



**North Liberty City Council
Regular Session
February 13, 2024**



City Administrator Memo



To **Mayor and City Council**
From **Ryan Heiar, City Administrator**
Date **February 9, 2024**
Re **City Council Agenda February 13, 2024**

Consent Agenda

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

- City Council Minutes (01/23/24)
- Claims
- Pay Application #11, City Hall Project, City Construction, \$435,036.79

Police Traffic Study

In 2021, as part of the City's 2020 commitment to look broadly at access and inclusion in North Liberty, Dr. Chris Barnum of CR Research Group LC was hired to conduct research and evaluate the potential disproportionality in NLPD's discretionary traffic stop activity.

Dr. Barnum and his team used the data his team collected and NLPD traffic stop data between 2021 and 2023. His reports and Power Point are included in the packet and Dr. Barnum will be in attendance on Tuesday to present the findings.

The attached information provides a great deal of information, including how the studies were completed, what parameters and metrics were used and a summary of findings. Some key takeaways include:

- There is disproportionality in the traffic stops; however, very little if any disproportionality in the outcome of the stop (citations, arrest, etc.).
- There are no outliers within the department, meaning one officer making more disproportional stops than others.
- The NLPD is very focused on issuing warnings (education) rather than citations. Approximately 80% of traffic stops result in a warning rather than a citation.

Unfortunately, the analysis raises some uncomfortable insights to which there are not simple or immediate solutions while at the same time confirming our police officers are focused on education and evenhanded enforcement during traffic stops. We look to continue addressing these disparities, answering difficult questions and strengthening a culture that embodies our police department's values of integrity, pride, quality service, courage, professionalism and respect.

Meetings & Events

Tuesday, Feb 13 at 6:00p.m.
City Council

Monday Feb 19
President's Day - City Offices
Closed

Tuesday, Feb 27 at 6:30p.m.
City Council

Speed Zones Update

Staff has identified several areas of opportunity to improve and modernize the City's speed zone ordinance. The proposed amendment adopts best practices which improve transparency for the public and provide additional clarity for maintenance and enforcement. The amendment as proposed includes only one change in existing speed limits: reducing the 45-mph speed zone on Dubuque Street between Centro Way and Ranshaw Way to 35 mph, in accordance with the recommendation of the City's Traffic Safety Committee. Staff recommends approval.

1085 Liberty Way Site Plan

This commercial site plan proposes an 11,600 square foot multi-tenant commercial building and related infrastructure at the southeast corner of North Jones Boulevard and Liberty Way. The applicant indicated that most of the tenant space would be occupied by a salon and the remaining space is undetermined. There is an existing vegetation buffer along the south property boundary. It appears that this landscaping was installed in conjunction with the residential development to the south. Although, some of the landscaping is installed on the subject property. This landscaping would be preserved during development. The site plan includes an 8' wide trail along the south side of Liberty Way. The subject and adjacent property to the east would integrate into the City's trail network system, which is robust in this part of North Liberty. The Planning Commission unanimously recommended approval of the site plan at its February 6 meeting. Staff also recommends approval of the site plan.

Manufactured Home Support Resolution

Candi Evans, a local manufactured home advocate and resident in Golfview Park, has requested the City Council to consider a resolution of support for manufactured home residents. Included in the packet is a resolution offering support.

Centennial Park Naming Agreement

Relion Insurance has pledged \$100,000 to the Centennial Park Next Stage Project. The naming agreement, which is consistent with the City's naming policy, outlines a 5-year, \$20,000 annual contribution in exchange for a naming opportunity for the stage lawn. The City is grateful for the support of Relion, and staff recommends approval of the agreement.

FY25 Budget

The final FY25 updated budget model is included in the packet. Minor changes have been made since the January 23 meeting, including adjusting the social services budget as agreed upon at that meeting, and adding in the state shared revenues (business tax credit and backfill) with updated numbers from the state. With the addition of the shared revenue in the general fund, the departments impacted by the initial round of cuts were able to recoup a total of \$50,000.

The action item on Tuesday's agenda includes a resolution setting a public hearing for April 9 at 6pm. Two public hearings are required, with the first having to be at a separate meeting with no other business on the agenda. This meeting is scheduled for April 9 at 6pm, followed by the regular City Council meeting scheduled for 6:30. The second public hearing will be included on the April 23 meeting agenda.

Forvis Agreement

In January of 2023 the City approved an agreement with a financial consulting firm, Forvis, to assist staff with transitioning data to a new software and bank reconciliation. Unfortunately, the process has been more challenging than anticipated, resulting in more time and money being spent on this task. To date, the City has spent \$75,000 to reconcile the data and it is anticipated that an addition \$30k-\$40k will be needed to complete the work. It is important that this work be completed properly and while the process has taken longer than anticipated, Forvis has made progress, and their expertise remains critical to the end goal. Staff recommends approval of the agreement with Forvis.

Assessment Resolution

The proposed assessment resolution includes eight properties that failed to remove snow in a timely manner. In these situations, when a property owner fails to remove snow after notice is provided, staff orders the sidewalk to be cleared by a private contractor. The fees being collected have already been paid to the contractor. Staff recommends approval of the resolution.

West Penn Street Project

The City has previously approved the acquisition of property necessary for the West Penn Street Public Improvement project, pursuant to a 28E agreement with Johnson County. The City has reached agreement with several property owners for the necessary acquisitions in the amounts previously approved as just compensation by the City

Council. The City will be reimbursed by Johnson County for 100% of the acquisition costs of these particular property interests. Staff recommends approval.



Agenda



CITY COUNCIL

February 13, 2024

6:00 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, January 23, 2024
 - B. City Hall Project, City Construction, Pay Application Number 11, \$435,036.79
 - C. Claims
5. Public Comment
6. Engineer Report
7. City Administrator Report
8. Mayor Report
 - A. Black History Month 2024 Proclamation
9. Council Reports
10. Police Traffic Study
 - A. Presentation by Dr. Chris Barnum
 - B. Discussion
11. Speed Zones
 - A. Public Hearing regarding the proposed amendments to Chapter 62, General Traffic Regulations, of the North Liberty Code of Ordinances
 - B. First consideration of Ordinance Number 2024-01, An Ordinance amending Chapter 62 of the North Liberty Code of Ordinances to update speed violation citation criteria and the locations of special speed zones
12. 1085 Liberty Way Preliminary Site Plan
 - A. Staff and Planning Commission recommendation
 - B. Applicant presentation

- C. Resolution Number 2024-15, A Resolution approving the Preliminary Site Plan for 1085 Liberty Way, North Liberty, Iowa

- 13. Manufactured Home Owners/Residents Resolution
 - A. Resolution Number 2024-16, A Resolution in support of Manufactured Housing Park Residents

- 14. Centennial Park Lawn Naming Agreement
 - A. Resolution Number 2024-17, A Resolution approving the Naming Rights Agreement between the City of North Liberty and Relion, Inc. that establishes the terms and conditions under which a sponsorship for Centennial Park Next Stage Park Project will be provided

- 15. FY 2024- 25 Budget
 - A. Resolution Number 2024-18, A Resolution setting time and place for a Public Hearing for the purpose of considering the Consolidated General Fund Tax Levy for the Fiscal Year 2024-2025 Budget

- 16. FORVIS
 - A. Resolution Number 2024-19, A Resolution approving the Statement of Work A-2 between the City of North Liberty and FORVIS, LLP for Accounting Services

- 17. Snow Removal Assessment
 - A. Resolution Number 2024-20, A Resolution assessing delinquent amounts owed to the City of North Liberty, Iowa to individual property taxes

- 18. West Penn Street Project
 - A. Resolution Number 2024-21, A Resolution approving Permanent Right of Way Easement and Temporary Construction Easement Agreements between Daryl Neitherhisar, Ethel and Gordon Doehrmann, and the City of North Liberty

- 19. Old Business

- 20. New Business

- 21. Adjournment



Consent Agenda



City Council
January 23, 2024
Regular Session

Call to order

Mayor Hoffman called the January 23, 2024, Regular Session of the North Liberty City Council to order at 6:00 p.m. in Council Chambers at 1 Quail Creek Circle. Councilors present: Brian Leibold, Paul Park, Erek Sittig, Brent Smith, and Brian Wayson.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Josiah Bilskemper, Michael Pentecost, Shelly Simpson, Guy Goldsmith, and other interested parties.

Approval of the Agenda

Wayson moved; Smith seconded to approve the agenda. The vote was all ayes. Agenda approved.

Consent Agenda

Sittig moved, Wayson seconded to approve the Consent Agenda including the City Council Minutes, Regular Session January 9, 2024; Special Session January 16, 2024; Penn Meadows Park North Parking Improvements, Midwest Concrete, Pay Application Number 5, \$225,742.19; Ranshaw Way Phase 5 Improvements, Peterson Contractors, Inc., Change Order Number 16, \$7,766.44; Ranshaw Way Phase 5 Improvements, Peterson Contractors, Inc., Semi-Final Pay Application, \$0.00; and the attached list of Claims. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Engineer Report

City Engineer Bilskemper reported on the City Hall Project, the Ranshaw Way Phase 5 Project and the Streets and Maintenance Facility Remodel Project.

City Administrator Report

City Administrator Heiar invited Michael Pentecost, Street Superintendent, to speak regarding snow removal. The council discussed the report with Pentecost.

Mayor Report

Mayor Hoffman reported the First Friday Coffee Connections is next Friday at MidWestOne. The Mayor, Councilor Sittig, Councilor Park, and Heiar attended the Joint Entity meeting on Monday. The Transit Report will be presented to the Council in the next couple of months. The Mayor will be filling the MPOJC position on the ECICOG Board. Councilor Smith is filling the spot on the Think Iowa City Board.

Council Reports

Councilor Smith attended the Better Together 2030 Board and annual meeting. He reported that city employee Kellee Forkenbrock received a Bravo Award, and the Centennial Next Stage Project received a Sizzle Award for development of North Liberty Next Stage Project. Councilor Sittig reported on the Joint Entities meeting. He reported the 988 Program (text 988 to get help with suicidal thoughts and ideations) has received 2,500 texts since July. Councilor Park attended the Field Day event for the Centennial Park Pilsner release. He participated in community goodness pushing a stuck vehicle out of the snow. Councilor Leibold attended the CR Economic Alliance Luncheon including the Common Sense Iowa presentation. He attended the Field Day beer launch. Councilor Wayson attended the Emergency Management meeting last week where the upcoming fiscal year budget was approved. He attended the Field Day event, as well.

FY 2024- 25 Budget

Heiar reviewed the operational budget as decided at the January 16 Council meeting. He will have staff restore some line items that were reduced. The full operational budget will be back in front of Council on Feb. 13. The Council discussed the operational budget.

Heiar presented information on Social Service Grant Funding. The council discussed the proposed amounts. Consensus was to fund social service grants at \$170,000 for FY 25.

Capital Projects

Heiar presented the proposed Recreation, Community Center, and Aquatic projects. Heiar presented the proposed parks projects for FY 25. The Council discussed the proposed projects including the Liberty Centre Pond outcropping repair Project. The Council discussed the project with Goldsmith. Heiar presented details on the proposed Streets Projects for FY 25. The council discussed the proposed project and other potential projects with Pentecost.

Other

Heiar summarized the discussion. The final proposal will be coming back at the February 13 City Council meeting.

West Penn Street Improvements Project

At 6:55 p.m. Mayor Hoffman opened the public hearing regarding proposed plans, specifications and estimate of cost for the West Penn Street Improvements Project. No oral written comments were received. The public hearing was closed at 6:56 p.m.

Sittig moved, Wayson seconded to approve Resolution Number 2024-08, A Resolution approving and confirming plans, specifications, and estimate of cost for the West Penn Street Improvements Project. The vote was: ayes – Leibold, Wayson, Smith, Park, Sittig; nays – none. Motion carried.

Forevergreen Road Signalization Project

Wayson moved, Smith seconded to approve Resolution Number 2024-09, A Resolution accepting the bid and authorizing execution of the contract for the Forevergreen Road

Signalization Project, North Liberty, Iowa. The vote was: ayes – Smith, Sittig, Park, Leibold, Wayson; nays – none. Motion carried.

Liberty Centre Part 1D

Ryan Rusnak presented the staff and Planning Commission recommendations.

No applicant presentation was offered.

Sittig moved, Wayson seconded to approve Resolution Number 2024-10, A Resolution approving the Preliminary Plat for Liberty Centre Part 1D, North Liberty, Iowa. The vote was: ayes – Park, Wayson, Sittig, Smith, Leibold; nays – none. Motion carried.

Park moved, Sittig seconded to approve Resolution Number 2024-11, A Resolution approving the Final Plat for Liberty Centre Part 1D in North Liberty, Iowa. The vote was: ayes – Smith, Wayson, Leibold, Sittig, Park; nays – none. Motion carried.

Scanlon Annexation

Rusnak presented background information on the annexation. Sittig moved, Park seconded to approve Resolution Number 2024-12, A Resolution approving annexation of certain property to the City of North Liberty, Iowa. The vote was: ayes – Wayson, Smith, Leibold, Sittig, Park; nays – none. Motion carried.

Solomons Entertainment District

Rusnak presented the staff & Planning Commission recommendations.

No applicant presentation was offered.

Park moved, Smith seconded to approve Resolution Number 2024-13, A Resolution approving the Preliminary Plat for Solomons Entertainment District – Part Two, North Liberty, Iowa. The vote was: ayes – Park, Smith, Sittig, Wayson, Leibold; nays – none. Motion carried.

Smith moved, Sittig seconded to approve Resolution Number 2024-14, A Resolution approving the Final Plat for Solomons Entertainment District – Part Two in North Liberty, Iowa. The vote was: ayes – Wayson, Sittig, Park, Leibold, Smith; nays – none. Motion carried.

Old Business

No old business was presented.

New Business

Councilor Wayson reported that Beat the Bitter is this weekend with the run is on Friday night and fireworks on Sunday night.

Adjournment

Wayson moved; Sittig seconded to adjourn at 7:02 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 9 PAGES

TO OWNER: City of North Liberty 3 Quail Creek Circle North Liberty, IA 52317	PROJECT: North Liberty City Hall 360 North Main Street North Liberty, IA 52317	APPLICATION NO: 11	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
FROM CONTRACTOR: City Construction 2346 Mormon Trek Blvd. Suite 2500 Iowa City, IA 52246	VIA ARCHITECT: Shive-Hattery, Inc. 2839 Northgate Drive Iowa City, IA 52245	PERIOD TO: 01/15/24	
		PROJECT NOS: 1-159 1207650	
		CONTRACT DATE: 09/14/22	

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)	\$	8,067,170.77
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	403,358.54
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	403,358.54
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	7,663,812.23
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	7,228,775.44
8. CURRENT PAYMENT DUE	\$	435,036.79
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	1,725,696.77

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: 1/15/24

State of: Iowa County of: Johnson
Subscribed and sworn to before me this 15th day of January, 2024
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\$ 435,036.79

(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: January 25, 2024

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.



Mayor Report



PROCLAMATION

Black History Month

WHEREAS, Black History Month is a time to recognize and celebrate the rich heritage, achievements, and contributions of African Americans to our community, nation, and world; and

WHEREAS, the history of Black Americans is integral to the fabric of our diverse society, and acknowledging their struggles, triumphs, and cultural impact is essential for fostering understanding, unity, and respect among all residents; and

WHEREAS, this February 2024's theme is "African Americans and the Arts" which explores the key influence African Americans have had in the fields of "visual and performing arts, literature, fashion, folklore, language, film, music, architecture, culinary and other forms of cultural expression"; and

WHEREAS, North Liberty is committed to promoting belonging, accessibility, justice, equity, diversity, and inclusion for all its residents, irrespective of race, color, or creed; and

WHEREAS, we envision North Liberty to be a community where every person thrives, belongs, and is celebrated; and

WHEREAS, this month provides an opportunity for reflection on the ongoing journey toward a more just and equitable society and encourages dialogue on how we can work together to eliminate discrimination and foster an environment of acceptance and, unity; and

NOW, THEREFORE, BE IT RESOLVED that I, Chris Hoffman, Mayor of North Liberty, do hereby proclaim the month of February as Black History Month. I call upon all residents, schools, businesses, and community organizations to join in recognizing and celebrating the achievements and contributions of Black Americans throughout history.

Mayor Chris Hoffman

Signed in North Liberty, Iowa
this 13th day of February, 2024



Police Traffic Study



To **North Liberty Mayor & City Council**
From **Ryan Heiar, City Administrator**
Date **February 9, 2024**
Re **NLPD Traffic Study**

In 2021, as part of the City's 2020 commitment to look broadly at access and inclusion in North Liberty, Dr. Chris Barnum of CR Research Group LC was hired to conduct research and evaluate the potential disproportionality in NLPD's discretionary traffic stop activity.

Dr. Barnum and his team used the data his team collected and NLPD stop data between 2021 and 2023. His reports and Power Point, which are attached, will be presented at the February 13 Council meeting.

The attached information provides a great deal of information, including how the studies were completed, what parameters and metrics were used and a summary of findings.

Some key takeaways include:

- There is disproportionality in the traffic stops; however, very little if any disproportionality in the outcome of the stop (citations, arrest, etc.).
- There are no outliers within the department, meaning one officer making more disproportional stops than others.
- The NLPD is very focused on issuing warnings (education) rather than citations. Approximately 80% of traffic stops result in a warning rather than a citation.

Unfortunately, the analysis raises some uncomfortable insights to which there are not simple or immediate solutions while at the same time confirming our police officers are focused on education and evenhanded enforcement during traffic stops. We look to continue addressing these disparities, answering difficult questions and strengthening a culture that embodies our police department's values of integrity, pride, quality service, courage, professionalism and respect.

North Liberty Police Traffic Study 2023

Draft

November 2023

Focus of Review

- Disproportionality
 - An over representation of drivers who identify as people of color in the data.
 - Although, disproportionality can indicate bias or discrimination, it does not necessarily signify bias. It is possible for disproportionality to occur for a number of reasons, including differences between racial groups in driving behavior, vehicle condition, driver-license status and so forth.

Where do we look?

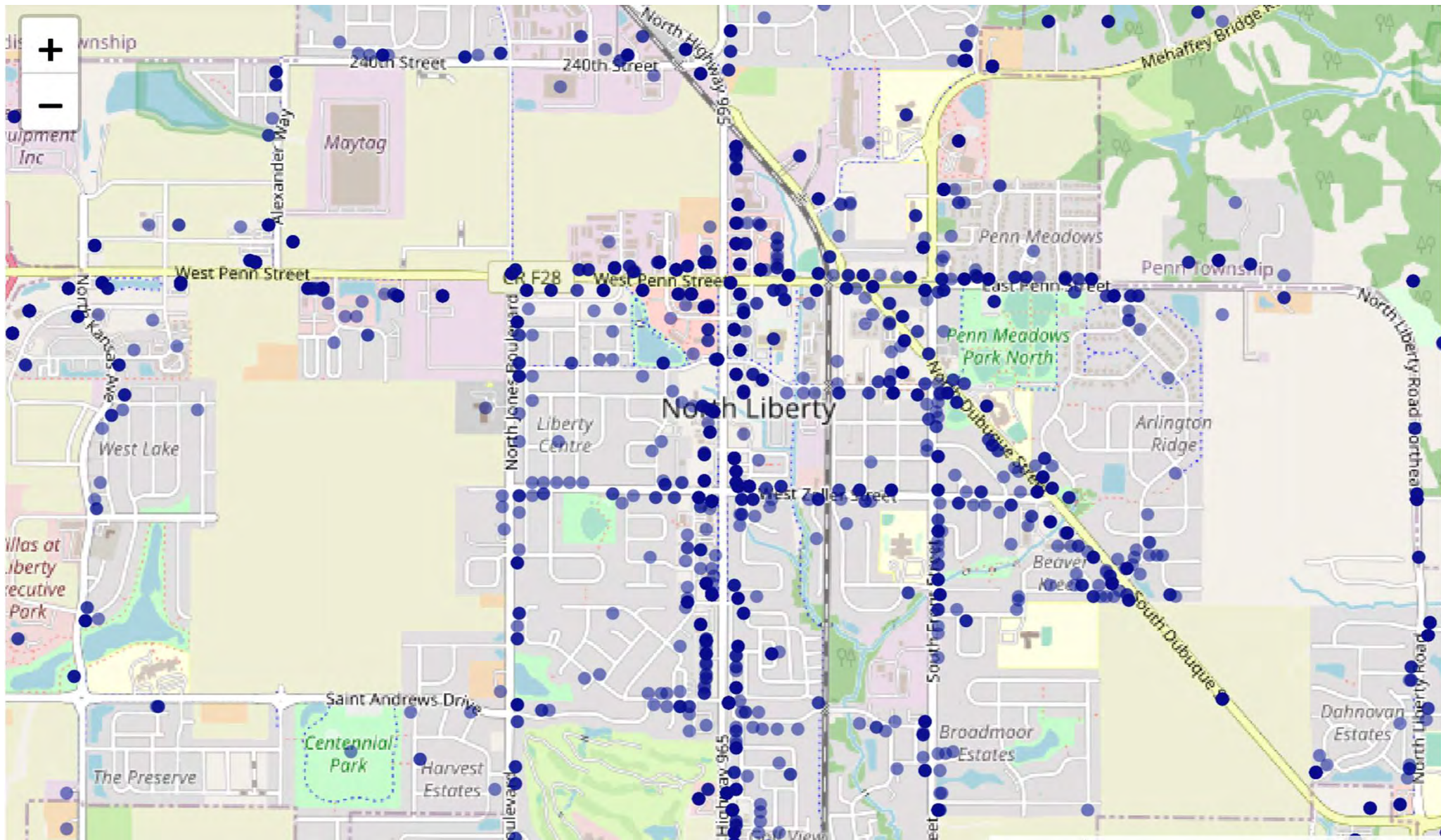
- Traffic Stop Decisions
 - A difference between police traffic stop percentages and a reliable benchmark

- Traffic Stop Outcomes
 - A difference between groups in traffic stop outcomes like Tickets, Warnings and Arrests

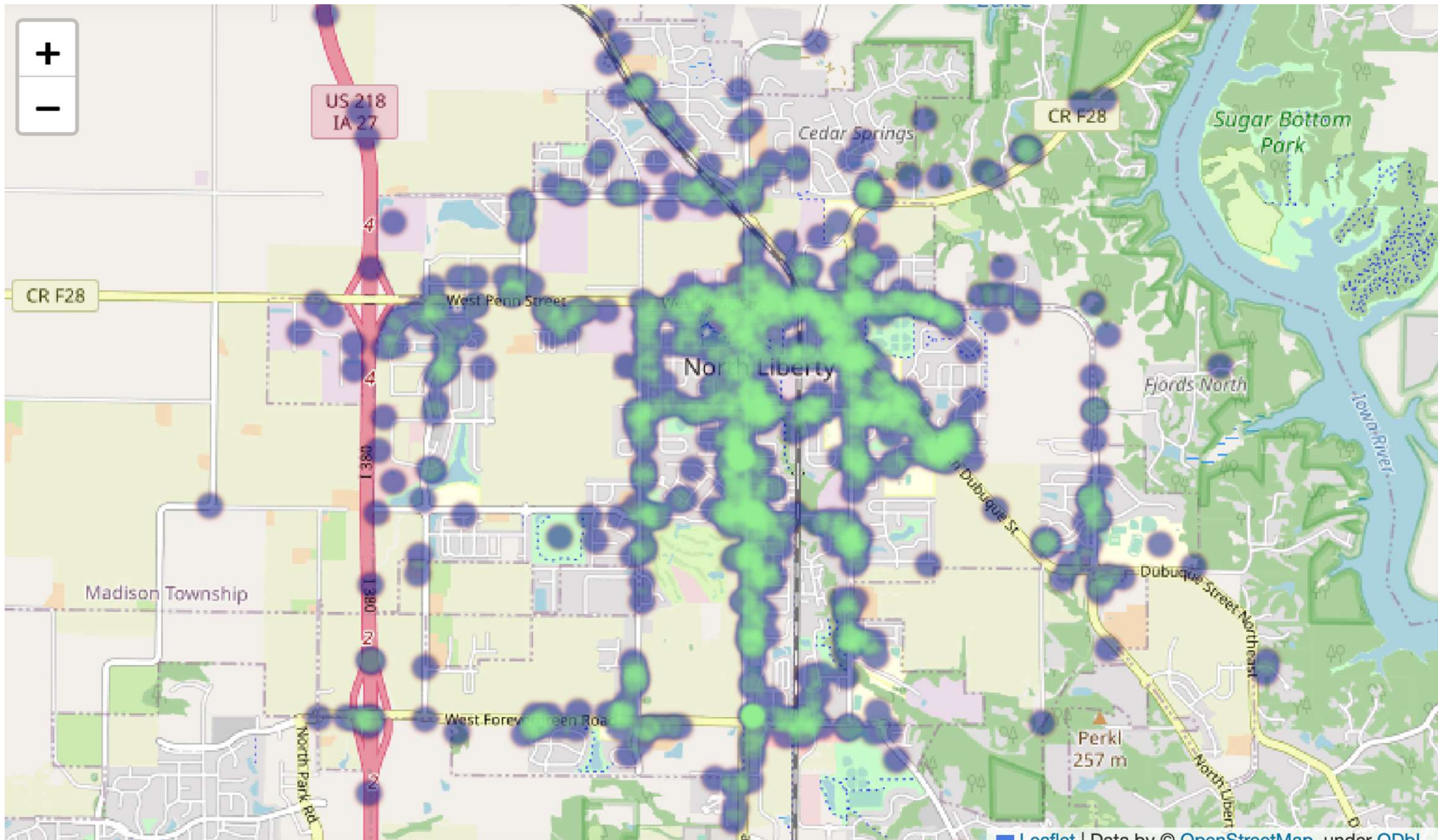
Traffic Stop Benchmark

- Primarily roadside traffic observations
 - Also, use internal benchmarking and census information

Where the stops were made

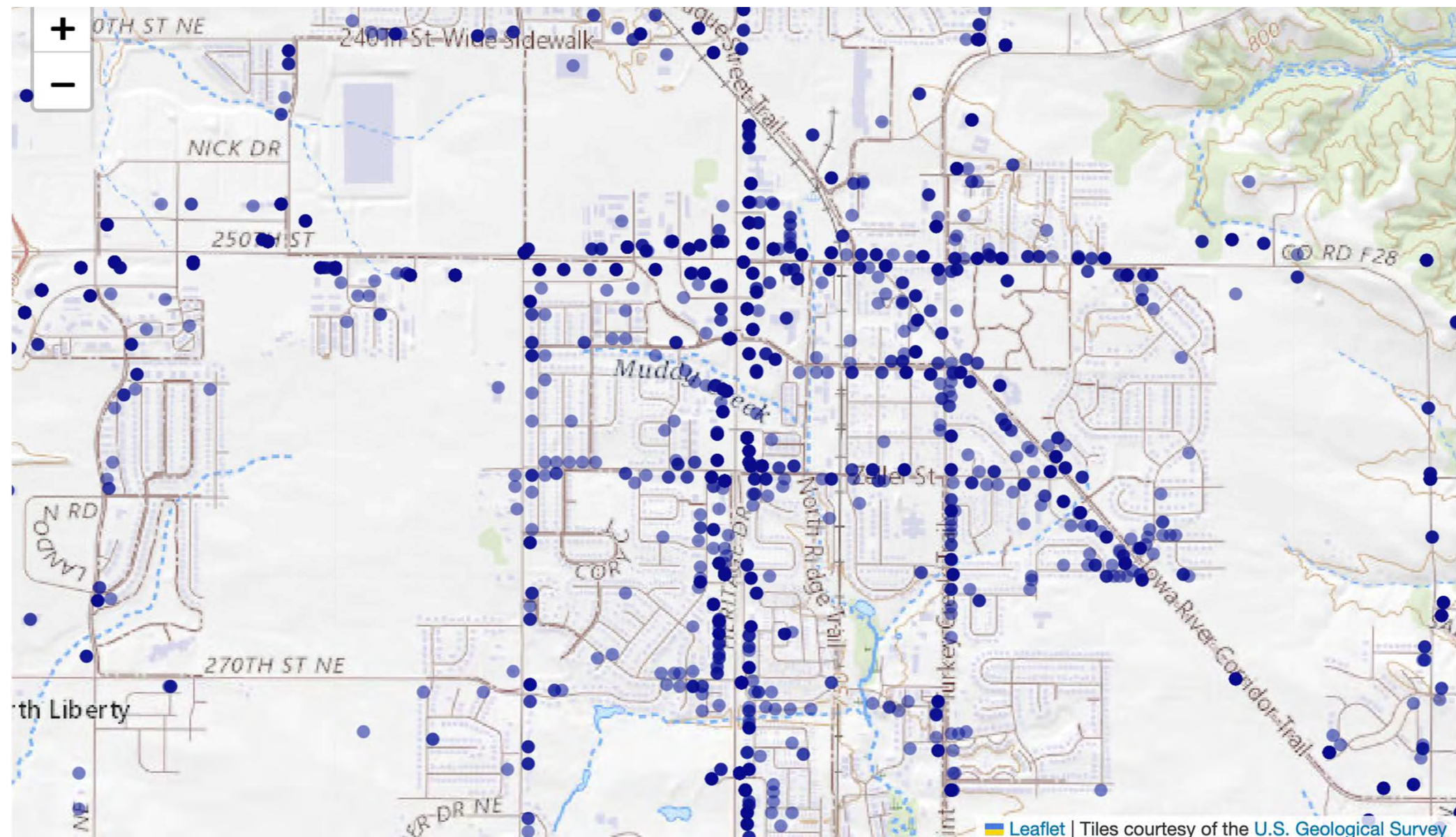


Heat Map



Same information but with a different map background

- Less background clutter



Traffic Observation Information

- It is inefficient and impractical to survey all street intersections in a community.
- Instead, it is better to take a random sample of intersections from areas where traffic and police traffic enforcement activity is heavier.
- Our observers made more than 55,500 observations throughout the city from January thru November 2021. Observations were made at various times seven days a week from approximately 9:00am – 2:00am during this time frame.

Traffic Observation Uncertainty

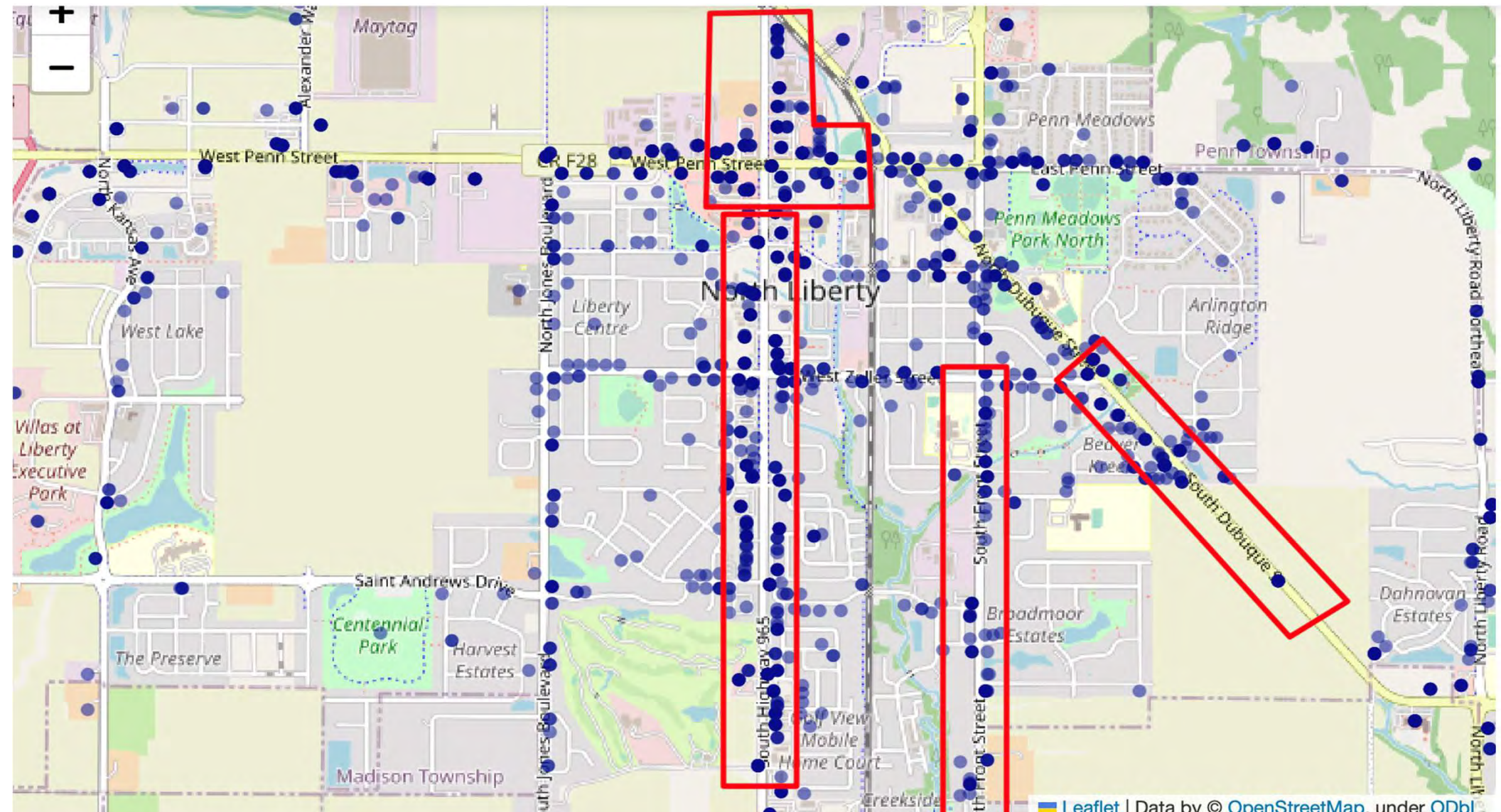
- All samples are associated with a degree of error or uncertainty. However, it is possible to estimate a portion of this uncertainty.
- The variation produced by traffic observation uncertainty can be thought of as consisting of two general components: variation stemming from the process of sampling, and variation that is due to measurement error.
- Variation that results from sampling has a random or stochastic nature, and it can be estimated using statistical techniques. Variation due to measurement error is a derivative of many processes, but for this study it is principally due to misidentifying the target (or driver). This error generally cannot be estimated.

Measurement Uncertainty

- We assessed these factors for all observation locations in North Liberty. In locations we call '**Primary zones**,' the conditions were optimal, and we have very high confidence in the information (that is, we believe the data are associated with low measurement error). We also utilized areas called '**Census Tracts**.' Here we used US Census data as benchmarks and extrapolated findings to entire census tracts.

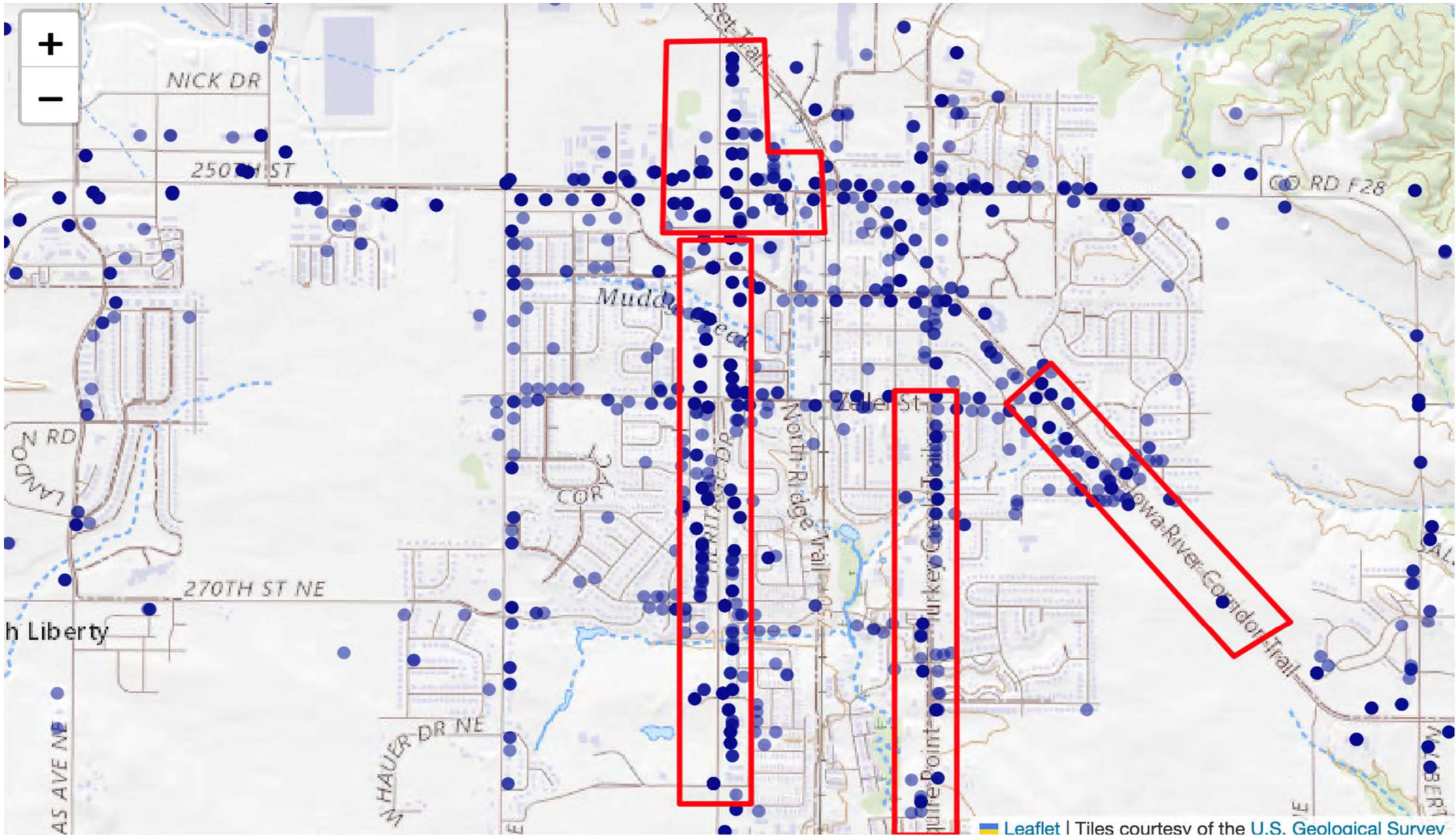
Primary Observation Zone Locations

- Primary zones are outlined in red



Same information but with a different map background

- Less background clutter



Raw Police Stop Demographics

Year 2022-23	Number	Percentage	Census Percentage
Whites	2944	72%	82%
African-American	712	17%	5.1%
Asian	97	2.3%	4.4%
Latino	242	5.9%	5.6%
Native	6	0.1%	0.0%
Other*	54	1.1%	7.7%

* Includes 7 stops with Middle-Eastern drivers

Based on 4078 stops, recorded from July 2022 to July 2023

Disparity Index

- The disparity index compares two ratios: *(i)* the ratio of minority stops to corresponding benchmarks against *(ii)* the ratio of white stops to their benchmarks. Although index values greater than 1.0 indicate disproportionality, interpretation becomes clearer as index values increase.
- We follow Lamberth's (2013) guidelines for interpretation of index ranges, however we augment these ranges using small, prudent increases in range values for nighttime observations in red zones.

Disproportionality by Zone. Days

Primary Zones--Days Index Interpretation

Level of Concern	Benign	Monitor	Concerning
Index Value	1 - 1.5	1.6 - 2.0	> 2.0

Primary Zones--Days Index Values

Location	Bench	Minority %	No. Stops	Obs.	Index
Hwy 965-Penn	0.08	0.19	277	14766	2.8
Hwy 965-Zeller	0.09	0.25	422	9761	3.3
Dubuque St	0.06	0.20	233	2030	3.8
Front St	0.07	0.21	213	6487	3.6
Weighted Ave					3.3

2021 Primary Zones--Days Index Values

Location	Bench	Minority %	No. Stops	Obs.	Index
Hwy 965-Penn	0.08	0.21	144	14766	3.0
Hwy 965-Zeller	0.09	0.20	171	9761	2.5
Dubuque St	0.06	0.20	96	2030	3.8
Front St	0.07	0.22	106	6487	3.7
Weighted Ave					3.1

Disproportionality by Zone. Nights

Primary Zones--Nights Index Interpretation

Level of Concern	Benign	Monitor	Concerning
Index Value	1.5 – 2.0	2.1 – 2.5	> 2.6

Primary Zones--Nights Index Values

Location	Bench	Minority %	No. Stops	Obs.	Index
Hwy 965-Penn	0.11	0.33	486	4951	4.0
Hwy 965-Zeller	0.19	0.33	645	3143	2.0
Dubuque St	0.12	0.24	206	379	2.3
Front St	0.12	0.25	238	731	2.6
Weighted Ave					2.7

2021 Primary Zones--Nights Index Values

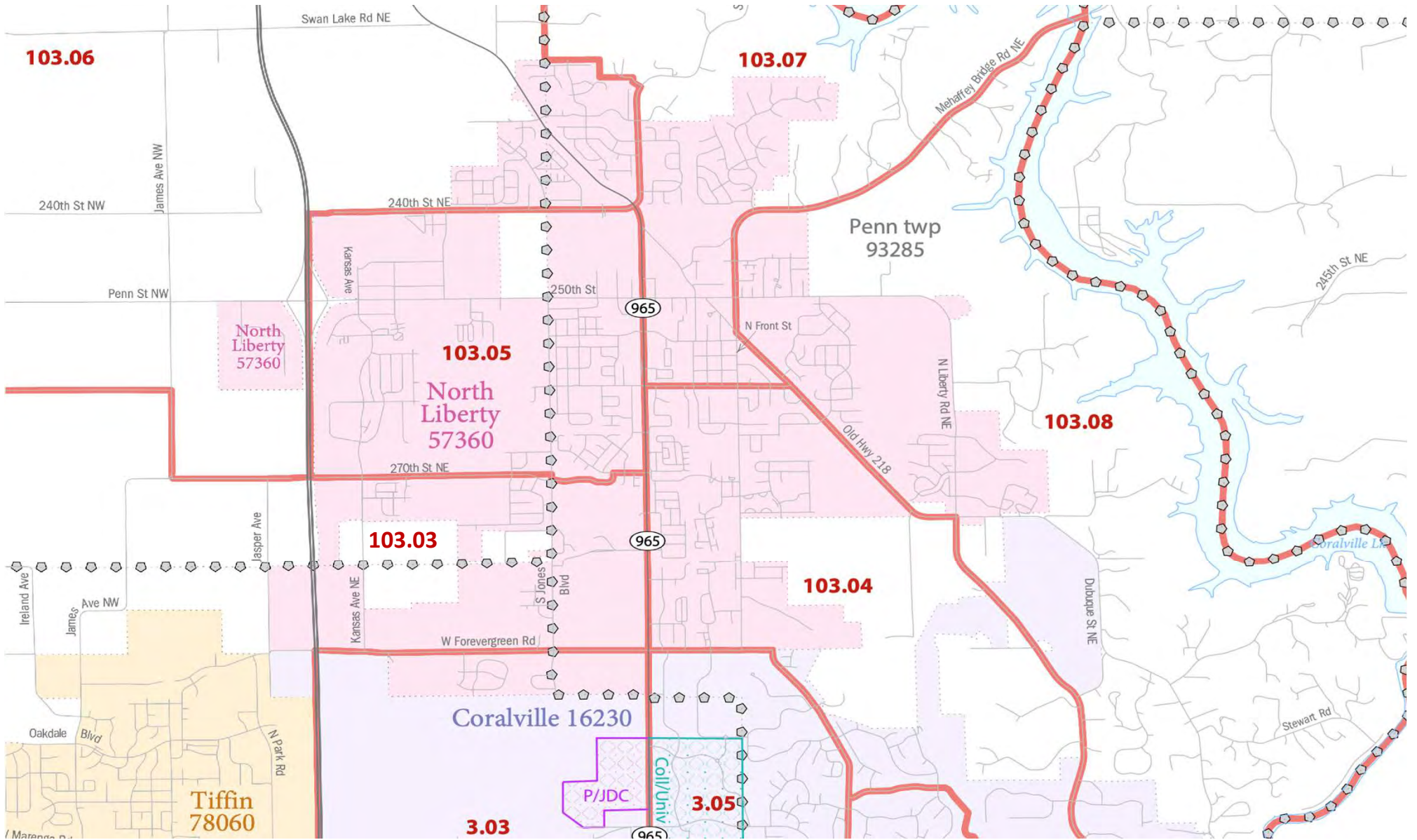
Location	Bench	Minority %	No. Stops	Obs.	Index
Hwy 965-Penn	0.11	0.29	259	4951	3.3
Hwy 965-Zeller	0.19	0.36	332	3143	2.3
Dubuque St	0.12	0.36	66	379	4.1
Front St	0.12	0.27	73	731	2.7
Weighted Ave					2.9

Primary Zone Index Summary

- The daytime weighted summary index average for traffic stops made in primary observation zones equals 3.3 which is in the *concerning* range. Moreover, the indexes for all observation locations were also in this range.
- The nighttime weighted summary index average for traffic stops made in primary observation zones equals 2.7, which is also in the *concerning* index range. However, there is more heterogeneity in nighttime values, specifically the zones located at 965&Zeller as well as Dubuque street were not in the concerning range.
- The number of stops made in each of these zones equaled 1145 for days and 1575 for nights.

Census Tract Observation Zone Locations

- This analysis allows for comparisons to a larger geographical area than previous analyses using primary zones.
- In essence, the index is calculated the same way, but interpretations are extrapolated to a larger geographical area....these areas correspond to census-tract areas. The benchmark values for these areas are the demographic information for each tract provided by the US Census Bureau ACS.



Police Stop Information used for Census Tract Index Observation Zones

Year 2023	Number	Net Total
Raw Stops	4078	4078
Crime Offense	13	4065
Pre-existing info	23	4042
Other-reason	90	3952
Missing-race	0	3952
Unknown-Race	22	3930
Outside-Zones	0	3930

Census Tracts Index Interpretation

Level of Concern	Benign	Monitor	Concerning
Index Value	1.0 – 1.5	1.5 – 2.0	> 2.0

Census Tracts Index Values

Tract	Census-Bench	Minority %	No. Stops	Index
10303	7.8%	24.8%	266	3.90
10304	10.4%	28.3%	836	3.41
10305	13.8%	30.1%	1169	2.69
10306	13.8%	26.6%	135	2.27
10307	10.3%	23.5%	770	2.67
10308	10.4%	23.7%	409	2.68
Weighted Ave				2.93

Census Indexes calculated as: 100% - (white alone-not Hispanic %). Based US Census Bureau ACS.

2021 Census Tracts Index Values

Tract	Census-Bench	Minority %	No. Stops	Index
10303	7.8%	24.8%	274	3.9
10304	10.4%	26.2%	739	3.1
10305	13.8%	28.1%	629	2.5
10306	13.8%	22.8%	188	1.9
10307	10.3%	29.3%	859	3.6
10308	10.4%	18.4%	441	1.9
Weighted Ave				2.6

Census Indexes given here were recalculated with updated 2023 benchmark values to match 2023 formatting.

Census Tracts Index Summary

- The cumulative average, which is a weighted mean across all census tracts, equaled 2.93, which is in the concerning range. This means that in general minority stop percentages are roughly 10-15 percentage points over benchmark values across all census tracts.
- These results are consistent with the previous weighted indexes given in our primary observation zones analyses.

Overall Disparity Index Conclusions and Generalizations

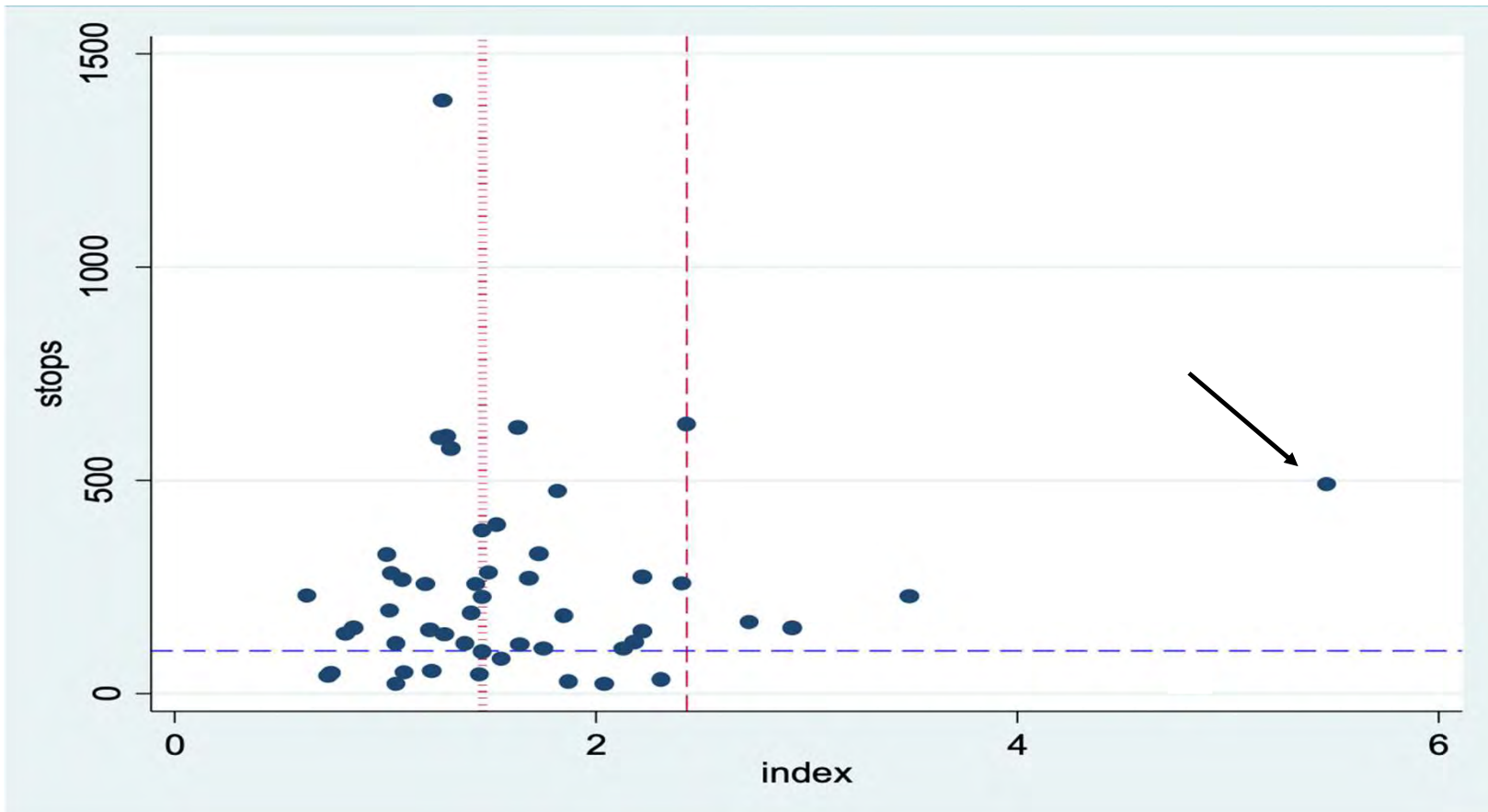
- In comparison to census-tract information, primary observation zones are associated with a higher degree of certainty. Consequently, when comparing the two, the index results derived from primary observation zones should be given the most consideration.
- Even so, both analyses suggest meaningful levels of disproportionality in traffic stops. We recommend that the NLPD should continue to closely monitor stops for disproportionality.

Individual Officer Index

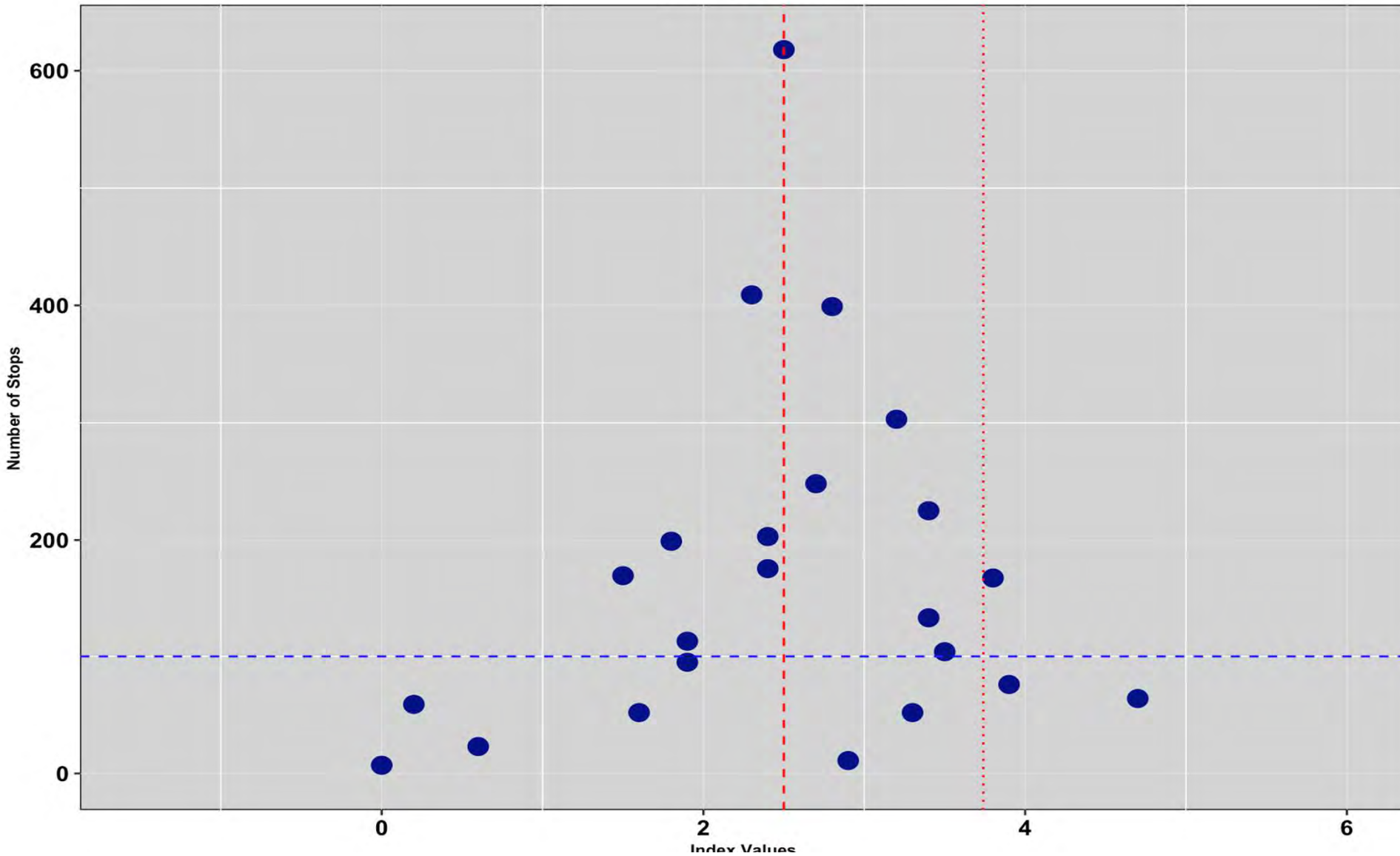
- This chart is mainly useful qualitatively as an internal benchmarking* instrument for comparing officers to one another. The graph is useful for identifying officers with comparatively high index values. Such officers would show up as an isolated dot, located above the blue dashed line and on the extreme right side of a chart.
- Note: It is important to use caution when interpreting index values calculated from a relatively low number of stops (especially, stop counts equaling roughly one-hundred stops or less). Index calculations predicated on comparatively few stops can be quite unstable and change significantly with the addition or subtraction of only a couple of stops.

*See Walker, 2003.

An example (NOT NLPD DATA)



Officer Index Values



Overall Individual Officer Index Conclusions and Generalizations

- The information in the chart suggests that officers' index values are generally clustered together with no clear outliers.

Reason for the stop

A word about odds-ratios

- This estimator is a measure of effect size and association. It is useful when comparing two distinct groups and summarizes the odds of something happening to one group to the odds of it happening to another group.

A word about logistic regression

- This method is used to describe and predict relationships between a binary dependent variable and one or more independent variables. The method's coefficients can be reported as odds ratios and consequently, the method is also useful for comparing two distinct groups and summarizing the odds of something happening to one group to the odds of it happening to another group. A strength of logistic regression is that it can 'control' or hold constant variables that are not of direct interest but that could still influence the observed outcome.

Logistic Regression

Equipment Violation	Odds Ratio	2.5%	97.5%
Driver Race*	1.26	1.08	1.46
Day stop*	1.75	1.53	2.00
Observation zone	1.00	1.00	0.99
Officer	1.00	0.99	1.02
Sex	0.97	0.85	1.11
Constant	0.04	0.00	4.33

N = 3929. Whites coded as one. Stop outcomes not predicated on observation zone information does not include missing values . Values in table are reciprocal of OR

Equip Violation Odds Ratio			
	No	Yes	Total
Other	604	461	1065
<u>White</u>	<u>1823</u>	<u>1041</u>	<u>2864</u>
Total	2427	1502	3929

Race bivariate odds ratio = 1.33; p < 0.001

Calculated min/whiten. One row deleted for missing data

Logistic Regression

Moving Violation	Odds Ratio	2.5%	97.5%
Driver Race*	0.81	0.70	0.95
Day stop*	0.51	0.45	0.59
Observation zone	1.00	1.00	0.99
Officer*	0.99	0.98	0.99
Sex	1.05	0.91	1.20
Constant*	271.03	2.98	24717

N = 3929. Whites coded as one. Stop outcomes not predicated on observation zone information does not include missing values. Values in table are reciprocal of OR

Moving Violation Odds Ratio			
	No	Yes	Total
Other	457	608	1065
<u>White</u>	<u>1043</u>	<u>1821</u>	<u>2864</u>
Total	1500	2429	3929

Race bivariate odds ratio = 0.76 (1.31) $p < 0.001$. Significant for Whites
 Calculated min/white. One row deleted for missing data

Reason for stop summary

- The results of logistic regression suggest
 - Minority drivers were significantly more likely to be stopped for equipment violations than white drivers.
 - White drivers were more likely to be stopped for moving violations than minority drivers.

Stop Outcomes

Types of outcomes

- Tickets or citations
- Warnings
- Arrests
- Search Requests

Logistic Regression

Citation	Odds Ratio	2.5%	97.5%
Driver Race*	1.40	1.13	1.74
Day stop*	0.37	0.30	0.45
Observation zone*	1.00	1.00	1.00
Officer*	1.02	1.00	1.03
Sex	0.97	0.79	1.18
Moving Violation	0.86	0.70	1.06
Constant*	0.00	0.00	0.06

N = 3929. Whites coded as one. Stop outcomes not predicated on observation zone information does not include missing values. Values in table are reciprocal of OR.

Citation Odds Ratio			
	No	Yes	Total
Other	913	152	1065
<u>White</u>	<u>2517</u>	<u>347</u>	<u>2864</u>
Total	3430	499	3929

Race bivariate odds ratio = 1.20, NS
 Calculated min/white. One row deleted for missing data

Logistic Regression

Warning	Odds Ratio	2.5%	97.5%
Driver Race	0.90	0.75	1.08
Day stop*	1.51	1.27	1.77
Observation zone*	0.99	0.99	0.99
Officer	0.99	0.99	1.01
Sex	1.07	0.91	1.26
Moving Violation	1.01	0.85	1.19
Constant	0.34	0.00	96.2

N = 3929. Whites coded as one. Stop outcomes not predicated on observation zone information does not include missing values. Values in table are reciprocal of OR.

Warning Odds Ratio			
	No	Yes	Total
Other	208	857	1065
<u>White</u>	<u>533</u>	<u>2331</u>	<u>2864</u>
Total	741	3188	3929

Race bivariate odds ratio = 0.94, NS
 Calculated min/white. One row deleted for missing data

A word about arrests

- Roughly 80% of the arrests made were for *nondiscretionary* charges.
 - An officer has little or no discretion in deciding to arrest. Essentially, the officer must make an arrest.
 - Additionally, there were only 53 arrests made in total, with 11 of those being discretionary arrests. This means that out of all stops made, only about one percent of the stops resulted in an arrest, and less than one percent of all stops resulted in a discretionary arrest. The discretionary arrest values are too few to meaningfully analyze with statistical tests.

Discretionary Arrests

	No	Yes	Total
Other	19	2	21
<u>White</u>	<u>23</u>	<u>9</u>	<u>32</u>
Total	42	11	53

Race bivariate odds ratio = 0.26 (3.28) ; ns
Calculated min/white.

All Arrests

	No	Yes	Total
Other	1044	21	1065
<u>White</u>	<u>2832</u>	<u>32</u>	<u>2864</u>
Total	3876	53	3929

Logistic Regression

All Arrests	Odds Ratio	2.5%	97.5%
Driver Race	1.75	0.98	3.06
Day stop*	2.19	1.19	4.25
Observation zone	1.00	0.99	---
Officer*	1.05	1.02	1.09
Sex	1.29	0.74	2.24
Moving Violation	0.74	0.40	1.30
Constant*	0.00	0.00	0.01

N = 3929. Whites coded as one. Stop outcomes not predicated on observation zone information does not include missing values. Values in table are reciprocal of OR.

All Arrests Odds Ratio			
	No	Yes	Total
Other	1044	21	1065
<u>White</u>	<u>2832</u>	<u>32</u>	<u>2864</u>
Total	3876	53	3929

Race bivariate odds ratio = 1.78, $p < 0.05$
 Calculated min/white.

A word about consent requests

- There were only 20 consent requests made in total. This means that out of all stops made, that about one-half of one percent of all stops resulted in a consent request. These values are too few to meaningfully analyze with statistical tests.

Consent Requests

	No	Yes	Total
Other	1056	9	1065
<u>White</u>	<u>2852</u>	<u>11</u>	<u>2863</u>
Total	3908	20	3928

Race bivariate odds ratio = 2.21 ; $p < 0.05$

Calculated min/white. Note one row deleted for missing information

Logistic Regression

2021 Outcomes	Odds Ratio	Std Error	P-value
Citations	1.00	0.111	0.975
Warnings	0.93	0.11	0.521
Arrests	1.42	0.14	0.082
Search Requests	1.88	0.20	0.093

N = 3291. All logistic regression coefficients shown are for driver's race

None of the 2021 Stop Outcome Odds Ratios Were Statistically Significant

Stop Outcomes Summary

- **Citations, Warnings and Consent to Search Requests**: The results from logistic regression suggest some disproportionality in citations, but no disproportionality for warnings. When compared to white drivers, the odds of receiving a citation for nonwhite-drivers were roughly 40% higher. However, odds ratios can be tricky to interpret, especially for infrequent events. In North Liberty citations were a comparatively rare event. And so, to put the odds ratio finding into perspective using raw percentages, roughly 14% of all nonwhite drivers stopped received a citation, while roughly 12% of all white drivers received a citation.
- **Arrests and Consent Searches**: Both of these outcomes were extremely rare events, occurring in one-percent of all traffic stops or less. Results from logistic for all-arrests failed to find significant disproportionality. Moreover, due to the infrequency of discretionary arrests and consent searches, it was not possible to meaningfully analyzing using statistical tests.

Recommendations

- Continue to monitor traffic stop data and assess information for disproportionality.
 - This assessment should pay special attention to evaluating potential disproportionality for stops made near the intersection of Hwy 965 and Penn St.
- Evaluate arrests to determine if a larger proportion of drivers could be issued a summons in lieu of being taken to jail.
- Perhaps reconsider the department's traffic stop policy and its relationship to the agency's strategic mission
 - Given that roughly 80% of traffic stops were made for violations that were not issued a citation, perhaps assess whether this pattern of enforcement fits with the department's mission.

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References

- Lamberth, 2013. Retrievable at:
http://mediad.publicbroadcasting.net/p/michigan/files/201309/KDPS_Racial_Profiling_Study.pdf
- Walker, 2003. Retrievable at:
<https://samuelwalker.net/wp-content/uploads/2010/06/InternalBenchmarking.pdf>



To **North Liberty Mayor & City Council**
From **Ryan Heiar, City Administrator**
Date **February 9, 2024**
Re **NLPD Traffic Study**

In 2021, as part of the City's 2020 commitment to look broadly at access and inclusion in North Liberty, Dr. Chris Barnum of CR Research Group LC was hired to conduct research and evaluate the potential disproportionality in NLPD's discretionary traffic stop activity.

Dr. Barnum and his team used the data his team collected and NLPD stop data between 2021 and 2023. His reports and Power Point, which are attached, will be presented at the February 13 Council meeting.

The attached information provides a great deal of information, including how the studies were completed, what parameters and metrics were used and a summary of findings.

Some key takeaways include:

- There is disproportionality in the traffic stops; however, very little if any disproportionality in the outcome of the stop (citations, arrest, etc.).
- There are no outliers within the department, meaning one officer making more disproportional stops than others.
- The NLPD is very focused on issuing warnings (education) rather than citations. Approximately 80% of traffic stops result in a warning rather than a citation.

Unfortunately, the analysis raises some uncomfortable insights to which there are not simple or immediate solutions while at the same time confirming our police officers are focused on education and evenhanded enforcement during traffic stops. We look to continue addressing these disparities, answering difficult questions and strengthening a culture that embodies our police department's values of integrity, pride, quality service, courage, professionalism and respect.

**North Liberty PD Police
2021 Traffic Stop Report**

Prepared by: Chris Barnum
CR Research Group LC

Final
October 2022

North Liberty Police Traffic Study

For the past several decades public interest in police-minority interaction has steadily increased. An important aspect of this attention has been police-motorist contact, with a particular curiosity for racial profiling. In 2020, the City of North Liberty partnered with CR Research Group LC to evaluate potential disproportionality in the North Liberty Police Department's discretionary traffic stop activity. The review focused on assessing stops made by the department between January 1st, 2021, and December 31st, 2021, and centered on evaluating two broad categories of discretionary police conduct: (i) racial disproportionality in vehicle stops—expressed as racial differences in the likelihood of being stopped by the police and (ii) dissimilarities across racial demographics in the outcome or disposition of a stop.

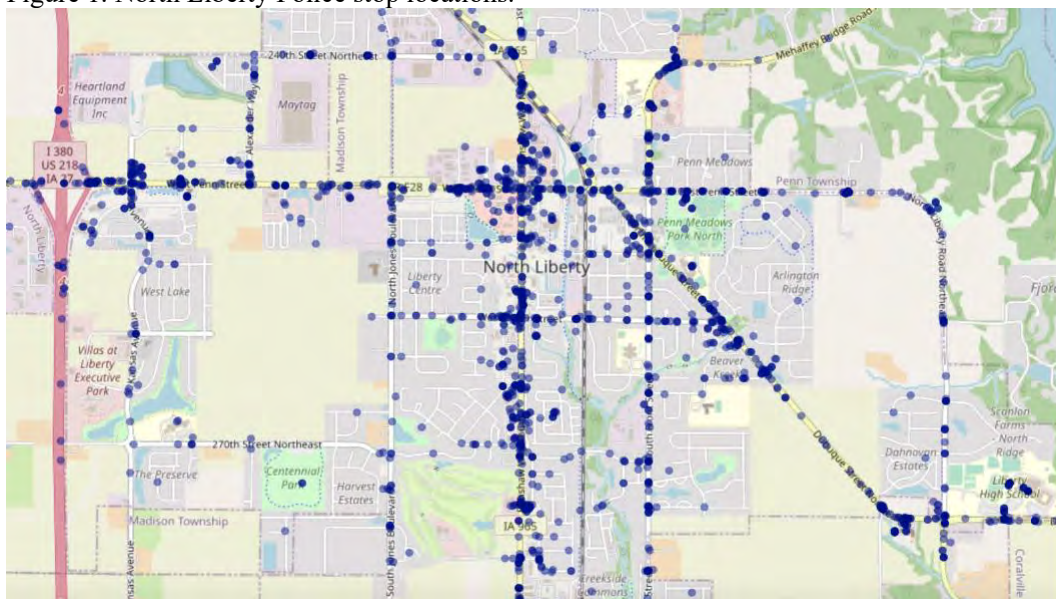
To evaluate the racial demographics of stops, our research team utilized driver-population *benchmarks* fashioned from roadside observations and census data. A benchmark should be thought of as the proportion of minority drivers on the roads in a specific location. Ideally, a benchmark is a standard that can be used to judge the percentage of minority drivers that should be stopped by the police when no bias is occurring. As will be explained shortly, in North Liberty, the population characteristics of the city were divided up into segments called *observation zones*.

The choice of locations for observation zones is critical because it is generally not possible to survey all street intersections in a community. Instead, researchers must utilize alternative methodologies, including sampling observation zones from all possible locations. In doing so, the goal is to survey traffic at locations that generalize to the community, usually locations where traffic and police traffic enforcement activity is comparatively heavy.

Police Stop Locations

The map Figure below shows the location of stops made by the North Liberty PD during 2021. Each bluish-grey dot on the map represents an individual traffic stop and the darker areas on the map represent locations where multiple stops occurred in the same spot (here, the dots are stacked on top of each other).

Figure 1. North Liberty Police stop locations.



Observation Methodology

Our research team's choice of observation locations was predicated on identifying sites that would maximize the generalizability of police stop activity in the community at large. After evaluating police stop activity, we feel confident that our choice of locations accomplished this goal.

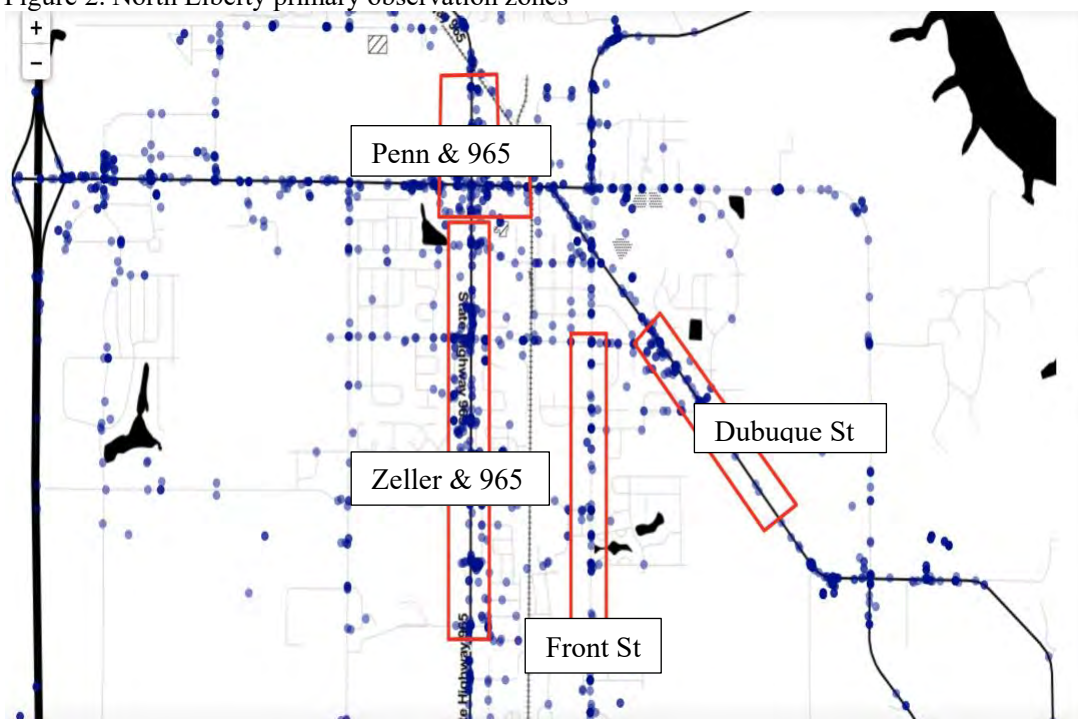
We deployed roadside surveyors to monitor traffic at locales within selected zones. The traffic observers made more than 55,500 observations at these locations throughout the city from January thru November 2021. Observations were made at various times seven days a week from approximately 9:00am – 2:00am.

Reliability of Observations

The roadside observers were in effect recording characteristics about a *sample* of drivers on the streets of North Liberty. Like all samples, this one is associated with a degree of imprecision or uncertainty. This opacity stems from two factors, the randomness of the sampling process, and measurement error or misidentification of the race of the observed driver.

We assessed these factors for each of our observation locations in North Liberty. In locations we call '**Primary zones**,' the conditions were optimal, and we have a high degree of confidence in the information. In these locations we believe the data are associated with low measurement error, resulting in findings that are valid, and quite generalizable. See figure 2 below for locations of primary observation zones.

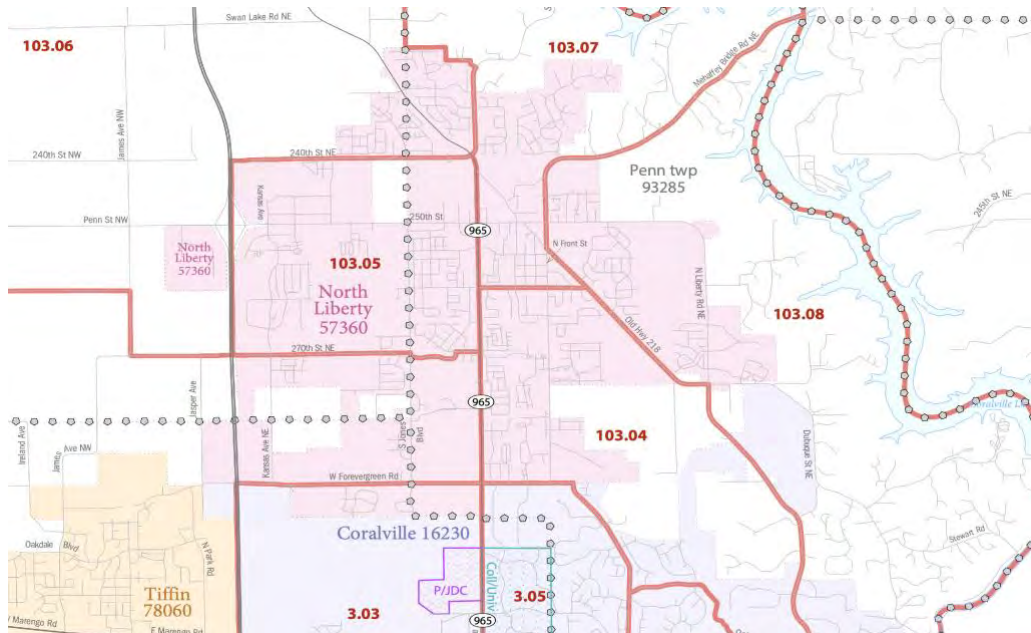
Figure 2. North Liberty primary observation zones



The North Liberty Police Department conducted 3,291 traffic stops in 2021. About one third of these were made in primary zone locations. This amount of data is more than sufficient for statistical analyses that produce reliable and valid results.

We also estimated disproportionality for larger geographical areas using 2020 US Decennial Census tracts. For each tract in North Liberty, we compared the racial characteristics of motors stopped in the tract to the census demographic information for the tract. Results were then generalized to the entire area. Information from the census analyses serves as a useful yardstick that that can be contrasted with the findings from the observational benchmarks. Figure 3 below gives the boundaries for census tract zones.

Figure 3. North Liberty census observation zones.



Disproportionality

The process of comparing police data to benchmarks is straight forward. It centers on identifying dissimilarities between the demographic percentages from the police traffic stop data and benchmark information. Any positive departure between police data and benchmark information signifies **disproportionality** or an over representation of minority drivers in the data. Although, disproportionality can indicate bias or discrimination, it does not necessarily signify bias. It is possible for disproportionality to occur for several reasons including differences between racial groups in driving behavior, vehicle condition, driver-license status and so forth.

This benchmarking approach makes it possible to track disproportionality by area of town, by time of day, by duty assignment and by individual officer. While the process serves as a valuable tool for assessment, please keep in mind that the technique generates only *estimates* of disproportionality. As noted, analyses are predicated on benchmark information and the benchmarks are formed from samples of the drivers on the roads at a specific time and place. And like all samples, this one is associated with some degree of error or uncertainty.

Department Level Analysis

Benchmark Comparisons

We compute a disproportionality index to estimate levels of disproportionality in stops made by the North Liberty Police. The index takes on positive values, with the value 1.0

signifying no disproportionality. Higher index values indicate an increased potential for meaningful disproportionality. The index is calculated by comparing two ratios: (i) the ratio of minority stops to corresponding benchmarks against (ii) the ratio of non-minority driver stops to their associated benchmarks. The final summary index is estimated by weighting these ratios and then summing across each zone. Weights consist of the number of stops made in each zone. We used separate index ranges for days and nights.¹

Index Value Ranges

We follow Lamberth's (2013) guidelines for interpretation of index ranges, with slight modifications in terminology and with small, prudent increases in threshold ranges for nighttime observations.²

Table 1. Disproportionality index ranges

Level of Concern	Primary Zone Ranges		
	Benign	Monitor	Concerning
Day Time	< 1.5	1.6 – 2.0	> 2.0
Night Time	< 2.0	2.1 – 2.5	> 2.5

Benign index values are associated with a low probability of disproportionality. As index scores increase, the probability of meaningful disproportionality also increases. Scores in the concerning range can be problematic and may be indicative of police targeting of minority drivers. As noted, the breakpoint values for nights are marginally higher than days. This is to account for potentially higher measurement error that may result from reduced visibility at night. Table 2 gives the summary index values for both days and nights.

Table 2. Disproportionality index values by zone.

<u>Location</u>	<u>Bench</u>	<u>Minority%</u>	<u>No. Stops</u>	<u>No. Obs.</u>	<u>Index</u>
Days					
Hwy 965 - Penn	0.08	0.21	144	14766	3.0
Hwy 965 - Zeller	0.09	0.20	171	9761	2.5
Dubuque St	0.06	0.20	96	2030	3.8
Front St	0.07	0.22	106	6487	3.7
Index					3.1
Nights					
Hwy 965 - Penn	0.11	0.29	259	4951	3.3
Hwy 965 - Zeller	0.19	0.36	332	3143	2.3
Dubuque St	0.12	0.36	66	379	4.1
Front St	0.12	0.27	73	731	2.7
Index					2.9

Overall, the information in table 2 shows concerning levels of disproportionality for both days and nights across nearly all zones, and for both weighted summary indexes. The summary is

¹ Daytime stops are those that occurred between 7:00am and 7:00pm.

² Lamberth, 2013. Retrieval at:

http://mediad.publicbroadcasting.net/p/michigan/files/201309/KDPS_Racial_Profiling_Study.pdf

the best overall indicator of disproportionality. Its values are 3.1, and 2.9 for days and nights respectively.

Census Tract Benchmark Comparisons

As outlined above, we also estimated disproportionality for larger geographical areas using 2020 census tract information. Lamberth’s (2013) threshold values are again used for interpretation of index scores.

Table 3. Census benchmark disproportionality index values by census tract.

Tract	Census-Bench	Minority%	Stops	Index
10303	0.04 - 0.11	0.27	295	3.0 – 8.9
10304	0.16 – 0.22	0.26	784	1.3 – 1.8
10305	0.15 – 0.19	0.29	727	1.7 – 2.3
10306	0.03 – 0.06	0.22	221	4.4 – 9.1
10307	0.09 – 0.14	0.26	567	2.2 – 3.6
10308	0.07 – 0.08	0.19	531	2.7 – 3.1
Index				2.2 – 3.7

Census Indexes calculated in two ways: (i) race alone and (ii) two or more races.

Substantively, the results from analyses using census benchmarks are consistent with the previous findings based on observational benchmarks. The index values were generally in the concerning range across nearly all zones, and the weighted summary index was also located in the concerning range.

While these findings may be disquieting, we believe the results should be understood as provisional. Index values reflect a single snapshot in time. And we believe that given the indeterminacy associated with computing the index, it is important to interpret outcomes by looking for trends through time. Consequently, in our view, additional analyses across at least one more year of data are needed prior to making definite conclusions.

Officer Level Analysis.

Disparity Index

We calculated a disparity index for each officer making stops during 2021. The index consists of two ratios and is computed by comparing the fraction of stops involving nonwhite drivers to corresponding benchmarks, divided by the proportion of stops involving white drivers to their corresponding benchmarks. These values are weighted by the number of stops and summed across all zones.³ Higher values suggest more disproportionality.

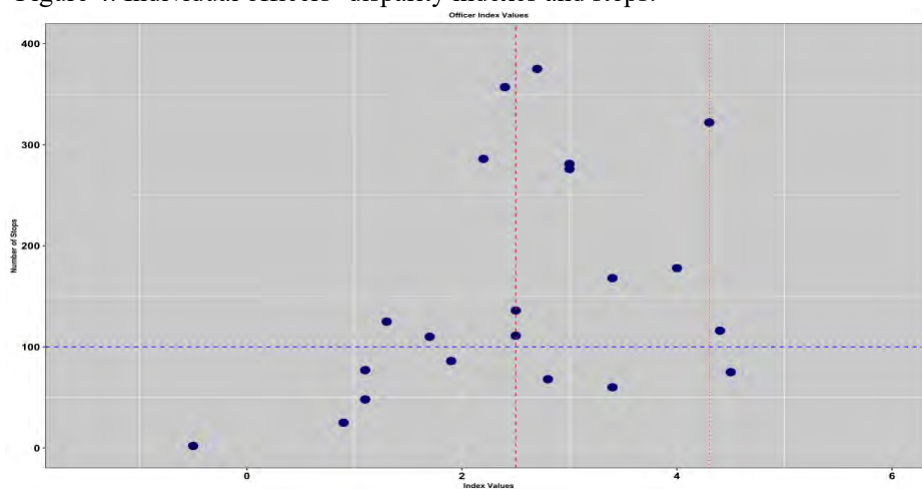
The plot below gives the disparity index values and number of stops for North Liberty officers. Each dot in the plot represents an individual officer. The index values are given along the horizontal axis and the number of stops on the vertical axis. The blue horizontal line indicates 100 stops, the thick red dashed line shows the median disparity index value for all

³ Initial index values can range solely between zero and positive infinity. However, in computing reported index scores, the values between zero and one in each zone are converted to their negative reciprocal and all scores are then weighted and summed. Please note there are at least two sources of indeterminacy in computing index values. The first is the previously mentioned potential sampling error associated with benchmark estimates. The second source of indeterminacy is that the index is undefined when the denominator equals zero. This generally occurs when very few stops are made in a zone. In these circumstances the index is made to generate a unit value.

officers making at least twenty-five stops. The thin red dashed line gives the index 90th percentile value for all officers making twenty-five stops. When interpreting the plot, readers should discount scores representing officers making less than one hundred stops.

This chart is useful qualitatively as an internal benchmarking instrument for comparing officers to one another.⁴ The chart facilitates identifying officers with comparatively high and dissimilar index values. Such officers would show up as a solitary dot, located above the blue dashed line and on the extreme right side of a chart. To reiterate, it is important to use caution when interpreting index values calculated from a relatively low number of stops (especially, fewer than one-hundred stops). Index calculations predicated on comparatively few stops can be quite unstable and change significantly with the addition or subtraction of only a couple of stops. The stability of the index increases as the number of stops increase.

Figure 4. Individual officers' disparity indexes and stops.



As noted, the plot is suitable for looking for officers with a disparity index that is clearly higher and dissimilar from others. Finding such an outcome could be indicative of an officer targeting minority motorists or racial profiling. In the chart above, all the officer index values are largely clustered together with no outliers. Accordingly, the plot provides no evidence that any individual officers are stopping minority motorists at conspicuously higher rates than coworkers.

Stop Outcome Results

We used an examination of stop outcomes to assess disproportionality in citations, warnings, arrests, and search requests. As the name implies, a stop outcome gives information about the consequence of a stop. Receiving a ticket from an officer is an example. In what follows we measure disproportionality using a statistical method called *logistic regression*. This technique predicts relationships between a binary dependent variable and one or more independent variables. Results can be reported as an odds ratio. This statistic contrasts the chances of something happening to one group against the chances of it happening to another group. One strength of logistic regression is that it can hold constant or control variables that are

⁴ Walker, 2003. <https://samuelwalker.net/wp-content/uploads/2010/06/InternalBenchmarking.pdf>

not of direct interest but that could still influence the observed outcome.⁵ This makes interpretation of findings clearer. Table 6 below gives the results from logistic regression for citations, warnings, arrests, and search requests.

Table 4. Logistic regression results

<u>Stop Outcome</u>	<u>Odds-Ratio</u>	<u>Standard Error</u>
Citations	1.00	0.11
Warnings	1.07	0.11
Arrests	0.70	0.14
Search Requests	0.53	0.20

n = 3291. Whites coded as one

In the table above, none of the coefficients are statistically significant, suggesting that the findings do not provide evidence of disproportionality for any stop outcomes. In simple terms, we found no indication that minority drivers were more likely than whites to be sanctioned with a ticket, arrest, or search request as the outcome of a stop.

Conclusions

This report examined the traffic stop behavior of the North Liberty Police Department using data from 2021. It focused on two broad categories of police conduct, racial disproportionality in vehicle stops and disproportionality in the disposition of a stop. Findings from the examination of department level vehicle stops found evidence of a mismatch between races in likelihood for being stopped for the agency. Index values were generally elevated across observational zones for both day and nighttime stops. However, as noted in the report, these values reflect a single snapshot in time, and we believe that given the indeterminacy associated with computing the index, it is important to interpret outcomes by looking for trends through time. Consequently, it is our view that additional analyses using another year of data are necessary prior to making definite conclusions.

Analyses of officer level data found no evidence of officers stopping nonwhite motorists at conspicuously higher rates than colleagues. Finally, the results for the analyses of stop outcomes did not suggest disproportionality in stop outcomes for any outcome measures, including citations, warnings, arrest, or search requests.

⁵ The control variables used for the analyses were: *a*) the time of day the stop occurred, *b*) the stop location, *c*) the officer making the stop, and *d*) the motorist's gender.

**North Liberty PD Police
2023 (Fiscal year) Traffic Stop
Report**

Prepared by: Chris Barnum
CR Research Group LC

Final
November 2023

North Liberty Police Traffic Study

For the past several decades public interest in police-minority interaction has steadily increased. An important aspect of this attention has been police-motorist contact, with a particular curiosity for racial profiling. In 2020, the City of North Liberty partnered with CR Research Group LC to evaluate potential disproportionality in the North Liberty Police Department's discretionary traffic stop activity. The review focused on assessing stops made by the department between July 1st, 2022, and July 29th, 2023, and centered on evaluating two broad categories of discretionary police conduct: (i) racial disproportionality in vehicle stops—expressed as racial differences in the likelihood of being stopped by the police and (ii) dissimilarities across racial demographics in the outcome or disposition of a stop.

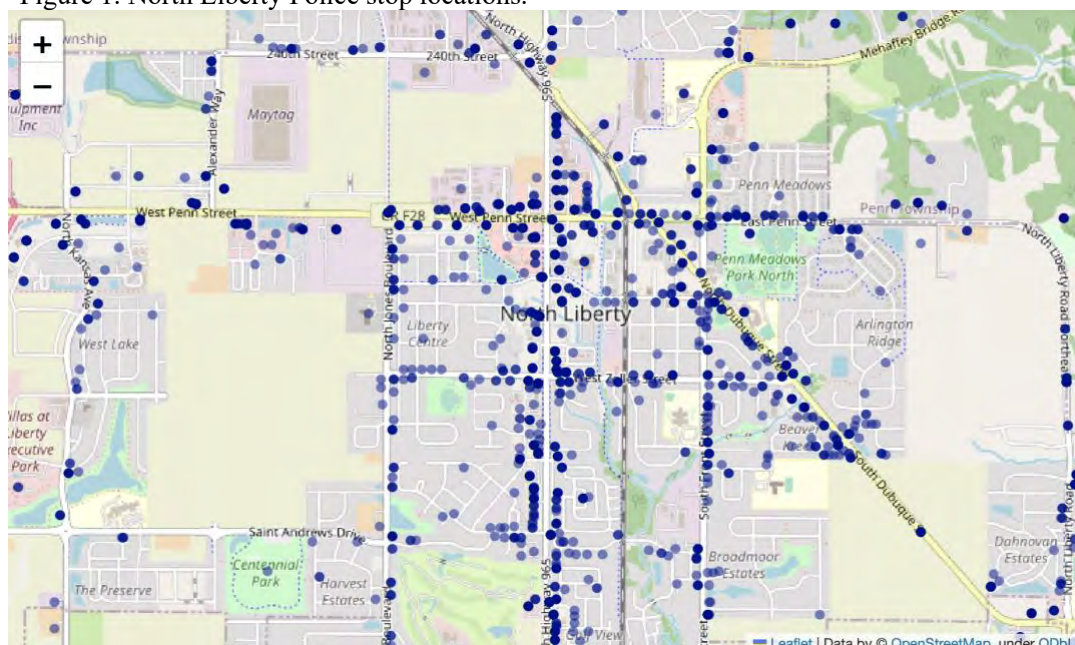
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The choice of locations for observation zones is critical because it is generally not possible to survey all street intersections in a community. Instead, researchers must utilize alternative methodologies, including sampling observation zones from all possible locations. In doing so, the goal is to survey traffic at locations that generalize to the community, usually locations where traffic and police traffic enforcement activity is comparatively heavy.

Police Stop Locations

The map Figure below shows the location of stops made by the North Liberty PD during 2022-23. Each bluish-grey dot on the map represents an individual traffic stop and the darker areas on the map represent locations where multiple stops occurred in the same spot (here, the dots are stacked on top of each other).

Figure 1. North Liberty Police stop locations.



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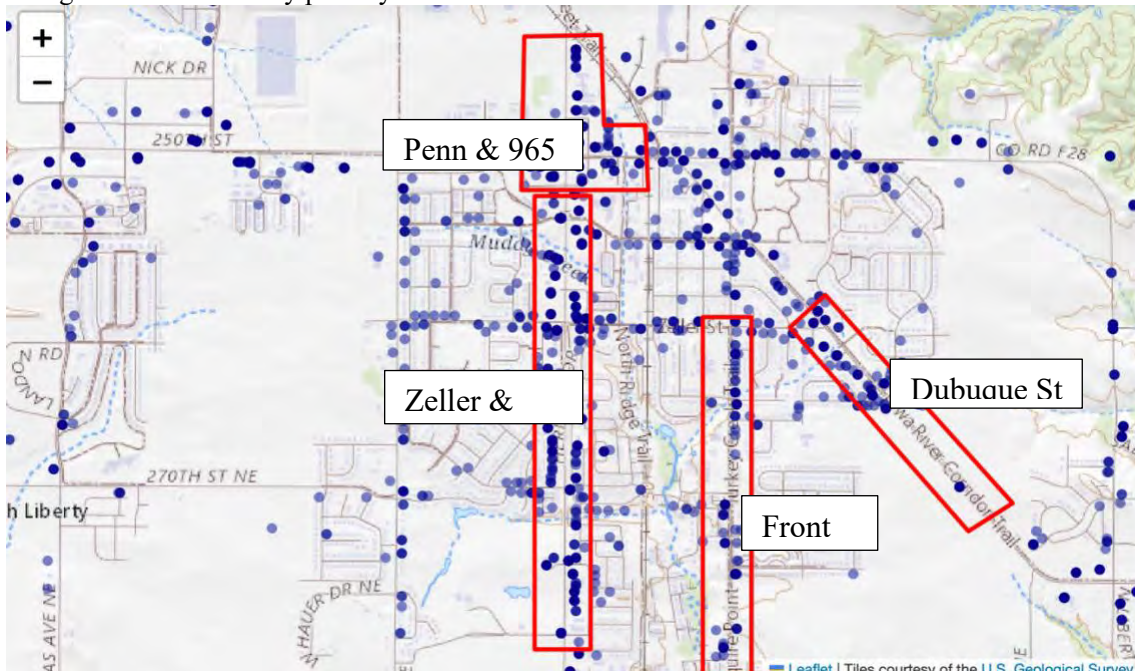
We deployed roadside surveyors to monitor traffic at locales within selected zones. The traffic observers made more than 55,500 observations at these locations throughout the city from January thru November 2021. Observations were made at various times seven days a week from approximately 9:00am – 2:00am.

Reliability of Observations

The roadside observers were in effect recording characteristics about a *sample* of drivers on the streets of North Liberty. Like all samples, this one is associated with a degree of imprecision or uncertainty. This opacity stems from two factors, the randomness of the sampling process, and measurement error or misidentification of the race of the observed driver.

We assessed these factors for each of our observation locations in North Liberty. In locations we call ‘**Primary zones**,’ the conditions were optimal, and we have a high degree of confidence in the information. In these locations we believe the data are associated with low measurement error, resulting in findings that are valid, and quite generalizable. See figure 2 below for locations of primary observation zones.

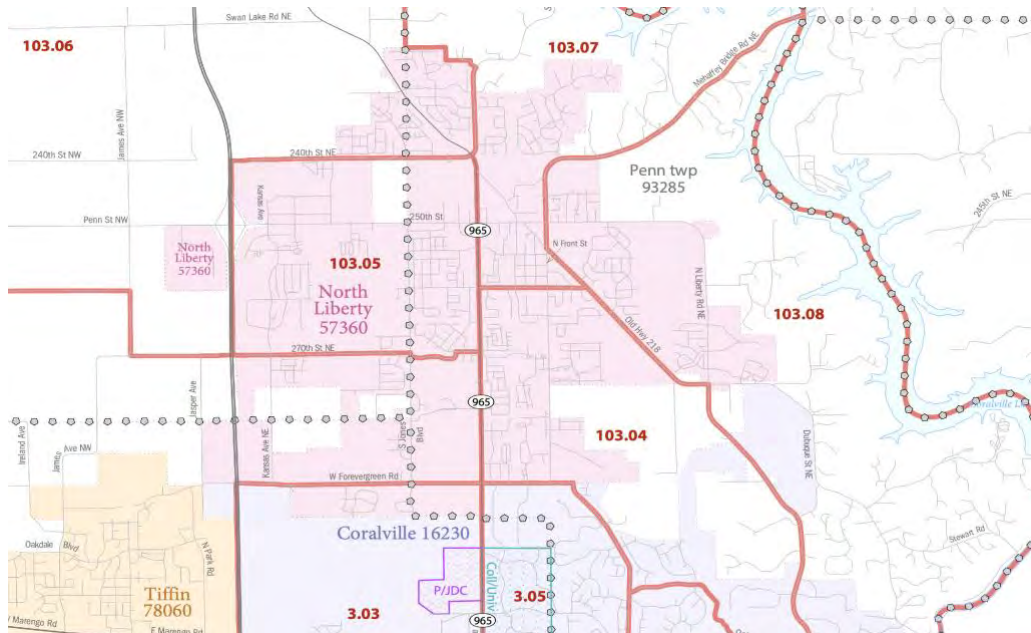
Figure 2. North Liberty primary observation zones



The North Liberty Police Department conducted 4,078 traffic stops in 2022-23 (July to July). About one third of these were made in primary zone locations. This amount of data is more than sufficient for statistical analyses that produce reliable and valid results.

We also estimated disproportionality for larger geographical areas using 2020 US Decennial Census tracts. For each tract in North Liberty, we compared the racial characteristics of motors stopped in the tract to the census demographic information for the tract. Results were then generalized to the entire area. Information from the census analyses serves as a useful yardstick that that can be contrasted with the findings from the observational benchmarks. Figure 3 below gives the boundaries for census tract zones.

Figure 3. North Liberty census observation zones.



Disproportionality

The process of comparing police data to benchmarks is straight forward. It centers on identifying dissimilarities between the demographic percentages from the police traffic stop data and benchmark information. Any positive departure between police data and benchmark information signifies **disproportionality** or an over representation of minority drivers in the data. Although, disproportionality can indicate bias or discrimination, it does not necessarily signify bias. It is possible for disproportionality to occur for several reasons including differences between racial groups in driving behavior, vehicle condition, driver-license status and so forth.

This benchmarking approach makes it possible to track disproportionality by area of town, by time of day, by duty assignment and by individual officer. While the process serves as a valuable tool for assessment, please keep in mind that the technique generates only *estimates* of disproportionality. As noted, analyses are predicated on benchmark information and the benchmarks are formed from samples of the drivers on the roads at a specific time and place. And like all samples, this one is associated with some degree of error or uncertainty.

Department Level Analysis

Benchmark Comparisons

We compute a disproportionality index to estimate levels of disproportionality in stops made by the North Liberty Police. The index takes on positive values, with the value 1.0

signifying no disproportionality. Higher index values indicate an increased potential for meaningful disproportionality. The index is calculated by comparing two ratios: (i) the ratio of minority stops to corresponding benchmarks against (ii) the ratio of non-minority driver stops to their associated benchmarks. The final summary index is estimated by weighting these ratios and then summing across each zone. Weights consist of the number of stops made in each zone. We used separate index ranges for days and nights.¹

Index Value Ranges

We follow Lamberth's (2013) guidelines for interpretation of index ranges, with slight modifications in terminology and with small, prudent increases in threshold ranges for nighttime observations.²

Table 1. Disproportionality index ranges

Level of Concern	Primary Zone Ranges		
	Benign	Monitor	Concerning
Day Time	< 1.5	1.6 – 2.0	> 2.0
Night Time	< 2.0	2.1 – 2.5	> 2.5

Benign index values are associated with a low probability of disproportionality. As index scores increase, the probability of meaningful disproportionality also increases. Scores in the concerning range may be problematic and may be indicative of police targeting of minority drivers. As noted, the breakpoint values for nights are marginally higher than days. This is to account for potentially higher measurement error that may result from reduced visibility at night. Table 2 gives the summary index values for both days and nights.

Table 2. Disproportionality index values by zone.

<u>Location</u>	<u>Bench</u>	<u>Minority%</u>	<u>No. Stops</u>	<u>No. Obs.</u>	<u>Index</u>
Days					
Hwy 965 - Penn	0.08	0.19	277	14766	2.8
Hwy 965 - Zeller	0.09	0.25	422	9761	3.3
Dubuque St	0.06	0.20	233	2030	3.8
Front St	0.07	0.21	213	6487	3.6
Index					3.3
Nights					
Hwy 965 - Penn	0.11	0.33	486	4951	4.0
Hwy 965 - Zeller	0.19	0.33	645	3143	2.0
Dubuque St	0.12	0.24	206	379	2.3
Front St	0.12	0.25	238	731	2.6
Index					2.7

Overall, the information in Table 2 shows concerning levels of disproportionality for days across all zones, and for two nighttime zones. The weighted summary indexes for both nights

¹ Daytime stops are those that occurred between 7:00am and 7:00pm.

² Lamberth, 2013. Retrieval at:

http://mediad.publicbroadcasting.net/p/michigan/files/201309/KDPS_Racial_Profiling_Study.pdf

and days is in the concerning range. The summary is the best overall indicator of disproportionality, its values are 3.3, and 2.7 for days and nights respectively.

Census Tract Benchmark Comparisons

As outlined above, we also estimated disproportionality for larger geographical areas using 2020 census tract information. Lamberth’s (2013) threshold values are again used for interpretation of index scores.

Table 3. Census benchmark disproportionality index values by census tract.

Tract	Census-Bench	Minority%	Stops	Index
10303	7.8%	24.8	266	3.90
10304	10.4%	28.3	836	3.41
10305	13.8%	30.1	1169	2.69
10306	13.8%	26.6	135	2.27
10307	10.3%	23.5	770	2.67
10308	10.4%	23.7	409	2.68
Index				2.93

Census Indexes calculated as: 100% - (white alone-not Hispanic %). Based US Census Bureau ACS.

Substantively, the results from analyses using census benchmarks are consistent with the previous findings based on observational benchmarks. The index values were in the concerning range across all zones, and the weighted summary index was also located in the concerning range.

While these findings may be disquieting, we believe the results should be understood as provisional. Index values reflect a single snapshot in time. And we believe that given the indeterminacy associated with computing the index, it is important to interpret outcomes by looking for trends through time. Consequently, in our view, additional analyses across more years of data are needed prior to making definite conclusions.

Officer Level Analysis.

Disparity Index

We calculated a disparity index for each officer making stops during 2022-23 (July to July). The index consists of two ratios and is computed by comparing the fraction of stops involving nonwhite drivers to corresponding benchmarks, divided by the proportion of stops involving white drivers to their corresponding benchmarks. These values are weighted by the number of stops and summed across all zones.³ Higher values suggest more disproportionality.

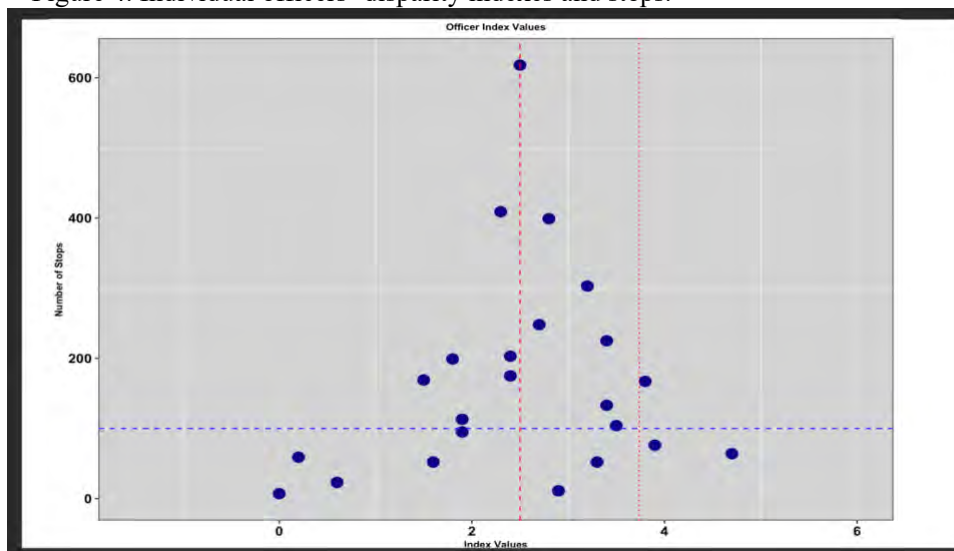
The plot below gives the disparity index values and number of stops for North Liberty officers. Each dot in the plot represents an individual officer. The index values are given along the horizontal axis and the number of stops on the vertical axis. The blue horizontal line indicates 100 stops, the thick red dashed line shows the median disparity index value for all

³ Initial index values can range solely between zero and positive infinity. However, in computing reported index scores, the values between zero and one in each zone are converted to their negative reciprocal and all scores are then weighted and summed. Please note there are at least two sources of indeterminacy in computing index values. The first is the previously mentioned potential sampling error associated with benchmark estimates. The second source of indeterminacy is that the index is undefined when the denominator equals zero. This generally occurs when very few stops are made in a zone. In these circumstances the index is made to generate a unit value.

officers making at least twenty-five stops. The thin red dashed line gives the index 90th percentile value for all officers making twenty-five stops. When interpreting the plot, readers should discount scores representing officers making less than one hundred stops.

This chart is useful qualitatively as an internal benchmarking instrument for comparing officers to one another.⁴ The chart facilitates identifying officers with comparatively high and dissimilar index values. Such officers would show up as a solitary dot, located above the blue dashed line and on the extreme right side of a chart. To reiterate, it is important to use caution when interpreting index values calculated from a relatively low number of stops (especially, fewer than one-hundred stops). Index calculations predicated on comparatively few stops can be quite unstable and change significantly with the addition or subtraction of only a couple of stops. The stability of the index increases as the number of stops increase.

Figure 4. Individual officers' disparity indexes and stops.



As noted, the plot is suitable for looking for officers with a disparity index that is clearly higher and dissimilar from others. Finding such an outcome could be indicative of an officer targeting minority motorists or racial profiling. In the chart above, all the officer index values are largely clustered together with no outliers. Accordingly, the plot provides no evidence that any individual officers are stopping minority motorists at conspicuously higher rates than coworkers.

Stop Outcome Results

We used an examination of stop outcomes to assess disproportionality in citations, warnings, arrests, and search requests. As the name implies, a stop outcome gives information about the consequence of a stop. Receiving a ticket from an officer is an example. In what follows we measure disproportionality using a statistical method called *logistic regression*. This technique predicts relationships between a binary dependent variable and one or more independent variables. Results can be reported as an odds ratio. This statistic contrasts the chances of something happening to one group against the chances of it happening to another

⁴ Walker, 2003. <https://samuelwalker.net/wp-content/uploads/2010/06/InternalBenchmarking.pdf>

group. One strength of logistic regression is that it can hold constant or control variables that are not of direct interest but that could still influence the observed outcome.⁵ This makes interpretation of findings clearer. Table 6 below gives the results from logistic regression for citations, warnings, arrests, and search requests.

Table 4. Logistic regression results

Stop Outcome	Odds-Ratio	2.5%	97.5%
Citations*	1.40	0.13	1.74
Warnings	0.90	0.75	1.08
Arrests	1.75	0.98	3.06
Search Requests	---	---	---

* $p < 0.05$. $n = 3929$. Whites coded as one—reciprocal odds ratio values are reported for clarity.

In the table above, the coefficient for citations is statistically significant. This finding suggests that the odds of receiving a ticket for nonwhite drivers were about 40% higher than for white drivers. However, the interpretation of odds ratios can be tricky, especially for comparatively infrequent events. In North Liberty, the issuing of citations was an uncommon event, occurring roughly on about 12% of all stops. To put this odds ratio finding into perspective—using raw percentages—this result means that roughly 14% of all nonwhite drivers stopped received a citation, while about 12% of all white drivers were issued a ticket. Neither the odds ratio for warnings nor all-arrests were statistically significant, suggesting no disproportionality in these outcomes. The NLPD made very few discretionary arrests or search requests during traffic stops in the study timeframe. Consequently, it was not possible to meaningfully analyze these outcomes using statistical investigation.

Conclusions

This report examined the traffic stop behavior of the North Liberty Police Department using data from July 2022 through July 2023. It focused on two broad categories of police conduct, racial disproportionality in vehicle stops and disproportionality in the disposition or outcome of a stop. Findings from the examination of department level vehicle stops found evidence of a mismatch between races in the likelihood of being stopped by the agency. Index values were generally elevated across observational zones for both day and nighttime stops. However, as noted in the report, these values reflect a snapshot in time, and we believe that given the indeterminacy associated with computing the index, it is important to interpret outcomes by looking for trends through time. Consequently, it is our view that additional analyses using future data are necessary prior to making definite conclusions.

Analyses of officer level data found no evidence of officers stopping nonwhite motorists at conspicuously higher rates than colleagues. Finally, the results for the analyses of stop outcomes does suggest some disproportionality in citations, with roughly 14% of nonwhite drivers receiving a citation, while about 12% of white drivers were issued a ticket. Neither the stop outcome measures for warnings nor arrests were statistically significant. Finally, there were too few discretionary arrests, and search requests for meaningful statistical analysis.

⁵ The control variables used for the analyses were: *a*) the time of day the stop occurred, *b*) the stop location, *c*) the officer making the stop, *d*) the motorist's gender, and *e*) whether the stop was made for a moving violation (coded as 1).

Recommendations

We recommend that the North Liberty Police Department should:

- Continue to monitor traffic stop data and assess information for disproportionality.
 - This assessment should pay special attention to evaluating potential disproportionality for stops made near the intersection of Hwy 965 and Penn St.
- Evaluate arrests to determine if a larger proportion of drivers could be issued a summons in lieu of being taken to jail.
- Perhaps reconsider the department's traffic stop policy and its relationship to the agency's strategic mission. Specifically, given that roughly 80% of traffic stops resulted in no citations being issued, possibly the PD's managers should assess whether this pattern of enforcement fits with the department's mission



Speed Zones

ORDINANCE NO. 2024-01

**AN ORDINANCE AMENDING CHAPTER 62 OF THE NORTH LIBERTY
CODE OF ORDINANCES TO UPDATE SPEED VIOLATION CITATION
CRITERIA AND THE LOCATIONS OF SPECIAL SPEED ZONES**

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

SECTION 1. AMENDMENT. Chapter 62.05 of the North Liberty Code of Ordinances is amended to read as follows:

62.05 STATE CODE SPEED LIMITS.

The following speed limits are established in Section 321.285 of the Code of Iowa and any speed in excess thereof is unlawful unless specifically designated otherwise in this chapter as a special speed zone.

1. Business District - twenty (20) miles per hour.
2. Residence or School District - twenty-five (25) miles per hour.
3. Suburban District - forty-five (45) miles per hour.

Violations of this section shall be cited under Section 62.01(~~8584~~) through 62.01(99), as is appropriate under the circumstances.

SECTION 2. AMENDMENT. Chapter 62.07 of the North Liberty Code of Ordinances is amended to read as follows:

62.07 SPECIAL SPEED ZONES.

1. In accordance with requirements of the Iowa Department of Transportation, or whenever the City Council shall determine upon the basis of an engineering and traffic investigation that any speed limit listed in Section 62.~~01~~05 is greater or less than is reasonable or safe under the conditions found to exist at any intersection or other place or upon any part of the City street system, the Council shall determine and adopt by ~~resolution-ordinance~~ such higher or lower speed limit as it deems reasonable and safe at such location. Such speed limit shall be effective when proper and appropriate signs giving notice of the speed limit are erected at such intersections or other place or part of the street. Violations of this section shall be cited under Section 62.01(84) through 62.01(99), as is appropriate under the circumstances.

2. Special speed zones within the City are hereby established as set forth below in Table 62.07.

Table 62.07 - Special Speed Zones	
Special Speed Zone Location	Speed Limit
Front Street between its intersections with Zeller Street and Forevergreen Road	30 Mph
Mehaffey Bridge Road NE between a point 270' West-Southwest of its intersection with Cedar Springs Drive and a point 260' East of its intersection with Cedar Springs Drive	35 Mph
Mehaffey Bridge Road NE starting at a point 260' East of its intersection with Cedar Springs Drive, and continuing East to City Limits	45 Mph
Dubuque Street starting at a point 275' Northwest of its intersection with Centro Way, and continuing Northwest to its intersection with Highway 965	35 Mph
Dubuque Street starting at a point 1,000 feet Southeast of its intersection with Juniper Street, and continuing Southeast and East to City Limits	35 Mph
North Liberty Road starting at a point 115' North of its intersection with Salm Drive, and continuing South to City Limits	35 Mph
North Liberty Road starting at a point 115' North of its intersection with Salm Drive, and continuing North and West to a point on Penn Street, 1,450' East of Penn Street's intersection with Juniper Street	45 Mph
Scales Bend Road starting at its intersection with Highway 965 and continuing North to a point 65' North of its intersection with Fox Run	35 Mph
Scales Bend Road starting at a point 65' North of its intersection with Fox Run, and continuing North to City Limits	40 Mph
240th Street between its intersections with Highway 965 and Goose Lake Circle	35 Mph
Alexander Way between its intersections with 240th Street and Penn Street	35 Mph
Jones Boulevard between its intersections with Forevergreen Road and 240th Street	35 Mph
Forevergreen Road between its intersections with Highway 965 and a point 875' West of its intersection with Covered Bridge Road	35 Mph
Forevergreen Road starting at a point 875' West of its intersection with Covered Bridge Road, and continuing West to City Limits	45 Mph
St. Andrews Drive between its intersections with Kansas Avenue and Jones Boulevard	35 Mph
Kansas Avenue starting at a point 55' South of its intersection with West Lake Road, and continuing South to a point 55' South of its intersection with Denison Avenue	35 Mph

Kansas Avenue starting at a point 55' South of its intersection with Denison Avenue, and continuing South to its intersection with Forevergreen Road	45 Mph
Penn Street starting at its intersection with Saratoga Place, and continuing West to City Limits	45 Mph
Penn Street between its intersections with Saratoga Place and Highway 965	35 Mph
Highway 965 starting at a point 1,360' Northwest of its intersection with 240th Street, and continuing Northwest to City Limits	45 Mph
Highway 965 between a point 1,360' Northwest of its intersection with 240th Street and a point 590' North of its intersection with Sara Court	35 Mph
Highway 965 starting at a point 590' North of its intersection with Sara Court, and continuing South to City Limits	45 Mph

3. Special speed zones within the City governing speed limits on public roads adjacent to schools, and which are not otherwise governed by the provisions of Chapter 62.05 of this code, are hereby established as set forth below in Table 62.08.

Table 62.08 - Special Speed Zones for Schools	
Special Speed Zone Location	Speed Limit
South Front Street between its intersection with Forevergreen Road and a point 150' South of its intersection with Vandello Drive	20 Mph
South Front Street between a point 120' North of its intersection with Nicholas Lane and a point 150' South of its intersection with Vandello Drive	20 Mph
Vandello Drive between its intersection with South Front Street and a point 150' West of its intersection with South Front Street	20 Mph
Windsor Road between its intersection with South Front Street and a point 130' East of its intersection with South Front Street	20 Mph
South Front Street between its intersection with Zeller Street and a point 250' South of its intersection with Hackberry Street	20 Mph
Hackberry Street between its intersection with Front Street and a point 200' East of its intersection with South Front Street	20 Mph
Birch Court between its intersection with South Front Street and a point 160' East of its intersection with South Front Street	20 Mph
Birch Street between its intersection with Autumn Court and its intersection with South Front Street	20 Mph
South Stewart Street between a point 120' South of its easterly intersection with Birch Street and said intersection	20 Mph

East Hickory Street between its intersection with South Front Street and a point 175' East of its intersection with South Front Street	20 Mph
North Front Street between a point 350' South of its intersection with Centro Way and a point 250' North of its intersection with Centro Way	20 Mph
Centro Way between its intersection with North Front Street and a point 585' North and East of its intersection with North Dubuque Street	20 Mph
North Dubuque Street between its intersections with North Front Street and Dickinson Drive	20 Mph
South Kansas Avenue between a point 130' North of its intersection with Denison Avenue and a point 540' North of its intersection with Saint Andrews Drive	20 Mph
Saint Andrews Drive between its intersection with South Kansas Avenue and a point 300' East of its intersection with Brook Ridge Avenue	20 Mph
Brook Ridge Avenue between its intersection with Saint Andrews Drive and a point 140' South of its intersection with Saint Andrews Drive	20 Mph

SECTION 3. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. 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 5. 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 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____, 2023
 Second reading on _____, 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. _____ in the Cedar Rapids *Gazette* on the ____ day of _____, 2023.

TRACEY MULCAHEY, CITY CLERK

ORDINANCE NO. 2024-01

AN ORDINANCE AMENDING CHAPTER 62 OF THE NORTH LIBERTY CODE OF ORDINANCES TO UPDATE SPEED VIOLATION CITATION CRITERIA AND THE LOCATIONS OF SPECIAL SPEED ZONES

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SECTION 5. 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 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____, 2024
 Second reading on _____, 2024.
 Third and final reading on _____, 2024.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. _____ in the Cedar Rapids Gazette on the ____ day of _____, 2024.

TRACEY MULCAHEY, CITY CLERK



1085 Liberty Way Preliminary Site Plan



February 6, 2024

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

Re: Request of Senne Property Investments IA, LLC to approve a Preliminary Site Plan for a 11,600 square foot multi-tenant commercial building with a drive through facility on 1.48 acres. The property is located at the southeast corner of Liberty Way and North Jones Boulevard.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its February 6, 2024 meeting. The Planning Commission took the following action:

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:

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

The vote for approval was 7-0.

Josey Bathke, Chairperson
City of North Liberty Planning Commission



To **City of North Liberty Planning Commission**
 From **Ryan Rusnak, AICP**
 Date **February 2, 2024**
 Re **Request of Senne Property Investments IA, LLC to approve a Preliminary Site Plan for a 11,600 square foot multi-tenant commercial building with a drive through facility on 1.48 acres. The property is located at the southeast corner of Liberty Way and North Jones Boulevard.**

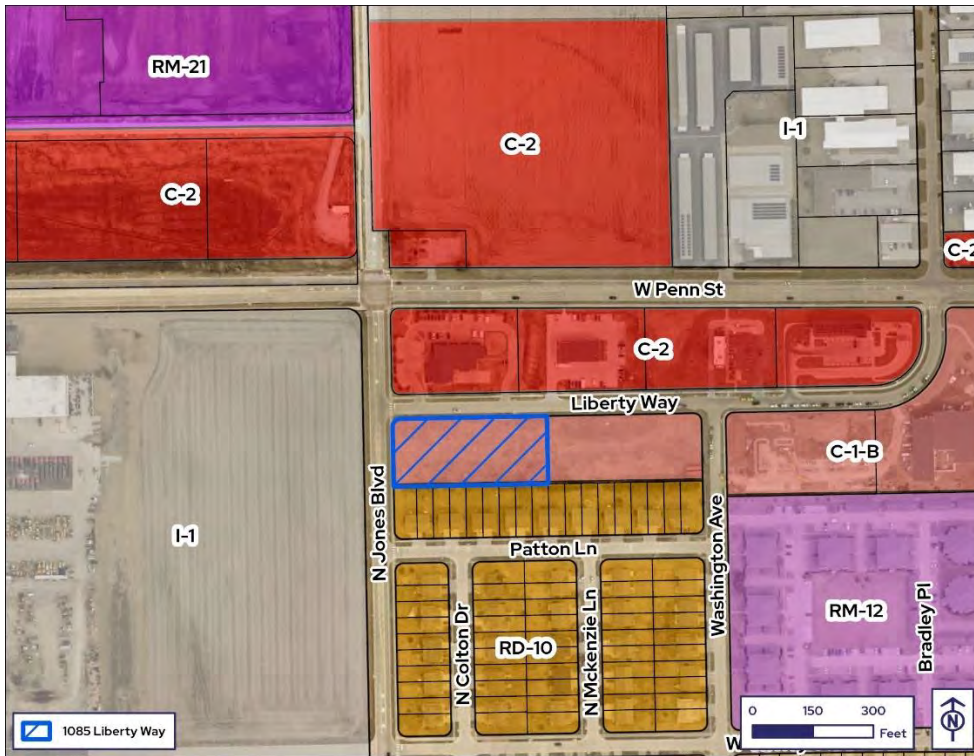
North Liberty City staff has reviewed the subject submission, and offer comments presented in this memo. The staff review team includes the following personnel:

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

1. **Request Summary:** The site plan proposes a single-story multi-tenant commercial building with drive through facility and related infrastructure on approximately 1.48 acres.

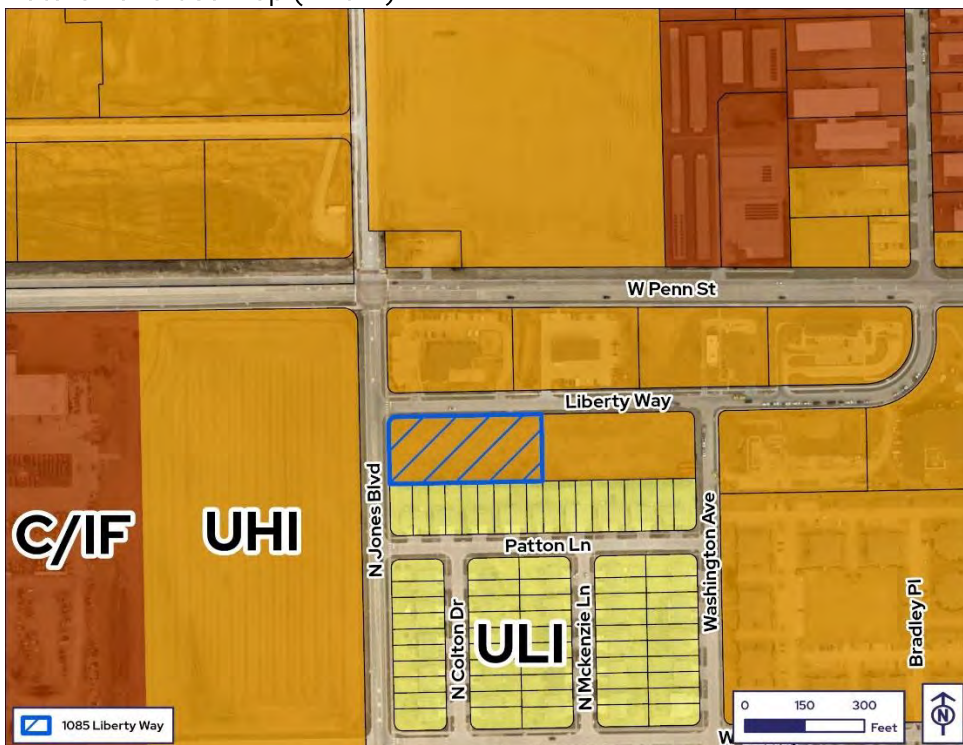


2. **Current Zoning:** C-1-B General Commercial District.



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

Future Land Use Map (FLUM)



4. Approval Standards:

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 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-1-B District is consistent with the UHI Land Use Map designation.

Analysis of adopted ordinances and regulations.

Section 168.07 of the North Liberty Code of Ordinances for some potential uses of the property.

Personal Services Establishment

A. Defined. Personal service establishment means an establishment that provides frequent or recurrent needed services of a personal nature. Typical uses include, but are not limited to, beauty shops, barbershops, tanning salons, electronics repair shops, bicycle repair shops, nail salons, laundromats, health clubs, dry cleaners, and tailors. Personal service establishment does not include a private recreational facility.

B. Use Standards. None.

Restaurant.

A. Defined. Restaurant means an establishment where food and drinks, including alcoholic beverages, are provided to the public for on-premises consumption by seated patrons and/or for carry-out service.

B. Use Standards.

Retail Goods Establishment.

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.

Drive-Through Facility.

- A. Defined. Drive-Through Facility means that portion of a business where business is transacted directly with customers via a service window that allows customers to remain in their vehicle. A drive through facility must be approved separately as a principal use when in conjunction with another principal uses such as restaurants and financial institutions. A standalone ATM is considered a drive-through facility for the purposes of this definition.
- B. Use Standards.
- (1) All drive-through facilities must provide a minimum of four stacking spaces per lane or bay, unless additional stacking spaces are specifically required by this Ordinance. Stacking spaces provided for drive-through uses must:
 - (i) Be a minimum of nine feet in width, as measured from the outermost point of any service window or bay entrance, to the edge of the driveway, and 18 feet in length. In the case of a recessed service window, the measurement is taken from the building wall.
 - (ii) Begin behind the vehicle parked at a final point of service exiting the drive through aisle, such as a service window or car wash bay (this does not include a menu board). Spaces must be placed in a single line behind each lane or bay.
 - (2) All drive-through lanes must be located and designed to ensure that they do not adversely affect traffic circulation on adjoining streets.

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.

Requirements for All Districts (ordinance language in *italics* and staff analysis in **bold**).

- *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.

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

- *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.*
- *Materials. Minimum required masonry on all building elevations is 60%. Exterior walls not composed of masonry products shall not be covered with ribbed.*

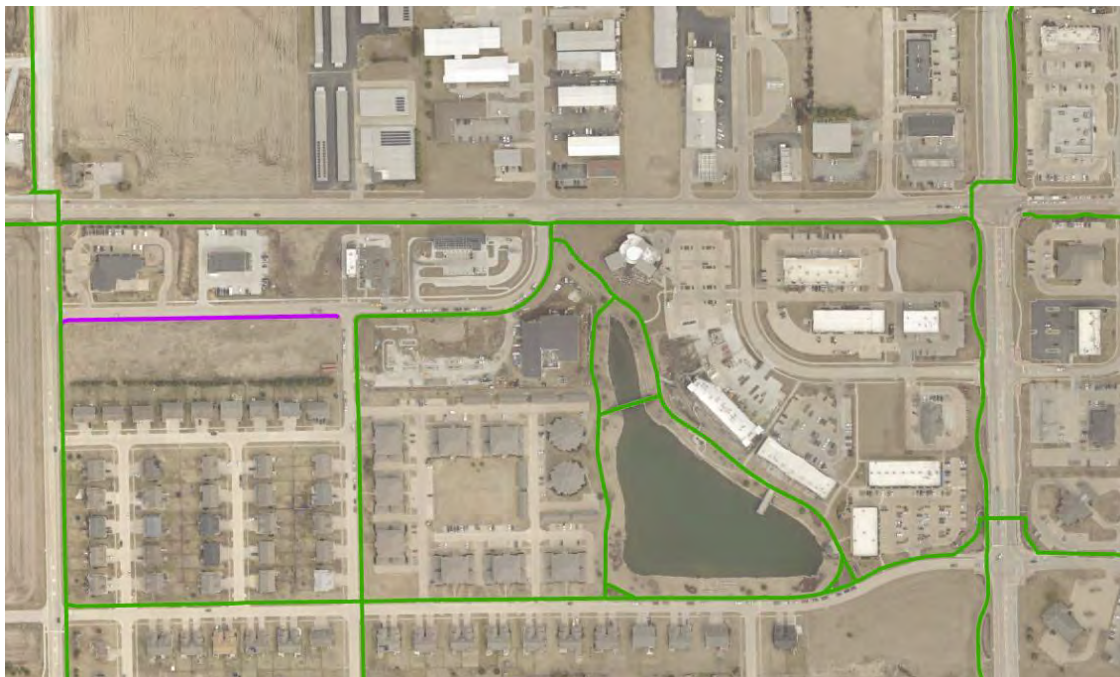
It is staff's opinion that the site plan achieves consistency with the aforementioned design standards.

5. Additional information:

There is an existing vegetation buffer along the south property boundary. It appears that this landscaping was installed in conjunction with the residential development to the south. Although, some of the landscaping is installed on the subject property. This landscaping would be preserved.



The development would include an 8' wide trail along the south side of Liberty Way. The subject and adjacent property to the east would integrate into the City's trail network system.



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 11,600 square foot multi-tenant commercial building with a drive through facility on 1.48 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.

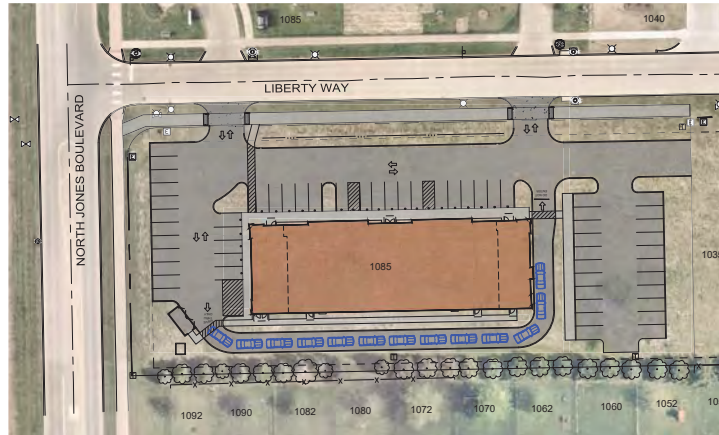
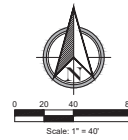
INDEX OF DRAWINGS

INDEX, LEGEND & OVERALL LAYOUT	Sheet No.'s
INDEX, LEGEND & OVERALL LAYOUT	C-0
EXISTING AND DEMO PLAN	C-1
SITE PLAN	C-2
GRADING PLAN	C-3
UTILITY PLAN	C-4
UTILITY PROFILES	C-5
EROSION CONTROL PLAN	C-6
SITE PLAN DETAILS	C-7
SAN AND WATER UTILITY DETAILS	C-8
STORM UTILITY DETAILS	C-9

LEGEND

PROPOSED	EXISTING	
		STORM MANHOLE
		STORM INLET
		FLARED END SECTION
		SANITARY MANHOLE
		SANITARY/STORM CLEANOUT
		WATER VALVE
		HYDRANT
		POWER POLE
		POWER POLE W/ LIGHT
		GUY WIRE
		ELECTRIC PEDESTAL/TRANSFORMER
		TELEPHONE PEDESTAL
		GAS METER
		LIGHT POLE
		TRAFFIC SIGNAL
		SIGNS
		BUSH/SHRUB
		CONTROL POINT
		LOT LINE
		EASEMENT LINE
		R.O.W. LINE
		SETBACK LINE
		SANITARY SEWER
		STORM SEWER
		WATER LINE
		OVERHEAD ELECTRIC
		UNDERGROUND ELECTRIC
		GAS LINE
		TELEVISION LINE
		TELEPHONE LINE
		FIBER OPTIC CABLE
		UTILITY LINE
		CONTOUR

BID PLANS FOR:
SALONS & STUDIOS
1085 LIBERTY WAY
NORTH LIBERTY, IA



HORIZONTAL CONTROL - NAD 83			
POINT #	NORTHING	EASTING	DESCRIPTION
2	643561.3450	2154989.8770	CPI NAIL
1000	645727.2160	2151136.6250	CP CHK

OWNER
SALON AND STUDIOS
NORTH LIBERTY LLC

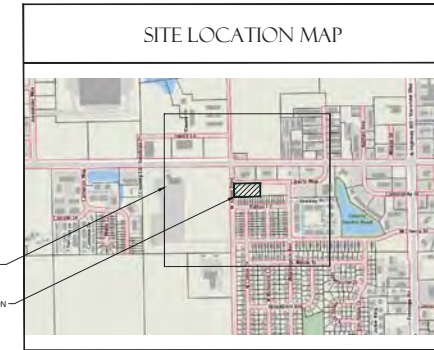
ARCHITECT
JOSEPH ARCHITECTURAL GROUP
4519 42ND AVE.
ROCK ISLAND, IL 61201

UTILITY NOTE

ALL UTILITIES, MAINS, SERVICE CONNECTIONS, AND STRUCTURES ARE APPROXIMATE ONLY AND WERE OBTAINED FROM RECORDS MADE AVAILABLE TO THE ENGINEER. THERE MAY BE OTHER EXISTING UTILITIES, MAINS, SERVICE CONNECTIONS, AND STRUCTURES NOT KNOWN AND NOT SHOWN ON THESE PLANS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXACT LOCATION, DEPTH, AND SIZE OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CALL IOWA ONE CALL FOR UTILITY LOCATES A MINIMUM OF 48-HOURS PRIOR TO DIGGING. REVIEW EXISTING UTILITY RECORDS SUPPLIED BY THE ENGINEER AND PERFORM EXPLORATORY DIGGING AS NECESSARY TO VERIFY UTILITIES PRIOR TO ORDERING MATERIALS AND CONSTRUCTION OF IMPROVEMENTS.

SPECIFICATIONS AND STANDARDS

THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF NORTH LIBERTY CODE OF ORDINANCES AND DETAILED DRAWINGS, CURRENT EDITION OF IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS) MANUAL AND THE IOWA ACCESSIBILITY CODE.



GENERAL NOTES:

- ALL IMPROVEMENTS SHOWN SHALL COMPLY WITH THE IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS) MANUAL, CURRENT EDITION, THE CITY OF NORTH LIBERTY SPECIFICATIONS, AND THE IOWA ACCESSIBILITY CODE.
- LOCATION OF UNDERGROUND UTILITIES SHOULD BE CONSIDERED AS APPROXIMATE ONLY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT EACH UTILITY COMPANY OR IOWA ONE CALL FOR LOCATION OF EXISTING LINES IN OR NEAR THE CONSTRUCTION AREA.
- CONTRACTOR SHALL PROTECT ALL ABOVE AND BELOW GRADE EXISTING UTILITIES, PAVED STREETS AND OTHER ITEMS TO REMAIN, INCLUDING ANY NOT SHOWN IN THE PLANS. CONTRACTOR SHALL NOTIFY THE OWNER IMMEDIATELY OF ANY MAJOR CONFLICTS BETWEEN THE DRAWING AND THE EXISTING FEATURES. DAMAGE TO EXISTING UTILITIES, PAVING OR OTHER ITEMS SHALL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE.
- IMMEDIATELY NOTIFY ENGINEER OF UNEXPECTED SUB-SURFACE CONDITIONS. DISCONTINUE WORK IN AREA UNTIL NOTIFIED BY ENGINEER TO RESUME WORK.
- NOTIFY ENGINEER OF DISCREPANCIES BETWEEN EXISTING CONDITIONS AND DRAWINGS BEFORE PROCEEDING WITH WORK.
- TOPOGRAPHIC SURVEY FOR THE SITE WAS PROVIDED BY ABBITT SURVEY & DEVELOPMENT, PLLC. CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING CONSTRUCTION LAYOUT FOR ALL GRADES.
- CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING CONSTRUCTION LAYOUT FOR ALL GRADES.
- OWNER WILL PROVIDE AND PAY FOR A QUALITY CONTROL AND TESTING FIRM IF DEEMED NECESSARY TO CONFIRM FIELD COMPLIANCE WITH SPECIFICATIONS.
- THE CONTRACTOR IS REQUIRED TO OBTAIN AND MAINTAIN WHATEVER LICENSE, BONDING AND PERMITTING AS REQUIRE BY THE CITY OF NORTH LIBERTY.

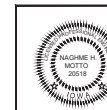
CONSTRUCTION STAKING AND LAYOUT NOTES:

- CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING CONSTRUCTION LAYOUT FOR ALL CONSTRUCTION.
- STAKING ELEVATIONS SHALL BE OBTAINED FROM THE PRINTED PLANS. IMMEDIATELY NOTIFY ENGINEER OF ANY DISCREPANCIES BETWEEN THE PRINTED PLANS AND THE ELECTRONIC FILES BEFORE PROCEEDING WITH WORK.
- ELECTRONIC AUTODESK CIVIL3D FILES WILL BE PROVIDED TO AID CONSTRUCTION LAYOUT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LAYOUT THE LOCATIONS AND GRADES BASED ON THE PRINTED PLANS, USING THE PROVIDED ELECTRONIC FILES FOR ASSISTANCE. IMMEDIATELY NOTIFY ENGINEER OF ANY DISCREPANCIES BETWEEN THE PRINTED PLANS AND THE ELECTRONIC FILES BEFORE PROCEEDING WITH WORK.
- VERIFY ALL COORDINATES PRIOR TO CONSTRUCTION. CHECK HORIZONTAL AND VERTICAL INFORMATION INCLUDING BUT NOT LIMITED TO ALIGNMENTS, LOCATIONS, ELEVATIONS, AND DIMENSIONS, THAT EITHER THE PLANS SHOW OR THE ENGINEER PROVIDES, FOR COMPATIBILITY WITH EXISTING FIELD CONDITIONS. NOTIFY ENGINEER OF ANY DISCREPANCIES OR CONFLICTS FOR REVIEW PRIOR TO STAKING.
- IMMEDIATELY NOTIFY ENGINEER OF UNEXPECTED SUB-SURFACE CONDITIONS. DISCONTINUE WORK IN AREA UNTIL NOTIFIED BY ENGINEER TO RESUME WORK.
- NOTIFY ENGINEER OF DISCREPANCIES BETWEEN EXISTING CONDITIONS AND DRAWINGS BEFORE PROCEEDING WITH WORK.
- PAVING DIMENSIONS SHOWN ARE TO BACK OF CURB AND EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.
- RADI ARE TO EDGE OF PAVEMENT OR TO BACK OF CURB LINE LOCATION UNLESS NOTED OTHERWISE.

PRELIMINARY - NOT FOR CONSTRUCTION



Know what's below.
Call before you dig.



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

Signature: _____ Date: _____
Naghme H. Motto, P.E. License No. 20518
My license renewal date is December 31, 2024
Pages or sheets covered by this seal: _____



5137 utica ridge road
davenport, ia 52807

www.rtmec.com

no.	date	revision
1	11/29/23	ADDITIONAL 1

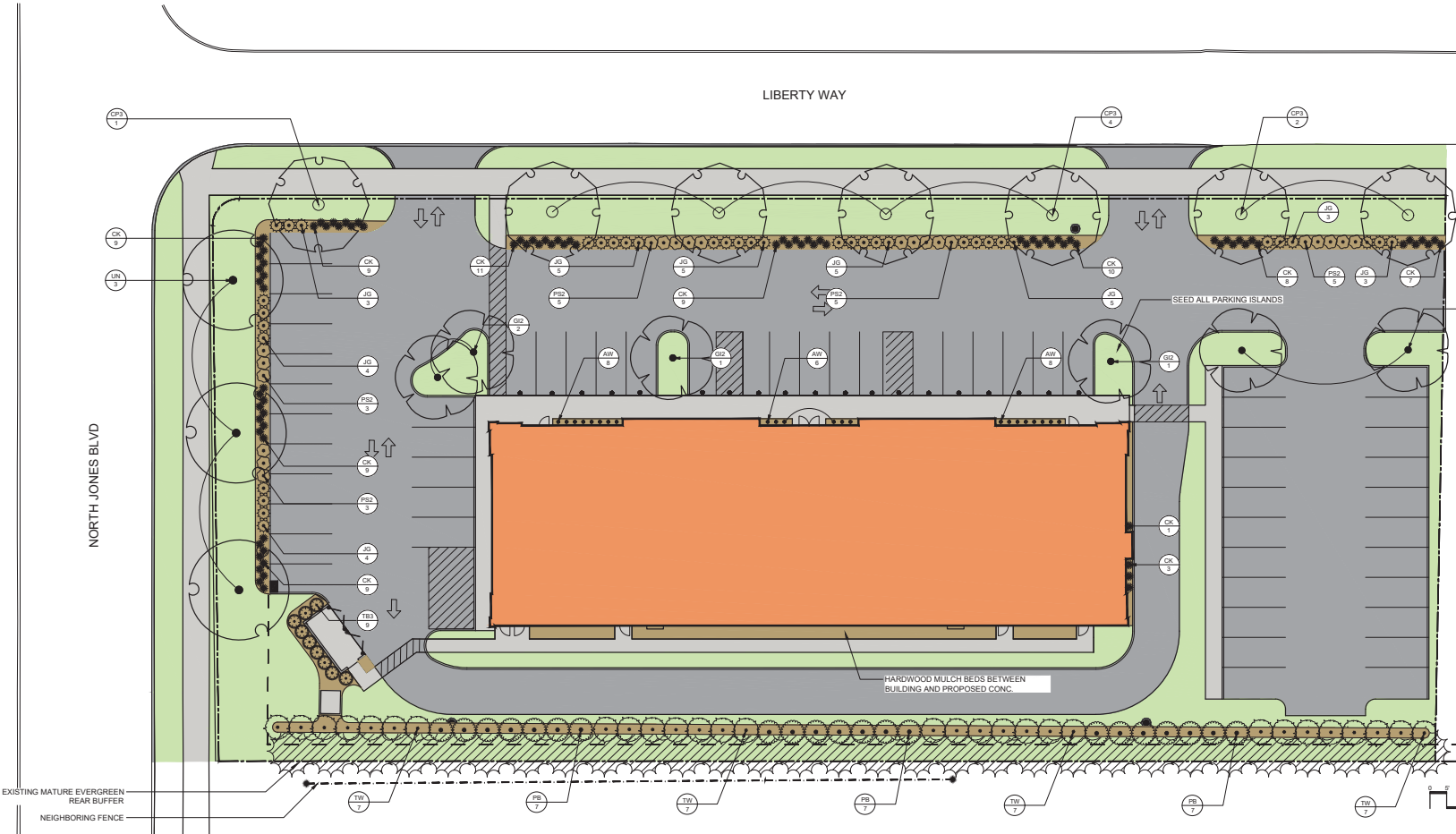
SALONS & STUDIOS
1085 Liberty Way
North Liberty, IA

rtm project no. 23 011238.SAS
designed by: mhm
drawn by: bsv
checked by: mhm
date: 01.22.2024

COVER SHEET

C-0

PLANT SCHEDULE REQUIRED PLANTINGS				
CODE	QTY	DETAIL	COMMON / BOTANICAL NAME	SIZE
DECIDUOUS TREES				
CP3	7		AMERICAN HACKBERRY / <i>CELTIS OCCIDENTALIS</i>	2" CAL.
GJ2	6		SKYLINE® HONEY LOCUST / <i>GLEDITSIA TRIACANTHOS 'NERMIS SKYCOLE'</i>	2" CAL.
UN	3		NEW HORIZON AMERICAN ELM / <i>ULMUS AMERICANA 'NEW HORIZON'</i>	2" CAL.
EVERGREEN TREES				
TB3	9		EMERALD GREEN ARBORVITAE / <i>THUJA OCCIDENTALIS 'EMERALD GREEN'</i>	10 GAL.
SHRUBS				
JG	37	18" MIN.	GOLD COAST JUNIPER / <i>JUNIPERUS X PFITZERIA 'GOLD COAST'</i>	3 GAL.
PS2	21	18" MIN.	TINY WINE NINEBARK / <i>PHYSOCARPUS OPULIFOLIUS 'TINY WINE'</i>	3 GAL.
PB	21	18" MIN.	DWARF MUGO PINE / <i>PINUS MUGO VAR. PUMILIO</i>	3 GAL.
TW	29	18" MIN.	WOODWARD ARBORVITAE / <i>THUJA OCCIDENTALIS 'WOODWARDII'</i>	3 GAL.
ANNUALS/PERENNIALS				
AW	22		CHINESE ASTILBE / <i>ASTILBE CHINENSIS 'VISIONS IN WHITE'</i>	1 GAL.
GRASSES				
CK	15		KARL FOERSTER GRASS / <i>CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'</i>	1 GAL.



SALONS & STUDIOS
 N JONES BLVD & LIBERTY WAY
 NORTH LIBERTY, IA

DATE	REVISION

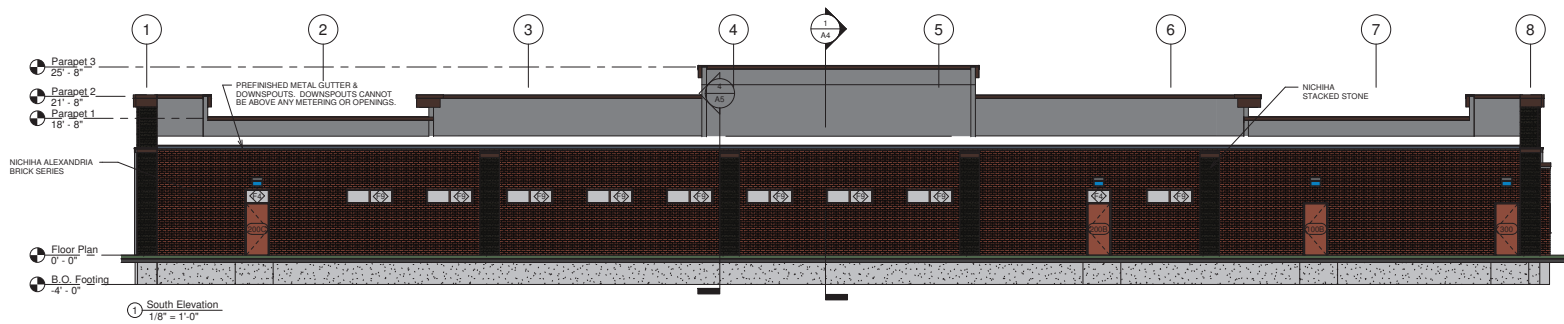
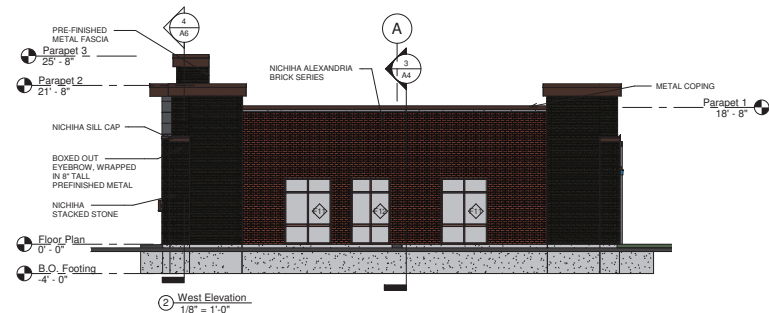
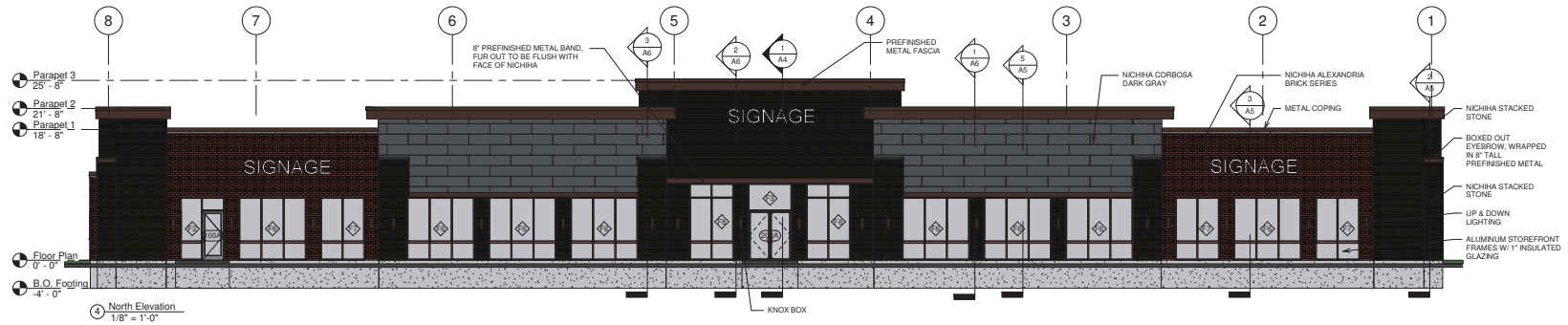
NOTES:

DATE: 1/12/2024
 DRAWN BY: MA
 REVISIONS BY:
 PROJECT #: E01240
 SHEET SIZE: 22"x34"
 SCALE: 1:200

PRELIMINARY
 LANDSCAPE
 PLAN

SHEET #:

L.01 of L.02



6574 42nd Avenue
 Phoenix, AZ 85018-0000
 Phone: 303.759.6000
 Fax: 303.759.6001
 www.joegroup.com

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REVISIONS
 ◀◀◀◀

Preliminary Drawings for:
North Liberty Retail #1
 1085 Liberty Way, North Liberty, Iowa

Elevations

DATE
 12 January 2024
A3
 PROJECT NO.
#04222



Manufactured Home Owners/Residents Resolution

RESOLUTION NO. 2024-16

**RESOLUTION IN SUPPORT OF MANUFACTURED HOUSING
PARK RESIDENTS**

WHEREAS, residents of manufactured housing parks in our community have alerted City of North Liberty staff and elected officials to alarming increases in their lot rent, coupled with reductions and deficiencies in park maintenance, and

WHEREAS, residents of manufactured housing parks in our community have protested the relative lack of protections available to them under state law, including eviction without cause; and

WHEREAS, the City Council of North Liberty recognizes that our community's housing costs have outpaced local incomes, and that mobile homes have traditionally been of vital importance as one of the most affordable sources of safe, decent housing; and

WHEREAS, the City Council of North Liberty recognizes that residents of manufactured housing parks support our economy and community, provide many of the services and work that our local economy needs to thrive; and

WHEREAS, the City Council of North Liberty recognizes that to ensure fairness across our City and our state, leaders at all levels of government and throughout the community need to work together to guarantee residents of mobile home parks stability, safety, and security.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA, AS FOLLOWS:

We see and hear manufactured housing park residents as they speak out on the unfairness that has become a part of their lives and threatens their homes; and

We offer gratitude to manufactured housing park residents for the work they do to organize and speak out, often despite concerns about how such action might also threaten their ability to stay in their homes; and

We add the voice of the City of North Liberty to the calls for the owners of manufactured housing parks in and around our community to reduce the amount and frequency of rent increases, restore park maintenance and other services to park residents that they previously relied upon; and

We add the voice of the City of North Liberty to the calls for State elected officials to fix state laws to address the unfairness that makes so many of our residents vulnerable to unscrupulous practices; and

We call upon state lawmakers to restore the ability of local communities to exercise home rule and

remove barriers to the enactment of local ordinances that would accomplish the above list of goals; and

We support ongoing efforts by local governments to pursue ways to improve the safety and stability of residents in manufactured housing parks.

APPROVED AND ADOPTED this 13th day of February, 2024.

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



Lawn Naming Agreement

NAMING RIGHTS AGREEMENT

This Naming Rights Agreement (the "Agreement") is entered into by and between Relion, Inc. (the "Sponsor"), an Iowa corporation, located at 24 Westside Drive, Iowa City, Iowa, and the City of North Liberty ("North Liberty" or the "City"), an Iowa municipal corporation located at 3 Quail Creek Circle, North Liberty, Iowa. Sponsor and North Liberty are individually each a "Party" to this Agreement, and may be collectively described as "the Parties."

RECITALS

WHEREAS, North Liberty's Facility Naming Policy establishes certain criteria and guiding principles to be followed in the naming and renaming of City facilities; and

WHEREAS, the City's Facility Naming Policy provides that individuals, groups, organizations, associations, companies, or businesses may choose to offer a donation of land, equipment, materials, or funding to the City in consideration for naming rights of a City facility; and

WHEREAS, Sponsor is seeking to offer funding for the City's Centennial Park Next Stage Project ("the Project"), in exchange for naming rights to certain portions of Centennial Park described with particularity below; and

WHEREAS, the City finds that granting naming rights of the Facility to Sponsor in accordance with Sponsor's offer is consistent with the City's Facility Naming Policy; and

WHEREAS, both Parties wish to reduce their agreement to writing.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL OBLIGATIONS AND PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED, THE PARTIES AGREE AS FOLLOWS:

1. **Facility**. The Parties agree that the green space abutting the face of the amphitheater at Centennial Park in the City of North Liberty, Iowa, (the "Facility"), identified with particularity on the attached Exhibit A, shall be referred to as the Relion Insurance Solutions Lawn (the "Name") indefinitely commencing upon the day this Agreement is fully executed by the Parties (the "Enactment Date"). The name shall be displayed on the Facility and on the Donor Wall on Centennial Center as determined by and in the sole discretion of the City Administrator for the City of North Liberty and in consultation with Sponsor. The Facility shall be referred to in publications and communications originating from the City by said Name for so long as the Facility is so named.
2. **Project Funding Contribution**. Sponsor agrees to provide funding to be applied toward the Centennial Park Next Stage Project in the amount of One Hundred Thousand dollars (\$100,000.00) (the "Contribution"), to facilitate the

implementation and/or maintenance of the Project.

The Contribution shall be delivered to the Community Foundation of Johnson County in five (5) equal installments of Twenty Thousand Dollars (\$20,000.00), each such installment to be received by said Foundation on or before January 31 of each year beginning in 2024, with the last such installment received on or before January 31, 2028.

3. **Additional Benefits.** In addition to the naming rights of the Facility, Sponsor shall receive the following benefits during the term of this Agreement:

- A. None.

4. **Signage.** City agrees to install certain signage at the Facility at its own expense: Sponsor's Logo shall appear both on a hard-surfaced walkway adjacent to the Facility, in a manner substantially similar to that depicted on Exhibit A, and shall also appear on certain permanent vertical signage adjacent to the Facility. The location, style, and quantity of such signage shall be subject to approval by the City Administrator prior to its installation. Said signage shall remain installed for so long as the Facility is so named. In addition to the above, Sponsor's name will be included and recognized on the Centennial Park Next Stage Donor wall. Additional or substitute signage of similar character may be installed subject to the approval of the City Administrator and at the Sponsor's expense.

5. **Termination.** This Agreement may be terminated, with or without cause, only by the City. Termination shall become effective ten (10) days after the City sends written notice to the Sponsor of the City's intent to terminate the Agreement.

If the Agreement is terminated without cause prior to twenty (20) years from the Enactment Date, Sponsor shall be relieved of its obligation to provide any further installments of its Contribution, and shall be entitled to a refund of that portion of its Contribution or installments thereof already having been received by the City, with such refund amount pro-rated over twenty (years) from the Enactment Date.

6. **Reputation.** The Sponsor acknowledges and agrees that the granting of naming rights to any entity by the City may create the public perception of acceptance and/or endorsement of that entity by the City, regardless of whether or not such acceptance or endorsement actually exists. As such, Sponsor acknowledges and agrees that its actions may affect the reputation of the City by reason of such perception. Accordingly, neither the Sponsor nor its agents shall commit any act or do anything which might reasonably be considered: (i) to be immoral, deceptive, scandalous or obscene; or (ii) to injure, tarnish, damage or otherwise negatively affect the community and/or the reputation and goodwill associated with the City. If the Sponsor or the Sponsor's agent is credibly accused of any immoral or unethical act, dishonesty, theft or misappropriation, under any law, or any act which casts an unfavorable light upon its association with the community and/or the City,

the City shall have the right to terminate this contract with cause upon ten (10) days written notice specifying the reason, within which period the Sponsor may cure such offense. The determination of whether and to what extent the offense is cured shall be made by the City at its sole discretion.

If the Agreement is terminated with cause pursuant to this Paragraph 6, the Sponsor shall be relieved of its requirement to deliver any unpaid installments, but the City shall be entitled to retain 100% of any installments already received.

7. **Execution of Instruments.** The Parties agree to promptly execute whatever documents may be necessary to give full effect to their obligations under this Agreement.
8. **Incorporation of Recitals.** The recital paragraphs appearing at the beginning of this Agreement are substantive portions hereof and are incorporated by this reference herein.
9. **Captions/Titles.** The paragraph titles, headings, and/or captions set forth in this Agreement have been employed solely as a means of reference and convenience. Such designations shall not affect the interpretation or construction of this Agreement and shall not define, limit, extend, or otherwise describe the scope of the Agreement or the intent of any provisions hereof. Such designations are not substantive.
10. **Acknowledgment of Understanding.** The Parties acknowledge that they have read the foregoing Agreement, understand its terms, and freely and voluntarily execute the Agreement.
11. **Notice.** Any and all notices permitted or required to be given hereunder shall be sent to the address first set forth above, or such other address as may be provided, and deemed duly given: (a) upon actual delivery, if delivery is by hand; or (b) by electronic mail provided that such notice is contemporaneously provided in written hard copy to the receiving party's legal department.

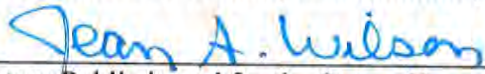
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RELION, INC.

By: 
Scott Enyart, President

STATE OF IOWA, JOHNSON COUNTY: ss

On this 19th day of January, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Scott Enyart, to me personally known, who, being by me duly sworn, did say that he is the President of Relion, Inc., an Iowa corporation, and that the instrument was signed on behalf of the corporation by the authority of its board, and that Scott Enyart acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the corporation, by it and by him voluntarily executed.


Notary Public in and for the State of Iowa

CITY OF NORTH LIBERTY, IOWA



By: _____
Chris Hoffman, Mayor

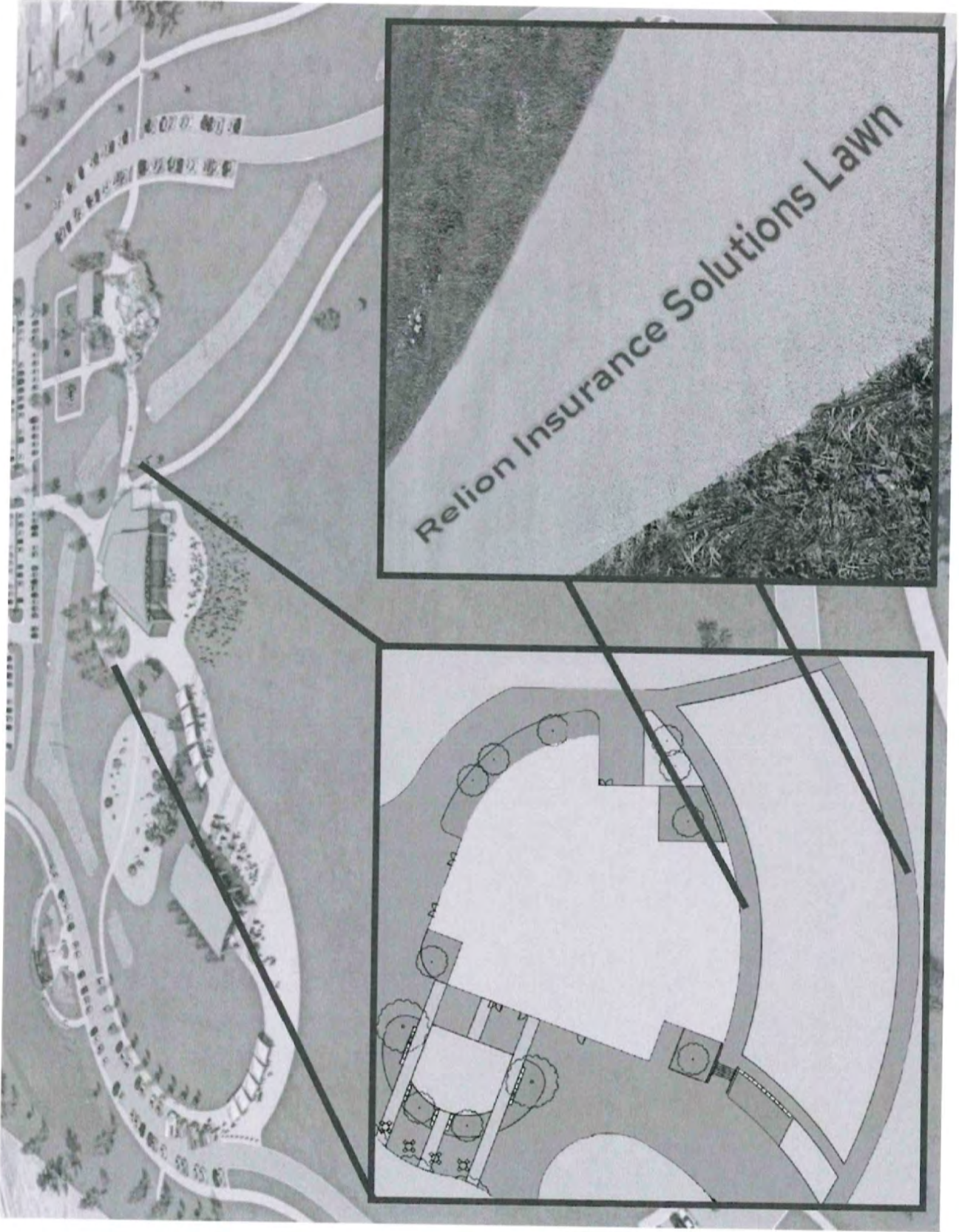
ATTEST: _____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

On this ____ day of _____, 20__, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the ____ day of _____, 20__; and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

EXHIBIT A



Resolution No. 2024-17

RESOLUTION APPROVING THE NAMING RIGHTS AGREEMENT BETWEEN THE CITY OF NORTH LIBERTY AND RELION, INC. THAT ESTABLISHES THE TERMS AND CONDITIONS UNDER WHICH A SPONSORSHIP FOR CENTENNIAL PARK NEXT STAGE PARK PROJECT WILL BE PROVIDED

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

WHEREAS, the City of North Liberty is undertaking the Centennial Park Next Stage Project (the Project); and

WHEREAS, Relion, Inc. is offering a sponsorship of \$100,000 for the Project in exchange for naming rights to certain portions of Centennial Park, specifically the lawn; and

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

NOW, THEREFORE, BE IT RESOLVED that that the Naming Rights Agreement between the City of North Liberty and the Relion, Inc. is approved for the Centennial Park Next Stage Project, North Liberty, Iowa.

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

APPROVED AND ADOPTED this 13th day of February, 2024.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK



FY 24 – 25 Budget



North Liberty's Five-Year Capital Improvements Plan



FY 2025 - FY 2029
updated February 5, 2024

City of North Liberty, Iowa
Five-Year Capital Improvements Plan FY25-FY29 (July 1, 2024 - June 30, 2029)

PROJECT SCHEDULE FOR FY26: JULY 1, 2025 - JUNE 30, 2026

Department	CIP Project ID#	Category	Project Type	Project Name	Phase or Frequency	Referenced Plan	Priority or Phase	Project Description	TOTALS	General Fund	Sewer Fund	Storm Sewer Fund	Water Fund	General Obligation (GO) Bond	Tax Increment Financing (TIF) Bond	Revenue Bond	Hotel/Motel Fund	Road Use Tax Fund	Franchise Fees	Street Repair Program Fund	Federal Funds	Fundraising & Grants	Other Sources
									\$ 32,320,000	\$ 414,500	\$ 628,500	\$ 100,000	\$ 375,000	\$ 8,432,000	\$ 14,163,000	\$ -	\$ 50,000	\$ 352,000	\$ 405,000	\$ 1,825,000	\$ 2,500,000	\$ -	\$ 3,075,000
Community Center	26CCTR01	FACILITY	Replacement	Parking Lot & Sidewalks - West and East Sides	Phased Project	Shive Facility Assessment	Priority 3; Phase 1 of 3	Resurface west parking lot. Includes milling top 2" and installation of PETROMAT and new asphalt with paint striping. Fill cracks to prevent heaving and extend the life of the pavement in north and south parking lots.	\$ 300,000					\$ 300,000									
Fire	26FIRE01	FACILITY	New Construction	North Liberty Fire Station	One-Time	Fire Strategic Plan		Options currently being evaluated.	\$ 7,000,000					\$ 7,000,000									
Parks	26PARK01	EQUIPMENT	Replacement	Sprayer/Fertilizer	Lifecycle Schedule	Fleet Management		Replace the 2006 PermaGreen sprayer/fertilizer machine with a new Spray Master - spray/fertilizer machine.	\$ 20,000	\$ 20,000													
	26PARK02	FACILITY	Improvement	Parks Shop	One-Time	Park Plan	Priority 3	Construct addition to west side of current Parks Shop and improve access with a concrete driveway connection.	\$ 460,000					\$ 460,000									
	26PARK03	FLEET	Replacement	Tractor	Lifecycle Schedule	Fleet Management		Replace 2015 Aebi Terratrac TT280 tractor with new tractor.	\$ 200,000	\$ 100,000	\$ 100,000												
	26PARK04	FLEET	Replacement	Zero-Turn Mowers (2)	Lifecycle Schedule	Fleet Management		Replace two (2) 2020 John Deere Z997R zero-turn mowers with two (2) new zero-turn mowers. (1) 72" deck and (1) 104" deck.	\$ 50,000	\$ 50,000													
	26PARK05	PARK	Improvement	Penn Meadows Park - Ballfield 3 or 4	One-Time	Park Plan	Priority 3	Add lighting to ballfield 3 or 4.	\$ 250,000										\$ 125,000	Partner with NL/CV Baseball & Softball (NLCBS)			\$ 125,000
	26PARK06	PARK	Improvement	Penn Meadows Park - North Parking Lot Solar Lighting	One-Time	Park Plan		Add solar parking lot lighting to the north Penn Meadows Parking lot.	\$ 120,000											\$ 120,000			
	26PARK07	PARK	New Construction	Penn Meadows Park - Tennis Court Parking	One-Time			Add new off-street parking on the south side of the tennis courts.	\$ 50,000											\$ 50,000			
	26PARK08	PARK	Improvement	Quail Ridge Park - Ballfield	One-Time			Improve ballfield.	\$ 15,000											\$ 15,000			
	26PARK09	PARK	Improvement	Quail Ridge Park - Parking	One-Time			Expand the existing parking lot.	\$ 95,000											\$ 95,000			
	26PARK10	TRAIL	New Construction	New Segment - N Dubuque Street (Centro Way to Ranshaw Way)	One-Time			Remove existing walks and drives; add an 8' PCC sidewalk on NE side.	\$ 372,000						\$ 372,000								
Police	26POLC01	FACILITY	Replacement	Appliances & Gym Equipment	Lifecycle Schedule			Replace kitchen, laundry, gym, and galley appliances as needed.	\$ 10,000	\$ 10,000													
	26POLC02	FLEET	Replacement	Patrol Cars (3)	Lifecycle Schedule	Fleet Management		Replace three (3) patrol cars (202, 206 & 207), including related equipment.	\$ 174,000	\$ 174,000													
Recreation & Aquatics	26RECR01	EQUIPMENT	Maintenance/Cleaning	Aquatic - Outdoor Waterslides	One-Time			Paint outdoor waterslides.	\$ 50,000								\$ 50,000						
	26RECR02	FACILITY	Improvement	Aquatic - Bathrooms	One-Time	Shive Facility Assessment	Priority 3	Remodel Aquatic bathrooms.	\$ 250,000					\$ 250,000									
	26RECR03	FACILITY	Improvement	Aquatic - Enhancements	Phased Project		Phase 2 of 2	Replace inside pool starting blocks, inside & outside pool diving boards, lifeguard stands, eight floatables & inside pool basketball hoop. Add outside pool basketball hoop.	\$ 50,000					\$ 50,000									
	26RECR04	FLEET	Replacement	BASP - Van	Phased Project	Fleet Management	Phase 2 of 4	Replace BASP van per fleet management.	\$ 60,500	\$ 60,500													
Streets	26STRE01	EQUIPMENT	Replacement	Crack Seal Machine	Lifecycle Schedule	Fleet Management		Replace 2010 crack seal machine.	\$ 66,000									\$ 66,000					
	26STRE02	EQUIPMENT	New Purchase	Message Board Trailer 2 of 2	One-Time			Purchase a second message board, which aids in road projects and events.	\$ 20,000									\$ 20,000					
	26STRE03	EQUIPMENT	New Purchase	Skid Steer - Snow Blower Attachment	One-Time			Add new snow blower for skid steers.	\$ 11,000									\$ 11,000					
	26STRE04	FLEET	Replacement	Dump Truck (Small) and Plow	Lifecycle Schedule	Fleet Management		Replace 2014 Ford F-550 dump truck & snow equipment.	\$ 150,000									\$ 150,000					
	26STRE05	FLEET	New Purchase	Mini Track Loader	One-Time			Add mini track loader to be used in small areas.	\$ 35,000									\$ 35,000					
	26STRE06	FLEET	New Purchase	Wheeled Skid Steer	One-Time			Add wheeled skid steer.	\$ 70,000									\$ 70,000					
	26STRE07	STREET	Improvement	I-380 Penn Street Bridge - Enhancements	Phased Project	Penn Street Project	Phase 5A	After the bridge replacement (IDOT project) is complete, enhance the entrance and corridor with input from Comprehensive Plan and Visioning Report.	\$ 1,000,000						\$ 1,000,000								
	26STRE08	STREET	Improvement	North Stewart Street	Phased Project	Old Town Projects	OT3	Reconstruct North Stewart Street from Penn Street to Cherry Street.	\$ 1,825,000											\$ 1,825,000			
	26STRE09	STREET	Improvement	Ranshaw Way (HWY 965)	Phased Project		Phase 6	Widen Ranshaw Way (HWY 965) with full build out between Hawkeye Drive & Forevergreen Road, including trails, curb/gutter & landscaping.	\$ 11,783,000						\$ 9,283,000					\$ 2,500,000			
	26STRE10	STREET	New Construction	West Forevergreen Road/South Jasper Ave/North Park Road Roundabout	One-Time	Trails Plan	Priorities 11 & 12	Joint Project with Tiffin & Coralville to construct a roundabout and related improvements at the intersection, including new trail segments from Covered Bridge Blvd to Tiffin. North Liberty to reconstruct Jasper Avenue from West Forevergreen Road north to lift station.	\$ 6,830,000						\$ 3,880,000					Developer Fees & Cost Sharing with Tiffin & Coralville		\$ 2,950,000	

City of North Liberty, Iowa
Five-Year Capital Improvements Plan FY25-FY29 (July 1, 2024 - June 30, 2029)

PROJECT SCHEDULE FOR FY28: JULY 1, 2027 - JUNE 30, 2028

Department	CIP Project ID#	Category	Project Type	Project Name	Phase or Frequency	Referenced Plan	Priority or Phase	Project Description	TOTALS	General Fund	Sewer Fund	Storm Sewer Fund	Water Fund	General Obligation (GO) Bond	Tax Increment Financing (TIF) Bond	Revenue Bond	Hotel/Motel Fund	Road Use Tax Fund	Franchise Fees	Street Repair Program Fund	Federal Funds	Fundraising & Grants	Other Sources		
									\$ 7,885,500	\$ 401,250	\$ 424,500	\$ 544,750	\$ 205,000	\$ 2,145,000	\$ 2,410,000	\$ -	\$ 100,000	\$ 369,000	\$ 210,000	\$ 176,000	\$ 900,000	\$ -	\$ -		
Community Center	28CCTR01	FACILITY	Replacement	Parking Lot & Sidewalks - North Side	Phased Project	Shive Facility Assessment	Priority 3; Phase 3 of 3	Resurface north parking lot. Includes milling top 2" and installation of PETROMAT and new asphalt with paint striping.	\$ 400,000					\$ 400,000											
Fire	28FIRE01	FLEET	New Purchase	Fire Station Pumper Truck	One-Time	Fire Strategic Plan		Add new pumper truck..	\$ 1,000,000					\$ 1,000,000											
Parks	28PARK01	FLEET	Replacement	Pickup Truck	Lifecycle Schedule	Fleet Management		Replace 2007 Nissan Titan pickup truck with new pickup.	\$ 35,000	\$ 17,500	\$ 17,500														
	28PARK02	FLEET	Replacement	Track Skid Steer	Lifecycle Schedule	Fleet Management		Replace 2018 Case TR340 track skid steer loader.	\$ 65,000	\$ 65,000															
	28PARK03	FLEET	Replacement	Wide-Area Mower	Lifecycle Schedule	Fleet Management		Replace 2020 Jacobsen HR800 (or HR700) wide-area mower with new Jacobsen HR800 (or HR700) wide-area mower.	\$ 95,000	\$ 47,500	\$ 47,500														
	28PARK04	FLEET	Replacement	Zero-Turn Mower & Stand-On Zero-Turn Mower	Lifecycle Schedule	Fleet Management		Replace 2015 Gravely Pro-Turn 260 zero-turn mower & 2015 Gravely Pro-Stance 48 stand-on zero-turn mower with new mowers.	\$ 12,500	\$ 8,250	\$ 4,250														
	28PARK05	TRAIL	New Construction	New Segment - Broadmoor Park	One-Time	Trails Plan	Priority 4	Add a 6' wide park walk at Broadmoor Park & pond.	\$ 160,000										\$ 160,000						
	28PARK06	TRAIL	Improvement	New Segment - Penn Street (Dubuque Street to Front Street)	One-Time			Remove existing walks and drives; add an 5' PCC sidewalk on the north side of Penn Street from Dubuque Street to Front Street.	\$ 151,000						\$ 151,000										
	28PARK07	TRAIL	New Construction	New Segment - Quail Ridge Park	One-Time	Park Plan	Priority 7	Add a 6' wide park walk at Quail Ridge Park.	\$ 244,000						\$ 244,000										
	28PARK08	TRAIL	New Construction	New Segment - West Zeller Street	One-Time	Trails Plan	Priority 10	Construct trail on south side of West Zeller Street from Quail Ridge Park east to Ranshaw Way/HWY 965.	\$ 350,000						\$ 350,000										
	28PARK09	TRAIL	New Construction	Trail Lighting	Ongoing	Park Plan	Priority 1	Install LED trail lighting at various locations.	\$ 50,000											\$ 50,000					
Police	28POLC01	EQUIPMENT	Replacement	Tasers (10)	Lifecycle Schedule			Replace ten (10) tasers.	\$ 20,000	\$ 20,000															
	28POLC02	FLEET	Replacement	Patrol Cars (2)	Lifecycle Schedule	Fleet Management		Replace two (2) patrol cars (203 & 213), including related equipment.	\$ 120,000	\$ 120,000															
Recreation & Aquatics	28RECR01	EQUIPMENT	Replacement	Recreation - Exercise	Ongoing			Annual designation of funds to replace cardio & weight exercise equipment at Community Center.	\$ 50,000	\$ 50,000															
	28RECR02	FACILITY	Improvement	Aquatic - Enhancements	One-Time			Replace aging equipment, as determined.	\$ 100,000								\$ 100,000								
	28RECR03	FLEET	Replacement	BASP - Van	Phased Project	Fleet Management	Phase 4 of 4	Replace BASP van per fleet management.	\$ 73,000	\$ 73,000															
Storm Water	28STOR01	CREEK/POND	Maintenance/Cleaning	Goose Lake Flood Control - Alexander	Phased Project	Goose Lake Restoration	Section 6	Remove silted-in debris & vegetation under-and-around Alexander Way Bridge.	\$ 37,000		\$ 37,000														
	28STOR02	CREEK/POND	Maintenance/Cleaning	Muddy Creek Flood Control - Cherry	Phased Project	Muddy Creek Restoration	Section 5	Remove silted-in debris & vegetation under-and-around West Cherry Street Bridge.	\$ 20,000		\$ 20,000														
	28STOR03	CREEK/POND	Maintenance/Cleaning	Muddy Creek Flood Control - Penn	Phased Project	Muddy Creek Restoration	Section 7	Remove silted-in debris & vegetation under-and-around Penn Street Bridge.	\$ 16,000		\$ 16,000														
	28STOR04	CREEK/POND	Maintenance/Cleaning	Muddy Creek Flood Control - Rachael	Phased Project	Muddy Creek Restoration	Section 3	Remove silted-in debris & vegetation under-and-around Rachael Street Bridge.	\$ 41,000		\$ 41,000														
	28STOR05	CREEK/POND	Maintenance/Cleaning	Muddy Creek Flood Control - Zeller	Phased Project	Muddy Creek Restoration	Section 4	Remove silted-in debris & vegetation under-and-around West Zeller Street Bridge.	\$ 20,000		\$ 20,000														
	28STOR06	CREEK/POND	Improvement	West Lake Wetland Restoration	One-Time			Restore stream & vegetative buffer.	\$ 29,000		\$ 29,000														
	28STOR07	PARK	Improvement	Penn Meadows Park - South Parking Lot	One-Time			Add asphalt overlay to the failed pervious concrete on parking lot.	\$ -																
	28STOR08	SYSTEM	Improvement	Sunset Street Drainage	One-Time			Install storm pipe to increase drainage capacity.	\$ 86,000		\$ 86,000														
Streets	28STRE01	EQUIPMENT	New Purchase	Flatbed Equipment Trailer	One-Time			Add new trailer to haul JLG lift.	\$ 80,000								\$ 80,000								
	28STRE02	FLEET	Replacement	Backhoe	Lifecycle Schedule	Fleet Management		Replace 2013 backhoe.	\$ 130,000								\$ 130,000								
	28STRE03	FLEET	Replacement	Street Sweeper	Lifecycle Schedule	Fleet Management		Replace 2014 street sweeper with double-sided gutter broom model.	\$ 318,000		\$ 159,000						\$ 159,000								
	28STRE04	STREET	Improvement	Rachael Street - Bridge	One-Time			Repair both street and sidewalk approaches to bridge over Muddy Creek.	\$ 176,000										\$ 176,000						
	28STRE05	STREET	Improvement	South Dubuque Street	Phased Project	Dubuque Street Project	Phase 2A and 2B	Reconstruct South Dubuque Street from Zeller Street to North Liberty Road, including roundabout at Juniper Street.	\$ 3,310,000						\$ 2,410,000					\$ 900,000					

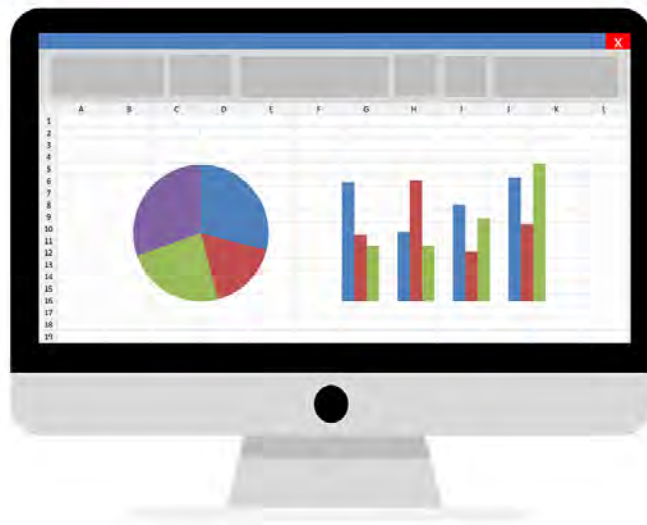
City of North Liberty, Iowa
Five-Year Capital Improvements Plan FY25-FY29 (July 1, 2024 - June 30, 2029)

SUMMARY TOTALS

	Total Project Cost	General Fund	Sewer Fund	Storm Sewer Fund	Water Fund	General Obligation (GO) Bond	Tax Increment Financing (TIF) Bond	Revenue Bond	Hotel/Motel Fund	Road Use Tax Fund	Franchise Fees	Street Repair Program Fund	Federal Funds	Fundraising & Grants	Other Sources
FY25	\$ 2,097,550	\$ 217,000	\$ 368,000	\$ 54,050	\$ 110,000	\$ 265,000	\$ -	\$ -	\$ 100,000	\$ 124,000	\$ 315,000	\$ 70,000	\$ -	\$ -	\$ 474,500
FY26	\$ 32,320,000	\$ 414,500	\$ 628,500	\$ 100,000	\$ 375,000	\$ 8,432,000	\$ 14,163,000	\$ -	\$ 50,000	\$ 352,000	\$ 405,000	\$ 1,825,000	\$ 2,500,000	\$ -	\$ 3,075,000
FY27	\$ 19,705,000	\$ 368,500	\$ 220,000	\$ 40,000	\$ 390,000	\$ 2,778,500	\$ 3,750,000	\$ 5,220,000	\$ 50,000	\$ 233,000	\$ 205,000	\$ 200,000	\$ 2,500,000	\$ -	\$ 3,750,000
FY28	\$ 7,885,500	\$ 401,250	\$ 424,500	\$ 544,750	\$ 205,000	\$ 2,145,000	\$ 2,410,000	\$ -	\$ 100,000	\$ 369,000	\$ 210,000	\$ 176,000	\$ 900,000	\$ -	\$ -
FY29	\$ 2,408,000	\$ 435,000	\$ 460,000	\$ 98,000	\$ 256,000	\$ 509,000	\$ -	\$ -	\$ -	\$ 400,000	\$ 125,000	\$ -	\$ -	\$ 125,000	\$ -
Five Year Total	\$ 64,416,050	\$ 1,836,250	\$ 2,101,000	\$ 836,800	\$ 1,336,000	\$ 14,129,500	\$ 20,323,000	\$ 5,220,000	\$ 300,000	\$ 1,478,000	\$ 1,260,000	\$ 2,271,000	\$ 5,900,000	\$ 125,000	\$ 7,299,500



Financial Planning Model
For Year Ending June 30, 2025
(Updated February 7, 2024)



Public Safety

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Police							
Budget Inflation Rate		3.80%	4.24%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 3,109,742	\$ 3,221,068	\$ 3,410,629	\$ 3,581,160	\$ 3,760,218	\$ 3,948,229	\$ 4,145,641
Services & Commodities	\$ 390,587	\$ 446,300	\$ 508,300	\$ 533,715	\$ 560,401	\$ 588,421	\$ 617,842
Capital Outlay	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 124,982	\$ 85,700	\$ 3,700	\$ 187,700	\$ 123,700	\$ 143,700	\$ 208,700
Total	\$ 3,625,312	\$ 3,763,068	\$ 3,922,629	\$ 4,302,575	\$ 4,444,319	\$ 4,680,350	\$ 4,972,183
Emergency Management							
Budget Inflation Rate		34.96%	3.96%	4.00%	4.00%	4.00%	4.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 22,451	\$ 30,300	\$ 31,500	\$ 32,760	\$ 34,070	\$ 35,433	\$ 36,851
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 22,451	\$ 30,300	\$ 31,500	\$ 32,760	\$ 34,070	\$ 35,433	\$ 36,851
Fire							
Budget Inflation Rate		25.70%	8.50%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 983,424	\$ 1,195,777	\$ 1,359,026	\$ 1,426,977	\$ 1,498,326	\$ 1,573,242	\$ 1,651,905
SAFER Grant	\$ 41,850	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Services & Commodities	\$ 163,166	\$ 195,400	\$ 204,600	\$ 214,830	\$ 225,572	\$ 236,850	\$ 248,693
Capital Outlay	\$ -	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
Transfers	\$ 4,900	\$ 49,900	\$ 4,900	\$ 4,900	\$ 4,900	\$ 4,900	\$ 154,900
Total	\$ 1,193,340	\$ 1,500,077	\$ 1,627,526	\$ 1,705,707	\$ 1,787,798	\$ 1,873,993	\$ 2,114,497
Building Inspections							
Budget Inflation Rate		7.69%	4.35%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 429,411	\$ 459,727	\$ 482,682	\$ 506,816	\$ 532,157	\$ 558,765	\$ 586,703
Services & Commodities	\$ 73,070	\$ 81,466	\$ 82,098	\$ 86,203	\$ 90,513	\$ 95,039	\$ 99,791
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Total	\$ 503,482	\$ 542,193	\$ 565,780	\$ 594,019	\$ 623,670	\$ 654,803	\$ 687,494
Animal Control							
Budget Inflation Rate		-52.43%	71.18%	4.00%	4.00%	4.00%	4.00%
Personnel Services	\$ 1,924	\$ 20,164	\$ 34,030	\$ 27,040	\$ 28,122	\$ 29,246	\$ 30,416
Services & Commodities	\$ 3,507	\$ 18,100	\$ 31,470	\$ 32,729	\$ 34,038	\$ 35,399	\$ 36,815
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 80,431	\$ 38,264	\$ 65,500	\$ 59,769	\$ 62,160	\$ 64,646	\$ 67,232
Traffic Safety (Crossing Guards)							
Budget Inflation Rate		61.48%	-33.73%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 29,484	\$ 47,936	\$ 31,600	\$ 33,180	\$ 34,839	\$ 36,581	\$ 38,410
Services & Commodities	\$ 510	\$ 500	\$ 500	\$ 525	\$ 551	\$ 579	\$ 608
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 29,994	\$ 48,436	\$ 32,100	\$ 33,705	\$ 35,390	\$ 37,160	\$ 39,018
Total Expenditures	\$ 5,455,010	\$ 5,922,338	\$ 6,245,035	\$ 6,728,536	\$ 6,987,407	\$ 7,346,385	\$ 7,917,274

ACCOUNT FOR new full time animal control officer *half year FY24 *full year FY25 & postpone filling vacant position

ADD Flock Safety license plate recognition cameras

REPLACE computer equipment (\$3.7K)

ACCOUNT FOR Fire Marshal to full time & increase part time coverage adding 100hrs/week

REPLACE protective gear (\$24K)

REPLACE computer equipment (\$4.9K)

REPLACE computer equipment (\$1K)

ACCOUNT FOR new full time animal control officer *half year FY24 *full year FY25

ADD supplies, equipment & software for new position

A Breakdown of Public Safety

% of General Fund Budget	31.06%	33.23%	33.30%	33.91%	33.69%	33.78%	34.70%
Cost/Capita	\$ 246.68	\$ 261.37	\$ 269.14	\$ 283.32	\$ 287.62	\$ 295.76	\$ 311.90
Total Personnel Costs	\$ 4,553,985	\$ 4,944,672	\$ 5,317,967	\$ 5,575,174	\$ 5,853,662	\$ 6,146,064	\$ 6,453,075
% of Public Safety Expenditures	83.48%	83.49%	85.16%	82.86%	83.77%	83.66%	81.51%

Fire Capital Fund

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Revenues							
Transfer from General Fund	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from Reserves	\$ -	\$ 49,900	\$ -	\$ -	\$ -	\$ -	\$ -
UIHC Fire Protection Agreement	\$ -	\$ -	\$ 36,722	\$ 36,722	\$ 36,722	\$ 36,722	\$ 36,722
Other Revenue	\$ 8,111	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Obligation Bond Proceeds	\$ -	\$ -	\$ -	\$ 7,000,000	\$ 1,800,000	\$ 1,000,000	\$ -
Total Revenues	\$ 8,111	\$ 94,900	\$ 36,722	\$ 7,036,722	\$ 1,836,722	\$ 1,036,722	\$ 36,722
Fleet & Equipment*							
Personal Protective Gear & Equip	\$ 22,839						
Off-Road Brush Fire Truck	\$ 250,630						
Training Tower Conex boxes	\$ 41,540						
SCBA Compressor & Fill Station	\$ 66,404						
Command/EMS Vehicle		\$ 80,000					
Fire Station #2				\$ 7,000,000			
Platform Ladder Truck					1800000		
Fire Station #2 Pumper Truck						\$ 1,000,000	
Total Expenditures	\$ 381,413	\$ 80,000	\$ -	\$ 7,000,000	\$ 1,800,000	\$ 1,000,000	\$ -
Net Change in Fund Balance	\$ (373,302)	\$ 14,900	\$ 36,722	\$ 36,722	\$ 36,722	\$ 36,722	\$ 36,722
Beginning Fund Balance	\$ 672,954	\$ 299,652	\$ 314,552	\$ 351,274	\$ 387,996	\$ 424,718	\$ 461,440
Ending Fund Balance	\$ 299,652	\$ 314,552	\$ 351,274	\$ 387,996	\$ 424,718	\$ 461,440	\$ 498,162
* See Capital Improvements Plan (CIP) for details.							
Assigned Balance (Savings for Below List of Future Expenditures, FY Balance)							
Fire Station #2	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
Unassigned Balance	\$ 64,552	\$ 101,274	\$ 174,718	\$ 211,440	\$ 248,162	\$ 284,884	\$ -

Public Works

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Solid Waste Collection							
Budget Inflation Rate		33.47%	0.00%	4.00%	4.00%	4.00%	4.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 1,517,992	\$ 2,026,000	\$ 2,026,000	\$ 2,107,040	\$ 2,191,322	\$ 2,278,974	\$ 2,370,133
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,517,992	\$ 2,026,000	\$ 2,026,000	\$ 2,107,040	\$ 2,191,322	\$ 2,278,974	\$ 2,370,133
Transit							
Budget Inflation Rate		5.68%	0.00%	4.00%	4.00%	4.00%	4.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 165,596	\$ 175,000	\$ 175,000	\$ 182,000	\$ 189,280	\$ 196,851	\$ 204,725
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 165,596	\$ 175,000	\$ 175,000	\$ 182,000	\$ 189,280	\$ 196,851	\$ 204,725
Streets							
Budget Inflation Rate		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 4,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 4,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,687,621	\$ 2,201,000	\$ 2,201,000	\$ 2,289,040	\$ 2,380,602	\$ 2,475,826	\$ 2,574,859

A Breakdown of Public Works

% of General Fund Budget	9.61%	12.35%	11.74%	11.54%	11.48%	11.38%	11.28%
Cost/Capita	\$ 76.31	\$ 97.14	\$ 94.85	\$ 96.38	\$ 97.99	\$ 99.67	\$ 101.44
Total Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
% of Public Works Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Health & Social Services

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Social Services							
Budget Inflation Rate		8.39%	9.68%	3.00%	3.00%	3.00%	3.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 143,000	\$ 155,000	\$ 170,000	\$ 175,100	\$ 180,353	\$ 185,764	\$ 191,336
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 143,000	\$ 155,000	\$ 170,000	\$ 175,100	\$ 180,353	\$ 185,764	\$ 191,336
Total Expenditures	\$ 143,000	\$ 155,000	\$ 170,000	\$ 175,100	\$ 180,353	\$ 185,764	\$ 191,336

A Breakdown of Social Services

% of General Fund Budget	0.81%	0.87%	0.91%	0.88%	0.87%	0.85%	0.84%
Cost/Capita	\$ 6.47	\$ 6.84	\$ 7.33	\$ 7.37	\$ 7.42	\$ 7.48	\$ 7.54
Total Personnel Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
% of Health & Social Services Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Discretionary Fund Applicants	FY23 Award	FY24 Award	FY25 Request	FY25 Actual
4Cs Community Coordinated Child Care	\$ 5,000	\$ 5,000	\$ -	\$ -
Any Given Child (ICCS)	\$ 5,000	\$ 5,000	\$ -	\$ -
Arc of Southeast Iowa	\$ 2,000	\$ 2,000	\$ -	\$ -
Big Brothers/Big Sisters	\$ 8,000	\$ 8,000	\$ -	\$ -
CommUnity Crisis Services & Food Bank	\$ 11,800	\$ 12,000	\$ -	\$ -
Corridor Community Action Network	\$ 2,000	\$ -	\$ -	\$ -
Domestic Violence Intervention Program	\$ 7,000	\$ 6,500	\$ -	\$ -
Horizons, A Family Service Alliance (Meals)	\$ 10,000	\$ 10,000	\$ -	\$ -
Families Helping Families of Iowa	\$ -	\$ 750	\$ -	\$ -
Friends of the Iowa City Senior Center	\$ 7,000	\$ 7,450	\$ -	\$ -
Girls on the Run of Eastern Iowa	\$ 3,200	\$ 3,000	\$ -	\$ -
Houses into Homes	\$ 8,000	\$ 7,000	\$ -	\$ -
Housing Trust Fund of Johnson Co	\$ 20,000	\$ 20,000	\$ -	\$ -
Iowa City Free Medical & Dental Clinic	\$ 5,000	\$ 5,800	\$ -	\$ -
Iowa LEAP	\$ -	\$ 1,500	\$ -	\$ -
Iowa Legal Aid	\$ 5,000	\$ 5,000	\$ -	\$ -
Iowa Matrix (I AM AWARE program)	\$ 2,000	\$ -	\$ -	\$ -
NL Community Pantry	\$ 20,000	\$ 25,000	\$ -	\$ -
Rape Victim Advocacy Program	\$ 3,500	\$ 3,500	\$ -	\$ -
Shelter House Community Shelter	\$ 10,000	\$ 10,000	\$ -	\$ -
Sober Living	\$ -	\$ 1,500	\$ -	\$ -
Table to Table	\$ 7,000	\$ 7,000	\$ -	\$ -
United Action for Youth	\$ 8,500	\$ 9,000	\$ -	\$ -
Total	\$ 150,000	\$ 155,000	\$ -	\$ -

Culture & Recreation

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	
Library								REPLACE computer equipment (\$2.2K)
Budget Inflation Rate		-4.90%	6.71%	5.00%	5.00%	5.00%	5.00%	
Personnel Services	\$ 1,020,612	\$ 1,072,130	\$ 1,149,611	\$ 1,207,092	\$ 1,267,446	\$ 1,330,818	\$ 1,397,359	
Services & Commodities	\$ 312,232	\$ 295,140	\$ 309,545	\$ 325,022	\$ 341,273	\$ 358,337	\$ 376,254	ACCOUNT FOR new full time laborer
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ 107,200	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200	*half year FY24 *full year FY25
Total	\$ 1,440,045	\$ 1,369,470	\$ 1,461,356	\$ 1,534,314	\$ 1,610,919	\$ 1,691,355	\$ 1,775,813	
Parks, Buildings & Grounds								REPLACE skid steer shared with Stormwater (\$55K); wide area mower (\$55K); computer equipment (\$1.2K)
Budget Inflation Rate		13.06%	5.89%	5.00%	5.00%	5.00%	5.00%	
Personnel Services	\$ 851,391	\$ 862,720	\$ 948,177	\$ 995,586	\$ 1,045,365	\$ 1,097,633	\$ 1,152,515	
Services & Commodities	\$ 222,632	\$ 263,850	\$ 294,899	\$ 309,644	\$ 325,126	\$ 341,382	\$ 358,452	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ 57,200	\$ 152,400	\$ 111,200	\$ 171,200	\$ 183,200	\$ 139,450	\$ 1,200	
Total	\$ 1,131,223	\$ 1,278,970	\$ 1,354,276	\$ 1,476,430	\$ 1,553,691	\$ 1,578,466	\$ 1,512,167	
Recreation								REPLACE exercise equipment (\$20K); BASP Van (\$55K); computer equipment (\$3.4K)
Budget Inflation Rate		-1.47%	11.63%	5.00%	5.00%	5.00%	5.00%	
Personnel Services	\$ 1,338,933	\$ 1,323,557	\$ 1,454,778	\$ 1,527,517	\$ 1,603,893	\$ 1,684,087	\$ 1,768,292	
Services & Commodities	\$ 502,892	\$ 495,500	\$ 551,401	\$ 578,971	\$ 607,920	\$ 638,316	\$ 670,231	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ 53,400	\$ 48,400	\$ 78,400	\$ 63,900	\$ 69,900	\$ 126,400	\$ 83,400	
Total	\$ 1,895,225	\$ 1,867,457	\$ 2,084,579	\$ 2,170,388	\$ 2,281,712	\$ 2,448,803	\$ 2,521,923	
Community Center								REPLACE second floor windows (\$32K)
Budget Inflation Rate		52.77%	9.86%	5.00%	5.00%	5.00%	5.00%	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Services & Commodities	\$ 133,229	\$ 257,000	\$ 250,333	\$ 262,850	\$ 275,992	\$ 289,792	\$ 304,281	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ 35,000	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	
Total	\$ 168,229	\$ 257,000	\$ 282,333	\$ 262,850	\$ 275,992	\$ 289,792	\$ 304,281	
Cemetery								
Budget Inflation Rate		29.64%	0.00%	6.00%	6.00%	6.00%	6.00%	
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Services & Commodities	\$ 30,855	\$ 40,000	\$ 40,000	\$ 42,400	\$ 44,944	\$ 47,641	\$ 50,499	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 30,855	\$ 40,000	\$ 40,000	\$ 42,400	\$ 44,944	\$ 47,641	\$ 50,499	
Aquatic Center								
Budget Inflation Rate		3.48%	1.82%	5.00%	5.00%	5.00%	5.00%	
Personnel Services	\$ 766,070	\$ 704,208	\$ 693,960	\$ 728,658	\$ 765,091	\$ 803,345	\$ 843,513	
Services & Commodities	\$ 283,132	\$ 381,500	\$ 411,525	\$ 432,101	\$ 453,706	\$ 476,392	\$ 500,211	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 1,049,202	\$ 1,085,708	\$ 1,105,485	\$ 1,160,759	\$ 1,218,797	\$ 1,279,737	\$ 1,343,724	
Total Expenditures	\$ 5,714,779	\$ 5,898,605	\$ 6,328,029	\$ 6,647,140	\$ 6,986,056	\$ 7,335,794	\$ 7,508,407	

A Breakdown of Culture & Recreation

% of General Fund Budget	32.54%	33.10%	33.75%	33.50%	33.68%	33.73%	32.90%
Cost/Capita	\$ 258.42	\$ 260.32	\$ 272.71	\$ 279.89	\$ 287.56	\$ 295.33	\$ 295.79
Total Personnel Costs	\$ 3,977,006	\$ 3,962,615	\$ 4,246,526	\$ 4,458,852	\$ 4,681,795	\$ 4,915,885	\$ 5,161,679
% of C & R Expenditures	69.59%	67.18%	67.11%	67.08%	67.02%	67.01%	68.75%

Community Center Fund

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Revenues							
Transfer from General Fund	\$ 85,000	\$ 15,000	\$ 52,000	\$ -	\$ -	\$ 50,000	\$ 50,000
Transfer from Hotel/Motel Tax	\$ -	\$ 18,000	\$ 100,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ -
Other Revenue	\$ 330,806	\$ 14,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
General Obligation Bond Proceeds	\$ -	\$ -	\$ -	\$ 600,000	\$ 400,000	\$ 400,000	\$ 189,000
Total Revenues	\$ 415,806	\$ 47,000	\$ 165,000	\$ 663,000	\$ 463,000	\$ 563,000	\$ 252,000
Capital Improvements*							
Vending Expenses	\$ 8,687	\$ 14,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Weight/Exercise Equipment	\$ 36,280	\$ 15,000	\$ 20,000			\$ 50,000	\$ 50,000
Community Center Roof	\$ 602,315						
Pool Heater	\$ 78,252						
Exterior Masonry - Clean & Paint		\$ 50,000					
Joint Sealants		\$ 35,000					
Aquatics Enhancements		\$ 18,000	\$ 50,000	\$ 100,000		\$ 100,000	
Parking Lot & Sidewalks			\$ 50,000	\$ 300,000	\$ 400,000	\$ 400,000	
Windows (24) - Second Floor			\$ 32,000				
Remodel Aquatic Bathrooms				\$ 250,000			
Gymnasium Curtains & System					\$ 50,000		
Acoustical Ceiling Tile in Gerdin							\$ 15,000
Cabinet Replacement/Refurbishment							\$ 75,000
Door & Window Frame Refinishing./Repainting							\$ 74,000
Track Painting							\$ 25,000
Total Expenditures	\$ 725,534	\$ 132,000	\$ 165,000	\$ 663,000	\$ 463,000	\$ 563,000	\$ 252,000
Net Change in Fund Balance	\$ (309,727)	\$ (85,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 590,395	\$ 370,092	\$ 285,092	\$ 285,092	\$ 285,092	\$ 285,092	\$ 285,092
Ending Fund Balance	\$ 370,092	\$ 285,092	\$ 285,092	\$ 285,092	\$ 285,092	\$ 285,092	\$ 285,092

* See Capital Improvements Plan (CIP) for details.

Assigned Balance (Savings for Future Expenditures, FY Balance as Listed)							
Aquatics Capital	\$ 110,567	\$ 92,567	\$ 92,567				
Aquatics HVAC & Heater Projects	\$ -	\$ -	\$ -				
Recreation Equipment	\$ 57,000	\$ 57,000	\$ 57,000				
Community Center Boilers	\$ 90,000	\$ 90,000	\$ 90,000				
Community Center	\$ 96,224	\$ 11,224	\$ 11,224				
Community Center Lift	\$ 15,000	\$ 15,000	\$ 15,000				
Esias Grimes Scholarship Fund	\$ 1,300	\$ 1,300	\$ 1,300				
Assigned Balance Total	\$ 370,091	\$ 267,091	\$ 267,091				
Unassigned Balance	\$ 1	\$ 18,001	\$ 18,001	\$ 18,001	\$ 18,001	\$ 18,001	\$ 18,001

Community & Economic Development

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Housing & Urban Renewal							
Budget Inflation Rate		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 143,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 143,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Economic Development							
Budget Inflation Rate		14.29%	18.57%	3.00%	3.00%	3.00%	3.00%
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ 122,500	\$ 140,000	\$ 166,000	\$ 170,980	\$ 176,109	\$ 181,393	\$ 186,834
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 122,500	\$ 140,000	\$ 166,000	\$ 170,980	\$ 176,109	\$ 181,393	\$ 186,834
Planning & Zoning							
Budget Inflation Rate		-1.73%	3.09%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 230,778	\$ 254,777	\$ 268,812	\$ 282,253	\$ 296,365	\$ 311,183	\$ 326,743
Services & Commodities	\$ 329,209	\$ 295,500	\$ 298,456	\$ 313,379	\$ 329,048	\$ 345,500	\$ 362,775
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 559,987	\$ 550,277	\$ 567,268	\$ 595,631	\$ 625,413	\$ 656,684	\$ 689,518
Community Relations							
Budget Inflation Rate		21.10%	12.90%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 424,994	\$ 511,872	\$ 572,843	\$ 601,485	\$ 631,559	\$ 663,137	\$ 696,294
Services & Commodities	\$ 62,834	\$ 79,300	\$ 94,807	\$ 100,000	\$ 105,000	\$ 110,250	\$ 115,763
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900
Total	\$ 489,728	\$ 593,072	\$ 669,550	\$ 703,385	\$ 738,459	\$ 775,287	\$ 813,957
Total Expenditures	\$ 1,316,020	\$ 1,283,349	\$ 1,402,818	\$ 1,469,997	\$ 1,539,982	\$ 1,613,364	\$ 1,690,309

SUPPORT
Greater IC Inc.
(\$96K);
Blues BBQ
(\$50K);
UNESCO (\$10K);
Entrepren'l Dev't
Center (\$10K)

ACCOUNT FOR
new full time
event assistant
*half year FY24
*full year FY25

ACCOUNT FOR
website &
electronic
message board
updates

A Breakdown of Community & Economic Development

% of General Fund Budget	7.49%	7.20%	7.48%	7.41%	7.42%	7.42%	7.41%
Cost/Capita	\$ 59.51	\$ 56.64	\$ 60.46	\$ 61.90	\$ 63.39	\$ 64.95	\$ 66.59
Total Personnel Costs	\$ 655,773	\$ 766,649	\$ 841,655	\$ 883,738	\$ 927,925	\$ 974,321	\$ 1,023,037
% of C & ED Expenditures	49.83%	59.74%	60.00%	60.12%	60.26%	60.39%	60.52%

General Government

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Mayor & Council							
Budget Inflation Rate		58.84%	-9.03%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 13,816	\$ 23,943	\$ 21,737	\$ 22,824	\$ 23,965	\$ 25,163	\$ 26,421
Services & Commodities	\$ 1,572	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 15,388	\$ 24,443	\$ 22,237	\$ 23,324	\$ 24,465	\$ 25,663	\$ 26,921
Administration							
Budget Inflation Rate		-32.46%	2.23%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 1,246,825	\$ 1,304,643	\$ 1,526,861	\$ 1,603,204	\$ 1,683,364	\$ 1,767,532	\$ 1,855,909
Services & Commodities	\$ 788,625	\$ 676,500	\$ 498,459	\$ 523,382	\$ 549,551	\$ 577,029	\$ 605,880
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ 904,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300
Total	\$ 2,939,749	\$ 1,985,443	\$ 2,029,620	\$ 2,130,886	\$ 2,237,215	\$ 2,348,861	\$ 2,466,089
Elections							
Budget Inflation Rate							
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Commodities	\$ -	\$ 7,500	\$ -	\$ 8,500	\$ 16,000	\$ 9,500	\$ 15,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ 7,500	\$ -	\$ 8,500	\$ 16,000	\$ 9,500	\$ 15,000
Legal & Tort Liability							
Budget Inflation Rate		8.47%	3.66%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 233,861	\$ 254,391	\$ 263,318	\$ 276,484	\$ 290,308	\$ 304,823	\$ 320,065
Services & Commodities	\$ 23,684	\$ 24,980	\$ 26,271	\$ 27,585	\$ 28,964	\$ 30,412	\$ 31,933
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 257,545	\$ 279,371	\$ 289,589	\$ 304,068	\$ 319,272	\$ 335,235	\$ 351,997
Personnel							
Budget Inflation Rate		90.42%	0.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 23,759	\$ 35,000	\$ 35,000	\$ 36,750	\$ 38,588	\$ 40,517	\$ 42,543
Services & Commodities	\$ 9,325	\$ 28,000	\$ 28,000	\$ 29,400	\$ 30,870	\$ 32,414	\$ 34,034
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 33,084	\$ 63,000	\$ 63,000	\$ 66,150	\$ 69,458	\$ 72,930	\$ 76,577
Total Expenditures	\$ 3,245,767	\$ 2,359,757	\$ 2,404,446	\$ 2,532,928	\$ 2,666,410	\$ 2,792,190	\$ 2,936,585

ACCOUNT FOR
new full time
desktop technician
*half year FY24
*full year FY25
&
new full time
finance position in
FY25
*partially covered
by transfer from
RUT, WW, Water,
Stormwater

ACCOUNT FOR
elimination of City
Hall lease payment

REPLACE
computer
equipment (\$4.3K)

A Breakdown of General Government

% of General Fund Budget	18.48%	13.24%	12.82%	12.77%	12.86%	12.84%	12.87%
Cost/Capita	\$ 146.77	\$ 104.14	\$ 103.62	\$ 106.65	\$ 109.76	\$ 112.41	\$ 115.69
Total Personnel Costs	\$ 1,518,262	\$ 1,617,977	\$ 1,846,916	\$ 1,939,262	\$ 2,036,225	\$ 2,138,036	\$ 2,244,937.94
% of General Gov't Expenditure	46.78%	68.57%	76.81%	76.56%	76.37%	76.57%	76.45%

General Fund Revenues (NEW)

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Taxable Rate - NEW FORMULAS FOR FY25							
<i>PYNTTV</i>							
Previous Year Non-TIF Taxable Value, including Utility Replacement	n/a	n/a	\$1,089,269,453	\$1,162,658,654	\$1,220,791,587	\$1,281,831,166	\$1,320,286,101
<i>BYNTTV</i>							
Budget Year Non-TIF Taxable Value, including Utility Replacement	\$1,051,996,465	\$1,089,269,453	\$1,162,658,654	\$1,220,791,587	\$1,281,831,166	\$1,320,286,101	\$1,359,894,684
Growth Rate		3.54%	6.74%	5.00%	5.00%	3.00%	3.00%
<i>PYGFL</i>							
Previous Year General Fund Levy	\$8.10000	\$8.10000	\$8.10000	\$7.86408	\$7.70988	\$7.55871	\$7.41050
IF growth is less than 3%, THEN NO multiplier of <i>PYNTTV</i>	n/a	n/a	n/a	n/a	n/a	n/a	n/a
IF growth is between 3% & 5.99%, THEN multiply <i>PYNTTV</i> by 1.02	n/a	n/a	n/a	\$1,185,911,827	\$1,245,207,418	\$1,307,467,789	\$1,346,691,823
IF growth is 6% or greater, THEN multiply <i>PYNTTV</i> by 1.03	n/a	n/a	\$1,121,947,537	n/a	n/a	n/a	n/a
<i>PYGFPTC</i>							
Previous Year General Fund Property Taxes Certified, including Utility Replacement Request		n/a	\$8,823,083	\$9,143,238	\$9,412,157	\$9,688,985	\$9,783,975
Taxable Value - Budget Year Non-TIF Taxable Value, excluding Utility Replacement							
Regular	n/a	n/a	\$1,157,371,546	\$1,187,815,735	\$1,209,269,425	\$1,241,830,352	\$1,265,369,356
Agriculture	\$2,306,058	\$2,422,565	\$2,293,055	\$2,293,055	\$2,293,055	\$2,293,055	\$2,293,055
Tax Rates							
<i>ACGFL</i>							
Adjusted City General Fund Levy [(<i>PYGFPTC</i> ÷ <i>PYNTTV</i>) × 1,000]	\$8.10000	\$8.10000	\$7.86408	\$7.70988	\$7.55871	\$7.41050	\$7.26519
Insurance	\$0.00000	\$0.00000	\$0.23700	\$0.24824	\$0.26213	\$0.27440	\$0.28949
Other	\$0.00000	\$0.00000	\$0.00000	\$0.00000	\$0.00000	\$0.00000	\$0.00000
Trust & Agency	\$2.00238	\$2.20805	\$2.29068	\$2.29068	\$2.29068	\$2.29068	\$2.29068
Total Non-Ag	\$10.10238	\$10.30805	\$10.39176	\$10.24880	\$10.11151	\$9.97557	\$9.84536
Agriculture	\$3.00375	\$3.00375	\$3.00375	\$3.00375	\$3.00375	\$3.00375	\$3.00375
Property Tax Revenues & Credits							
General	\$8,468,659	\$8,782,821	\$9,101,662	\$9,157,917	\$9,140,512	\$9,202,579	\$9,193,152
Insurance	\$-	\$-	\$274,294	\$294,866	\$316,981	\$340,755	\$366,311
Other	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Trust & Agency	\$2,150,386	\$2,477,028	\$2,715,910	\$2,796,443	\$2,936,265	\$3,024,353	\$3,115,084
Agriculture	\$6,697	\$7,277	\$6,888	\$6,888	\$6,888	\$6,888	\$6,888
Utility Excise Tax	\$17,613	\$40,262	\$41,579	\$51,240	\$51,240	\$51,240	\$51,240
Mobile Home Taxes	\$19,479	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Monies & Credits	\$402,417	\$356,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Total	\$11,065,252	\$11,688,388	\$12,565,333	\$12,732,354	\$12,876,886	\$13,050,814	\$13,157,674
Licenses & Permits	Inflationary Rate \$896,999	-2.06% \$878,480	0.92% \$886,580	1.00% \$895,446	1.00% \$904,400	1.00% \$913,444	1.00% \$922,579
Use of Money	Inflationary Rate \$188,275	15.31% \$217,100	11.15% \$241,300	1.00% \$243,713	1.00% \$246,150	1.00% \$248,612	1.00% \$251,098
Intergovernmental	Inflationary Rate \$741,091	-11.49% \$655,952	9.10% \$715,644	1.00% \$722,800	1.00% \$730,028	1.00% \$737,329	1.00% \$744,702
Charges for Services	Inflationary Rate \$2,651,966	17.05% \$3,104,100	3.63% \$3,216,900	3.00% \$3,313,407	3.00% \$3,412,809	3.00% \$3,515,193	3.00% \$3,620,649
Miscellaneous	Inflationary Rate \$302,348	-28.69% \$215,600	0.00% \$215,600	2.00% \$219,912	2.00% \$224,310	2.00% \$228,796	2.00% \$233,372
Utility Accounting & Collection	Inflationary Rate \$498,541	12.72% \$561,952	25.41% \$704,725	3.00% \$739,961	3.00% \$776,959	3.00% \$815,807	3.00% \$856,598
Commercial Prop Tax Backfill	80% of backfill \$193,115	60% of backfill \$144,583	40% of backfill \$93,506	20% of backfill \$48,000	\$-	\$-	\$-
Business Property Tax Credit	Inflationary Rate \$-	\$119,041	0.00% \$111,976	0.00% \$111,976	0.00% \$111,976	0.00% \$111,976	0.00% \$111,976
ARPA Transfer In	\$275,000	\$155,000	\$-	\$-	\$-	\$-	\$-
Total	\$16,812,588	\$17,740,196	\$18,751,564	\$19,027,569	\$19,283,519	\$19,621,972	\$19,898,648

\$8.10 LEVY reduced as a result of growth

INSURANCE LEVY not previously used

General Fund Summary

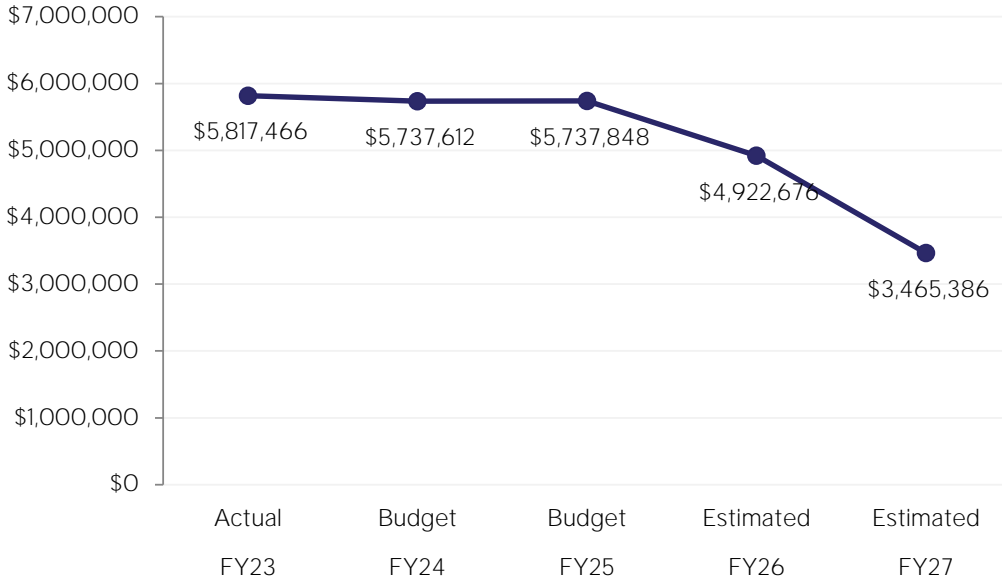
	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Revenues							
Property Taxes	\$ 11,065,252	\$ 11,688,388	\$ 12,565,333	\$ 12,732,354	\$ 12,876,886	\$ 13,050,814	\$ 13,157,674
Licenses & Permits	\$ 896,999	\$ 878,480	\$ 886,580	\$ 895,446	\$ 904,400	\$ 913,444	\$ 922,579
Use of Money	\$ 188,275	\$ 217,100	\$ 241,300	\$ 243,713	\$ 246,150	\$ 248,612	\$ 251,098
Intergovernmental	\$ 741,091	\$ 655,952	\$ 715,644	\$ 722,800	\$ 730,028	\$ 737,329	\$ 744,702
Charges for Services	\$ 2,651,966	\$ 3,104,100	\$ 3,216,900	\$ 3,313,407	\$ 3,412,809	\$ 3,515,193	\$ 3,620,649
Miscellaneous	\$ 302,348	\$ 215,600	\$ 215,600	\$ 219,912	\$ 224,310	\$ 228,796	\$ 233,372
Utility Accounting & Collection	\$ 498,541	\$ 561,952	\$ 704,725	\$ 739,961	\$ 776,959	\$ 815,807	\$ 856,598
Commercial Property Tax Backfill	\$ 193,115	\$ 144,583	\$ 93,506	\$ 48,000	\$ -	\$ -	\$ -
Business Property Tax Credit	\$ -	\$ 119,041	\$ 111,976	\$ 111,976	\$ 111,976	\$ 111,976	\$ 111,976
ARPA Transfer In	\$ 275,000	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Fund Revenues	\$ 16,812,588	\$ 17,740,196	\$ 18,751,564	\$ 19,027,569	\$ 19,283,519	\$ 19,621,972	\$ 19,898,648
Expenditures							
Public Safety	\$ 5,455,010	\$ 5,922,338	\$ 6,245,035	\$ 6,728,536	\$ 6,987,407	\$ 7,346,385	\$ 7,917,274
Public Works	\$ 1,687,621	\$ 2,201,000	\$ 2,201,000	\$ 2,289,040	\$ 2,380,602	\$ 2,475,826	\$ 2,574,859
Health & Social Services	\$ 143,000	\$ 155,000	\$ 170,000	\$ 175,100	\$ 180,353	\$ 185,764	\$ 191,336
Culture & Recreation	\$ 5,714,779	\$ 5,898,605	\$ 6,328,029	\$ 6,647,140	\$ 6,986,056	\$ 7,335,794	\$ 7,508,407
Community & Economic Dev't	\$ 1,316,020	\$ 1,283,349	\$ 1,402,818	\$ 1,469,997	\$ 1,539,982	\$ 1,613,364	\$ 1,690,309
General Government	\$ 3,245,767	\$ 2,359,757	\$ 2,404,446	\$ 2,532,928	\$ 2,666,410	\$ 2,792,190	\$ 2,936,585
Total General Fund Expenditures	\$ 17,562,197	\$ 17,820,049	\$ 18,751,328	\$ 19,842,741	\$ 20,740,810	\$ 21,749,322	\$ 22,818,770
Revenues - Expenditures =	\$ (749,609)	\$ (79,853)	\$ 236	\$ (815,172)	\$ (1,457,290)	\$ (2,127,350)	\$ (2,920,122)
Beginning Fund Balance	\$ 6,567,075	\$ 5,817,466	\$ 5,737,612	\$ 5,737,848	\$ 4,922,676	\$ 3,465,386	\$ 1,338,036
Ending Fund Balance	\$ 5,817,466	\$ 5,737,612	\$ 5,737,848	\$ 4,922,676	\$ 3,465,386	\$ 1,338,036	\$ (1,582,086)
% Reserved	34.60%	32.34%	30.60%	25.87%	17.97%	6.82%	-7.95%
Total Revenues/Capita	\$ 760	\$ 783	\$ 808	\$ 801	\$ 794	\$ 790	\$ 784
Expenditures/Capita							
Public Safety	\$ 247	\$ 261	\$ 269	\$ 283	\$ 288	\$ 296	\$ 312
Public Works	\$ 76	\$ 97	\$ 95	\$ 96	\$ 98	\$ 100	\$ 101
Health & Social Services	\$ 6	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7	\$ 8
Culture & Recreation	\$ 258	\$ 260	\$ 273	\$ 280	\$ 288	\$ 295	\$ 296
Community & Economic Dev't	\$ 60	\$ 57	\$ 60	\$ 62	\$ 63	\$ 65	\$ 67
General Government	\$ 147	\$ 104	\$ 104	\$ 107	\$ 110	\$ 112	\$ 116
Total GF Expenditures/Capita	\$ 794	\$ 786	\$ 808	\$ 836	\$ 854	\$ 876	\$ 899
Personnel Expenditures							
Public Safety	\$ 4,553,985	\$ 4,944,672	\$ 5,317,967	\$ 5,575,174	\$ 5,853,662	\$ 6,146,064	\$ 6,453,075
Public Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health & Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Culture & Recreation	\$ 3,977,006	\$ 3,962,615	\$ 4,246,526	\$ 4,458,852	\$ 4,681,795	\$ 4,915,885	\$ 5,161,679
Community & Economic Dev't	\$ 655,773	\$ 766,649	\$ 841,655	\$ 883,738	\$ 927,925	\$ 974,321	\$ 1,023,037
General Government	\$ 1,518,262	\$ 1,617,977	\$ 1,846,916	\$ 1,939,262	\$ 2,036,225	\$ 2,138,036	\$ 2,244,938
Total Personnel Expenditures	\$ 10,705,026	\$ 11,291,913	\$ 12,253,064	\$ 12,857,026	\$ 13,499,607	\$ 14,174,306	\$ 14,882,729
% of General Fund Expenditures	60.95%	63.37%	65.35%	64.79%	65.09%	65.17%	65.22%

RESERVE BALANCE remains strong, at the higher end of the General Fund Reserve Policy

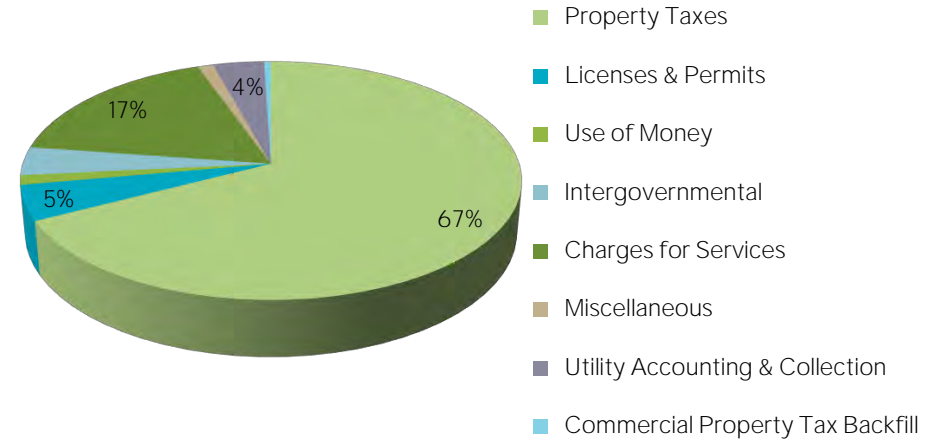
American Rescue Plan Act (ARPA) Allocation

Coronavirus State & Local Fiscal Recovery Funds					AWARDED	REMAINING
					\$ 2,906,110	\$ 561,610
Projects Funded	FY22	FY23	FY24	FY25	TOTAL	POTENTIAL
1. Domestic Violence Intervention Program	\$ 25,000				\$ 25,000	
2. North Liberty Community Pantry	\$ 100,000				\$ 100,000	
3. City Social Services Grants		\$ 150,000	\$ 155,000		\$ 305,000	
4. Storm Water GIS		\$ 200,000			\$ 200,000	
5. Centennial Park			\$ 1,000,000		\$ 1,000,000	
6. Ranshaw House Furnishings			\$ 40,000		\$ 40,000	
7. Affordable Housing Program			\$ 400,000		\$ 400,000	
8. Workforce Housing Program					\$ -	
9. Social Service Support					\$ -	\$ 245,000
10. Liberty Centre Pond Repairs				\$ 132,000	\$ 132,000	
11. Leaf Vac Trailer				\$ 142,500	\$ 142,500	
12. Other					\$ -	
Total	\$ 125,000	\$ 350,000	\$ 1,595,000	\$ 274,500	\$ 2,344,500	\$ 245,000
General Fund Transfer	\$ -	\$ 275,000	\$ 155,000	\$ -		\$ 316,610
Equipment Revolving Transfer	\$ -	\$ -	\$ -	\$ 142,500		BALANCE
Stormwater Capital Transfer	\$ -	\$ -	\$ -	\$ 132,000		

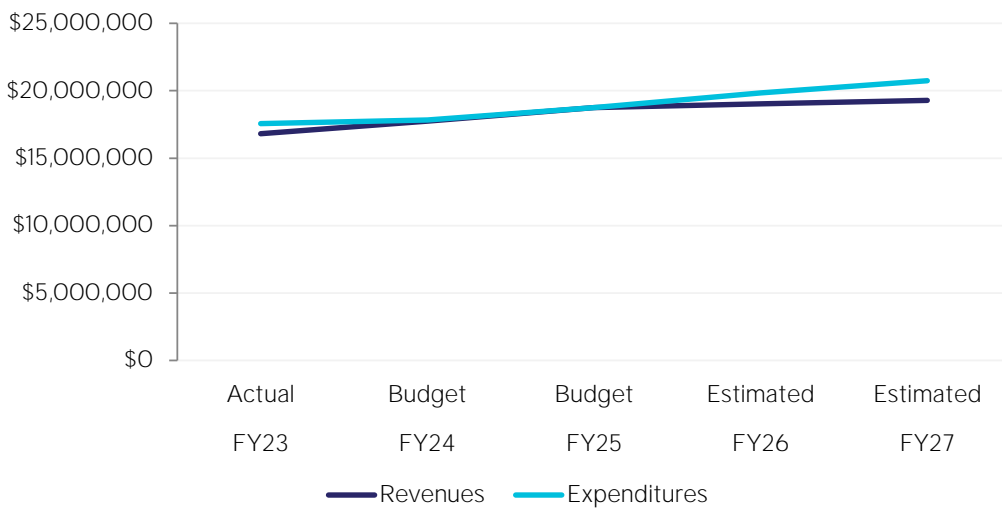
General Fund Balance Projection



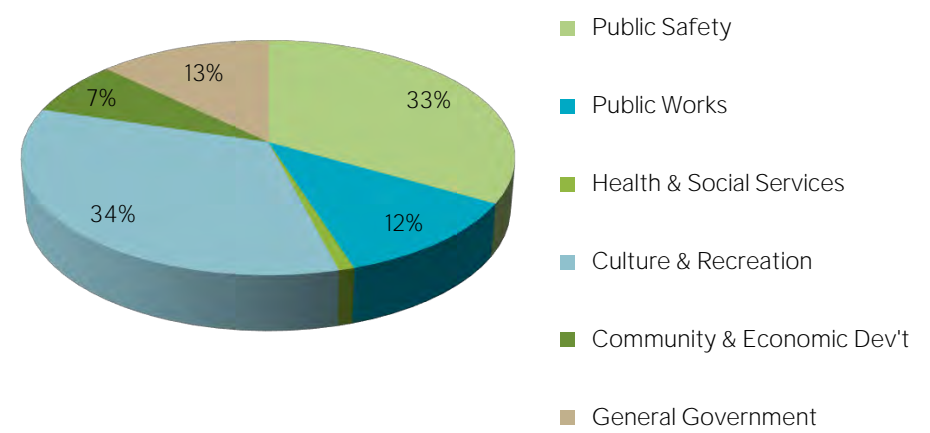
General Fund FY25 Revenues



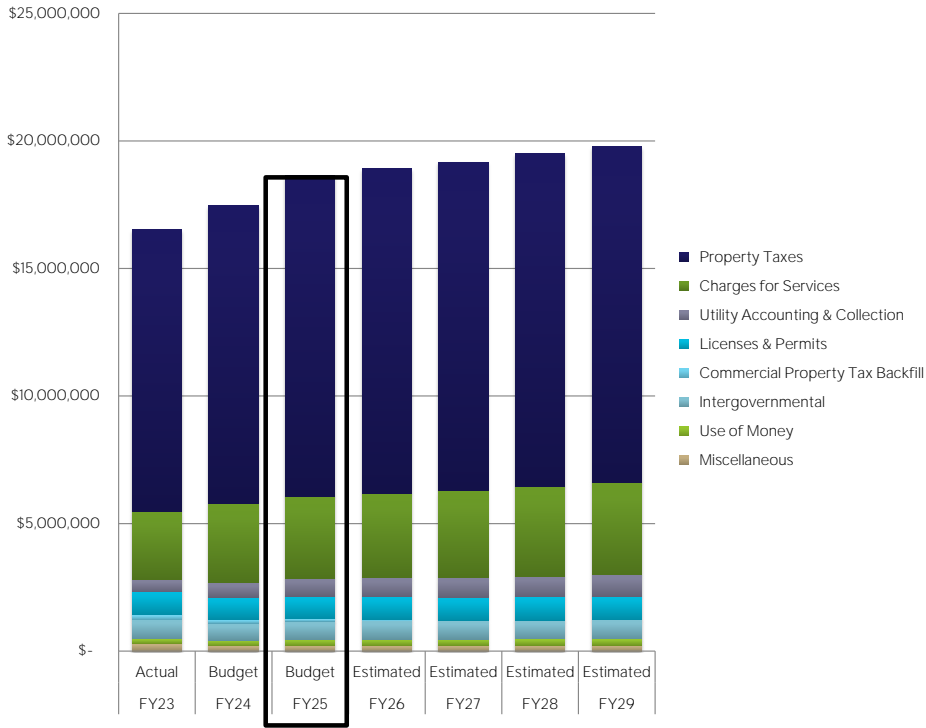
General Fund Revenue/Expense Projections



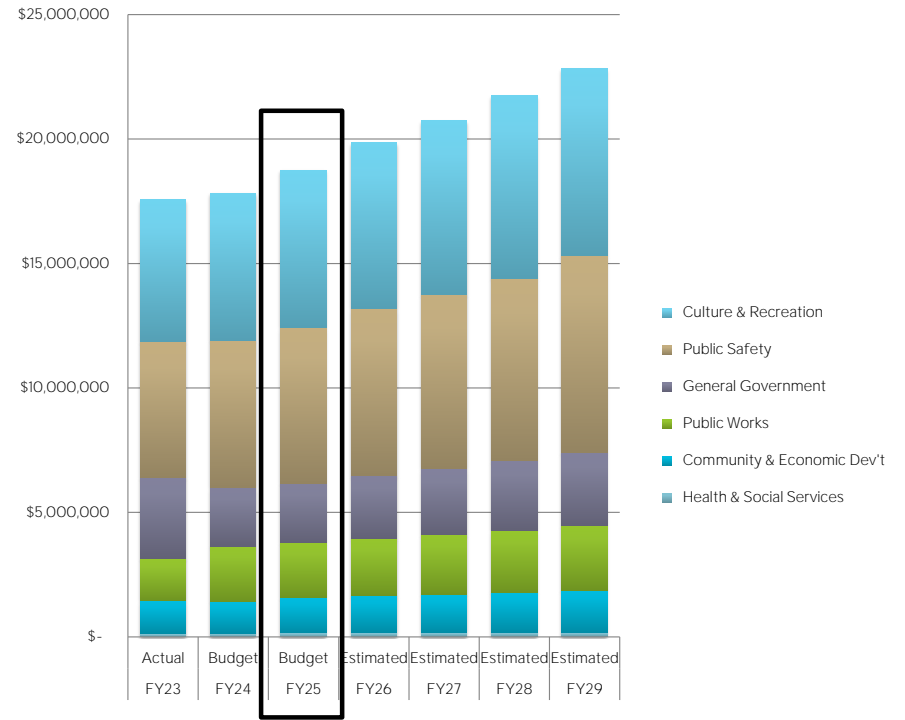
General Fund FY25 Expenditures



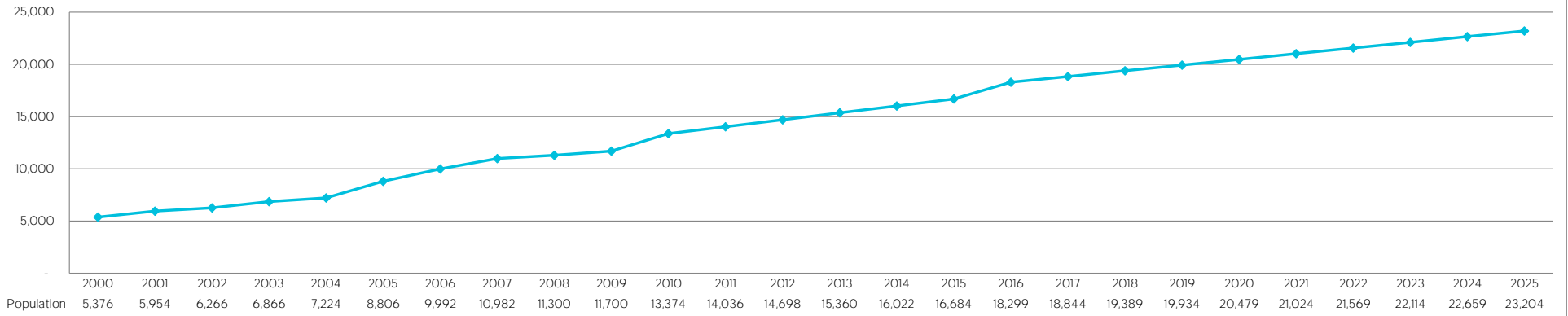
History & Forecast of General Fund Revenues



History & Forecast of General Fund Expenditures



North Liberty Census History and Forecast



Hotel/Motel Tax

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Revenues							
Budget Inflation Rate		-19.45%	6.67%	2.00%	2.00%	2.00%	2.00%
Taxes Collected	\$ 93,107	\$ 75,000	\$ 80,000	\$ 81,600	\$ 83,232	\$ 84,897	\$ 86,595
Total Revenues	\$ 93,107	\$ 75,000	\$ 80,000	\$ 81,600	\$ 83,232	\$ 84,897	\$ 86,595
Expenditures							
CVB Contribution	\$ 23,277	\$ 18,750	\$ 20,000	\$ 20,400	\$ 20,808	\$ 21,224	\$ 21,649
Services & Commodities	\$ 12,346	\$ 6,900	\$ 14,000	\$ 14,280	\$ 14,566	\$ 14,857	\$ 15,154
Projects*							
Blues & BBQ, Summer Slate & Beat the Bitter	\$ 15,000						
Babe Ruth Field concessions Phase 1	\$ 10,000						
Babe Ruth Field concessions Phase 2							
Fox Run Pond Park		\$ 75,000					
Aquatic Enhancements (Comm Ctr Fund Transfer)		\$ 18,000	\$ 50,000	\$ 50,000		\$ 100,000	
Comm Ctr Parking Lot & Sidewalks (Comm Ctr Fund Transfer)			\$ 50,000				
Gymnasium Curtains & System (Comm Ctr Fund Transfer)					\$ 50,000		
Total Expenditures	\$ 60,623	\$ 118,650	\$ 134,000	\$ 84,680	\$ 85,374	\$ 136,081	\$ 36,803
Net Change in Fund Balance	\$ 32,484	\$ (43,650)	\$ (54,000)	\$ (3,080)	\$ (2,142)	\$ (51,184)	\$ 49,792
Beginning Fund Balance	\$ 69,644	\$ 102,128	\$ 58,478	\$ 4,478	\$ 1,398	\$ (744)	\$ (51,928)
Ending Fund Balance	\$ 102,128	\$ 58,478	\$ 4,478	\$ 1,398	\$ (744)	\$ (51,928)	\$ (2,136)
% Reserved	168.47%	49.29%	3.34%	1.65%	-0.87%	-38.16%	-5.80%

Projects* See Capital Improvements Plan (CIP) for project details.

Franchise Fee Fund

	FY23	FY24	FY25	FY26	FY27	FY28	FY29
	Actual	Budget	Budget	Estimated	Estimated	Estimated	Estimated
Revenues							
Alliant Energy	\$ 182,567	\$ 288,655	\$ 324,736	\$ 327,984	\$ 331,264	\$ 334,576	\$ 337,922
Linn County REC	\$ 159,763	\$ 196,323	\$ 220,863	\$ 223,071	\$ 225,302	\$ 227,555	\$ 229,831
MidAmerican Energy	\$ 118,773	\$ 115,023	\$ 129,401	\$ 130,695	\$ 132,002	\$ 133,322	\$ 134,655
Total Revenues	\$ 461,103	\$ 400,000	\$ 675,000	\$ 681,750	\$ 688,568	\$ 695,453	\$ 702,408
Expenditures							
Projects*							
Babe Ruth Field backstop		\$ 60,000					
Babe Ruth Field concessions Phase 1		\$ 25,000					
Centennial Park		\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Fox Run Pond Park playground		\$ 338,000					
Penn Meadows playground surface			\$ 140,000				
Freedom Park new park walk trail			\$ 130,000				
Koser Park backstop			\$ 45,000				
Quail Ridge Park parking expansion				\$ 95,000			
Quail Ridge Park ballfield update (90' bases)				\$ 15,000			
Penn Meadows ballfield light (Field 3 or 4)				\$ 125,000			
Penn Meadows Park solar parking lot lights				\$ 120,000			
Penn Meadows Tennis parking expansion				\$ 50,000			
Fox Run Neighborhood Park playground					\$ 120,000		
Deerfield Park playground & border					\$ 85,000		
Broadmoor Park new park walk trail						\$ 160,000	
Trail Lighting						\$ 50,000	
Ranshaw House outdoor fitness equipment							\$ 60,000
Red Fern Dog Park agility equipment							\$ 65,000
Liberty Centre Park repainting							
Frisbee Golf (park tbd)							
Fox Valley playground							
Total Expenditures	\$ -	\$ 923,000	\$ 815,000	\$ 905,000	\$ 705,000	\$ 710,000	\$ 625,000
Net Change in Fund Balance	\$ 461,103	\$ (523,000)	\$ (140,000)	\$ (223,250)	\$ (16,433)	\$ (14,547)	\$ 77,408
Beginning Fund Balance	\$ 352,648	\$ 813,751	\$ 290,751	\$ 150,751	\$ (72,499)	\$ (88,932)	\$ (103,478)
Ending Fund Balance	\$ 813,751	\$ 290,751	\$ 150,751	\$ (72,499)	\$ (88,932)	\$ (103,478)	\$ (26,071)

Projects* See Capital Improvements Plan (CIP) for project details.

Road Use Tax (RUT) Fund

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Population	20,479	20,479	20,479	20,479	20,479	20,479	20,479
RUT Formula Funding/Capita	\$ 114.22	\$ 106.24	\$ 108.73	\$ 109.56	\$ 110.39	\$ 111.22	\$ 112.05
2015 Gas Tax Funding/Capita	\$ 23.39	\$ 21.76	\$ 22.27	\$ 22.44	\$ 22.61	\$ 22.78	\$ 22.95
Revenues							
RUT Formula Funding/Capita	\$ 2,339,057	\$ 2,175,689	\$ 2,226,682	\$ 2,243,679	\$ 2,260,677	\$ 2,277,674	\$ 2,294,672
2015 Gas Tax Funding/Capita	\$ 479,084	\$ 445,623	\$ 456,067	\$ 459,549	\$ 463,030	\$ 466,512	\$ 469,993
Total Revenues	\$ 2,818,141	\$ 2,621,312	\$ 2,682,749	\$ 2,703,228	\$ 2,723,707	\$ 2,744,186	\$ 2,764,665
Revenues/Capita	\$ 137.61	\$ 128.00	\$ 131.00	\$ 132.00	\$ 133.00	\$ 134.00	\$ 135.00
Expenditures							
Budget Inflation Rate		35.44%	-16.97%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 807,895	\$ 907,676	\$ 1,003,999	\$ 1,054,199	\$ 1,106,909	\$ 1,162,254	\$ 1,220,367
Services & Commodities	\$ 356,409	\$ 501,900	\$ 560,400	\$ 588,420	\$ 617,841	\$ 648,733	\$ 681,170
Snow & Ice Removal	\$ 187,647	\$ 170,000	\$ 190,000	\$ 199,500	\$ 209,475	\$ 219,949	\$ 230,946
Traffic Safety	\$ 108,148	\$ 130,000	\$ 134,000	\$ 140,700	\$ 147,735	\$ 155,122	\$ 162,878
Street Lighting	\$ 80,770	\$ 96,000	\$ 103,000	\$ 108,150	\$ 113,558	\$ 119,235	\$ 125,197
Transfers							
Equipment Revolving	\$ 260,000	\$ 380,000	\$ 124,000	\$ 352,000	\$ 233,000	\$ 369,000	\$ 400,000
Capital	\$ 54,256	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -
Debt	\$ 149,290	\$ 146,170	\$ 147,690	\$ 149,010	\$ 149,950	\$ -	\$ -
Street Repair Program	\$ 486,179	\$ 445,623	\$ 456,067	\$ 459,549	\$ 463,030	\$ 466,512	\$ 469,993
Computer Revolving	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300
Billing & Accounting	\$ 10,699	\$ 11,295	\$ 94,152	\$ 98,860	\$ 103,803	\$ 108,993	\$ 114,442
Total Expenditures	\$ 2,503,591	\$ 3,390,964	\$ 2,815,608	\$ 3,152,687	\$ 3,147,600	\$ 3,252,098	\$ 3,407,293
Net Change in Fund Balance	\$ 314,550	\$ (769,652)	\$ (132,859)	\$ (449,459)	\$ (423,893)	\$ (507,912)	\$ (642,628)
Beginning Fund Balance	\$ 2,722,342	\$ 3,036,893	\$ 2,267,241	\$ 2,134,382	\$ 1,684,922	\$ 1,261,029	\$ 753,118
Ending Fund Balance	\$ 3,036,893	\$ 2,267,241	\$ 2,134,382	\$ 1,684,922	\$ 1,261,029	\$ 753,118	\$ 110,489
% Reserved	121.30%	66.86%	75.81%	53.44%	40.06%	23.16%	3.24%

FY24 REVENUES on track to reach \$2.85M

ACCOUNT FOR new full time laborer *half year FY24 *full year FY25

ADD hot patch trailer (\$45K); skid steer attachments (\$45K); message board trailer (\$20K)

REPLACE utility locator (\$14K)

A Breakdown of Road Use Tax (RUT) Fund

Total Personnel Costs	\$ 854,917	\$ 947,676	\$ 1,043,999	\$ 1,094,199	\$ 1,146,909	\$ 1,202,254	\$ 1,260,367
% of RUT Fund Expenditures	32.27%	26.77%	35.66%	33.44%	35.17%	35.74%	35.82%

Street Repair Program

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Revenues							
Transfer from RUT Fund	\$ 486,179	\$ 445,623	\$ 456,067	\$ 459,549	\$ 463,030	\$ 466,512	\$ 469,993
Other Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 486,179	\$ 445,623	\$ 456,067	\$ 459,549	\$ 463,030	\$ 466,512	\$ 469,993
Expenditures							
Projects*							
Ranshaw Way Shoulders	\$ 300,000						
W. Penn Street RR Crossing		\$ 211,000					
Sugar Creek Lane			\$ 70,000				
North Stewart Street				\$ 1,825,000			
Commercial Drive					\$ 200,000		
Rachael Street Bridge						\$ 176,000	
Total Expenditures	\$ 300,000	\$ 211,000	\$ 70,000	\$ 1,825,000	\$ 200,000	\$ 176,000	\$ -
Net Change in Fund Balance	\$ 186,179	\$ 234,623	\$ 386,067	\$ (1,365,451)	\$ 263,030	\$ 290,512	\$ 469,993
Beginning Fund Balance	\$ 56,829	\$ 243,008	\$ 477,631	\$ 863,698	\$ (501,753)	\$ (238,723)	\$ 51,789
Ending Fund Balance	\$ 243,008	\$ 477,631	\$ 863,698	\$ (501,753)	\$ (238,723)	\$ 51,789	\$ 521,782

Projects* See Capital Improvements Plan (CIP) for project details.

Utility Rate Analysis

Waste Water Rate Increase Analysis					
		FY24	FY25	Difference	
Base Rate	\$	31.24	\$ 31.24	\$	-
Rate/1000 gallons	\$	5.63	\$ 5.63	\$	-
		Cost per Month		FY25 Increase	
Consumption (in gallons)		FY24	FY25	%	\$
3,000	\$	42.50	\$ 42.50	0%	\$ -
5,000	\$	53.76	\$ 53.76	0%	\$ -
8,000	\$	70.65	\$ 70.65	0%	\$ -
11,000	\$	87.54	\$ 87.54	0%	\$ -

Water Rate Increase Analysis					
		FY24	FY25	Difference	
Base Rate	\$	17.44	\$ 17.44	\$	-
Rate/1000 gallons	\$	7.01	\$ 7.01	\$	-
		Cost per Month		FY25 Increase	
Consumption (in gallons)		FY24	FY25	%	\$
3,000	\$	31.45	\$ 31.45	0%	\$ -
5,000	\$	45.47	\$ 45.47	0%	\$ -
8,000	\$	66.49	\$ 66.49	0%	\$ -
11,000	\$	87.51	\$ 87.51	0%	\$ -

Storm Water Rate Increase Analysis					
		FY24	FY25	Difference	
Base Rate	\$	2.00	\$ 3.00	\$	1.00
Rate/1000 gallons	\$	-	\$ -	\$	-
		Cost per Month		FY25 Increase	
Consumption (in gallons)		FY24	FY25	%	\$
3,000	\$	2.00	\$ 3.00	50%	\$ 1.00
5,000	\$	2.00	\$ 3.00	50%	\$ 1.00
8,000	\$	2.00	\$ 3.00	50%	\$ 1.00
11,000	\$	2.00	\$ 3.00	50%	\$ 1.00

Utility Rates Increase Analysis					
		Cost per Month		FY25 Increase	
Consumption (in gallons)		FY24	FY25	%	\$
3,000	\$	75.95	\$ 76.95	1%	\$ 1.00
5,000	\$	101.23	\$ 102.23	1%	\$ 1.00
8,000	\$	139.14	\$ 140.14	1%	\$ 1.00
11,000	\$	177.05	\$ 178.05	1%	\$ 1.00

Storm Water Utility

	FY23	FY24	FY25	FY26	FY27	FY28	FY29
	Actual	Budget	Budget	Estimated	Estimated	Estimated	Estimated
Budget Inflation Rate		150%	150%	150%	150%	150%	150%
Number of Accounts	9,520	9,663	9,808	9,955	10,104	10,256	10,410
Flat Rate	\$ 2.00	\$ 2.00	n/a	n/a	n/a	n/a	n/a
New Rate Structure Adopted February 1, 2024							
Single-Unit, Two-Unit & Townhomes		\$ 3.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
Multi-Unit & Manufactured Homes		\$ 2.50	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Mix Used, Residential		\$ 2.25	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50	\$ 2.50
Commercial & Industrial		\$ 3.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
ERU Rate for non-residential		\$ 0.33	\$ 0.67	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Revenues							
Storm Water Fees	\$ 228,192	\$ 229,231	\$ 335,000	\$ 448,000	\$ 467,000	\$ 474,005	\$ 481,115
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees/Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Money	\$ 407	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ 408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 229,007	\$ 230,231	\$ 336,000	\$ 449,000	\$ 468,000	\$ 475,005	\$ 482,115
Expenditures							
Budget Inflation Rate		-21.70%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 114,641	\$ 119,447	\$ 124,287	\$ 130,501	\$ 137,026	\$ 143,878	\$ 151,072
Services & Commodities	\$ 101,399	\$ 113,800	\$ 121,800	\$ 127,890	\$ 134,285	\$ 140,999	\$ 148,049
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers							
Equipment Revolving	\$ 50,000	\$ 41,000	\$ -	\$ 100,000	\$ 25,000	\$ 295,750	\$ 98,000
Capital Reserve	\$ 95,000	\$ -	\$ 54,050	\$ -	\$ 15,000	\$ 249,000	\$ -
Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Billing & Accounting	\$ 24,392	\$ 27,533	\$ 30,529	\$ 32,055	\$ 33,658	\$ 35,341	\$ 37,108
Total Expenditures	\$ 385,431	\$ 301,780	\$ 330,666	\$ 390,447	\$ 344,969	\$ 864,968	\$ 434,228
Net Change in Fund Balance	\$ (156,424)	\$ (71,549)	\$ 5,334	\$ 58,553	\$ 123,031	\$ (389,963)	\$ 47,887
Beginning Fund Balance	\$ 153,603	\$ (21,455)	\$ (93,004)	\$ (87,670)	\$ (29,117)	\$ 93,914	\$ (296,049)
Ending Fund Balance	\$ (21,455)	\$ (93,004)	\$ (87,670)	\$ (29,117)	\$ 93,914	\$ (296,049)	\$ (248,162)
% Reserved	-5.57%	-30.82%	-26.51%	-7.46%	27.22%	-34.23%	-57.15%
A Breakdown of Storm Water Utility							
Total Personnel Costs	\$ 114,641	\$ 119,447	\$ 124,287	\$ 130,501	\$ 137,026	\$ 143,878	\$ 151,072
% of Storm Water Utility Expenditures	29.74%	39.58%	37.59%	33.42%	39.72%	16.63%	34.79%

Will need to reallocate

RESTORE two sections of Muddy Creek (\$54K)

Water Utility Budget & Forecast

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	FY30 Estimated	FY31 Estimated	FY32 Estimated	FY33 Estimated	FY34 Estimated	FY35 Estimated
Budget Inflation Rate		1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
Number of Accounts	9,601	9,614	9,758	9,904	10,053	10,204	10,357	10,512	10,670	10,830	10,992	11,157	11,325
Gallons Sold	410,076,000	428,400,000	434,826,000	441,348,390	447,968,616	454,688,145	461,508,467	468,431,094	475,457,561	482,589,424	489,828,265	497,175,689	504,633,325
Proposed Rate Increase		0.0%	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Base Rate	\$ 17.44	\$ 17.44	\$ 17.44	\$ 17.96	\$ 18.50	\$ 19.06	\$ 19.63	\$ 20.22	\$ 20.82	\$ 21.45	\$ 22.09	\$ 22.76	\$ 23.44
Rate/1000 Gallons	\$ 7.01	\$ 7.01	\$ 7.01	\$ 7.22	\$ 7.43	\$ 7.66	\$ 7.89	\$ 8.12	\$ 8.37	\$ 8.62	\$ 8.88	\$ 9.14	\$ 9.42
Revenues													
Water Sales	\$ 4,133,878	\$ 4,205,560	\$ 4,268,644	\$ 4,462,653	\$ 4,665,481	\$ 4,877,527	\$ 5,099,211	\$ 5,330,970	\$ 5,573,262	\$ 5,826,567	\$ 6,091,385	\$ 6,368,238	\$ 6,657,674
Sales Tax	\$ 265,241	\$ 252,334	\$ 256,119	\$ 267,759	\$ 279,929	\$ 292,652	\$ 305,953	\$ 319,858	\$ 334,396	\$ 349,594	\$ 365,483	\$ 382,094	\$ 399,460
Connection Fees/Permits	\$ 171,512	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Use of Money	\$ 19,478	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Miscellaneous	\$ 3,447	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 4,593,556	\$ 4,583,394	\$ 4,650,262	\$ 4,855,913	\$ 5,070,910	\$ 5,295,679	\$ 5,530,663	\$ 5,776,328	\$ 6,033,158	\$ 6,301,661	\$ 6,582,368	\$ 6,875,832	\$ 7,182,635
Expenditures													
Budget Inflation Rate		3.69%	4.04%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 796,142	\$ 818,084	\$ 853,578	\$ 896,257	\$ 941,070	\$ 988,123	\$ 1,037,529	\$ 1,089,406	\$ 1,143,876	\$ 1,201,070	\$ 1,261,123	\$ 1,324,180	\$ 1,390,389
Services & Commodities	\$ 1,556,611	\$ 1,679,879	\$ 1,631,930	\$ 1,713,527	\$ 1,799,203	\$ 1,889,163	\$ 1,983,621	\$ 2,082,802	\$ 2,186,942	\$ 2,296,289	\$ 2,411,104	\$ 2,531,659	\$ 2,658,242
Capital	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Transfers													
Equipment Revolving	\$ 120,000	\$ 135,000	\$ 30,000	\$ -	\$ 310,000	\$ 125,000	\$ 176,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Computer Revolving	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Capital Reserve	\$ -	\$ 80,000	\$ 80,000	\$ 375,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Revenue Debt	\$ 1,503,791	\$ 1,274,841	\$ 1,626,025	\$ 1,625,168	\$ 1,503,240	\$ 1,500,000	\$ 1,497,340	\$ 1,494,240	\$ 1,490,700	\$ 1,487,720	\$ 1,484,280	\$ 1,480,380	\$ 1,477,020
GO Debt	\$ 244,050	\$ 292,478	\$ 291,878	\$ 296,178	\$ 45,078	\$ 44,028	\$ 42,978	\$ 41,928	\$ 40,878	\$ 44,828	\$ 43,628	\$ 42,428	\$ 43,628
Billing & Accounting	\$ 231,725	\$ 261,562	\$ 290,022	\$ 304,523	\$ 319,749	\$ 335,737	\$ 352,524	\$ 370,150	\$ 388,657	\$ 408,090	\$ 428,495	\$ 449,919	\$ 472,415
Upcoming Projects													
Maint Facility Add & Tower 3 Refurb	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000
Control Bldgs & Generators (4&5)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
Plant Expansion & Well(s)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Total Expenditures	\$ 4,453,819	\$ 4,618,344	\$ 4,804,933	\$ 5,212,152	\$ 5,074,840	\$ 5,323,551	\$ 5,506,492	\$ 5,840,026	\$ 6,412,554	\$ 6,599,497	\$ 6,790,130	\$ 6,990,066	\$ 7,203,194
Net Change in Fund Balance	\$ 139,737	\$ (34,950)	\$ (154,671)	\$ (356,239)	\$ (3,930)	\$ (27,872)	\$ 24,171	\$ (63,698)	\$ (379,396)	\$ (297,836)	\$ (207,762)	\$ (114,234)	\$ (20,559)
Beginning Fund Balance	\$ 1,760,264	\$ 1,900,002	\$ 1,865,051	\$ 1,710,380	\$ 1,354,141	\$ 1,350,211	\$ 1,322,339	\$ 1,346,510	\$ 1,282,812	\$ 903,417	\$ 605,580	\$ 397,818	\$ 283,585
Ending Fund Balance	\$ 1,900,002	\$ 1,865,051	\$ 1,710,380	\$ 1,354,141	\$ 1,350,211	\$ 1,322,339	\$ 1,346,510	\$ 1,282,812	\$ 903,417	\$ 605,580	\$ 397,818	\$ 283,585	\$ 263,026
% Reserved	42.66%	40.38%	35.60%	25.98%	26.61%	24.84%	24.45%	21.97%	14.09%	9.18%	5.86%	4.06%	3.65%
Total Personnel Costs	\$ 796,142	\$ 818,084	\$ 853,578	\$ 896,257	\$ 941,070	\$ 988,123	\$ 1,037,529	\$ 1,089,406	\$ 1,143,876	\$ 1,201,070	\$ 1,261,123	\$ 1,324,180	\$ 1,390,389
% of Water Utility Expenditures	17.88%	17.71%	17.76%	17.20%	18.54%	18.56%	18.84%	18.65%	17.84%	18.20%	18.57%	18.94%	19.30%
Debt Service Coverage													
Net Revenue/All Revenue Debt	1.49	1.58	1.33	1.38	1.50	1.56	1.64	1.71	1.78	1.85	1.93	2.01	2.09
Required Coverage	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
Desired Coverage	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Difference (Actual vs. Required)	0.29	0.38	0.13	0.18	0.30	0.36	0.44	0.51	0.58	0.65	0.73	0.81	0.89
Water Capital Fund Summary (602 & 605)													
Beginning Balance	\$ 568,853	\$ 643,722	\$ 723,722	\$ 803,722	\$ 883,722	\$ 1,038,722	\$ 1,193,722	\$ 1,323,722	\$ 1,453,722	\$ 1,583,722	\$ 1,713,722	\$ 1,843,722	\$ 1,973,722
Transfers In	\$ 128,216	\$ 215,000	\$ 110,000	\$ 375,000	\$ 465,000	\$ 280,000	\$ 306,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Expenses	\$ 53,347	\$ 135,000	\$ 30,000	\$ 295,000	\$ 310,000	\$ 125,000	\$ 176,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Ending Balance	\$ 643,722	\$ 723,722	\$ 803,722	\$ 883,722	\$ 1,038,722	\$ 1,193,722	\$ 1,323,722	\$ 1,453,722	\$ 1,583,722	\$ 1,713,722	\$ 1,843,722	\$ 1,973,722	\$ 2,103,722
Assigned Balance (Savings for Future Expenditures, FY Balance as Listed)													
Membrane Replacement	\$ 160,000	\$ 240,000	\$ 320,000	\$ 400,000	\$ 480,000	\$ 560,000	\$ 640,000	\$ 720,000	\$ 800,000	\$ 880,000	\$ 960,000	\$ 1,040,000	\$ 1,120,000
Unassigned Balance	\$ 483,722	\$ 483,722	\$ 483,722	\$ 483,722	\$ 558,722	\$ 633,722	\$ 683,722	\$ 733,722	\$ 783,722	\$ 833,722	\$ 883,722	\$ 933,722	\$ 983,722

PLANNING FOR FY26 rate increase

FY24 SALES REVENUE on pace to exceed \$4.3M

ADD skid steer attachment for topsoil (\$30K)

SETASIDE future membrane replacements (\$80K)

ACCOUNT FOR FY25 debt service payment increase

Water Utility Budget & Forecast

Water Rate Increase Analysis																	
		Monthly Water Costs Based on Usage															
		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35			
Consumption in Gallons		3,000	\$ 31.45	\$ 31.45	\$ 31.45	\$ 32.40	\$ 33.37	\$ 34.37	\$ 35.40	\$ 36.46	\$ 37.56	\$ 38.69	\$ 39.85	\$ 41.04	\$ 42.27		
		5,000	\$ 45.47	\$ 45.47	\$ 45.47	\$ 46.83	\$ 48.24	\$ 49.69	\$ 51.18	\$ 52.71	\$ 54.29	\$ 55.92	\$ 57.60	\$ 59.33	\$ 61.11		
		8,000	\$ 66.49	\$ 66.49	\$ 66.49	\$ 68.49	\$ 70.54	\$ 72.66	\$ 74.84	\$ 77.08	\$ 79.40	\$ 81.78	\$ 84.23	\$ 86.76	\$ 89.36		
		11,000	\$ 87.51	\$ 87.51	\$ 87.51	\$ 90.14	\$ 92.84	\$ 95.63	\$ 98.50	\$ 101.45	\$ 104.50	\$ 107.63	\$ 110.86	\$ 114.19	\$ 117.61		
		15,000	\$ 115.54	\$ 115.54	\$ 115.54	\$ 119.01	\$ 122.58	\$ 126.26	\$ 130.05	\$ 133.95	\$ 137.97	\$ 142.11	\$ 146.37	\$ 150.76	\$ 155.28		
		Additional Water Cost/Month	\$ -	\$ -	\$ -	\$ 0.94	\$ 0.97	\$ 1.00	\$ 1.03	\$ 1.06	\$ 1.09	\$ 1.13	\$ 1.16	\$ 1.20	\$ 1.23		
			\$ -	\$ -	\$ -	\$ 1.36	\$ 1.41	\$ 1.45	\$ 1.49	\$ 1.54	\$ 1.58	\$ 1.63	\$ 1.68	\$ 1.73	\$ 1.78		
			\$ -	\$ -	\$ -	\$ 1.99	\$ 2.05	\$ 2.12	\$ 2.18	\$ 2.25	\$ 2.31	\$ 2.38	\$ 2.45	\$ 2.53	\$ 2.60		
			\$ -	\$ -	\$ -	\$ 2.63	\$ 2.70	\$ 2.79	\$ 2.87	\$ 2.95	\$ 3.04	\$ 3.13	\$ 3.23	\$ 3.33	\$ 3.43		
			\$ -	\$ -	\$ -	\$ 3.47	\$ 3.57	\$ 3.68	\$ 3.79	\$ 3.90	\$ 4.02	\$ 4.14	\$ 4.26	\$ 4.39	\$ 4.52		
	Additional Water Cost/Year	\$ -	\$ -	\$ -	\$ 11.32	\$ 11.66	\$ 12.01	\$ 12.37	\$ 12.75	\$ 13.13	\$ 13.52	\$ 13.93	\$ 14.34	\$ 14.77			
		\$ -	\$ -	\$ -	\$ 16.37	\$ 16.86	\$ 17.37	\$ 17.89	\$ 18.42	\$ 18.98	\$ 19.55	\$ 20.13	\$ 20.74	\$ 21.36			
		\$ -	\$ -	\$ -	\$ 23.94	\$ 24.66	\$ 25.40	\$ 26.16	\$ 26.94	\$ 27.75	\$ 28.58	\$ 29.44	\$ 30.32	\$ 31.23			
		\$ -	\$ -	\$ -	\$ 31.51	\$ 32.45	\$ 33.42	\$ 34.43	\$ 35.46	\$ 36.52	\$ 37.62	\$ 38.75	\$ 39.91	\$ 41.11			
		\$ -	\$ -	\$ -	\$ 41.60	\$ 42.84	\$ 44.13	\$ 45.45	\$ 46.82	\$ 48.22	\$ 49.67	\$ 51.16	\$ 52.69	\$ 54.27			

Waste Water Utility Budget & Forecast

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	FY30 Estimated	FY31 Estimated	FY32 Estimated	FY33 Estimated	FY34 Estimated	FY35 Estimated
Budget Inflation Rate		1.50%	2.00%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
Number of Accounts	9,362	9,318	9,505	9,647	9,792	9,939	10,088	10,239	10,393	10,549	10,707	10,868	11,031
Gallons Sold	406,492,000	416,150,000	424,473,000	430,840,095	437,302,696	443,862,237	450,520,170	457,277,973	464,137,143	471,099,200	478,165,688	485,338,173	492,618,246
Proposed Rate Increase	0%	0%	0%	0%	0%	0%	3%	3%	3%	3%	3%	3%	3%
Base Rate	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 31.24	\$ 32.18	\$ 33.14	\$ 34.14	\$ 35.16	\$ 36.22	\$ 37.30	\$ 38.42
Rate/1000 Gallons	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.63	\$ 5.80	\$ 5.97	\$ 6.15	\$ 6.34	\$ 6.53	\$ 6.72	\$ 6.92
Revenues													
Waste Water Sales	\$ 5,136,785	\$ 5,154,251	\$ 5,257,337	\$ 5,336,197	\$ 5,416,239	\$ 5,497,483	\$ 5,747,344	\$ 6,008,560	\$ 6,281,650	\$ 6,567,151	\$ 6,865,628	\$ 7,177,670	\$ 7,503,895
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees/Permits	\$ 61,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Use of Money	\$ 33,210	\$ 20,000	\$ 20,000	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Miscellaneous	\$ 150,890	\$ 263,694	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Receivable/Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 5,381,885	\$ 5,462,945	\$ 5,308,337	\$ 5,367,497	\$ 5,447,539	\$ 5,528,783	\$ 5,778,644	\$ 6,039,860	\$ 6,312,950	\$ 6,598,451	\$ 6,896,928	\$ 7,208,970	\$ 7,535,195
Expenditures													
Budget Inflation Rate		-7.14%	3.13%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Personnel Services	\$ 838,441	\$ 845,620	\$ 899,295	\$ 944,260	\$ 991,473	\$ 1,041,046	\$ 1,093,099	\$ 1,147,754	\$ 1,205,141	\$ 1,265,398	\$ 1,328,668	\$ 1,395,102	\$ 1,464,857
Services & Commodities	\$ 1,565,666	\$ 1,254,175	\$ 1,323,550	\$ 1,389,728	\$ 1,459,214	\$ 1,532,175	\$ 1,608,783	\$ 1,689,222	\$ 1,773,684	\$ 1,862,368	\$ 1,955,486	\$ 2,053,260	\$ 2,155,923
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers													
Equipment Revolving	\$ 125,000	\$ 58,000	\$ 50,000	\$ 33,000	\$ -	\$ 127,500	\$ 390,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Computer Revolving	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300
Capital Reserve	\$ 781,194	\$ 295,000	\$ 318,000	\$ 595,350	\$ 220,000	\$ 297,000	\$ 70,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000
Revenue Debt	\$ 1,752,055	\$ 1,627,769	\$ 1,773,352	\$ 1,778,501	\$ 1,792,779	\$ 1,858,475	\$ 1,650,824	\$ 1,646,770	\$ 1,643,470	\$ 1,639,908	\$ 1,636,086	\$ 1,632,002	\$ 1,628,658
GO Debt	\$ 559,840	\$ 1,093,563	\$ 951,903	\$ 946,603	\$ 610,803	\$ 471,153	\$ 470,453	\$ 469,503	\$ 468,253	\$ 471,703	\$ 469,753	\$ 387,456	\$ 386,506
Billing & Accounting	\$ 231,725	\$ 261,562	\$ 290,022	\$ 304,523	\$ 319,749	\$ 335,737	\$ 352,524	\$ 370,150	\$ 388,657	\$ 408,090	\$ 428,495	\$ 449,919	\$ 472,415
Upcoming Projects													
Mid/Long Term Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
Lift Station Upgrades (3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000
Total Expenditures	\$ 5,858,221	\$ 5,439,989	\$ 5,610,422	\$ 5,996,264	\$ 5,398,318	\$ 5,892,386	\$ 5,864,983	\$ 6,047,699	\$ 6,203,505	\$ 6,751,768	\$ 6,922,788	\$ 7,022,039	\$ 7,212,659
Net Change in Fund Balance	\$ (476,336)	\$ 22,956	\$ (302,085)	\$ (628,768)	\$ 49,222	\$ (363,603)	\$ (86,339)	\$ (7,839)	\$ 109,445	\$ (153,317)	\$ (25,860)	\$ 186,931	\$ 322,536
Beginning Fund Balance	\$ 5,370,231	\$ 4,893,984	\$ 4,916,940	\$ 4,614,855	\$ 3,986,087	\$ 4,035,309	\$ 3,671,706	\$ 3,585,366	\$ 3,577,528	\$ 3,686,972	\$ 3,533,655	\$ 3,507,795	\$ 3,694,726
Ending Fund Balance	\$ 4,893,984	\$ 4,916,940	\$ 4,614,855	\$ 3,986,087	\$ 4,035,309	\$ 3,671,706	\$ 3,585,366	\$ 3,577,528	\$ 3,686,972	\$ 3,533,655	\$ 3,507,795	\$ 3,694,726	\$ 4,017,262
% Reserved	83.54%	90.39%	82.26%	66.48%	74.75%	62.31%	61.13%	59.16%	59.43%	52.34%	50.67%	52.62%	55.70%
Total Personnel Costs	\$ 838,441	\$ 845,620	\$ 899,295	\$ 944,260	\$ 991,473	\$ 1,041,046	\$ 1,093,099	\$ 1,147,754	\$ 1,205,141	\$ 1,265,398	\$ 1,328,668	\$ 1,395,102	\$ 1,464,857
% of Waste Water Utility Expenditures	14.31%	15.54%	16.03%	15.75%	18.37%	17.67%	18.64%	18.98%	19.43%	18.74%	19.19%	19.87%	20.31%
Debt Service Coverage													
Net Revenue/All Revenue Debt	1.70	2.07	1.74	1.71	1.67	1.59	1.86	1.94	2.03	2.12	2.21	2.30	2.40
Required Coverage	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.20
Desired Coverage	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Difference (Actual vs. Required)	0.50	0.87	0.54	0.51	0.47	0.39	0.66	0.74	0.83	0.92	1.01	1.10	1.20
Waste Water Capital Fund Summary (611 & 613)													
Beginning Balance	\$ (2,545,176)	\$ 2,115,501	\$ 2,335,501	\$ 2,355,501	\$ 2,575,501	\$ 2,508,079	\$ 2,728,079	\$ 2,460,079	\$ 2,680,079	\$ 2,900,079	\$ 3,120,079	\$ 3,340,079	\$ 3,560,079
Transfers In	\$ 5,029,510	\$ 353,000	\$ 368,000	\$ 628,350	\$ 220,000	\$ 424,500	\$ 460,000	\$ 495,000	\$ 495,000	\$ 495,000	\$ 495,000	\$ 495,000	\$ 495,000
Expenses	\$ 368,833	\$ 133,000	\$ 348,000	\$ 408,350	\$ 287,422	\$ 204,500	\$ 728,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000
Ending Balance	\$ 2,115,501	\$ 2,335,501	\$ 2,355,501	\$ 2,575,501	\$ 2,508,079	\$ 2,728,079	\$ 2,460,079	\$ 2,680,079	\$ 2,900,079	\$ 3,120,079	\$ 3,340,079	\$ 3,560,079	\$ 3,780,079
Assigned Balance (Savings for Future Expenditures, FY Balance as Listed)													
Membrane Replacement	\$ 1,014,663	\$ 1,045,051	\$ 1,265,051	\$ 1,485,051	\$ 1,417,629	\$ 1,637,629	\$ 1,369,629	\$ 1,589,629	\$ 1,809,629	\$ 2,029,629	\$ 2,249,629	\$ 2,469,629	\$ 2,689,629
Unassigned Balance	\$ 1,100,838	\$ 1,290,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450	\$ 1,090,450

FY24 SALES REVENUE on pace to exceed \$5.3M

ACCOUNTS FOR insurance proceeds from fire and flood at plant

ADD spare pump for lift station (\$50K)

ADD Progress Park Lift Station Phase 1 (\$98K)

SETASIDE future membrane replacements (\$220K)

ADD dump truck (\$200K)

REPLACE membranes (\$287K in FY27 and \$488K in FY29)

Waste Water Utility Budget & Forecast

Waste Water Rate Increase Analysis																			
		Monthly Waste Water Costs Based on Usage																	
		FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35					
Consumption in Gallons	3,000	\$ 42.50	\$ 42.50	\$ 42.50	\$ 42.50	\$ 42.50	\$ 42.50	\$ 43.78	\$ 45.09	\$ 46.44	\$ 47.83	\$ 49.27	\$ 50.75	\$ 52.27					
	5,000	\$ 53.76	\$ 53.76	\$ 53.76	\$ 53.76	\$ 53.76	\$ 53.76	\$ 55.37	\$ 57.03	\$ 58.75	\$ 60.51	\$ 62.32	\$ 64.19	\$ 66.12					
	8,000	\$ 70.65	\$ 70.65	\$ 70.65	\$ 70.65	\$ 70.65	\$ 70.65	\$ 72.77	\$ 74.95	\$ 77.20	\$ 79.52	\$ 81.90	\$ 84.36	\$ 86.89					
	11,000	\$ 87.54	\$ 87.54	\$ 87.54	\$ 87.54	\$ 87.54	\$ 87.54	\$ 90.17	\$ 92.87	\$ 95.66	\$ 98.53	\$ 101.48	\$ 104.53	\$ 107.66					
	15,000	\$ 110.06	\$ 110.06	\$ 110.06	\$ 110.06	\$ 110.06	\$ 110.06	\$ 113.36	\$ 116.76	\$ 120.27	\$ 123.87	\$ 127.59	\$ 131.42	\$ 135.36					
	3,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.28	\$ 1.31	\$ 1.35	\$ 1.39	\$ 1.44	\$ 1.48	\$ 1.52					
	5,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.61	\$ 1.66	\$ 1.71	\$ 1.76	\$ 1.82	\$ 1.87	\$ 1.93					
	8,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.12	\$ 2.18	\$ 2.25	\$ 2.32	\$ 2.39	\$ 2.46	\$ 2.53					
	11,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.63	\$ 2.70	\$ 2.79	\$ 2.87	\$ 2.96	\$ 3.04	\$ 3.14					
	15,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3.30	\$ 3.40	\$ 3.50	\$ 3.61	\$ 3.72	\$ 3.83	\$ 3.94					
	3,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.74	\$ 18.27					
	5,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19.35	\$ 19.93	\$ 20.53	\$ 21.15	\$ 21.78	\$ 22.44	\$ 23.11					
	8,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.43	\$ 26.20	\$ 26.98	\$ 27.79	\$ 28.63	\$ 29.48	\$ 30.37					
	11,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53	\$ 37.63					
	15,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39.62	\$ 40.81	\$ 42.03	\$ 43.30	\$ 44.59	\$ 45.93	\$ 47.31					

Tax Increment Financing (TIF) Summary of Existing & Forecasted Debt

Fiscal Year	TIF Valuation	TIF Revenue	TIF Rebates	Repayment of Fund	Current TIF Bond Payments										Upcoming	Projected TIF Bond Payments					Total Debt Transfers	Cash On Hand	Beginning Cash	Surplus/ (Deficit)	Ending Cash				
					2012B	2013	2013C	2014C	2015A	2017A	2017B	2018A	FGR Agreement	2019A	2020A	2021A	2022A	2023A	2024A	2025						2026	2027	2028	2029
2023	\$ 170,693,182	\$ 4,706,374	\$ 289,198	\$ 1,485	\$ 198,915	\$ 40,000	\$ 403,863	\$ 343,900	\$ 297,850	\$ 138,150	\$ 527,781	\$ 351,970	\$ 325,000	\$ 950,500	\$ 484,300	\$ 230,990								\$ 4,583,902	\$ -	\$ 2,593,160	\$ 122,472	\$ 2,715,632	
2024	\$ 163,539,779	\$ 4,482,108	\$ 506,455	\$ 100,000			\$ 410,200	\$ 343,300	\$ 297,200	\$ 139,050	\$ 523,081	\$ 348,570		\$ 948,900	\$ 481,300	\$ 213,640	\$ 420,412							\$ 4,732,108	\$ 250,000	\$ 2,715,632	\$ (250,000)	\$ 2,465,632	
2025	\$ 158,651,383	\$ 4,516,282	\$ 109,938					\$ 342,200	\$ 296,725		\$ 524,381	\$ 350,620		\$ 957,000	\$ 478,485	\$ 211,936	\$ 480,658	\$ 764,339						\$ 4,516,282	\$ -	\$ 2,465,632	\$ -	\$ 2,465,632	
2026	\$ 167,687,882	\$ 4,611,417	\$ 350,000						\$ 301,050		\$ 525,081	\$ 347,070		\$ 949,600	\$ 475,285	\$ 210,036	\$ 475,158	\$ 762,339	\$ 465,798					\$ 4,861,417	\$ 250,000	\$ 2,465,632	\$ (250,000)	\$ 2,215,632	
2027	\$ 186,899,300	\$ 5,139,731	\$ 1,250,000								\$ 530,481	\$ 348,370		\$ 462,000	\$ 466,985	\$ 208,136	\$ 474,508	\$ 764,739	\$ 465,241	\$ 419,270				\$ 5,389,731	\$ 250,000	\$ 2,215,632	\$ (250,000)	\$ 1,965,632	
2028	\$ 196,223,435	\$ 5,396,144	\$ 1,250,000								\$ 529,962	\$ 344,370		\$ 458,800	\$ 463,685	\$ 211,236	\$ 468,558	\$ 761,339	\$ 465,972	\$ 418,770	\$ 423,452			\$ 5,796,144	\$ 400,000	\$ 1,965,632	\$ (400,000)	\$ 1,565,632	
2029	\$ 215,826,045	\$ 5,935,216	\$ 1,250,000								\$ 533,600	\$ 345,220		\$ 460,500	\$ 465,285	\$ 209,286	\$ 467,458	\$ 762,339	\$ 466,374	\$ 419,427	\$ 422,947	\$ 632,780		\$ 6,435,216	\$ 500,000	\$ 1,565,632	\$ (500,000)	\$ 1,065,632	
2030	\$ 219,047,996	\$ 6,023,820	\$ 1,250,000									\$ 345,770		\$ 457,000	\$ 461,685	\$ 212,336	\$ 466,058	\$ 762,539	\$ 466,347	\$ 419,789	\$ 423,611	\$ 632,431	\$ 476,253	\$ 6,373,820	\$ 350,000	\$ 1,065,632	\$ (350,000)	\$ 715,632	
2031	\$ 240,456,797	\$ 6,612,562	\$ 1,250,000									\$ 340,695		\$ 458,400	\$ 457,985	\$ 215,336	\$ 469,358	\$ 761,939	\$ 465,921	\$ 419,765	\$ 423,977	\$ 635,634	\$ 475,685	\$ 587,867	\$ 6,962,562	\$ 350,000	\$ 715,632	\$ (350,000)	\$ 365,632
2032	\$ 227,805,966	\$ 6,264,664	\$ 1,250,000											\$ 459,600	\$ 454,185	\$ 213,081	\$ 467,708	\$ 760,539	\$ 467,806	\$ 419,382	\$ 423,952	\$ 634,436	\$ 476,432	\$ 587,543	\$ 6,614,664	\$ 350,000	\$ 365,632	\$ (350,000)	\$ 15,632
2033	\$ 207,445,225	\$ 5,704,744	\$ 1,250,000													\$ 215,723	\$ 464,758	\$ 763,339	\$ 466,145	\$ 421,078	\$ 423,565	\$ 632,774	\$ 476,843	\$ 590,519	\$ 5,704,744	\$ -	\$ 15,632	\$ -	\$ 15,632
2034	\$ 194,817,536	\$ 5,357,482	\$ 900,000													\$ 218,098	\$ 467,008	\$ 760,139	\$ 466,540	\$ 419,583	\$ 425,279	\$ 634,615	\$ 476,815	\$ 589,406	\$ 5,357,482	\$ -	\$ 15,632	\$ -	\$ 15,632
2035	\$ 186,718,290	\$ 5,134,753	\$ 900,000													\$ 463,808	\$ 761,139	\$ 761,139	\$ 466,049	\$ 419,938	\$ 423,768	\$ 635,810	\$ 476,380	\$ 587,861	\$ 5,134,753	\$ -	\$ 15,632	\$ -	\$ 15,632
2036	\$ 169,952,638	\$ 4,673,698	\$ 900,000															\$ 761,139	\$ 464,935	\$ 419,496	\$ 424,127	\$ 636,121	\$ 478,307	\$ 589,572	\$ 4,673,698	\$ -	\$ 15,632	\$ -	\$ 15,632
2037	\$ 169,843,061	\$ 4,670,684	\$ 900,000															\$ 760,200	\$ 465,543	\$ 418,494	\$ 423,681	\$ 635,476	\$ 476,608	\$ 590,682	\$ 4,670,684	\$ -	\$ 15,632	\$ -	\$ 15,632
2038	\$ 152,970,608	\$ 4,206,692	\$ 900,000															\$ 763,200		\$ 419,041	\$ 422,668	\$ 633,799	\$ 477,012	\$ 590,971	\$ 4,206,692	\$ -	\$ 15,632	\$ -	\$ 15,632
2039	\$ 137,834,294	\$ 3,790,443	\$ 900,000															\$ 765,000			\$ 423,221	\$ 635,340	\$ 476,510	\$ 590,372	\$ 3,790,443	\$ -	\$ 15,632	\$ -	\$ 15,632

Projects completed, money borrowed & actual payment schedule finalized.

Project completed or in progress, money not borrowed & payment schedule estimated.

Projects not completed, money not borrowed & payment schedule estimated.

Summary of Proposed Debt		
	Amount	Term
2024	\$ 6,000,000	12
2025	\$ 5,000,000	12
2026	\$ 5,600,000	12
2027	\$ 4,500,000	12
2028	\$ 2,500,000	10
TOTAL	\$ 23,600,000	

For additional information about projects, refer to CIP.

General Obligation (GO) Summary of Existing & Forecasted Debt

Fiscal Year	Debt Service Valuation	Valuation Growth	Current GO Bond Payments										Upcoming	Projected GO Bond Payments					Total Payments	Cash on Hand	Tax Rate	Increase
			2013A	2013B	2015A	2017A	2018A	FGR Agreement	2020A	2021A	2022A	2023A	2024A	2025	2026	2027	2028	2029				
2023	\$ 1,218,401,348		\$ 276,405	\$ 162,928	\$ 92,150	\$ 196,800	\$ 116,663	\$ 325,000	\$ 501,915	\$ 358,222									\$ 2,030,083	\$ 542,238	\$ 1.22	
2024	\$ 1,247,838,683	2.42%		\$ 164,440	\$ 90,450	\$ 201,550	\$ 113,963		\$ 493,567	\$ 355,222	\$ 13,758								\$ 1,432,950	\$ 5,685	\$ 1.14	\$ (0.08)
2025	\$ 1,316,022,929	5.46%			\$ 93,750	\$ 126,100	\$ 111,263		\$ 490,267	\$ 357,222	\$ 13,458	\$ 103,661							\$ 1,295,721	\$ -	\$ 0.98	\$ (0.16)
2026	\$ 1,355,503,617	3.00%			\$ 91,950	\$ 127,650	\$ 113,563		\$ 486,867	\$ 354,172	\$ 13,158	\$ 101,661	\$ 450,114						\$ 1,739,135	\$ -	\$ 1.28	\$ 0.30
2027	\$ 1,396,168,725	3.00%				\$ 129,050	\$ 110,713		\$ 483,367	\$ 356,122	\$ 12,858	\$ 103,461	\$ 449,577	\$ 545,260					\$ 2,190,408	\$ 400,000	\$ 1.28	\$ (0.00)
2028	\$ 1,438,053,787	3.00%					\$ 112,863		\$ 479,767	\$ 358,022	\$ 12,558	\$ 100,661	\$ 450,283	\$ 544,609	\$ 180,349				\$ 2,239,112	\$ 350,000	\$ 1.31	\$ 0.03
2029	\$ 1,481,195,401	3.00%					\$ 109,863		\$ 476,067	\$ 359,872	\$ 12,258	\$ 102,861	\$ 450,672	\$ 545,465	\$ 181,149	\$ 476,253			\$ 2,714,460	\$ 400,000	\$ 1.56	\$ 0.25
2030	\$ 1,525,631,263	3.00%					\$ 111,863		\$ 472,267	\$ 356,672	\$ 11,958	\$ 104,861	\$ 450,645	\$ 545,936	\$ 180,514	\$ 475,685	\$ 515,384		\$ 3,225,785	\$ -	\$ 2.11	\$ 0.55
2031	\$ 1,571,400,201	3.00%					\$ 108,608		\$ 468,367	\$ 363,472	\$ 11,658	\$ 101,661	\$ 450,234	\$ 545,904	\$ 181,017	\$ 476,432	\$ 515,100	\$ 116,413	\$ 3,338,865	\$ -	\$ 2.12	\$ 0.01
2032	\$ 1,618,542,207	3.00%							\$ 464,367	\$ 364,842	\$ 11,358	\$ 130,461	\$ 452,055	\$ 545,405	\$ 180,083	\$ 476,843	\$ 517,709	\$ 116,929	\$ 3,260,053	\$ -	\$ 2.01	\$ (0.11)
2033	\$ 1,667,098,473	3.00%								\$ 365,989	\$ 11,058	\$ 105,061	\$ 450,450	\$ 547,612	\$ 180,260	\$ 476,815	\$ 516,733	\$ 116,519	\$ 2,770,497	\$ -	\$ 1.66	\$ (0.35)
2034	\$ 1,717,111,427	3.00%								\$ 366,739	\$ 10,758	\$ 101,461	\$ 450,832	\$ 545,667	\$ 180,227	\$ 476,380	\$ 515,379	\$ 116,843	\$ 2,764,286	\$ -	\$ 1.61	\$ -
2035	\$ 1,768,624,770	3.00%								\$ 367,081	\$ 11,453	\$ 102,861	\$ 450,357	\$ 546,129	\$ 181,151	\$ 478,307	\$ 516,879	\$ 116,241	\$ 2,770,458	\$ -	\$ 1.57	\$ -
2036	\$ 1,821,683,513	3.00%								\$ 372,007		\$ 104,061	\$ 449,281	\$ 545,554	\$ 180,471	\$ 476,608	\$ 517,852	\$ 116,355	\$ 2,762,188	\$ -	\$ 1.52	\$ (0.05)
2037	\$ 1,876,334,018	3.00%								\$ 371,427			\$ 449,868	\$ 544,250	\$ 180,696	\$ 477,012	\$ 518,106	\$ 116,334	\$ 2,657,693	\$ -	\$ 1.42	\$ (0.10)
2038	\$ 1,932,624,039	3.00%												\$ 544,963		\$ 476,510	\$ 517,581	\$ 116,930	\$ 1,655,984	\$ -	\$ 0.86	\$ (0.56)
2039	\$ 1,990,602,760	3.00%														\$ 475,371	\$ 516,214	\$ 116,491	\$ 1,108,076	\$ -	\$ 0.56	\$ (0.30)

Projects completed, money borrowed & actual payment schedule finalized.

Projects completed or in progress, money not borrowed & payment schedule estimated.

Projects not completed, money not borrowed & payment schedule estimated.

Summary of Proposed Debt			
	Amount	Term	
2025	\$ 5,015,000	12	
2026	\$ 1,475,000	10	
2027	\$ 4,500,000	12	
2028	\$ 570,000	15	
2029	\$ 950,000	10	
TOTAL	\$ 12,510,000		
For information about projects, refer to CIP.			

General Fund Revenue Projection (as it relates to TIF Valuation)

	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated
Taxable Valuation	\$ 1,218,401,348	\$ 1,247,838,683	\$ 1,316,022,929	\$ 1,355,503,617	\$ 1,396,168,725	\$ 1,438,053,787	\$ 1,481,195,401
TIF Valuation	\$ 170,693,182	\$ 163,539,779	\$ 158,651,383	\$ 167,687,882	\$ 186,899,300	\$ 196,223,435	\$ 215,826,045
General Fund Valuation	\$ 1,047,708,166	\$ 1,084,298,904	\$ 1,157,371,546	\$ 1,187,815,735	\$ 1,209,269,425	\$ 1,241,830,352	\$ 1,265,369,356
General Fund Revenues Generated by the Adjusted City General Fund Levy (ACGFL)	\$ 8,486,436	\$ 8,782,821	\$ 9,101,660	\$ 9,157,917	\$ 9,140,512	\$ 9,202,579	\$ 9,193,152
Revenue Impact Based on TIF Valuation		\$ 57,943	\$ 38,443	\$ (69,670)	\$ (145,213)	\$ (69,096)	\$ (142,417)

Property Tax Rate Analysis

Annual Property Tax Rate Projections & Comparisons									
	FY23	FY24	FY25	FY26	FY27	FY28	FY29		
General Fund	\$ 8.10	\$ 8.10	\$ 7.86	\$ 7.71	\$ 7.56	\$ 7.41	\$ 7.27		
Trust & Agency	\$ 2.00	\$ 2.21	\$ 2.29	\$ 2.29	\$ 2.29	\$ 2.29	\$ 2.29		
Insurance	\$ -	\$ -	\$ 0.24	\$ 0.25	\$ 0.26	\$ 0.27	\$ 0.29		
Debt Service	\$ 1.22	\$ 1.14	\$ 0.98	\$ 1.28	\$ 1.28	\$ 1.31	\$ 1.56		
Total	\$ 11.32	\$ 11.45	\$ 11.38	\$ 11.53	\$ 11.39	\$ 11.29	\$ 11.41		
\$ Adjustment		\$ 0.13	\$ (0.08)	\$ 0.16	\$ (0.14)	\$ (0.10)	\$ 0.12		
% Adjustment		1.13%	-0.66%	1.37%	-1.20%	-0.92%	1.05%		

Residential Property Tax Projections & Comparisons									
Home Value	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Annual Average Increase	
Median = \$232,000									
\$150,000	\$ 958	\$ 930	\$ 791	\$ 802	\$ 792	\$ 785	\$ 793		
Annual Adjustment		\$ (28.29)	\$ (139.02)	\$ 10.81	\$ (9.59)	\$ (7.27)	\$ 8.25	\$ (27.52)	
\$250,000	\$ 1,597	\$ 1,550	\$ 1,318	\$ 1,336	\$ 1,320	\$ 1,308	\$ 1,322		
Annual Adjustment		\$ (47.16)	\$ (231.70)	\$ 18.01	\$ (15.98)	\$ (12.12)	\$ 13.75	\$ (45.87)	
\$400,000	\$ 2,555	\$ 2,480	\$ 2,109	\$ 2,138	\$ 2,112	\$ 2,093	\$ 2,115		
Annual Adjustment		\$ (75.45)	\$ (370.72)	\$ 28.82	\$ (25.57)	\$ (19.40)	\$ 22.00	\$ (73.39)	
Rollback	56.41%	54.13%	46.34%	46.34%	46.34%	46.34%	46.34%		

Commercial Property Tax Projections & Comparisons									
Building Value	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Annual Average Increase	
\$500,000	\$ 5,096	\$ 4,546	\$ 4,374	\$ 4,434	\$ 4,381	\$ 4,341	\$ 4,387		
Annual Adjustment		\$ (549.49)	\$ (171.74)	\$ 59.79	\$ (53.04)	\$ (40.24)	\$ 45.64	\$ (118.18)	
\$750,000	\$ 7,643	\$ 7,123	\$ 6,934	\$ 7,029	\$ 6,945	\$ 6,881	\$ 6,953		
Annual Adjustment		\$ (520.62)	\$ (188.73)	\$ 94.77	\$ (84.07)	\$ (63.79)	\$ 72.34	\$ (115.01)	
\$1,500,000	\$ 15,287	\$ 14,853	\$ 14,613	\$ 14,813	\$ 14,636	\$ 14,501	\$ 14,654		
Annual Adjustment		\$ (434.01)	\$ (239.70)	\$ 199.73	\$ (177.18)	\$ (134.43)	\$ 152.46	\$ (105.52)	
Rollback (up to \$150,000)	90.00%	54.65%	46.34%	46.34%	46.34%	46.34%	46.34%		
Rollback (over \$150,000)	90.00%	90.00%	90.00%	90.00%	90.00%	90.00%	90.00%		

Resolution No. 2024-18

**RESOLUTION SETTING TIME AND PLACE FOR A
PUBLIC HEARING FOR THE PURPOSE OF
CONSIDERING THE CONSOLIDATED GENERAL FUND
TAX LEVY FOR THE FISCAL YEAR 2024-2025 BUDGET**

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

WHEREAS, the City Council of North Liberty, Iowa is preparing the annual budget for the Fiscal Year 2024-2025; and

WHEREAS, Iowa HF 718 requires a public hearing on the consolidated general fund tax levy where any resident or taxpayer of the City may present to the City Council objections or arguments in favor of the tax levy before the budget is adopted and certified to the County Auditor; and

WHEREAS, interested residents or taxpayers having comments for or against the proposed property tax rate may appear and be heard at the public hearing at the City Council meeting on Tuesday, April 9, 2024 at 6:00 PM at the Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of North Liberty, Iowa, that this confirms that the city council order the publication of a notice of public hearing pertaining to the consolidated general fund tax levy not less than ten (10) days nor more than twenty (20) days prior to the date set for the hearing.

APPROVED AND ADOPTED this 13th day of February, 2024.

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



FORVIS



To **North Liberty Mayor & City Council**
From **Ryan Heiar, City Administrator**
Date **February 9, 2024**
Re **New World Financial Software & Forvis Support**

In January of 2023 the City hired Forvis to help with bank reconciliation as we were transitioning financial software. The agreement with Forvis was approved in January with a not-to-exceed amount of \$25k and scheduled to be completed by September of 2023. Unfortunately, for numerous reasons listed below, we are still working though the reconciliation process with Forvis and have spent well over \$25k. To-date, we have been billed \$75k.

BACKGROUND

In our FY22 audit report, Bergan KDV noted that we had outstanding bank reconciliations from Feb 2021 to June 2021. Knowing that we were struggling to complete these reconciliations because of staff capacity and the challenges with the software transition, our auditor suggested we hire a third-party firm to assist in the process.

To clarify, we were struggling to reconcile because we transitioned financial software during COVID and instead of on-site training and implementation, it was all done virtually or over the phone. Hindsight being what it is, this was a mistake. We should have either waited to make the transition or insisted on in-person training. Instead, we agreed to make the transition virtually. This resulted in data entry errors and attempted corrections in the general ledger, especially in the early months of transition when we were still learning the system.

FORVIS

It's fair to say that when we hired Forvis, they were not entirely clear of the challenges that lie ahead. Neither were we. While they have been able to reconcile February and March and are very close to having April reconciled, it has been with much more work and problem solving than they (and we) anticipated. Here are some of the challenges that they have run across:

- Duplicate entries that needed to be ID'ed, unwound and corrected.
- Incorrect entries that needed to be unwound and corrected.
- Batch entries where one entry included several unrelated items – some of which was correct, some of which was incorrect.
- Omitted entries (entries that were not recorded, but pertaining to activity that occurred during the month)
- Inconsistent entries (one-month, various transactions would be handled one way, the next month, they would be handled differently)

- In order to reconcile the account, Forvis has to review BOTH systems and make sense of which entries were posted where, to what system, and/or if they contained duplicates, or if they were omitted from both systems.
- Obtaining reliable reporting is a trial-and-error process, exporting numerous reports, testing different parameters, and comparing various versions of the same reports to accumulate & arrive at data they can rely on and reconcile.
- Unreconcilable differences existing between modules (i.e. data derived from the bank journal was different from that existing in the GL).
- Forvis identified data conversion issues associating invoices and their amounts with the wrong checks in the payment register. That was insightful and a step forward in the name of progress.
- Data integrity has been an obstacle. Source records (the ones that informed the entries upfront) are either incomplete or unavailable.
- Summary journal entries were used, meaning that one entry may include hundreds of transaction lines for which the input data has been stratified across multiple merchant remittance records, occurring at different times and may be included across multiple batch deposits that don't directly tie to a given bank deposit amount or date.
- The data has further been manipulated overtime in attempts to correct it.
- Individual entries are impacting multiple cash accounts.

To summarize, the conversion from our existing software to New World has been nothing short of painful. And while our team has made attempts to solve problems and correct various issues, in some cases that work has added to the confusion. In my opinion, not having onsite expertise and relying on virtual training and transition resulted in these problems.

LOOKING AHEAD

While we cannot do anything about what's done, we have certainly learned from this experience. We are on a path to get everything corrected, reconcile our accounts and finally complete the transition. As noted above, April is close to being completed. May and June will be tackled next. I asked Forvis for an estimated costs to complete May and June. Giving what they have run into so far, they were a leery of providing a number. That said, they eventually stated it will take \$30k and \$40k to complete the reconciliation process. They agreed that moving forward, the process should be easier than February, March and April.

OTHER NOTES

When I first started as a City Administrator 24 years ago in the small city of Elkader, I was involved in a transition similar to this. We were going from an old school paper system, which was an absolute mess, to a software. It was also painful, and took a tremendous amount of time and money. The difference was I had someone from that company onsite for the duration of the project. Looking back and comparing to today, that was a huge benefit.

During a recent conversation with the project manager at Forvis, he noted that they work with a number of cities across the country and most have a dedicated GL accountant whose primary job is to reconcile the bank. The work Forvis is doing now is effectively that of one employee's full-time job. This comment further solidifies my opinion that an additional staff person (finance officer) is needed.

The project lead with Forvis stated that he has worked in 15 different municipal accounting systems and this particular one – New World – is the most complex in terms of transitioning data from one system to another.

One positive takeaway from this extremely deep dive into the City's finance software is that any sort of fraud can be ruled out. This type of forensic accounting work digs deep into the system and looks at individual transactions, and while we are finding errors, fraud is not a concern. To be clear, I was not concerned about fraud going into this process, but it's nice having further evidence of such.

RECOMMENDATION

While it's frustrating that we have invested a great deal of money so far, it is imperative we finish the race and reconcile these accounts. At our February 13 meeting, I will be recommending that we approve the updated agreement with Forvis to finish out this project and finalize the transition to New World.



111 S. Tejon Street, Suite 800 / Colorado Springs, CO 80903

P 719.471.4290 / F 719.632.8087

forvis.com

STATEMENT OF WORK A-2

December 6, 2023

Mr. Ryan Heiar, City Administrator
City of North Liberty
PO Box 77
North Liberty, Nebraska 68128

We appreciate your selection of **FORVIS, LLP** as your service provider and are pleased to confirm the arrangements of our engagement in this contract. Within the requirements of our professional standards and any duties owed to the public, regulatory, or other authorities, our goal is to provide you an **Unmatched Client Experience**.

This Statement of Work (or "Contract") is made pursuant to a Master Services Agreement (the "Agreement") and Statement of Work A-1 both dated January 20, 2023, by and between City of North Liberty ("Client") and FORVIS, LLP ("FORVIS"). This Statement of Work shall pertain to Work performed by FORVIS for Client.

Summary Scope of Services

As described in the attached **Scope of Services**, our services will include the following:

- Bank Reconciliation Preparation Services for accounts from May 2021 to June 2022

Engagement Fees

Our fees will be based on time, skill, and resources, including our proprietary information required to complete the services and will be billed at the following rates:

Senior Associate \$215 per hour
Managing Director \$450 per hour

In addition, you will be billed travel costs and fees for services from other professionals, if any, as well as an administrative fee of five (5) percent to cover certain technology and administrative costs associated with our services.

The above fees and related travel time and administrative fees will be billed and are due on the same terms as those in the Agreement. We will bill monthly for services rendered.

Our timely completion of services and the fees thereon depends on the assistance you provide us in accumulating information and responding to our inquiries. Inaccuracies or delays in providing this information or the responses may result in additional billings, untimely filings, or inability to meet other deadlines.

Contract Agreement

The term of the Work provided under this Statement of Work shall commence on the date of this contract and shall expire on completion of the deliverables.

This Statement of Work serves as an addendum to the Agreement and serves to clarify FORVIS' understanding of the Work desired by Client, but does not modify any other rights, restrictions, or agreements contained in the Agreement.

Please sign and return this contract to indicate your acknowledgment of, and agreement with, the arrangements for our services including our respective responsibilities.

FORVIS,LLP

Acknowledged and agreed to as it relates to the entire contract, including the **Scope of Services** and the original Agreement, on behalf of City of North Liberty.

BY _____
Mr. Ryan Heiar, City Administrator

DATE _____

Scope of Services

The following apply for all services:

Limitations & Fraud No Financial Statement Services	<p>Our work does not include any services not specifically outlined in this Statement of Work.</p> <p>This engagement is not intended to be an audit, review, compilation, or preparation of financial statements in accordance with standards issued by the American Institute of Certified Public Accountants. Accordingly, our firm name should not be associated with your internal financial statements.</p>
Value-Added Services	<p>At your request, other value-added services can be provided and related fees will be separately quoted.</p>
Third-Party Submissions	<p>Our engagement will not include the submission of documentation to any third parties. We will not make this or any other submission unless we are separately engaged to do so. You understand that the timely submission of this information is your responsibility.</p>

Bank Reconciliation Preparation Services

We will prepare certain bank reconciliations, as directed and supervised by you, to assist you in maintaining your internal financial reporting processes. You agree to review and take full responsibility for the workpapers prepared and for the content that is presented within. We will not perform any attest procedures on the workpapers prepared, nor will we express any opinion on them.

The following apply for the outsourced accounting services described above:

Limitations & Fraud

This engagement is not designed to prevent or discover errors, misrepresentations, fraud, or illegal acts, and you agree we have no such responsibility.

Because of the limits in any internal control structure, errors, fraud, illegal acts, or instances of noncompliance may occur and not be detected.

Your Responsibilities

You retain responsibility for performing management responsibilities and making management decisions and for designating an individual with suitable skills, knowledge, and experience to oversee our preparation of your financial statements. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services. Accordingly, we will routinely submit to you journal entries, listings of transactions or other entries or changes for your approval. You should review these items and contact us regarding any questions or changes that you wish to be made. If you approve of these entries, no response is necessary.

Resolution No. 2024-19

**RESOLUTION APPROVING THE STATEMENT OF WORK A-2
BETWEEN THE CITY OF NORTH LIBERTY AND FORVIS, LLP
FOR ACCOUNTING SERVICES**

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

WHEREAS, the implementation of New World ERP caused conflicting data in the migration; and

WHEREAS, the city's cash and bank reconciliations have been unable to be completed due to the migration; and

WHEREAS, the City's auditing firm, BergankDV, recommended the use of FORVIS, LLP for the reconciliation process; and

WHEREAS, the City entered into an agreement with FORVIS, LLP on January 20, 2023; and

WHEREAS, FORVIS has presented a proposal for additional services relating to this project to complete through June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED that the agreement presented by FORVIS, LLP is approved for the Statement of Work A-2 at an hourly rate to complete the full analysis through June 30, 2021 is hereby approved as set forth therein.

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

APPROVED AND ADOPTED this 13th day of February, 2024.

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



Snow Removal Assessment

Resolution No. 2024-20

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

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

<u>Name</u>	<u>Property</u>	<u>Parcel</u>	<u>Amount</u>	<u>Description</u>
Amy A. Gregoire	115 Locust Drive	0601404001	\$85.00	Snow Removal
Eric Cameron	210 W. Penn St	0612176006	\$85.00	Snow Removal
West Cherry LLC	425 W. Cherry St	0612451025	\$85.00	Snow Removal
Doug Beaver	225 Prospect Rd	0613214006	\$85.00	Snow Removal
Jayson A. Reid	115 Willow Lane	0601403014	\$85.00	Snow Removal
Lynn C. Marson	915 Prairie Ridge Rd	0613204006	\$85.00	Snow Removal
Kathryn K. Dorsey	1620 Cedar Springs Ct	0601410001	\$85.00	Snow Removal
Brandi B. Hansel	1650 Cedar Springs Ct	0601407011	\$85.00	Snow Removal

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

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

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

APPROVED AND ADOPTED this 13th day of February, 2024.

CITY OF NORTH LIBERTY:

CHRIS HOFFMAN, MAYOR

ATTEST:

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

TRACEY MULCAHEY, CITY CLERK



West Penn Street Project

Resolution No. 2024-21

A RESOLUTION APPROVING PERMANENT RIGHT OF WAY EASEMENT AND TEMPORARY CONSTRUCTION EASEMENT AGREEMENTS BETWEEN DARYL NEITDERHISAR, ETHEL AND GORDON DOEHRMANN, AND THE CITY OF NORTH LIBERTY

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

WHEREAS, the City of North Liberty has authorized the West Penn Street Public Improvement Project across and adjacent to properties owned, respectively, by Daryl Neitderhisar and by Ethel and Gordon Doehrmann, and;

WHEREAS, permanent right of way easements and a temporary construction easement over and across the subject properties are necessary for this project, and;

WHEREAS, the City of North Liberty agrees to purchase the necessary easements involving the Neitderhisar property for \$401.00, and from the Doehrmann property for \$703.26; and

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

NOW, THEREFORE, BE IT RESOLVED that the purchase of permanent right of way and temporary construction easements pursuant to the attached agreements between the City of North Liberty and Daryl Neitderhisar and Ethel and Gordon Doehrmann is approved for the West Penn Street Public Improvement Project, North Liberty, Iowa.

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

APPROVED AND ADOPTED this 13th day of February, 2024.

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, 3 Quail Creek Circle, P.O. Box 77, North Liberty, IA 52317 319-626-5767

**PERMANENT RIGHT OF WAY EASEMENT AND TEMPORARY
CONSTRUCTION EASEMENT AGREEMENT**

This agreement is made and entered into by and between DARYL NEITDERHISAR, owner of the real estate described herein, (hereinafter referred to as "Property Owner," which expression shall include their agents, successors or assigns), and the CITY OF NORTH LIBERTY, IOWA, a municipal corporation, (hereinafter referred to as "City," which expression shall include its agents, successors or assigns).

IT IS HEREBY AGREED AS FOLLOWS:

For the sum of one dollar (\$1.00) plus other valuable consideration, the receipt of which is hereby acknowledged, the Property Owner hereby grants and conveys to Johnson County, Iowa, a permanent easement for right-of-way purposes (Division I) and conveys to the City of North Liberty, Iowa a temporary easement (Division II) for the public purpose of improving West Penn Street and James Avenue NW, including widening and paving of the roadway with concrete, installing shoulders, and lowering the slope of the ditch (the "Project"), under, over, through and across the areas described in the exhibits, which are attached.

Additionally, as part of the consideration for this agreement,

- A. The Property Owner will not be assessed for any costs for the design and construction of the Project, plans for which are on file at City Hall, nor shall the Property Owner be responsible for the initial costs of constructing or maintaining the Project; however, connection fees, frontage fees, or other typical and customary fees will be collected by the City at the time any part of the property is developed.
- B. The City shall be responsible for the recording of this Agreement and payment of the costs for the same.
- C. The City shall indemnify and hold harmless the Property Owner, its successors and assigns, from and against any loss, damage, expense, cost, third party claims, causes of action, or other liabilities arising out of, or purporting to arise out of, the City's exercise of the rights granted under this Agreement. This indemnification and hold harmless shall include, but is not limited to, reasonable legal fees and cost of defense incurred by Property Owner.

DIVISION I – PERMANENT EASEMENT FOR RIGHT OF WAY AND DRAINAGE

1. Property Owner does hereby grant and convey to Johnson County a permanent easement for right-of-way purposes, including constructing and maintaining roadway and drainage improvements. The permanent easement area being granted and conveyed by this Agreement is depicted and legally described in Exhibit A, which is attached and fully incorporated herein.
2. The County's rights under the permanent easement granted and conveyed herein by the Property Owner run indefinitely with the land.

DIVISION II – TEMPORARY EASEMENT

The Property Owner and the City agree that:

1. The temporary easement area being granted and conveyed by this Agreement is depicted on and legally described in Exhibit B, which is attached and fully incorporated herein, and referred to herein as "Temporary Construction Easement Area."
2. Property Owner does hereby grant and convey to City a temporary construction easement for the purpose of facilitating the City's construction of the Project described above.
3. The Property Owner shall not erect any landscaping, fences, or structures over, under or within the temporary construction easement area during the construction of the Project, without obtaining the prior written approval of the City Engineer.
4. The Property Owner shall not change the grade, elevation or contour of any part of the Temporary Construction Easement Area without obtaining the prior written consent of the City Engineer during the same timeframe, which consent shall not be unreasonably withheld.
5. The City shall have the right of access to the Temporary Construction Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the easement area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected on the easement area.
6. Following the construction and installation of the Project and final acceptance by the City, the City shall restore the Temporary Construction Easement Area to substantially the same condition as existed prior to the commencement of construction operations.
7. City covenants and agrees that driveways, fences and other site features that are removed or disturbed shall be replaced by City consistent with the final construction plans, which the City Engineer shall make available to the Property Owner upon request. Any fence which is damaged or destroyed as a result of the Project shall be replaced with new fence of similar kind and quality, subject to Property Owner's approval, which shall not be unreasonably withheld. City covenants and agrees that existing underground drainage tiles that are removed or disturbed shall, to the extent reasonably possible, be replaced by City. City further agrees that all grassed areas disturbed by the construction shall be seeded within a reasonable time after construction is

complete. Property Owner agrees that trees, shrubs and brush that are removed or disturbed will not be replaced by City.

- 8. City covenants and agrees to remove and stockpile existing topsoil from areas to be excavated, to be used in the event of any repair. Following installation of the improvements described herein, all areas within the Temporary Construction Easement Area which are disturbed will be graded to form a uniform slope, and topsoil shall be replaced and spread over disturbed areas, thereby restoring said areas substantially to their prior condition, with the exception of the replacement of trees, shrubs and brush.
- 9. The rights as described above in the Temporary Construction Easement Area shall commence upon execution hereof and shall cease and terminate following the completion of the construction of the Project.

DIVISION III – GENERAL

The Property Owner does hereby covenant with the City that the Property Owner holds said real estate described in this Agreement by title in fee simple; that the Property Owner has good and lawful authority to convey the same; and that the Property Owner covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever. The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated this _____ day of _____, 20__.

PROPERTY OWNER:

CITY:

Signed: Shonda J. Hahn as agent
Daryl Neitderhisar, by
Shonda J. Hahn as Agent

Signed: _____
Chris Hoffman, Mayor

Signed: _____
Tracey Mulcahey, City Clerk

JOHNSON COUNTY:

Signed: _____
Lisa Green-Douglass
Chairperson, Johnson County of Board of Supervisors

STATE OF IOWA, JOHNSON COUNTY: ss

On this 19th day of JANUARY, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Shonda J. Hahn, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that she executed the same as her voluntary act and deed as agent for Daryl Neitderhisar.



[Signature]
Notary Public in and for said State

STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Lisa Green Douglass, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he executed the same as her voluntary act and deed on behalf of the Board of Supervisors of Johnson County, Iowa.

Notary Public in and for said State

STATE OF IOWA, JOHNSON COUNTY: ss

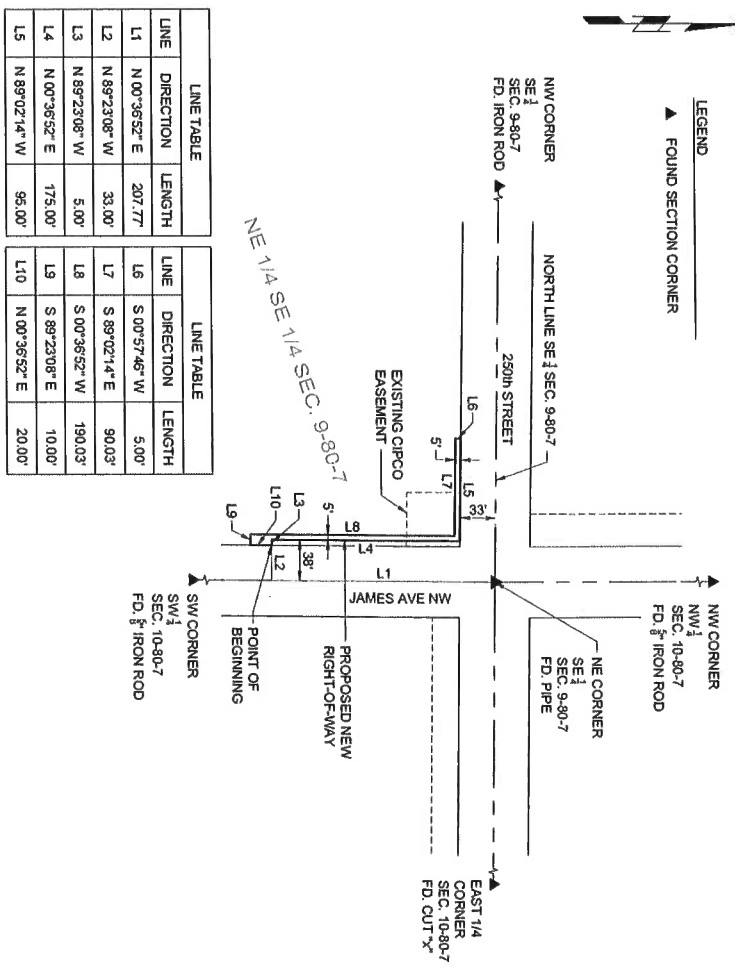
On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation, and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the _____ day of _____, 20____, and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

EXHIBIT B

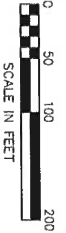
City	IA
County	JOHNSON COUNTY
Subdivision	PART OF NE 1/4 SEC. 9-80-7
Project	DAVYL NEIDERHISAR
Owner	DAVYL NEIDERHISAR
Surveyor	DAVYL NEIDERHISAR
Record No.	JOHNSON COUNTY, IOWA, 2024, P. 31254-246

**EASEMENT EXHIBIT
TEMPORARY CONSTRUCTION EASEMENT**
A PART THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER
SECTION 9, TOWNSHIP 80 NORTH, RANGE 7 WEST
JOHNSON COUNTY, IOWA



LINE	DIRECTION	LENGTH
L1	N 00°36'52" E	207.77'
L2	N 89°23'08" W	33.00'
L3	N 89°23'08" W	5.00'
L4	N 00°36'52" E	175.00'
L5	N 89°02'14" W	95.00'

LINE	DIRECTION	LENGTH
L6	S 00°57'46" W	5.00'
L7	S 89°02'14" E	90.03'
L8	S 00°36'52" W	190.03'
L9	S 89°23'08" E	10.00'
L10	N 00°36'52" E	20.00'



PROPERTY OWNER:
DAVYL NEIDERHISAR
AND
JOHNSON COUNTY, IOWA

SURVEY REQUESTED BY:
THE CITY OF NORTH LIBERTY
AND
JOHNSON COUNTY, IOWA

DESCRIPTION
A temporary construction easement on that part of the Northeast Quarter of the Southeast Quarter of Section 9, Township 80 North, Range 7 West of the 5th P.M., Johnson County, Iowa described as follows: Commencing as a point of reference at the Northeast Corner of said Southeast Quarter; thence South 0°36'52" West 207.77' along the east line of said Southeast Quarter (assumed bearing for this description only); thence North 89°23'08" West 33.00' feet to a point of intersection with the westerly right-of-way of James Avenue NW, said point being the point of beginning; thence continuing North 89°23'08" West 5.00' feet; thence North 0°36'52" East 175.00' feet along a line parallel with and 38 feet in perpendicular distance west of the east line of said Southeast Quarter to a point of intersection with the southerly right-of-way of 250th Street; thence North 89°02'14" West 95.00' feet along said southerly right-of-way; thence South 0°57'46" West 5.00' feet; thence South 89°02'14" East 90.03' feet; thence South 0°36'52" West 190.03' feet; thence South 89°23'08" East 10.00' feet to a point of intersection with said westerly right-of-way of said James Avenue NW; thence North 0°36'52" East 20.00' feet along said westerly right-of-way to the point of beginning. Area: 1,525 square feet more or less.

PRELIMINARY

EASEMENT EXHIBIT
A PART OF THE NE 1/4 SECTION 9-80-7
250TH STREET AND JAMES AVENUE
JOHNSON COUNTY, IOWA

DATE	7/27/2023	SCALE	AS SHOWN
DRAWN BY	JSB	FIELD BOOK	
APPROVED BY	JSB	REVISION	

SHIVE-HATTERY
ARCHITECTURE+ENGINEERING

2839 NORTHGATE DRIVE
IOWA CITY, IOWA 52245
319.354.3040 | SHIVE-HATTERY.COM

Prepared by and Return to:
Grant D. Lientz, 3 Quail Creek Circle, P.O. Box 77, North Liberty, IA 52317 319-626-5767

**PERMANENT RIGHT OF WAY AND DRAINAGE
EASEMENT AGREEMENT**

This agreement is made and entered into by and between ETHEL DOEHRMANN AND GORDON DOEHRMANN, owners of the real estate described herein, (hereinafter referred to as "Property Owner," which expression shall include their agents, successors or assigns), and the CITY OF NORTH LIBERTY, IOWA, a municipal corporation, (hereinafter referred to as "City," which expression shall include its agents, successors or assigns).

IT IS HEREBY AGREED AS FOLLOWS:

For the sum of one dollar (\$1.00) plus other valuable consideration, the receipt of which is hereby acknowledged, the Property Owner hereby grants and conveys to Johnson County, Iowa, a permanent easement for right-of-way purposes for the public purpose of improving West Penn Street and James Avenue NW, including widening and paving of the roadway with concrete, installing shoulders, and lowering the slope of the ditch (the "Project"), under, over, through and across the areas described in the attached Exhibit A.

Additionally, as part of the consideration for this agreement,

- A. The Property Owner will not be assessed for any costs for the design and construction of the Project, plans for which are on file at City Hall, nor shall the Property Owner be responsible for the initial costs of constructing or maintaining the Project; however, connection fees, frontage fees, or other typical and customary fees will be collected by the City at the time any part of the property is developed.
- B. The City shall be responsible for the recording of this Agreement and payment of the costs for the same.
- C. The City shall indemnify and hold harmless the Property Owner, its successors and assigns, from and against any loss, damage, expense, cost, third party claims, causes of action, or other liabilities arising out of, or purporting to arise out of, the City's exercise of the rights granted under this Agreement. This indemnification and hold harmless shall include, but is not limited to, reasonable legal fees and cost of defense incurred by Property Owner.

DIVISION I – PERMANENT EASEMENT FOR RIGHT OF WAY AND DRAINAGE

1. Property Owner does hereby grant and convey to Johnson County a permanent easement for right-of-way purposes, including constructing and maintaining roadway and drainage improvements. The permanent easement area being granted and conveyed by this Agreement is depicted and legally described in Exhibit A, which is attached and fully incorporated herein.
2. The County’s rights under the permanent easement granted and conveyed herein by the Property Owner run indefinitely with the land.

DIVISION II – GENERAL

The Property Owner does hereby covenant with the City that the Property Owner holds said real estate described in this Agreement by title in fee simple; that the Property Owner has good and lawful authority to convey the same; and that the Property Owner covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever. The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated this _____ day of _____, 20__.

PROPERTY OWNER:

CITY:

Signed: Gordon Doehrmann
By: Gordon Doehrmann

Signed: _____
Chris Hoffman, Mayor

Signed: Ethel Doehrmann
By: Ethel Doehrmann

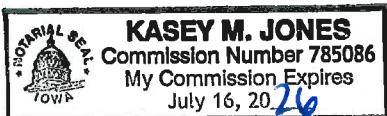
Signed: _____
Tracey Mulcahey, City Clerk

JOHNSON COUNTY:

Signed: _____
Lisa Green-Douglass
Chairperson, Johnson County of Board of Supervisors

STATE OF IOWA, Iowa COUNTY: ss

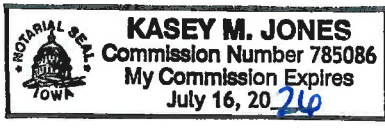
On this 22 day of January, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Gordon Doehrmann, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he executed the same as his voluntary act and deed.



Kasey M. Jones
Notary Public in and for said State

STATE OF IOWA, Iowa COUNTY: ss

On this 22 day of January, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Ethel Doehrmann, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that she executed the same as her voluntary act and deed.



Kasey M. Jones
Notary Public in and for said State

STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Lisa Green Douglass, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he executed the same as her voluntary act and deed on behalf of the Board of Supervisors of Johnson County, Iowa.

Notary Public in and for said State

STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation, and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the _____ day of _____, 20____, and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Index Legend	
City:	N/A
County:	JOHNSON COUNTY
Geoparcels ID:	PARCEL ID: 0609176002
Description:	A PART OF SE 1/4 NE 1/4 SEC. 9-80-7
Proprietor:	ETHEL DOEHRMANN, GORDON DOEHRMANN
Surveyor:	JONATHON BAILEY, P.L.S.
Company:	SHIVE-HATTERY INC
Return To:	2839 NORTHGATE DRIVE IOWA CITY, IOWA 52245, PH: 319.354.3040

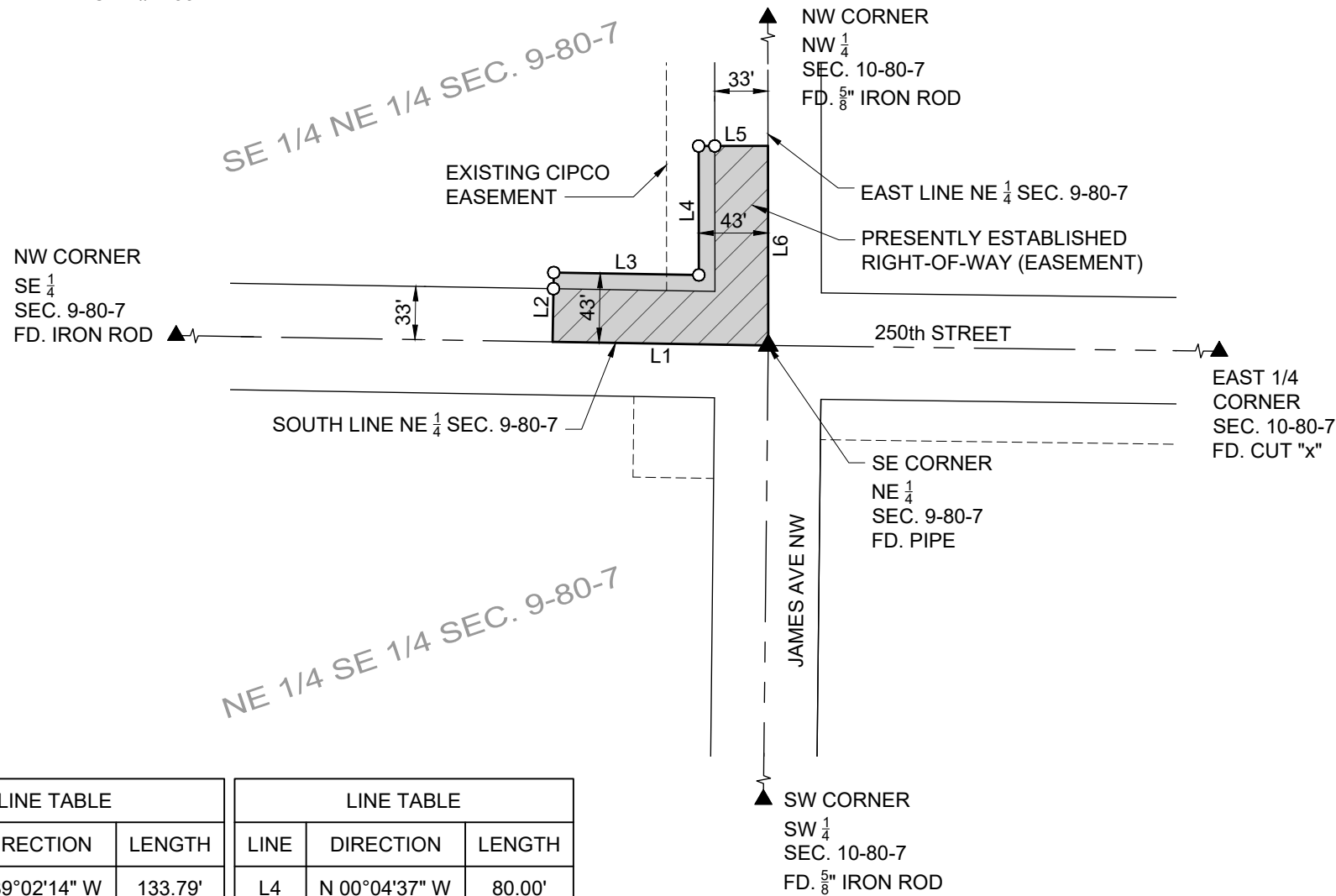
RIGHT-OF-WAY ACQUISITION PLAT EXHIBIT A

A PART THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER SECTION 9, TOWNSHIP 80 NORTH, RANGE 7 WEST JOHNSON COUNTY, IOWA

THIS SPACE RESERVED FOR RECORDER'S USE

LEGEND

- ▲ FOUND SECTION CORNER
- SET 5/8" IRON ROD W/ YELLOW CAP #12531



DESCRIPTION

That part of the Southeast Quarter of the Northeast Quarter of Section 9, Township 80 North, Range 7 West of the 5th P.M., Johnson County, Iowa described as follows:

Beginning at the Southeast Corner of said Northeast Quarter;

thence North 89°02'14" West 133.79 along the south line of said Northeast Quarter (assumed bearing for this description only);

thence North 0°57'46" East 43.00 feet;

thence South 89°02'14" East 90.00 feet along a line parallel with and 43 feet in perpendicular distance north of said Northeast Quarter;

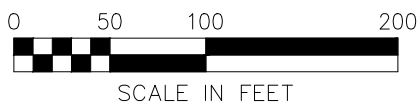
thence North 0°04'37" West 80.00 feet along a line parallel with and 43 feet in perpendicular distance west of the east line of said Northeast Quarter;

thence North 89°55'23" East 43.00 feet to a point of intersection with said east line of said Northeast Quarter;

thence South 0°04'37" East 123.79 feet along said east line to the point of beginning.

Area: Total area 9,193 square feet with a net area of 1,802 square feet which excludes the presently established right-of-way.

LINE TABLE			LINE TABLE		
LINE	DIRECTION	LENGTH	LINE	DIRECTION	LENGTH
L1	N 89°02'14" W	133.79'	L4	N 00°04'37" W	80.00'
L2	N 00°57'46" E	43.00'	L5	N 89°55'23" E	43.00'
L3	S 89°02'14" E	90.00'	L6	S 00°04'37" E	123.79'

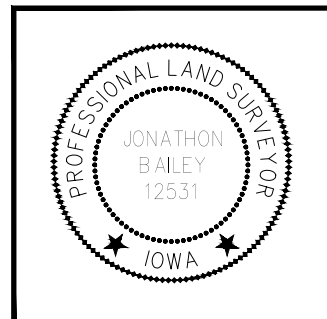


PROPERTY OWNER:
ETHEL DOEHRMANN
GORDON DOEHRMANN

SURVEY REQUESTED BY:
THE CITY OF NORTH LIBERTY
AND
JOHNSON COUNTY, IOWA

PRELIMINARY

ONLY THESE COPIES OF THIS DOCUMENT SIGNED AND DATED IN CONTRASTING INK COLOR ARE TO BE CONSIDERED CERTIFIED OFFICIAL COPIES PER IOWA ADMINISTRATION CODE 193C-6.1(5)



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: _____
NAME: JONATHON BAILEY
DATE: _____ LICENSE NUMBER: 12531
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2024
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: 1 of 1

SHIVEHATTERY
ARCHITECTURE+ENGINEERING

2839 NORTHGATE DRIVE
IOWA CITY, IOWA 52245
319.354.3040 | SHIVE-HATTERY.COM

DATE	SCALE	AS SHOWN
7/24/2023	AS SHOWN	AS SHOWN
DRAWN BY	FIELD BOOK	
APPROVED BY	REVISION	

RIGHT-OF-WAY ACQUISITION PLAT
A PART OF THE SE 1/4 NE 1/4 SECTION 9-80-7

250TH STREET AND JAMES AVENUE
JOHNSON COUNTY, IOWA

2112202190

7/28/2023 10:02:33 AM

P:\Projects\IC2112202190\Deliverables\Drawings\1a_Survey\Acquisitions and Easements\acq-Doehrmann-SE-NE-9-80-7.dwg



Additional Information



To **Mayor and City Council**
CC **City Administrator**
From **Tom Palmer, Building Official**
Date **2/7/2024.**
Re **Monthly Report**

January Permits:

67 permits were issued in the month of January with an estimated construction value of \$839,299.00. Staff completed 181 inspections in the month of January.

Rental/Code Compliance Cases:

Ten rental permit applications were received in January. Fourteen code compliance cases were processed in January.

ALDI Project:

The building is enclosed, and contractors have started interior work.





January Permit Tally Report

Request Type		Construction Value
Group: Accessory Structure		
		\$3,500.00
		Group Total: 1
Group: Commercial Alteration		
		\$10,000.00
		Group Total: 1
Group: Deck		
		\$31,095.00
		Group Total: 1
Group: Fence		
		\$5,840.00
		Group Total: 2
Group: Fire Alarm & Detection Equipment		
		\$28,672.00
		Group Total: 1
Group: FOG		
		\$0.00
		Group Total: 18
Group: Mechanical Electrical Plumbing (MEP)		
		\$110,096.00
		Group Total: 3
Group: Mobile Food Unit		
		\$0.00
		Group Total: 1
Group: Operational- Compressed Gas		
		\$0.00
		Group Total: 1
Group: Operational- Temp LPG		
		\$0.00
		Group Total: 2
Group: Rental		
		\$0.00
		Group Total: 10
Group: Residential Addition		
		\$210,000.00
		Group Total: 2
Group: Residential Alteration		
		\$120,396.00

Group Total: 6

Group: Right of Way

		\$0.00
--	--	--------

Group Total: 2

Group: Sign

		\$127,000.00
--	--	--------------

Group Total: 2

Group: Subdivision

		\$0.00
--	--	--------

Group Total: 1

Group: Swimming pools, spas and hot tubs

		\$192,500.00
--	--	--------------

Group Total: 1

Group: Urban Chickens

		\$200.00
--	--	----------

Group Total: 4

Group: Zoning Certificate

		\$0.00
--	--	--------

Group Total: 1

		\$839,299.00
--	--	--------------

Total Records: 67



Permit Summary Report Inspection Type

Schedule Date 01/01/2024 TO 12/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Row Total
Inspection request	19	7	0	0	1	0	0	0	0	0	0	0	27
Re-inspection	33	3	0	1	1	0	0	0	0	0	0	0	38
1st SWPPP	0	2	0	0	0	0	0	0	0	0	0	0	2
Above Suspended Ceiling	1	0	0	0	0	0	0	0	0	0	0	0	1
Building Sewer	1	0	0	0	0	0	0	0	0	0	0	0	1
Commercial Final	2	0	0	0	0	0	0	0	0	0	0	0	2
Deck, Porch, Sunroom Footings	4	0	0	0	0	0	0	0	0	0	0	0	4
Final	11	2	0	0	0	0	0	0	0	0	0	0	13
Fire - Automatic Sprinkler System	1	0	0	0	0	0	0	0	0	0	0	0	1
Fire - Automatic Sprinkler System - Preconcealment	1	0	0	0	0	0	0	0	0	0	0	0	1
Fire - Final Inspection	1	0	0	0	0	0	0	0	0	0	0	0	1
Fire - Fire Alarm Installation	1	0	0	0	0	0	0	0	0	0	0	0	1
Fire - Fire Alarm Installation (Rough-In)	3	0	0	0	0	0	0	0	0	0	0	0	3
Fire - Mobile Food Unit	1	0	0	0	0	0	0	0	0	0	0	0	1
Footings/Slabs	0	3	0	0	0	0	0	0	0	0	0	0	3
Foundation Wall	1	0	0	0	0	0	0	0	0	0	0	0	1
Gas service release	16	0	0	0	0	0	0	0	0	0	0	0	16
Grading	1	0	0	0	0	0	0	0	0	0	0	0	1
Meeting	1	2	1	0	0	0	0	0	0	0	0	0	4
Notice of Termination CSR	1	2	0	0	0	0	0	0	0	0	0	0	3
Other	0	1	0	0	0	0	0	0	0	0	0	0	1
Out of the office	0	1	0	0	0	0	0	0	0	0	0	0	1
Permanent Electric Service Release	9	2	0	0	0	0	0	0	0	0	0	0	11
Plumbing below slab	1	1	0	0	0	0	0	0	0	0	0	0	2
Rental	31	18	0	1	0	0	0	0	0	0	0	0	50
Residential final (New Construction)	8	3	0	0	0	0	0	0	0	0	0	0	11
Residential Photovoltaic (PV) Solar System	2	1	0	0	0	0	0	0	0	0	0	0	3
Residential Rough-in (New Construction)	12	0	0	0	0	0	0	0	0	0	0	0	12
Residential Sewer Service	0	1	0	0	0	0	0	0	0	0	0	0	1
Rough-in	3	0	0	0	0	0	0	0	0	0	0	0	3
Sanitary Sewers	1	0	0	0	0	0	0	0	0	0	0	0	1
Sidewalk Release	2	1	0	0	0	0	0	0	0	0	0	0	3
Temporary Electric Service	0	1	0	0	0	0	0	0	0	0	0	0	1
Water Main and Appurtenance	1	0	0	0	0	0	0	0	0	0	0	0	1
Witness air pressure test and piping inspection	12	0	0	0	0	0	0	0	0	0	0	0	12
Totals:	181	51	1	2	2	0	0	0	0	0	0	0	237

Print

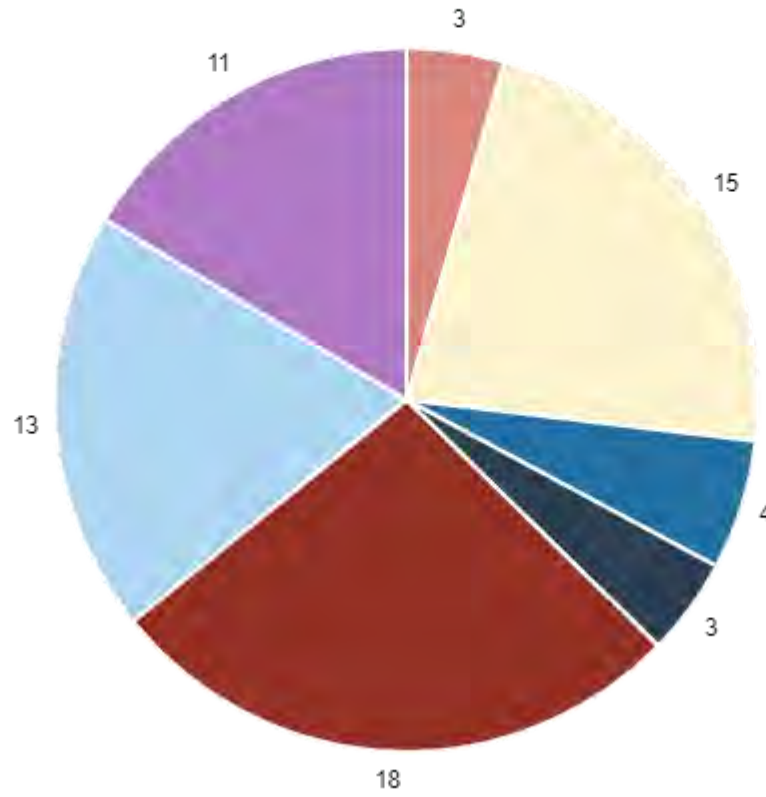
Code Compliance Report

01/01/2024 - 01/31/2024

Case Date	Case #	Complaint	Reporting Code
1/2/2024	20240001	past due annual backflow preventer test report	City Code
1/2/2024	20240002	Past due backflow test	City Code
1/2/2024	20240003	Past due backflow test	City Code
1/3/2024	20240004	Past due backflow test	City Code
1/3/2024	20240005	Failed backflow preventer test	City Code
1/3/2024	20240006	Past due backflow test	City Code
1/3/2024	20240007	Past due backflow test	City Code
1/3/2024	20240008	Past due backflow test	City Code
1/11/2024	20240009	Vehicle obstructing public sidewalk.	City Code
1/22/2024	20240011	Past due backflow tests	City Code
1/23/2024	20240012	Past due backflow tests	City Code
1/23/2024	20240013	Past due backflow tests	City Code
1/23/2024	20240014	Past due backflow tests	City Code
1/23/2024	20240015	Past due backflow tests	City Code

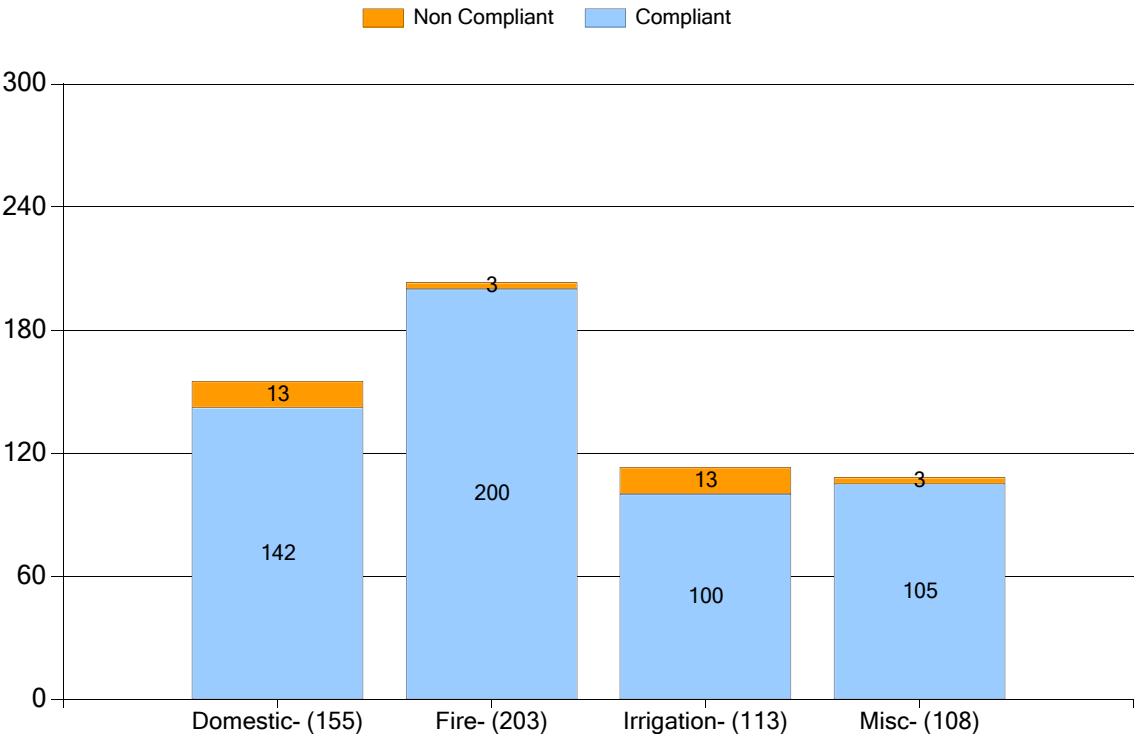
Permit Count by Type

Unassigned Building Construction Fire FOG Residential Rental Zoning



Display: Month
Month: Jan
Year: 2024

Breakdown of Backflow Preventer Compliance



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



To **Mayor and City Council**
CC **City Administrator Ryan Heiar**
From **Community Relations Director Nick Bergus**
Date **Feb. 5, 2024**
Re **Community Relations Staff Report for January**

Ranshaw House

Programming continues to grow at the Ranshaw House. Micah uses the space for a variety of City programs, including Summer Lunch & Fun, Youth Council and film and music series. The Ranshaw House is incredibly valuable to the City of North Liberty and our residents as an attractor to bring social services into our community, and we see the use of the space by agencies that otherwise wouldn't provide services here or would do so at higher costs as a boon to the community. Attached is a memo with an update on the facility.

Youth Council

In January, the group completed its survey of local teens, begun a banned book club and held a hygiene-products drive that collected 125 pounds supplies for the North Liberty Community Pantry. Micah and the council have been meeting with a number of groups, including Global Ties Iowa, a local non-profit that coordinates people-to-people exchanges between international leaders and residents of eastern Iowa in collaboration with the US Department of State's International Visitor Leadership Program, to learn and plan more service opportunities (they are submitting a joint proposal in February, believed to be the first-ever such collaboration in the nation). They are planning a three-on-three teen basketball tournament for Feb. 18 as part of Beat the Bitter.

Building North Liberty's Next Stage

We announced a partnership with Field Day Brewing on the Centennial Park Pilsner, sales of which will support the campaign. For each pint or four-pack, the brewery will donate a dollar, with the goal of reaching \$50,000 by year's end. We used its launch as an opportunity to invite and thank project donors at the brewery. Meanwhile, we continued to close the \$100,000 gap needed to finalize the \$900,000 Enhance Iowa grant, with less than \$10,000 to be raised before the early March deadline.

Beat the Bitter

The annual winter festival began on Jan. 26 with the 5K-ish Glow Run. The North Liberty Lights will be nightly in February, though its setup was delayed after heavy snows followed by brutal cold, and the snow melt and rain during set up make electrical work

more difficult. The warmer weather was welcome on Jan. 28 during Fire & Ice when thousands joined us for ice sculptures, fire performances, games, a hot air balloon basket – with flames! – and more. February pieces of the festival to come include Snuggie Crawl, BSA Chili Supper, Sip & Stroll, 55+ Connections Lunch, Ride Around the Lights, North Liberty Night at the Heartlanders, Youth Basketball Tournament, and Polar Puzzle Sprint.

Blues & BBQ

We've secured the festival's headliner for July 13 thanks to the team at The Englert Theater, planning for a May announcement. Meanwhile, we continue to build the line up and will start getting the committee together in February and March.

City Slate

January marked the start of the third year of the City Slate. While we had two events planned, the warm weather required the cancelation of Ice Fishing with TAKO out of safety concerns. Meanwhile Fire & Ice on Jan. 28 was packed, with thousands in attendance. We have two events coming in February, both connected to the month-long North Liberty Lights display: Ride Around the Lights (Feb. 10) and the second annual Sip & Stroll (Feb. 22). Meanwhile, programmers continue to plan for March, April and beyond.

Community Development Innovation Council

I agreed to co-chair, with Lisa Shileny and Jen Stull from Hills Bank, Greater Iowa City, Inc.'s new Community Development Innovation Council (the council also has ties to Better Together 2030 and Cady Gerlach is the staff liaison to the council). Each quarter, the council will bring together a group of shareholders and, importantly, doers to collaborate, learn and engage, with working groups to take on projects are part of our shared future. The work dovetails with North Liberty's economic development aims, recognizing community development – quality of life and other work – "isn't an ancillary initiative" for businesses starting, moving and thriving in our community. I've included a short piece from Greater IC: *The Business Case for Community Development* with this report.

Email Lists

We worked with the Recreation and IT teams to add patrons from our registration software, RecDesk, into MailChimp, which we use for our mass emails, after January weather pushed the limits of RecDesk's built-in service (you will notice a big increase to our Know Before You Go sends this month and next month's North Liberty Bulletin). We had previously incorporated Library patron emails in the fall.

Other Items

We presented our FY2024 budget proposal to City Council.

Staff represented the city at Greater Iowa City, Inc., Better Together 2030 and Think Iowa City.

Staff volunteered with the North Liberty Community Pantry, Englert Theatre, Bike Iowa City, Johnson County Successful Aging Policy Board, 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.

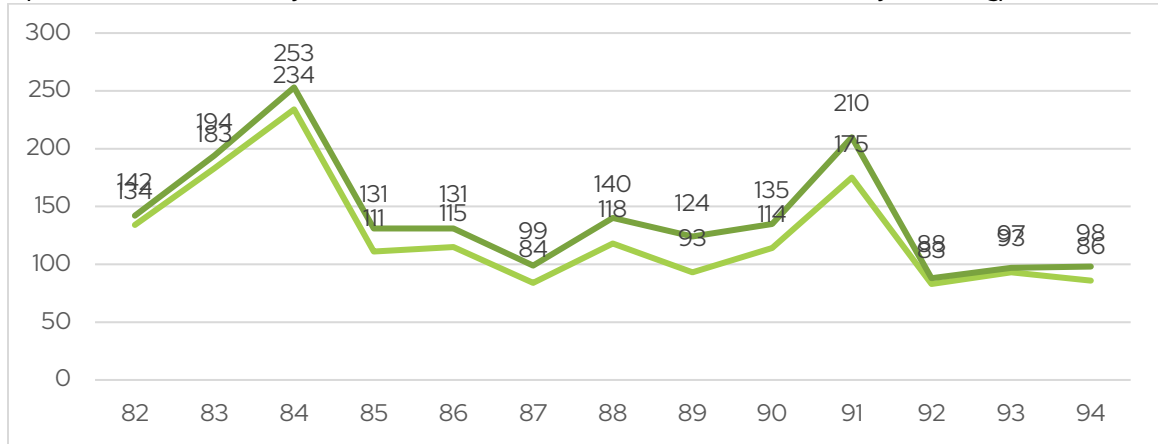
We posted news releases about City Slate events, snow (lots and lots of snow), tobacco compliance checks, Martin Luther King Jr. Day events, Centennial Park Pilsner and more.

Completed Videos

Title	Requested By	Completed	Duration
Planning & Zoning Commission	Administration	Jan. 2	0:15
Parks & Recreation Commission	Administration	Jan. 4	1:17
City Council	Administration	Jan. 9	0:29
City Council	Administration	Jan. 16	1:48
Eye on: Centennial Park Pils	Community Relations	Jan. 18	0:06
Centennial Park Pils hype video	Community Relations	Jan. 19	0:01
Library Board of Trustees	Administration	Jan. 22	0:36
City Council	Administration	Jan. 23	1:02
Total completed productions: 8	Duration of new video: 5.6 hours		

52317 Podcast

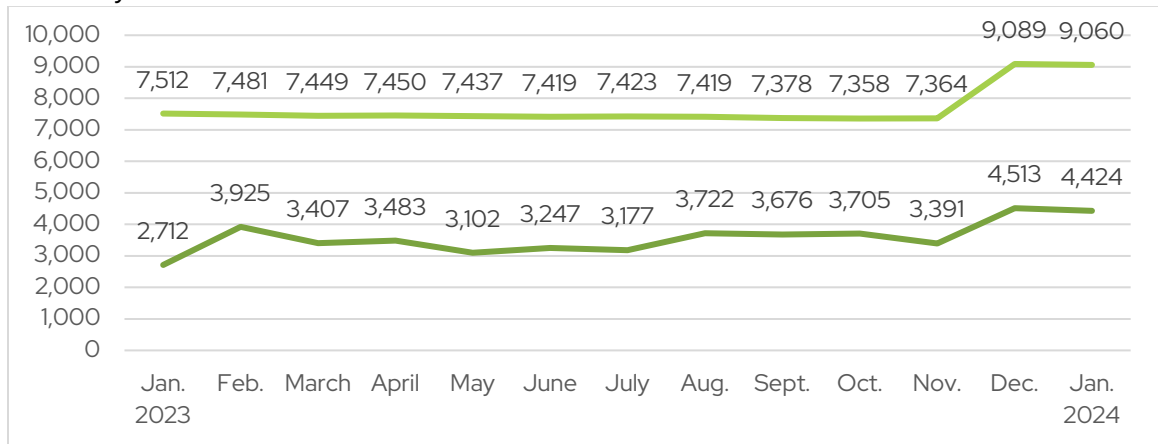
Episodes release every three weeks and can be found at northlibertyiowa.org/52317.



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

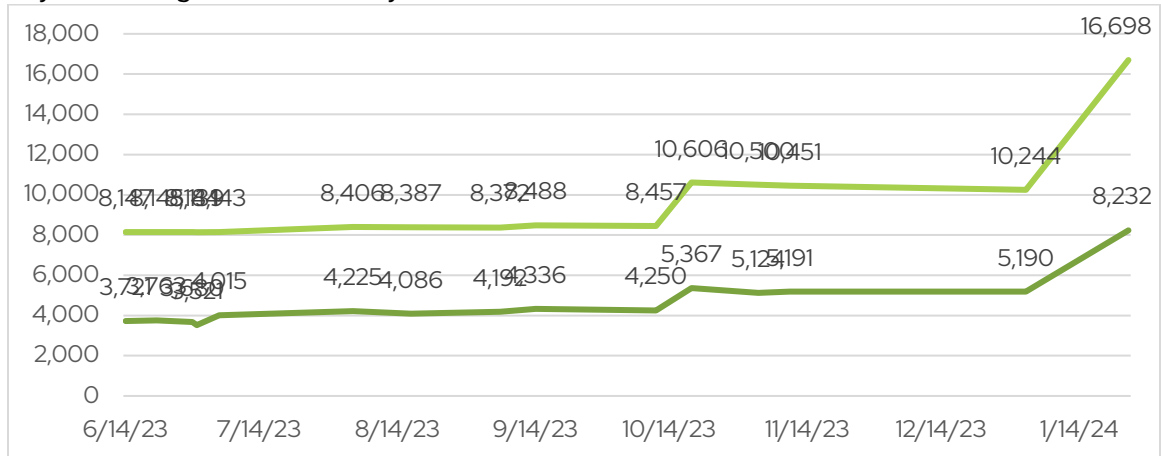
These emails offer news and updates in a friendly, approachable way on the first Thursday of each month.



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.

Social Media

Month	Facebook		Instagram	Nextdoor
	New follows	Reach	Followers	Members
Jan 2024	107	46,047	3,273	6,413
Dec	69	43,961	3,235	6,339
Nov	122	59,918	3,209	6,289
Oct	105	63,718	3,182	6,206
Sept	112	82,206	3,145	6,151
Aug	78	94,400	3,129	6,087
July	113	88,157	3,097	6,058
June	208	220,786	3,063	6,026
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

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.

Instagram followers is the number of users following the city’s Instagram account. **Nextdoor members** is the number of verified North Liberty residents who are users and able to receive our agency messages.



To **Mayor Hoffman and City Council**
CC **City Administrator Ryan Heiar**
Community Relations Director Nick Bergus
From **Outreach & Equity Coordinator Micah Ariel James**
Date **February 2, 2024**
Re **Ranshaw House Updates**

Restored in 2021, the City of North Liberty's Ranshaw House, located just north of the Community Center, primarily serves as a satellite location for various social service organizations to host free programs and events and provide in-town services and support for residents in North Liberty's growing community. Transportation options remain limited in our city and being able to access services and programs locally is critical for many North Liberty residents. The Ranshaw House plays a vital role in bridging this access gap.

Per the Ranshaw House use policy, adopted in 2023, Ranshaw House reservations are available for city and social service programs on a first-come, first-served basis. All programs hosted inside the Ranshaw House must be offered at no cost to participants. All programs, with the exception of nonprofit staff and board gatherings, must be open to the public and not limited to membership of the group or organization sponsoring the meeting.

Following the City Council's approval of the budget to furnish the Ranshaw House, furniture was installed in the space in the spring of 2023. The Ranshaw House features gathering space and bathrooms on the first floor and four meeting spaces on the second story. The upstairs and downstairs levels feature chairs that are lightweight and stackable and tables that are foldable and can be rolled so that each room can be configured in a number of different ways to meet the needs of a given program. High-speed internet, courtesy of South Slope Cooperative Communications, is also available throughout the house.

Three community partners currently offer weekly programs and services at the Ranshaw House. The Domestic Violence Intervention Program offers support for victims/survivors of intimate partner violence and their loved ones. United Action for Youth provides art and music workshops for junior high and high school students. Teens can even record their own music in the music studio UAY has set up in one of the rooms on the top floor. The Iowa City Senior Center hosts activities and programs for older adults. This winter, offerings include Finding Purpose and Meaning in Life: Living for What Matters Most; Coffee, Chat, and Games; Caregiving Support Group; Death Café; and How to Play Chess. Residents can also make appointments to speak with Senior Center staff about

advance health care planning and receive caregiver information and referral and Senior Health Insurance Information Program (SHIIP) Medicare counseling.

To help address the childcare need in our area, 4Cs Community Coordinated Child Care of Johnson County provides twice-monthly support for current and future childcare providers at the Ranshaw House. They offer assistance with training, renewal and paperwork, and provide guidance on starting and maintaining childcare services. Other community organizations that have offered services or hosted events at the Ranshaw House include Shelter House, Girls on the Run, Corridor Community Action Network and Big Brothers Big Sisters of Johnson County. We expect to welcome additional community partners into the space in the coming months.

The Ranshaw House also serves as a space for free programming offered by the city, like the film screenings staff hosted in the space in commemoration of Juneteenth and MLK Day. The Ranshaw House continues to be home to the Summer Lunch & Fun program, which provides a free lunch and an activity for kids 0 to 18 years old every weekday during the summer months, no questions asked, and the Ranshaw House Concert Series, which features local musicians performing on the front porch of the historic home on Friday nights in June and July. The house is also the regular meeting place of the North Liberty Youth Council, a group of high school students who are working to strengthen relationships with city staff and community leaders, develop leadership skills, support the community through service projects and advocate for other young people in North Liberty.

The Business Case for Community Development

Posted January 17, 2024



In the realm of economic development and business support, Greater Iowa City, Inc. (Greater IC) is at the forefront of weaving the threads of both economic and community development together. Community Development is an important tool in the toolkit we use every day. It's about creating a comprehensive environment where residents and businesses – whether in Swisher, Iowa City, North Liberty, Coralville, Tiffin, or Lone Tree – can truly thrive. It's a holistic approach to making our cities not just places to reside, but places to genuinely flourish.

Why does community development hold such importance for us in this work? Why should we continue to invest in Community Development? Simply put, we believe that true economic prosperity is a collective effort. In order for businesses across our region to thrive, we need a community that's thriving too.

1. **Attracting Businesses:** Beyond numbers, businesses seek places to locate where their employees can lead fulfilling lives – with quality education, healthcare, and a supportive community. Community Development makes Johnson County an attractive hub for businesses.
2. **Talent Attraction and Retention:** A vibrant community in Johnson County is a magnet for talented individuals. By investing in education, arts, and recreation – we ensure a pool of exceptional talent and consumers for our local businesses, fostering long-term economic sustainability.
3. **Shared Infrastructure:** Beyond convenience, multimodal transit options and reliable utilities are essentials for businesses to operate smoothly. Collaborative efforts on essential infrastructure improvements create an environment that reassures businesses. It lets them know that we got their back and are here to support their success.
4. **Collaborative Opportunities:** Johnson County has a unique spirit of collaboration. This is more evident than ever with our powerful community collaboration that continues to thrive and grow through **Better Together 2030 (<https://bt2030.org/>)**. Partnering with businesses on events and shared resources isn't just strategic; it's a powerful move that cultivates a dynamic business community.

Greater Iowa City, Inc.'s Commitment to Our Community: Beyond Business as Usual

For Greater IC, community development isn't an ancillary initiative. It resides at the core of everything we undertake in Johnson County. We recognize that businesses and communities are not separate entities but interconnected facets of a thriving region.

By actively participating in community development tailored to Johnson County, we position ourselves as catalysts for positive change. We are not your typical economic development organization. We are a team that understands businesses thrive when communities are

flourishing. This is why we're invested in **Better Together 2030** (<https://bt2030.org/>) with our community partners and municipalities. It takes all of us.

Our commitment to community development is akin to planting seeds for a bright future in Johnson County. As we nurture our communities, we're paving the way for economic growth and resiliency. We will continue connecting the threads to weave a story of community and economic development for a Johnson County that is prosperous, resilient, and remarkable.



TO: Ryan Heiar, City Administrator and City Council
FROM: Jennie Garner, Library Director
DATE: Feb 8, 2024
SUBJECT: Monthly Library Report

Library News

It's here, it's here! North Liberty Library's latest annual community impact report begins on p 3 of this report and on p 7 you'll see joyous pictures from our annual After New Year's Party celebrating the start of 2024.

The library recently received a \$20,000 accessibility grant from the American Library Association. I wanted to share with you the findings of our community surveys and focus group seeking feedback on the project we selected: making our restrooms more accessible with handicap buttons for the doors.

ACCESSIBILITY REPORT

North Liberty Library has been selected as one of 240 libraries to participate in Libraries Transforming Communities: Accessible Small and Rural Communities, an American Library Association (ALA) initiative that provides community engagement and accessibility resources to small and rural libraries to help them better serve people with disabilities and mobility issues.

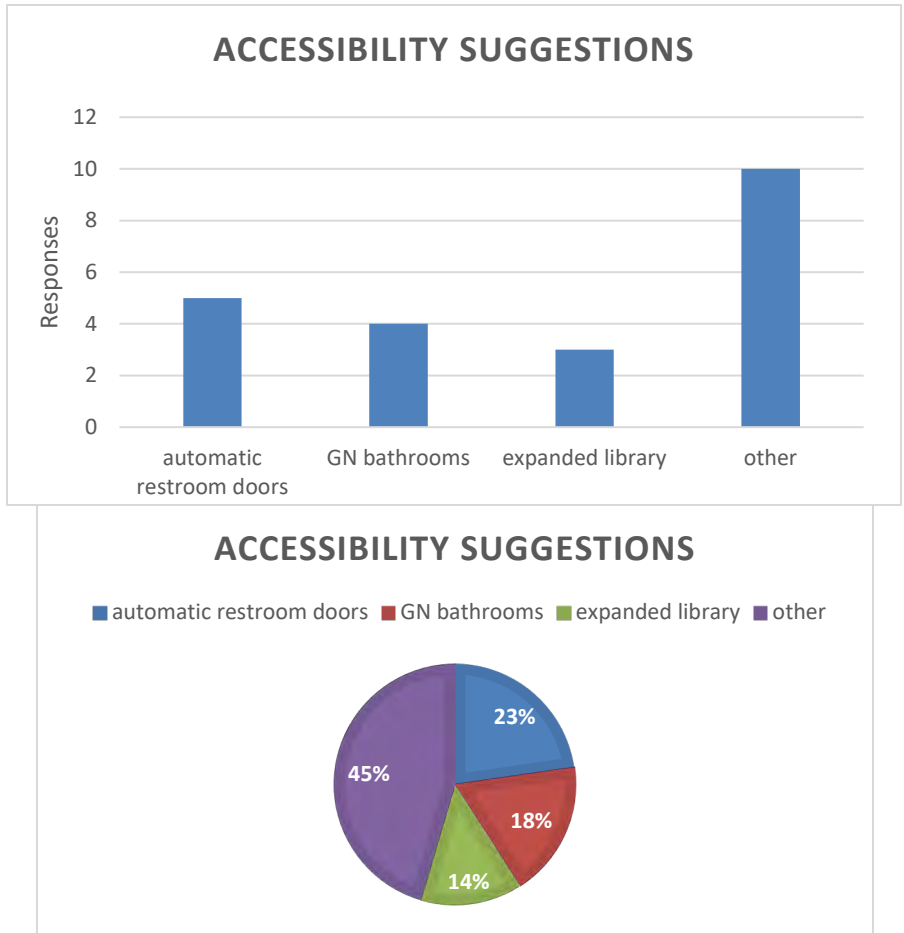
Since 2014, ALA's Libraries Transforming Communities (LTC) initiative has re-imagined the role libraries play in supporting communities. Libraries of all types have utilized free dialogue and deliberation training and resources to lead community and campus forums, take part in anti-violence activities; provide a space for residents to come together and discuss challenging topics; and have productive conversations with civic leaders, library trustees and staff. our Lighthouse in the Library community engagement series was funded by an LTC grant we received in 2022.

The story behind our accessibility project starts with a patron using a wheelchair who came in alone and wanted to use the restroom, but because there was no automatic door opener, she had to ask staff to hold the door for her coming in and out. The facility wasn't accessible to her. We've had a handful of similar instances since, and we further see challenges young families have faced navigating the heavy restroom doors with toddlers and strollers.

We wanted to undertake a project to install automatic restroom door openers and the quote for that project came back at over 10k a door, totaling more than \$20,000 so we sought alternative ways to fund the project and found the ALA's Libraries Transforming Communities grant.

The award we applied for was \$20,000 dollars towards improving the accessibility of the library space and we are thrilled that we did in fact earn that 20k, which will supplement the budget for the installation of automatic restroom door openers. We are incredibly grateful to the American Library Association LTC grants for helping to make this possible.

We wanted to make sure the public was as involved as possible in decision-making to spend these funds most effectively. We drew from a pool of community members, including seniors, disabled people, and local professionals doing the work on accessibility. The following data are drawn from surveys, one-on-one discussions, and community forum-style conversations.



While the ‘other’ category is the largest pool of respondents, it represents individual suggestions or suggestions that only had a couple of respondents associated with them and indicates a great investment of our community members in accessibility issues. It also reflects our community’s creativity and insight into accessibility. In other words, it’s a catch-all for suggestions that didn’t have enough respondents to comprise their own categories. The largest category following ‘other’ is suggestions for automatic restroom door openers, indicating support for our original plan. Other suggestions included more gender-neutral restrooms and an expanded library space, which was valuable feedback despite not currently being feasible options.

ANNUAL REPORT

The FY2023 Community Impact Report is now available – scroll to view.

COMMUNITY IMPACT REPORT

JULY 2022 - JUNE 2023





Public libraries are one of the few places in civil society where information is readily available at no cost to anyone who might seek it out. People with different backgrounds, passions, and interests are welcome to take part in a living democratic culture at their local library.

At North Liberty Library, the staff makes it our practice to ensure free people read freely and that access to information is provided with as few barriers as possible. To that end, we identified the defining principles at the center of the library's 2023-2025 Strategic Plan:

ACCESS

We provide information and resources equally and equitably to all individuals through a variety of delivery methods.

DIVERSITY

We value a diverse world and strive to both mirror and reflect that diversity by providing a full range of resources and services to the communities we serve.

SERVICE

We provide service with empathy, compassion, and excellence. We continually seek to enhance our professional knowledge and skills through learning opportunities for all library staff. So that we might give our best to the community, library staff are supported so they might achieve a work-life balance that looks like success for their individual lives.

As our 2024 story unfolds, we thank you for being part of our continued success and share with you the FY23 highlights reflected in this report. From successful grant awards to community programming and events, your library is a place of belonging where all are welcome and where all voices are valued.

A handwritten signature in black ink that reads "Jennie Garner".

JENNIE GARNER

LIBRARY DIRECTOR

173,017

LIBRARY
VISITS

32,316

PEOPLE
ATTENDED

169,017

TOTAL
COLLECTION USE

32,020

REGISTERED
BORROWERS

1,480

LIBRARY
PROGRAMS

51,403

PHYSICAL ITEMS
IN COLLECTION

1,682

NEW LIBRARY
CARDS ISSUED

13

LOCAL ARTISTS
FEATURED

95,971

PHYSICAL MATERIAL
CHECKOUTS

3,380

HOURS OF
OPERATION

4,508

SNACKS
DISTRIBUTED

52,981

E-CONTENT ITEMS
IN COLLECTION

9,256

COMPUTER
SESSIONS

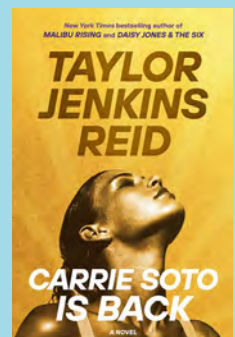
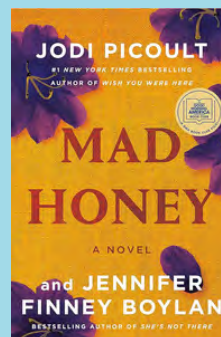
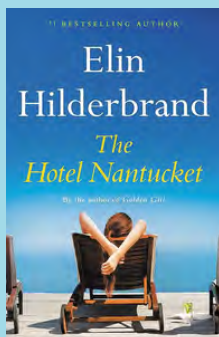
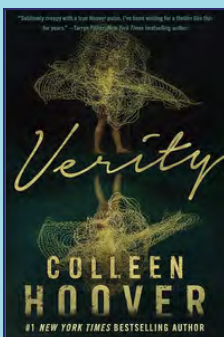
564

PEOPLE UTILIZED
IOWA LIBRARIES
ADVENTURE PASS

73,046

E-CONTENT
CHECKOUTS

TOP 5 MOST CHECKED OUT BOOKS



2023 Highlights

- Play Garden added to our outdoor garden space. Filled with dirt, trucks, shovels, fossils, and gemstones this raised bed garden bed encourages kids of all ages to get their hands dirty and explore nature.
- Updated information desk and acoustic panels. The colorful new panels along the main hall and bright, adjustable height desks are eye-catching and provide staff ergonomic comfort for sitting or standing.
- The library in collaboration with Community Relations took over North Liberty's Summer Lunch & Fun. This program coordinates weekly meals and activities for children in the community. Over 285 volunteers and 13 community partners helped make the program a success and served 5486 youth free lunch from June to August (FY23-FY24).

Awarded \$32,443 in Grant Funding including

- A \$20,000 Libraries Transforming Communities (LTC): Small and Rural Communities grant to improve public accessibility in the library.
- A \$4000 grant from the Community Foundation of Johnson County to fund our public outdoor art project.

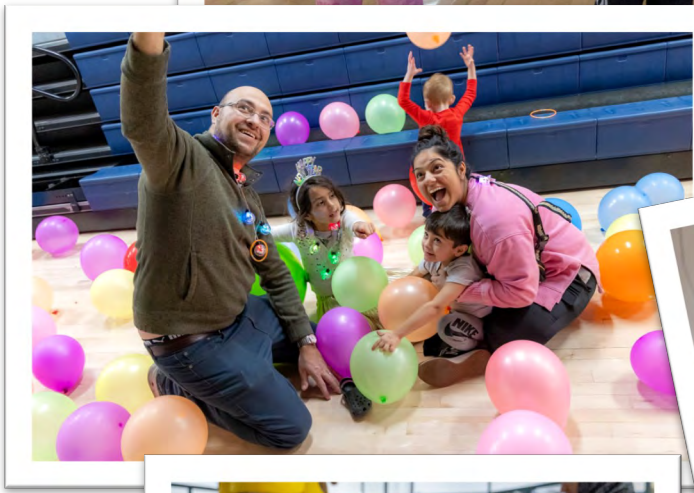
Social Responsibility

- Inclusion, Diversity, Equity, and Access (IDEA) - Worked with an outside facilitator to host three focus groups to gather information on how we can better serve identified populations in our community.
- Hosted our first Drag Storytime with over 130 people attending for an inclusive dance party and literacy fun.



SHARING SMILES and CONNECTIONS

Over 400 kiddos and their adults enjoyed our annual After New Year's Party this year!





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

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

Date **February 1, 2024**

Re **Monthly Report**

We performed various building maintenance tasks as needed. Park staff has continued clearing out and organizing the Parks maintenance facility and cold storage area as time permitted.

We maintained equipment as needed this month. We performed preventative maintenance and repaired winter equipment as time permitted. Due to all the snow this past month, we performed a variety of snow equipment repairs. We continue to prepare for the upcoming growing season by performing preventative maintenance and repairing sports field maintenance, mowing, trimming, and landscaping equipment.

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

We spent a great deal of time this past month clearing snow & ice from parking lots, sidewalks & trails. Our number one priority is keeping our Public Safety in service and the Community Center open. When school is in session, public parking lots, trails and sidewalk access for students, parents and teachers are also a priority. We finish off by clearing the remainder of our sidewalks and trails for residents to use. We clear 24 miles of trails and 6 miles of sidewalks.

Parks staff attended fire extinguisher recertification/training class on January 29th.

I attended multiple meetings with Shive Hattery this past month. City Admin building construction progress, Centennial Park "Next Stage" building design planning, the Fox Run Park/Pond trail project, and the Community Center parking lot improvements CIP planning.

I am currently working on Parks Department employee performance reviews as time permits.

We met with City Administration to discuss the FY2425 Parks operating budget and the 5-year capital improvements plan in preparation for the next fiscal year. We also meet with the City Council to answer any questions regarding the Parks FY2425 operating budget and the 5-year capital improvements plan. We made great progress.

We continue to work with the Kirkwood Parks and Natural Resource/Horticulture program. Our goal; seek potential seasonal employees and internships with their students for the upcoming season within the North Liberty Parks Department. We also submitted our Seasonal Parks Worker job opportunity with Iowa, Iowa State, Coe, Mt. Mercy, Cornell College, and Kirkwood.

We received and assembled two new trash receptacles that will be installed near Heyn's Ice Cream.

Parks staff assisted the Communications Department with the “Beat the Bitter” community event held January 26th- 28th. We spent the week preparing for the event.

A few samples of snow removal duties.



Trails



Red Fern Dog Park



Sidewalks



Community Center parking lot



Sidewalks



Penn Meadows Parking lot. (BTB Prep)



Trash receptacle assembly for Heyn's Ice Cream area.



Parks staff helping out with "Beat the Bitter".



North Liberty Police Monthly Report January 2024

Training:

- A Member attended monthly canine training (8 hours).
- All officers attended the annual MATS (Multi-agency Training Seminar) for two days during the month. This completed some of our annual required training (CIT, implicit Bias, De-escalation as well as, legal update, force on force scenario-based training, protest, overdose, stop the bleed, felony stops, and active shooter response for officers in Johnson County. Our instructor was used for the tactical medical for each of the 4-week sessions during the scenario-based training. (320 hours)
- Officers completed mandatory training for Hazardous Communication and Blood Borne Pathogens through our online service provider, Target Solutions. (46 hours)
- All supervisors were provided online access for the year for Leadership Training through Echelon Front on Extreme Ownership.
- The daily training bulletins for the month were completed by all officers on written policies from Lexipol. (20 hours)

Traffic Contacts	225
Parking Contacts	178
Vehicle Inspections	9
Vehicle Unlocks	24
Crash Investigations	47
Public Assists	402
Assist other Agency	128
Crimes Against Persons Report	12
Crimes Against Property Report	14
Other Reports	29
Arrests	25
Warrants	6
Alcohol/Narcotics Charges	14
Crimes Against Persons Charges	5
Crimes Against Property Charges	1
Other Charges	11
Animal Calls	30
Total Calls for Service	1794
*Total Calls for Service for the year	1794

Public Relations:

- Officers stopped in at the parks for the city sponsored events.
- We worked sporting events and dances at the request of the ICCSD. This overtime will be paid for by the school.
- We are hosting a high school senior for an unpaid internship for the month.
- Anytime school was not in session, officers are doing walk throughs at the community center.
- Our Public Information Officer teamed up with the North Liberty Fire Department and the city's Communication Department to launch the North Liberty Public Safety joint Instagram account.

Equipment:

- We continued to have issues with our HVAC system when the weather was below zero.
- A couple of patrol in-car computers are losing connectivity. We are working with IT and Verizon to upgrade the mobile access points and antennas for better connectivity.
- The wireless access point in the parking lot that downloads in-car videos failed. We had to manually download the cards in the cars to capture and backup the data. This was repaired with a new antenna and a second back-up access point in the garage was installed.

Enforcement/Crime:

- With the heavy snow, we had snow emergencies for several days during the month. We issued 178 parking tickets and towed 5 vehicles that were abandoned on the roads or in a park. We also saw an increase in crashes this month as well including on the MLK day having a number of 8 collisions because of the weather conditions.
- 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 \(jecc-ema.org\)](#) or you can visit the crime map at [LexisNexis® Community Crime Map](#) and type in North Liberty.

Department Admin:

- We received 87 applicants for the Animal Control/CSO position. This list was narrowed down to interview 8 in the first round. Interviews were scheduled on Feb 2nd.
- We only had 5 applicants (countywide) for the citizen policing academy, so that was cancelled, and other arrangements were made for those participants. The 9-12 weeks commitment is a long-time frame, and we will re-evaluate if we can do a shorter or modified version.
- Assisted with meetings about the speed limit ordinance being changed and verification of speed areas in NL.
- The Chief attended the ILEA council meeting, Guidelink, and the Iowa Police Chief's weekly legislative session update.
- Dr. Barnum provided his final report and power point and that was shared with the council and the department.
- Records is working on the year-end report for 2023.
- All staff performance appraisals were completed for 2023.
- A MOU was signed with the University Police for police services and response to the hospital for NLPD, Johnson County Sheriff, and Coralville Police. All of the police services will be provided by University Police but may call us for mutual assistance.

Updated on 2/6/2024



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **January 30, 2024**
Re **Monthly Report – January 2024**

Happy New Year to all! January is a busy time of year as fitness resolutions bring more patrons inside our facilities. Winter weather brings more work in shoveling, snow blowing, and mopping floors. We closed the facility for two days straight which has not happened in quite some time. Adam Hoschek, our FT Custodian/Maintenance Technician, started and worked two weeks on overnight shift to learn the ropes. Adam began his normal day shift last week and continues to learn. Mark returned to his normal schedule after surgery so back to a full team. Thanks to our part-timers (Dale, Rawad, Ben) and Jeff working overnight who helped us out during this transition period. Employee evaluations took place this month as well.

Upcoming Events:

Feb 1-29	North Liberty Lights
Feb 3	Boy Scout Chili Supper Snuggie Crawl
Feb 9	Senior Connections Lunch/Potluck
Feb 10	Ride Around the Lights
Feb 16	NL Night with Heartlanders
Feb 18	Youth 3 on 3 Basketball Tourney
Feb 22	Sip & Stroll
Feb 23	Polar Puzzle Sprint
Feb 25	Eurche Tournament

Recdesk Database:

Reviewing our Recdesk database; we have 13,882 residents (60%) and 9,284 non-residents (40%) totaling 23,166 individuals. Increase of 243 from last month.

Aqua Programs:

Aqua classes resumed at the start of the New Year. Aqua Toning (4), Aqua Boot Camp (5), Aqua Zumba (7), Arthritis MWF (14), Arthritis T TH (14), Easy Does It (10), Water Resistance (7), totaling 61 registered, plus drop-ins. Aqua Program/Class revenue totaled \$1,580.

Swim Lessons:

Swimming lessons resumed in the middle of January.
Adult (4), Level 1 (49), Level 2 (50), Level 3 (33), Level 4 (33), Level 5 (20), Level 6 (12) Parent Tot (37), Private T (22), Private TH (20), Tadpoles (24), totaling 300 participants.
Rec Swim team had 12 participants.
Revenues totaled \$3,289.

Leagues/Sports:

Adult Leagues: Coed VB (6 teams) Men's BB (8 teams)

Pickleball: Beginner League (12), Beginner Lessons (7)

Indoor Soccer: Gr 1-3 (27), Grades 4-6 (13), totaling 40 participants.

Pee Wee Soccer: AM (7), PM (44), totaling 51 participants.

Rookie Basketball (80) participants.

Youth Supreme Basketball:	Boys	Girls	Sub Total
Grades 1-2	142	110	252
Grades 3-4	70	86	156
Grades 5-6	64	60	124, totaling 532 participants.

Youth Competitive Basketball: Gr. 4 (9), Gr 5 (6), Gr 6 (8), totaling 23 teams.

Sport/Leagues revenues totaled \$2,510.

Recsters BASP Program:

BASP AM – 17 participants, PM – 47 participants

All Days: Jan 1-5 averaged 23 participants per day.

Before & After School revenues this month totaled \$13,995.

Classes/Programs:

Beginners Yoga (1), Body Blast (3), Hapkido Jujitsu (2), Taiji Club (7), Taiji Level 1 (1), Total Body Sculpt (6), Zumba (8), totaling 28 registered, plus drop-ins.

Tippi Toes Dance: Baby Ballet (14), Ballet Tap Jazz (15), Pom/Hip Hop (4), Tippi Pro (3), Toddler & Me (11), totaling 47 participants.

Club 24 averaged 2 participants per date.

Connection Luncheons averaged 24 participants per date.

Classes/Programs revenue totaled \$5,990.97.

Pools: This month, Season Pool Pass revenues totaled \$1,821; Daily Pool Fees totaled \$1,251; Pool Rentals totaled \$875, and Concessions revenues totaled \$-0-

Weight & Exercise Area / Track:

Weight fee revenues totaled \$17,330; Split membership revenues totaled \$4,564.

We had 3,510 active memberships for the month.

We had 1,410 point of sale transactions for the month.

Rentals:

Gymnasium Rental revenues totaled \$2,210; Community Center Rental revenues totaled \$6,447.50; Shelter rental revenues totaled \$30; Field Rental/Tennis Courts revenues totaled \$462.50.

Revenues:

Revenues for (Jan 1-29) totaled \$62,322.220.

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 **February 1, 2024**
Re **Street Department Staff Monthly Report for January**

The following items took place in the month of **January** that involved the Street Department.

- Locating of City Utilities (68 job tickets) ongoing
 - a. This is a decrease of 38% from January 2023
- Continued animal control services (4 responses to animal issues)
- Cemetery plot locates (2 in total)
- Projects/Meetings
 - a. Traffic Signal Controls Committee met and evaluated requests by residents for the addition of traffic control devices in various locations in the city (stop signs, no parking, etc)
 - b. Street Department Building Project
 - i. Pre-construction meeting held and the project schedule determined
 - ii. Moved items from building construction area locations to facilitate construction process
 - c. I380/Penn St Bridge
 - i. Continued meetings with IDOT, Shive-Hattery, and city staff for design and traffic impacts
 - ii. More detailed meetings on schedules and scope of project
 - d. W Forevergreen/S Kansas/S Jones Traffic Signal Project
 - i. Low bid contractor selected
 - ii. Pre-construction meeting expected in the coming month
 - iii. Meeting held with IDOT about potential cost-share of project
- Installation of handhole marker plates at all fiber locations
- Staff conducted monthly safety inspections for all street equipment and buildings
- Monthly warning siren testing in all 8 locations
- Training
 - a. Some staff completed Fire Extinguisher training on Target Solutions
 - i. Next month the rest of staff will complete training on this subject and participate in hands-on-training
- Sanitary Sewer
 - a. Inspection of various manhole locations
 - b. Sewer back-up in Heritage Pl area from grease and non-disposable towels
 - i. Staff responded, identified plug location, and opened up plugged sewer main to restore flow

- Gravel shoulders graded on Ranshaw Way
- Pothole patch repairs in various locations
- Removal of all holiday décor from Ranshaw Way and roundabout locations
- Delivered 2 plow trucks to Beat the Bitter event that were named by the public
- Budget operations meetings with council and mayor
- Traffic Signals repairs
 - a. Clearing snow packed signals so drivers could see lights
 - b. A number of traffic signal signals were damaged after being struck by semi-truck trailers that had tall snow drifts stacked up on the back of their trailers
 - c. A large amount of time was spent repairing these structures quickly as well as investigating, documenting, contacting, and following up with all the various driver/companies that did the damage
- Snow Operations took up the vast majority of staff time this month
 - a. Snow event started on 1-8 and continued until 1-14
 - i. A total of around 25-30" of snow fell during this time
 - ii. This event was unique and proved difficult to manage because of the quantity of snow over long durations, extremely low temperatures, as well as high wind speed with blizzard conditions
 - b. Staff spent 1-15 to 1-26 opening up roads, winging/benching snow drifts back, hauling snow from cul-de-sac or large pile locations, and peeling hard pack/ice off of low volume residential streets
 - c. Freezing rain and ice events continued the following week
 - i. Staff worked to open up stormwater intakes to prevent flooding
 - d. During snow events, staffing hours, material/fuel supply usage, organizing and planning approach of each storm, equipment breakdowns and repairs, were managed in order to provide the best possible and most efficient form of service the City of North Liberty Streets Department could perform
 - i. There were a number of other departments that helped us managed these events this month in various capacities and ways
 - e. Any emails or phone calls with questions or concerns from the public about snow operations were responded to relatively quickly during this time
 - f. All equipment was cleaned, inspected, and any repairs made after each event
 - g. Staff worked 520 hours of overtime to provide safe traveling roads to the public this month
 - h. All other Street Department responsibilities (utility locates, animal control, sewer issues, traffic signals, etc were all priorities, managed, and completed during this time
 - i. Information has been provided for possible FEMA reimbursement for expenses (material, fuel, wages) incurred during the operations of this snow event



Clearing snow packed traffic signals



Beat the Bitter "Taylor Drift" named plow truck



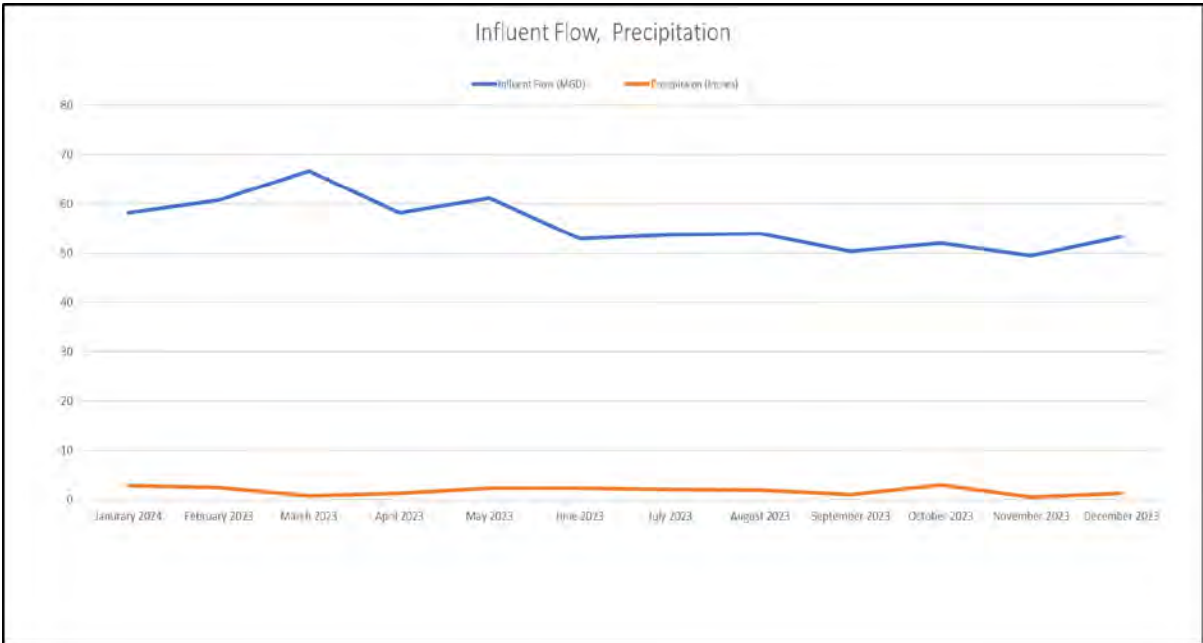
To **City Council, Mayor, and City Administrator**
From **Drew Lammers**
Date **Feb 1, 2024**
Re **January 2024 Water Pollution Control Plant (WPCP) Report**

1. All scheduled preventative maintenance at the plant and lift stations was completed. **145 work orders** were completed throughout January. Maintenance staff ordered several spare parts for pumps and equipment that have been recently serviced or repaired from our current inventoried parts stock.
2. This month's staff safety meeting topic was Lock Out Tag Out. Staff completed target solutions training online and reviewed LOTO as a group. Several safety devices were available during the meeting for staff to see and ask questions about.

LOTO is frequently used throughout the wastewater industry. Treatment equipment generally always has provisions to install LOTO devices during regular maintenance, emergency repair situations, or general operational shutdowns. WPCP inventoried/updated all LOTO devices within each designated safety location.
3. Operations and Lab completed all monthly sample results and reports. Monthly Influent Flow Avg. was **1.88 MGD**. **0.93 MG** of solids were wasted from biological tanks to digesters during January. Biosolids storage building is near full capacity. We are working with contract haulers to transport biosolids to a local field once the ground dries out or freezes.
4. WPCP staff spent the first weeks of the new year primarily on snow removal during and following the winter storms. Staff worked regular and overtime hours trying to keep up with the significant amounts of snowfall. Following the storms, we had equipment repairs and facility maintenance to catch up on as well as an entire facility walkthrough for routine clean-up and re-organization.
5. Management staff had several meetings to discuss sanitary sewer projects. Currently WPCP is working with UIHC and IDNR on contractor discharges as well as all future projected sanitary flows. We have also had meetings regarding 2 separate sanitary connections within North Liberty's and Coralville's 28E sanitary sewer agreement.
6. Repairs were made to EQ pump wiring and conduits. Staff discovered conduits that were separated underground while pulling new wiring for pump controls. A small portion of the driveway was removed to excavate around underground conduits. Several conduit pipes were found disconnected underground. All repairs were made, and new wiring was installed for the pumping equipment. (photos below)
7. The Plant Manager for City of Emmitsburg Wastewater Dept. visited NLWPCP for a plant tour and discussion of our SCADA system. We covered several topics of our entire

operation and answered several programming and controls questions. Emmitsburg is designing a new wastewater facility and wanted ideas and takeaways from parts of our system that may be applicable to their own.

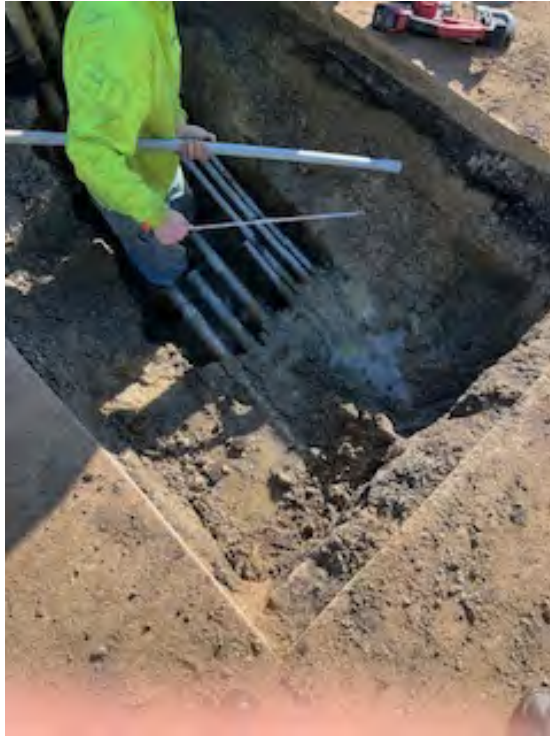
Drew Lammers - WPCP Superintendent





Removal of Asphalt





Repairing Conduits





New Pump Control Wiring



To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **February 2, 2024**
Re **Monthly Report – January 2024**

In the month of January, we treated a total of 36,078,000 gallons of water, our average daily flow was 1,164,000 gallons, and our maximum daily flow was 1,438,000 gallons. The total amount of water used in the distribution system was 4.32% higher than in January 2023.

We have had a busy month with 9,265 accounts read, 79 re-reads, 73 service orders, 36 shut-offs, 20 re-connects for water service, 137 shut-off notices delivered, 14 new meter set inspections, 10-meter change outs, 29 MIU change outs, assisted 17 customers with data logging information, 67 calls for service, and 3 after hour or emergency calls. Our monthly total service work averaged 22 service orders per day.

Staff spent several days last month installing an additional chemical storage tank in our fluoride room. The additional stored capacity will allow us to go over three weeks without needing a delivery. Last summer with the increased pumpage and small storage capacity, our chemical company had to make special trips at additional cost just for the fluoride. This will save us time and money going forward.

A drunk driver damaged a fire hydrant on North Jones Blvd. last month, it broke the extension and break-away flange, no additional damage was done, the hydrant has been repaired and put back into service. The repair has been charged to the drivers insurance company.

I finished submitting all our year-end water use reports to the IDNR and Region 7 EPA. I'm still working on our Tier II report of all our chemical storage for calendar year 2023 that report will be submitted by early next week.

With the winter weather we experienced last month two staff members helped the Street's Department for about three days haul snow from cul-de-sacs.

A coworker and I attended a Trenching and Soring Competent Person safety training that was hosted by Altorfer Caterpillar at their Edwards Illinois training facility. This was a one-day training course with actual exhibits.

Staff have continued to work on our Lead and Copper inventory list for the EPA. The inventory is due by October 16th, 2024. Currently we have collected data on 7,807 properties and have 1,472 unknowns. We were able to identify 214 services in the month of December. 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

February 6, 2024

Council Chambers, 1 Quail Creek Circle

Call to Order

Chair Josey Bathke called the February 6, 2024 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, Patrick Staber, Dave Willer, and Amy Yotty; absent: none.

Others present: Ryan Rusnak, Ryan Heiar, Grant Lientz, Josiah Bilskemper, Tracey Mulcahey, Mark Snyder, and other interested parties.

Approval of the Agenda

A'Hearn moved, Staber seconded to approve the agenda. The vote was all ayes. Agenda approved.

Preliminary Site Plan

Staff Presentation

Rusnak presented the request of Senne Property Investments IA, LLC to approve a Preliminary Site Plan for a 11,600 square foot multi-tenant commercial building with a drive through facility on 1.48 acres. The property is located at the southeast corner of Liberty Way and North Jones Boulevard. Staff recommends the Planning Commission accept the 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 a 11,600 square foot multi-tenant commercial building with a drive through facility on 1.48 acres to the City Council with a recommendation for approval.

Applicant Presentation

Mark Snyder, owner of Salons & Studios (the primary tenant), was present and offered additional information on the use of the property.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including the quality of the site plan.

Recommendation to the City Council

A'Hearn moved, Heisler 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, A'Hearn, Staber, Willer, Yotty, Bathke, Geneser; nays – none. Motion carried.

Approval of Previous Minutes

Staber moved, Yotty seconded to approve the minutes of the January 2, 2024 meeting. The vote was all ayes. Minutes approved.

Old and New Business

Rusnak reported no new applications were received in February resulting in no meeting in March.

Adjournment

At 6:37 p.m., Staber moved, Willer seconded to adjourn. The vote was all ayes. Meeting adjourned.

Signed:

Tracey Mulcahey, City Clerk



**Parks & Recreation Commission Meeting Minutes
January 4, 2024, 7:00pm**

Present: Shelly Simpson, Brian Motley, Guy Goldsmith, Tim Hamer, Richard Grugin, Shannon Greene, Amy Chen, Nicholas Arnold, Donglin Chai, Gwen Johnson.

1. Call to Order

2. Welcome new Board members: Nicholas Arnold and Donglin Chai.

2. Approval of Minutes: Motion to approve December 7, 2023 minutes: Chen; Second: Greene. Approved via unanimous consent.

3. Selection of Board Secretary: Arnold approved via unanimous consent as Board Secretary.

4. Report from Nick Bergus, City of North Liberty regarding the Centennial Stage project:

- Project to be completed in four stages, first being the Centennial Center and Amphitheater, followed by a splash pad and enhanced playground, pavilion, and honor garden.
- Capital campaign update: \$2.265 million raised to date from a number of sources, including over \$120,000 from local residents. Total goal is to raise \$3.5 million before completing the project. City will continue to fundraise and there are opportunities for donation at all levels.
- \$900,000 grant received from the State of Iowa on December 7, 2023, with 90 days for City to raise additional \$100,000 to secure the grant. Bergus reported the City is approximately half way to that \$100,000.
- Timeline for bids to be sent in March with construction beginning following Blue and Barbeque in July and continuing through September of 2025. This will impact Blues and Barbeque in 2025.
- New staff person has been hired to manage the Centennial Center and has already begun.
- Space envisioned as vehicle to bring the arts to North Liberty – music, comedy, theatre, ballet, local school productions. Anticipated to be home to many of the roughly 40 city events each year, though not all.
- Addressing potential concerns over scale of events in the park, Bergus stated that Blues and Barbeque would be the high water mark in terms of number of people attending an event, though some events of 500 people could occur monthly during nice weather.
- Bergus stated that walking trails and the playground will not be substantially affected during construction and that exterior restrooms will be publicly accessible.

3. Reports

Parks Report—Guy Goldsmith

- Parks team has been organizing and winterizing facilities throughout town.
- The ice rink at Penn Meadows Park was installed and will be open for use once the weather turns cold enough to freeze. There has been a lot of community excitement for it to open. The ice rink cost \$10,000 to purchase and \$1000 annually for new plastic sheeting. It takes two hours for the team to install each year. The rink will eventually move to Centennial Park for a more level surface. Skates are available to the public at the Community Center.
- Goldsmith submitted the Trees Please grant to Mid-American to replace trees at Penn Meadows Park. City typically receives \$1000 each year to plant trees in public spaces. The Tree City USA application has also been submitted and is pending final approval – which should be received.

- Staff attended CPR recertification.
- Goldsmith met with Shive Hattery regarding the City Administration Building and the Centennial Park Next Stage design and irrigation.
- Goldsmith attended to city slate planning meetings to determine events for the city slate.
- Goldsmith met with Shelly Simpson on the five-year capital improvement plans for the community center.
- Goldsmith met with City Administration to discuss the FY25 parks budget.
- Goldsmith provided an update on the Pebble Court/Fairview Lane request that was presented to the Board at December's meeting. City staff will use funds from the current Parks landscaping budget to improve the roundabout as requested. Scheduled work for this coming summer. Board members commented this is a fantastic response to a community concern and encouraged community members to bring forward any other such requests in the future.
- Fox Run Park project bid has been awarded and the construction will start at the end of July or early August for completion prior to the end of Fall. Project will tie trails and sidewalks together and add a playground.
- Grugin inquired about the park complex status on the north side of town. Goldsmith stated the purchase is close to being or already has been finalized for the land but that the city will likely sit on the land until the Centennial Park project is completed before beginning any work. That concept and design has yet to be discussed in detail.
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b. Recreation/Pool Report—Shelly Simpson

- Arnold inquired about the five-year capital plan. Simpson reported that the major issues that need to be addressed are: roof replacement, repair to the pool area windows and infrastructure, repairs to the parking lot, curbing and drainage.
- Simpson noted the facility is consistently busy, especially in the evenings and on weekends to the point of overuse/overcapacity. Future plans may include expanding existing facility or building a new facility for some services. Board members praised the work of the staff managing all the competing activities and events at the current space.
- Simpson stated December is a big month at the Rec Center for registrations, programs, and revenue.
- The center has hired a full-time custodian for the facility who begins his position this week.
- Simpson noted that memberships to the Rec Center are consistently 60% city residents and 40% non-residents. Due to the facility being overcrowded, staff may need to look at ways to address the issue in terms of non-resident fees. Financial and scholarship assistance would not be affected.
- Arnold asked whether it is possible to see year-over-year data showing the growth in use of the facility on a month by month basis.
- Chen asked whether the city's resident vs. non-resident usage is similar that of our surrounding communities. Simpson noted the differences between the facilities and offerings.
- Chen inquired about ways the community can financially assist to ensure kids from all socioeconomic backgrounds have access to swimming lessons at the facility. Simpson noted they do currently offer some programs in this regard.
- Chai noted that many people in the community may not be aware of all the offerings and programs at the Rec Center and asked how we can do a better job in promoting those to the community at large. Simpson stated that there are some issues in that regard but they do work with the City communications team and library in a collaborative manner.
- Motley provided an update on the youth basketball league that is operating in the facility and at others throughout the area. It is a very popular league so finding space for all the teams is a challenge.
- Motley provided an update on the soccer, flag football, and volleyball leagues which operates similarly to the basketball league. Arnold commented with the growth of those leagues and the pending construction of the park complex on the north side of town, there is potential to create a destination complex for youth sports teams which would bring people and revenue into local businesses.

4. Questions, Concerns, Updates—none

5. Community Input / Ideas to Share

6. Upcoming Events

- Simpson reminded the community that Beat the Bitter is at the end of January and is full of events for community members, many of which are free of charge.

7. New Business

- Johnson inquired as to the timeline for the trail that will run to the dog park. Goldsmith said that is slated for FY25.

8. Old Business

9. Next Meeting

- a. Thursday, February 1, 2024, at 7:00pm.

10. Adjourn Motion: Greene; Second: Johnson None opposed.