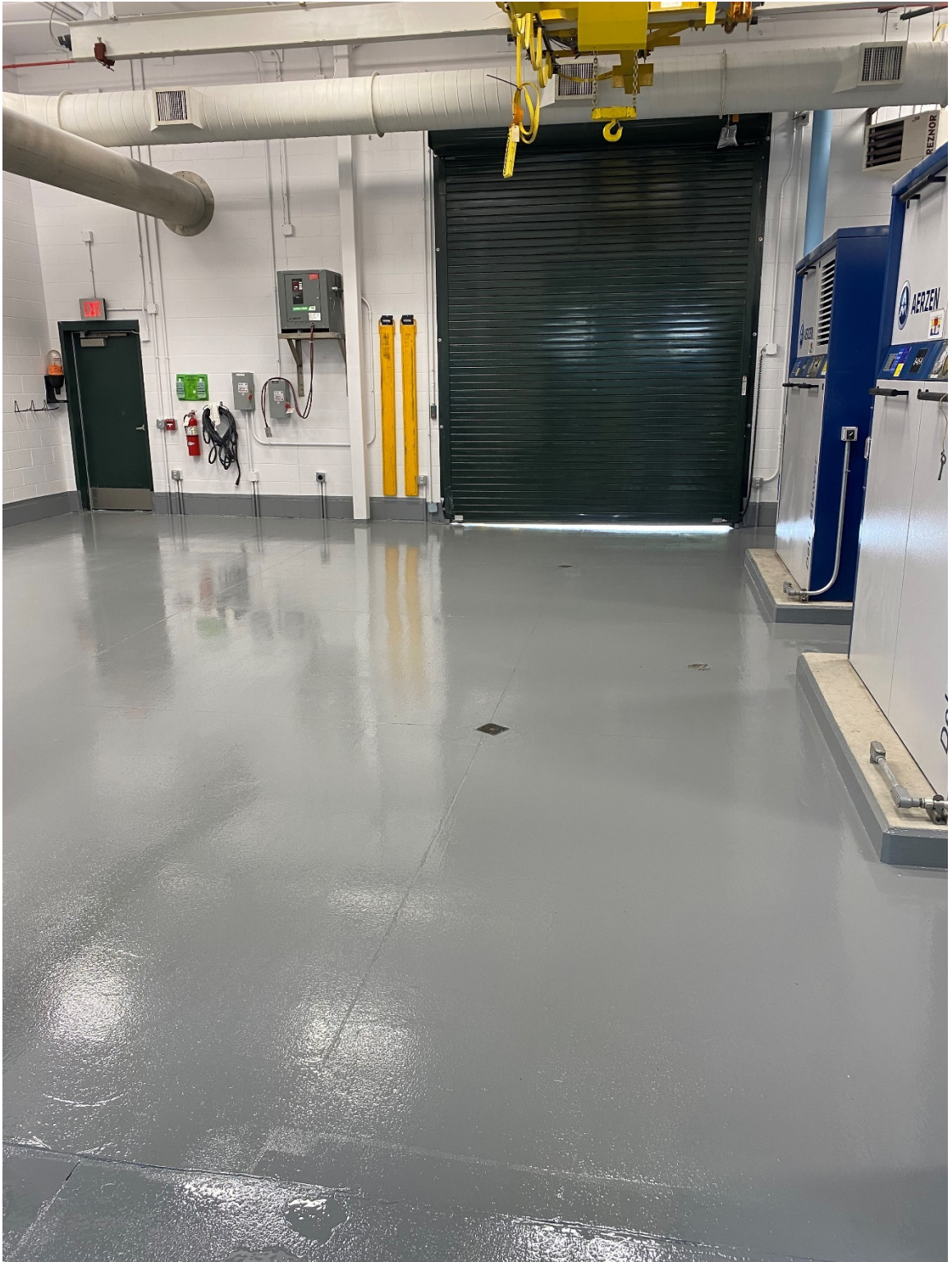




To **City Council, Mayor, and City Administrator**
From **Drew Lammers**
Date **June 1, 2023**
Re **May 2023 Water Pollution Control Plant (WPCP) Report**

1. All scheduled preventative maintenance at the plant and lift stations was completed. Staff stayed busy with numerous operational jobs throughout the month. Annual hoist inspections were completed for all plant and lift station hoists, cranes, and winches.
2. This month's staff safety meeting topic was Trenching and Shoring. Staff completed target solutions online and reviewed the topic as a group.
3. Maintenance staff pulled all lift station pumps for inspection and annual service. They flushed all wet wells and performed pump drawdowns so all pumping rate calculations could be adjusted if necessary. Staff also checked all control cabinet wiring for loose connections and corroded terminals. The new crane service truck provided a longer reach with additional capacity which made pumps easier and safer to remove and re-install. (Picture below)
4. Two presentations were given at an IAWEA Region 6 Conference on behalf of the North Liberty WPCP. One topic covered facility disaster mitigation and recovery which focused on steps we've taken and things we've learned from dealing with a flooded MBR building and an equipment fire in recent years. The second topic was related to wastewater surveillance testing and how this industry has improved and grown since COVID 19 as well as several of the new surveillance tracking options available today.
5. Painters have finished all recoating projects related to the blower fire repairs. This was the last of the mitigation from the blower fire. Final updates have been made to the insurance claim and submitted to EMC for reimbursements. Pictures of the repainted room and equipment are below.
6. City, Fox/Strand Engineers, and Shive Hattery Engineers met to discuss WPCP Facility Plan Updates for future treatment expansions. As the City continues to grow it is important to plan for future infrastructure and treatment improvements that can support the increased flows and loads that come along with growth. We are currently in a draft stage of the plan and have several options and details to discuss as we proceed to choose the best plan forward for the community.

Drew Lammers - WPCP Superintendent





Painted Floor and Equipment



Piping and Equipment Repainted



New Crane Truck Pulling Submersible Lift Station Pump (Cedar Springs)



To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **June 5, 2023**
Re **Monthly Report – May 2023**

In the month of May, we treated a total of 42,008,000 gallons of water, our average daily flow was 1,400,000 gallons, and our maximum daily flow was 1,967,000 gallons. The total amount of water used in the distribution system was about 6.65% higher than May 2022. The bulk water fill station continues to see an increase in use, last month we sold 333,350 gallons.

We have had a busy month with 9,182 accounts read, 59 re-reads, 162 service orders, 56 shut-offs, 57 re-connects for water service, 168 shut-off notices delivered, 25 new meter set inspections, 31-meter change outs, 4 MIU change outs, assisted 29 customers with data logging information, 106 calls for service, and 40 after hour or emergency calls. Our monthly total service work averaged 29 service orders per day.

We finished taking our latest round of UCMR5 (Unregulated Contaminants Monitoring Rule) samples for the EPA. EPA uses this information to develop regulatory decisions for contaminants in the public drinking water systems. The UCMR5 tested for 29 per- and polyfluoroalkyl substances (PFAS) and lithium analysis. These results will be included in the 2024 Consumer Confidence Report.

Maintenance staff spent several days pressure washing the membrane roof at the water plant. The roof had a heavy mildew buildup and had become slippery, we must walk across the roof for access to the aerator.

We've been working on repairing broken or misaligned water main line valve boxes. Staff were able to repair 19 valve boxes last month and have an additional 14 to repair. We'll be starting our valve exercising program in June.

Construction has been busy with several contractors needing to test newly installed water mains. The contractor working on Hays Lane ran into an issue with a water tap and needed the water main shutdown, that required additional testing to put the main back in service.

Staff has continued to work on our Lead and Copper inventory list, currently we have collected data on 6,256 properties and have 3,060 unknowns. We were able to identify 116 services in the month of May. As of the date of this report, I am not aware of any Lead service lines, and we have not found any connected to our distribution system.

Water Superintendent
Greg Metternich



Planning Commission
June 6, 2023
Council Chambers, 1 Quail Creek Circle

Call to Order

Chair Josey Bathke called the June 6, 2023 Planning Commission to order at 6:30 p.m. in the Council Chambers at 1 Quail Creek Circle. Commission members present: Barry A'Hearn, Josey Bathke, Sheila Geneser, Jason Heisler, and Dave Willer; absent: Patrick Staber and Brian Vincent.

Others present: Ryan Rusnak, Ryan Heiar, Grant Lientz, Josiah Bilskemper, Tracey Mulcahey, Ryan Vliek, Lacey Stutzman, Ryan Abraham, Carter Kurdlire, and other interested parties.

Approval of the Agenda

Heisler moved, Willer seconded to approve the agenda. The vote was all ayes. Agenda approved.

Aldi Preliminary Site Plan

Staff Presentation

Rusnak presented the request of Aldi, Inc. to approve a Preliminary Site Plan for a 20,664 retail good establishment on 4.54 acres. The property is located on the west side of Ranshaw Way approximately 525 feet west of West Penn Street (725 North Ranshaw Way/North Highway 965). Staff recommends the Planning Commission accept the listed finding; the preliminary plat would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code, and forward the request to approve a preliminary site plan for a 20,664 retail good establishment on 4.54 acres to the City Council with a recommendation for approval.

Applicant Presentation

Ryan Vliek, IngenAE, was present on behalf of the applicant and offered additional information on the project.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including a size comparison to the Coralville store, the use of the land, and Ranshaw access.

Recommendation to the City Council

Willer moved, Geneser seconded that the Planning Commission accept the listed finding and forward the preliminary site plan to the City Council with a recommendation for approval. The vote was: ayes – Heisler, Geneser, Willer, A'Hearn, Bathke; nays – none; absent – Staber, Vincent. Motion carried.

Water Tower Place Preliminary Site Plan

Staff Presentation

Rusnak presented the request of Dahnovan Holdings to approve a Preliminary Site Plan for 15 two- and one-unit dwellings on approximately 1.81 acres. The property is located approximately 630'

west of North Kansas Avenue and 300' south of southern terminus of North Madison Avenue (Proposed Lot 2 of Water Tower Place Subdivision). Staff recommends the Planning Commission accept the listed finding, the preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code, and forward the request to approve a preliminary site plan for fifteen two- and one-unit dwellings on approximately 1.81 acres to the City Council with a recommendation for approval.

Applicant Presentation

Ryan Abraham, the applicant, was present, but had no presentation.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including that this is a great creative use.

Recommendation to the City Council

A'Hearn moved, Willer seconded that the Planning Commission accept the listed finding and forward the preliminary site plan to the City Council with a recommendation for approval. The vote was: ayes – Willer, Geneser, Bathke, A'Hearn, Heisler; nays – none; absent – Staber, Vincent. Motion carried.

Warehouse Building Preliminary Site Plan

Staff Presentation

Rusnak presented the request of Diamond Ridge Construction to approve a Preliminary Site Plan for a 9,360 square foot warehouse building on approximately 5.01 acres. The property is located on the south side of Stoner Court approximately 250' east of Herky Street (2905 Stoner Court). Staff recommends the Planning Commission accept the listed finding and forward the request to approve a preliminary site plan for a 9,360 square foot warehouse building on approximately 5.01 acres to the City Council with a recommendation for approval.

Applicant Presentation

Lacey Stutzman, MMS Consultants, was present on behalf of the applicant and offered to answer questions.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including that it is straightforward and consistent.

Recommendation to the City Council

Heisler moved, A'Hearn seconded that the Planning Commission accept the listed finding and forward the preliminary site plan to the City Council with a recommendation for approval. The vote was: ayes – Geneser, A'Hearn, Bathke, Willer, Heisler; nays – none; absent – Staber, Vincent. Motion carried.

Public Hearing on Zoning Map Amendment

Staff Presentation

Rusnak presented the request of the City of North Liberty for a zoning map amendment (rezoning) on approximately 3.53 acres, from RM-21 Multi-Residence District to RM-12 Multi-Residence District on property located on the west side of North Dubuque Street approximately

175' north of North Main Street (475 N Dubuque Street). Staff recommends the Planning Commission accept the finding, the rezoning request from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code, and forward the request for zoning map amendment (rezoning) from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on 3.53 acres to the City Council with a recommendation for approval.

Public Comments

No public comments were received.

Questions and Comments

The Commission discussed the application including that it is straightforward.

Recommendation to the City Council

A'Hearn moved, Willer seconded that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval. The vote was: ayes – Bathke, Willer, A'Hearn, Geneser, Heisler; nays – none; absent – Staber, Vincent. Motion carried.

Public Hearing on Zoning Map Amendment

Staff Presentation

Rusnak presented the request of the City of North Liberty for a zoning map amendment (rezoning) on approximately .33 acres, from RM-21 Multi-Residence District to RM-12 Multi-Residence District on property located on the west side of North Main Street approximately 300' north of West Cherry Street (355, 357, 359 N Main Street). Staff recommends the Planning Commission accept the listed finding, the rezoning request from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code, and forward the request for zoning map amendment (rezoning) from RM-21 Multi-Unit Residence District to RM-12 Multi-Unit Residence District on .33 acres to the City Council with a recommendation for approval.

Public Comments

The owner of the property submitted an objection to the proposed rezoning.

Questions and Comments

The Commission discussed the application including how many additional units could be added if the zoning remained, the proximity of additional RM-21, size of the parcel and acknowledged the landowner input.

Recommendation to the City Council

A'Hearn moved, Heisler seconded that the Planning Commission accept the listed finding and forward the zoning map amendment to the City Council with a recommendation for approval. The vote was: ayes – Geneser, Heisler, Bathke, Willer, A'Hearn; nays – none; absent – Staber, Vincent. Motion carried.

Approval of Previous Minutes

Heisler moved, A'Hearn seconded to approve the minutes of the April 18, 2023 meeting. The vote was all ayes. Minutes approved.

Old Business

No old business was presented.

New Business

Rusnak reported that July's Planning Commission meeting would be on July 4. It will be rescheduled to July 18. Heiar shared an update on Centennial Next Stage.

Adjournment

At 6:53 p.m., A'Hearn moved, Willer seconded to adjourn. The vote was all ayes. Meeting adjourned.

Signed:

Tracey Mulcahey, City Clerk



Parks & Recreation Commission Minutes

May 4, 2023, 7:00pm

City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

Commission Members Present: Amy Chen, Richard Grugin, Gwen Johnson, Jeremy Parrish, and Kevin Stibal.

Members absent: Shannon Greene and Jamie Gade.

Staff Present: Shelly Simpson and Tim Hamer

1. Meeting called to order at 7:00 p.m. by Richard Grugin.
2. Approval of May 4 Meeting Minutes Motion to approve by Ken Stibbal, Seconded by Gwen Johnson, unanimous approval.
3. Board Member Terms: It was noted that the terms of Richard Grugin and Shannon Greene are expiring. Applications from anyone interested in joining the Commission are due by May 25

4. Reports

Tim Hamer, Assistant Parks Director gave the monthly Parks, Building, and Grounds report.

Highlights included the regular clean up and equipment maintenance, as well as seasonal mowing and landscape care. Tim also reported that the sports maintenance team is busy with baseball and soccer field caretaking. He also reported that all of the Community Garden plot have been rented and readied for the season.

Other items of note was the success of the April 8 Muddy Creek cleanup with special thanks to the Boy Scouts, Cub Scouts, Green Castle 4-H Club, Tree and Storm Water Board, City Council, City Staff, and North Liberty residents that participated. Tim reported that the City-wide Clean Up day at the Public Works facility was very successful. Also, derecho mulch was donated to Squire Point Nature Trail to support their improvement project. Along with positive general training and meetings, Tim reported the unfortunate event of graffiti on the bike trail and new pedestrian tunnel. Staff time and effort has to be spent removing this, but appropriate materials made the removal successful.

Full Parks/Building and Grounds report is included in monthly information packet.

Shelly Simpson provided the monthly Recreation/Pool report.

Shelly noted that April revenue for summer program registration totaled \$116,469.05 and all general revenue for ongoing activities was very positive this month. She noted the success of the annual Eggstravaganza Events with an estimated 400 attendance. Along with the general class and league positive numbers report, Shelly noted that the Recdesk database currently has 12,708 residents and 7,929 nonresidents which is an overall increase of 247 registrants.

It was noted that the outdoor pool is being readied for opening Memorial weekend and then only weekends until Iowa City Schools are out for the summer. This is due to the available staffing, but things are a full go for the summer.

Full Rec/Pool report is included in the monthly information packet.

5. Community Soundboard/New Ideas to Share

Several items were brought up for discussion, clarification, and future consideration.

Fox Run Park: Clarification about what was being done this year for that park and the status of the proposed playground that had been presented to the commission at a prior meeting.

Other amenities not included in the Centennial Park Next Stage project have been mentioned by the public such as a skate park, improved outdoor basketball courts, benches at other parks and trails, and more individual picnic tables.

A facility for the sport of curling was also mentioned.

It was agreed that ongoing discussion of these and other items brought from the public can be a part of future meetings.

6. Upcoming Events

The following upcoming events were noted, and the Commission expressed appreciation and excitement for all of the activities that are afforded North Liberty residents by our Parks and Rec Department and The Great Slate.

Remarkable Rigs – May 13, 10 am, Centennial Park

Spokes & Scoops – Community Bike Ride – May 17, 6pm, Ranshaw Tunnel to Penn Meadows Park.

Playground Crawl – May 20; various parks

Outdoor Pool Opening – Memorial Day Weekend, TBD.

Let Love Fly – June 3, 11 am, Centennial Park

The next Commission meeting will be Thursday, June 1 at 7:00 p.m.

There being no further business, Jeremy Parrish moved for adjournment; Gwen Johnson seconded; unanimous approval to adjourn at 7:50 p.m.