

# AGENDA

**City of University Heights, Iowa  
City Council Meeting**

Tuesday, Feb. 8, 2011

**Horn School Media Center**

7:00 – 9:00 P.M.

Meeting called by Mayor Louise From

<b>Time</b>		<b>Topic</b>	<b>Owner</b>
<b>7:00</b>	Call to Order Meeting	Roll Call Approval of Minutes Jan. 11, 2011	Louise From
<b>7:01</b>	Public Input- <a href="#">Olive Ct. tree report</a>	Public Comments	
	Public Input- All other subjects	Public Comments	
	<u>Administration</u>		
<b>7:30</b>	-Mayor	<a href="#">Mayor Report</a> -Consideration for Mayor to proclaim designating Feb. 13 <sup>th</sup> 2011 as <a href="#">Sertoma Freedom Week</a> in the City of University Heights.	Louise From
	-City Attorney	<a href="#">Legal Report</a> <a href="#">Resolution No. 11-01</a> Prohibiting weapons on all property owned or controlled by the City of University Heights.	Steve Ballard
	-City Clerk	<a href="#">City Clerk Report</a>	Chris Anderson
	<u>Committee Reports:</u>		
	<u>Finance</u>	Committee Report -Bridge Loan <a href="#">-Budget Discussion- FY2012 Budget Treasurer's Report/ Payment of Bills</a>	Brennan McGrath Steve Kuhl Lori Kimura
	<u>Community Protection</u>	Committee Report -Consideration of proposal to rent heated garage from Paul & Janet Moore -Neighborhood Watch Program Police Chief report	R. Hopson/M.Haverkamp  Ron Fort
	<u>Streets and Sidewalks</u>	Streets & Sidewalks Report -Review snow removal rules/enforcement Engineer Report -Resolution No.11-02 Resolution Authorizing Staff to Submit the Following Capitol Transportation Projects and Cost Estimates to the MPO of Johnson Co. (formerly known	Pat Yeggy Josiah Bilskemper

Time	Topic	Owner
	<p>as Johnson Co. Council of Governments) for Inclusion in the Revised Long Range Transportation Plan to be Adopted, May 2012.</p> <p><a href="#">-Resolution No.11-03</a> authorizing the Mayor to sign and the Clerk to attest a revised Snow Removal and Sanding Services Contract with Johnson County Refuse.</p> <p>-Resolution No. 11-04 authorizing Placement of Pedestrian Walkway Signage on Melrose Avenue at Olive Court.</p> <p><a href="#">-Olive Ct. Tree Evaluation</a></p>	Mark Vitosh, DNR Forester
	<u>Building, Zoning &amp; Sanitation</u>	Stan Laverman Pat Bauer
	<u>e-Government</u>	Mike Haverkamp
	<u>Metropolitan Planning Organization –MPO of Johnson County formerly known as Johnson County Council of Governments (JCCOG)</u>	Louise From
<b>8:55</b>	Announcements	Anyone
<b>9:00</b>	Adjournment	Louise From

**Next Regular Council Meeting: Tuesday, Mar. 8, 2011.**

From: Josiah D. Bilskemper [<mailto:jbilskemper@shive-hattery.com>]  
Sent: Wednesday, January 26, 2011 12:46 PM  
To: [Rosanne-hopson@university-heights.org](mailto:Rosanne-hopson@university-heights.org)  
Cc: Louise From; [pat-yeggy@university-heights.org](mailto:pat-yeggy@university-heights.org)  
Subject: Olive Court Tree Report

Rosanne,

Congratulations on your election to the city council, we look forward to working with you throughout the year! Attached is the memo we sent out earlier this month to property owners along Olive Court, and to the council members, concerning a tree evaluation that was made for the existing trees within the city right-of-way. We approached the District Forester, Mark Vitosh, about providing an evaluation of the existing condition of these trees, which he completed last year.

Some quick background information on this street:

Olive Court has been on the "repair" list of street projects for a number of years. Once the Neuzil lot was sold for development a few years ago, discussions were held between the city and the developer (Jeff Hendrickson) about construction access to the site. It was determined we shouldn't reconstruct or repair Olive Court while construction traffic would be using the road during the grading, excavating, and utility installation work. Based on the city's discussion with Jeff, he has committed to contribute up to half of the city's cost to reconstruct Olive Court (the amount is capped, and would probably be around \$90,000). In the meantime, potholes are patched each year as they show up on this street.

Based on the progress of the development, it looks like construction in 2012 would be the earliest the street could be reconstructed and have most of the heavy construction traffic no longer using the new pavement.

As I'm sure you know, there are quite a few mature trees on Olive Court right alongside the existing pavement. With these trees and their roots so close to the street, the question is how can we accomplish reconstruction or repaving of this street (and addressing the poor drainage along the road edges) and at the same time minimize disturbance to these trees? Is it realistic to do both?

As Step One in this planning, we decided to pursue this tree evaluation from a certified arborist so that we would be educated about the current condition of these trees, and get an opinion on how to plan the street project with the trees in mind. I think it is the council's intention that Step Two is to hear from the property owners along this street and get their thoughts and ideas on this project as well. There is supposed to be an agenda item at the February meeting for residents to discuss this report.

Other than some cost estimates, that is as far as things have proceeded with Olive Court. No construction drawings or concepts have been prepared.

Hopefully that gives you a little background on Olive Court, and I'm sure you may have further questions that you would like answered before the February meeting. Please feel free to give me a call or e-mail if you want to discuss this project further.

Thanks for your time,

Josiah Bilskemper, PE

Civil Engineer  
Shive-Hattery, Inc.

2834 Northgate Drive | Iowa City, IA 52245  
319.354.3040 | 800.798.3040 | fax: 319.354.6921 | cell: 319.330.2492

## **Mayor's Report- February 2011**

**Jan. 11<sup>th</sup>** –Rosanne Hopson was elected to city council at the special election. I have been working on arranging several orientation meetings to assist Rosanne in obtaining all the information and materials. I appointed Rosanne to the Committee Protection Committee with Mike Haverkamp.

**Jan. 11<sup>th</sup>**- Attended the JCCOG- TTAC Transportation Technical Advisory Committee Meeting. Nothing significant to report.

**Jan. 19<sup>th</sup>** – Attended the JCCOG Urbanized Area Policy Board. I have been serving as Chair of this Board for the past two years, 2009 and 2010. The Board elected Gerry Kuhl, North Liberty, Chair and Tom Gill, Coralville, as Vice-Chair for 2011. The Budget was approved. University Heights dues are \$1064 for FY12. The Board voted to change the name of JCCOG to **MPO of Johnson County**. MPO stands for Metropolitan Planning Organization. This name change will probably take about one year to totally complete, changing the website, stationery, logo, etc.

**Jan. 25<sup>th</sup>**- Meet with Steve Kuhl to go over the FY12 Budget. Rosanne Hopson and Pat Yeggy also attended. Brennan McGrath was unable to attend at that time.

**Jan. 26<sup>th</sup>**- Attended the Emergency Management Meeting- The budget was approved for publication. After the snow storm of Feb. 2- Johnson County was declared a disaster and now qualifies for federal funding. University Heights may be able to recover some police overtime and some snow removal services for that major snow disaster. I will apply for any of the FEMA money when available.

**Jan. 27<sup>th</sup>**- Meet with city engineer Josiah and Pat Yeggy to discuss Long Range Plan Priority Projects List 2012-2040.

**Feb. 2-** Conference Board- Johnson County Assessor was cancelled due to snow storm and rescheduled for Feb. 9<sup>th</sup>.

**Feb. 8** – JCCOG RTBC Regional Trail and Bicycle Committee- I will report on my next Mayor's report.

The

# CITY OF UNIVERSITY HEIGHTS

# PROCLAMATION

**WHEREAS**, Sertoma International, a civic organization, the motto of which is "Service to Mankind," has adopted a Freedom Week Program dedicated to the emphasis of the values and responsibilities of people in a democracy, and

**WHEREAS**, Sertoma International has promoted the distribution of copies of the Bill of Rights and the Declaration of Independence throughout its entire membership of Clubs, and

**WHEREAS**, the Sertoma Clubs of Iowa City and Coralville support Freedom Week through their National Heritage Essay Contest, an essay contest for Eighth Grade students in Johnson County designed to emphasize and educate students on responsibilities of citizens in a democracy, and

**WHEREAS**, it seems proper and fitting to accord official recognition to Sertoma's Freedom Week.

**NOW, Therefore, I, Louise From, Mayor of the City of University Heights, Iowa, do hereby proclaim and designate the week of February 13th, 2011 to be**

## **SERTOMA'S FREEDOM WEEK**

in University Heights and urge the citizens of this City to support the objectives of this program.

---

Mayor

Signed in University Heights, Iowa,  
this \_\_\_\_ day of \_\_\_\_\_, 2011.

## February '11 – City Attorney's Report

1. **Weapons prohibition.** I drafted a resolution prohibiting weapons to be carried into or upon buildings and other property owned, leased, or controlled by the City of University Heights. The prohibition would extend to property that the City now owns or leases, as well as property the City may purchase or lease in the future. The resolution is attached.
2. **Revised Snow Removal Contract.** Josiah Bilskemper will present a contract with Johnson County Refuse that accurately sets forth the costs for snow removal and sanding services. The City previously renewed its contract with Johnson County refuse for these services, but the agreed costs were not set forth in the contract. The new contract accurately sets for the costs agreed to.
3. **Additional Rent for Insurance Increase.** The City's office lease with Paul and Janet Moore provides that the City will pay, as additional rent, an amount equal to 10 percent of the increase in premium for insurance on the building over and above the base premium amount for the initial year of the lease. The 10 percent multiplier comes from the approximate square footage that the City represents in relationship to the entire building. Paul Moore has provided an accounting (supported by premium invoices) that indicates the additional amount owed by the City is \$138.30 for the year 2011. Those documents are attached. The request is in accordance with the City's lease, and the amount requested, \$138.30, should be paid to the Moores.
4. **Rent for Police Car Garage.** Paul Moore would like the City to consider paying rent for the garage space used by the City's police car. From what Paul tells me, the City has been using a garage under the City Office for about 9 months, and he hasn't charged any rent. Paul's residential tenants pay \$75 per month for the garage space (actually, I think they pay \$50 now but it's moving to \$75). Paul proposes that if the City desires to use the garage, the City begin paying \$75 per month starting March 1. I have passed Paul's request on to the Community Protection Committee and to Chief Ron Fort, and this item will be on your agenda if you desire to take action.
5. **St. Andrew Redevelopment – Jeff Maxwell.**
  - I have spoken with Jeff Maxwell's lawyer, Tom Gelman. Mr. Maxwell has been working on his PUD application, which will be submitted to the Council for consideration. At the time I am preparing this report, I do not have an estimate of when Mr. Maxwell expects to have his application completed and submitted. I have asked Mr. Gelman for an estimate, and I will provide it to Council upon receipt.
  - I also have met with John Yapp and Kent Ralston at JCCOG to begin discussing a plan or framework for the Council to consider a PUD application. We will be circulating a memo to the Mayor and Council in the next week or so that sets forth our ideas and

suggestions. With these recommendations, the Council may determine the process by which it desires to proceed in considering a PUD application. That process may then be implemented once an application is received.

- I have also spoken with John Danos, a lawyer in Des Moines whom the City has retained previously regarding municipal bonding and finance issues. Mr. Danos contacted me after receiving a call from a financial representative of Mr. Maxwell to discuss possible tax increment financing (TIF) possibilities. Mr. Danos called me to say he would be happy to represent the City, if the Council desires, concerning a TIF proposal, and that Mr. Maxwell would be retaining his own TIF lawyer, if he desires. Mr. Danos and I discussed the possibility of a TIF proposal for the St. Andrew redevelopment. If the Council desires to retain Mr. Danos, his suggestion is to start by having a meeting of various stakeholders (City representatives, if not the entire Council and Mayor, Mr. Maxwell, and interested citizens). At this meeting, Mr. Danos would answer questions about TIF possibilities and process. After the meeting, it would be up to Mr. Maxwell to make a specific TIF proposal, if he desires to do so. Then, the Council, with Mr. Danos' guidance, would consider the TIF proposal.

6. **Budget for legal fees.** I have submitted a budget for legal fees for FY11-12 to Lori Kimura. My estimate for 'regular' services is \$42,000. Anticipated St. Andrew matters will increase that amount significantly, but those fees will be reimbursed as part of our agreement with the proposed developer, so those additional fees will be a net-zero for budgeting purposes.
7. **Sertoma Proclamation.** I am attaching a proclamation that Mayor From will be signing.

**RESOLUTION NO. 11-\_\_**

**RESOLUTION PROHIBITING WEAPONS ON ALL PROPERTY OWNED OR CONTROLLED BY THE CITY OF UNIVERSITY HEIGHTS**

**WHEREAS**, the City of University Heights, Iowa owns, leases, or controls certain properties in the City of University Heights, Iowa; and

**WHEREAS**, the University Heights City Council believes that a prohibition against carrying weapons by nonprofessional permit holders will increase the safety of employees and officials of the City of University Heights and the members of the public that they serve,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, IOWA, as follows:**

1. This Resolution is applicable to all buildings presently or hereafter owned, leased or occupied by the City of University Heights and to the real estate surrounding all buildings presently or hereafter owned, leased or occupied by the City of University Heights. This Resolution is also applicable to any and all parks, recreational areas, recreational trails or any other properties presently or hereafter owned, leased or occupied by the City of University Heights. The places and property identified in this Section 1 shall be hereinafter referred to as “City property”.
2. Possession of weapons is prohibited in or upon City property, except when the weapon is lawfully left in a private vehicle. No person shall enter into or upon any City property while in possession of a weapon, except such persons with a professional permit to carry weapons.
3. For purposes of this Resolution, “weapon” is defined to include any instrument or device designed for use in inflicting death or injury upon a human being and which is capable of inflicting death upon a human being when used in the manner for which it was designed. Weapons include, but are not limited to, pistols, revolvers, shot guns, rifles or other firearms, pellet guns, BB guns, daggers, razors, stilettos, switchblade knives, knives having a blade exceeding 5 inches in length, bombs or grenades or any incendiary devices.
4. Any person entering into or upon City property may be subject to search for possession of such weapons.
5. Any person who violates the provisions of this resolution shall be considered a trespasser and may be cited and prosecuted as such.

6. The City of University Heights may post signs in or upon City property informing persons of the prohibition against weapons and that persons are subject to search for possession of weapons and that any violations this Resolution may result in citation and prosecution for trespassing. If such signs are posted, they shall include substantially the following language or wording of similar effect:

“No firearms or other weapons may be carried in this building or on these grounds by persons who do not have a professional permit to carry firearms. Persons entering this building or these grounds are subject to search for weapons. Entering this property in violation of these restrictions shall be considered criminal trespass.”

7. The provisions of this Resolution shall take effect immediately upon adoption of this Resolution by the University Heights City Council and shall be enforced upon posting of the signage referred to above.

Upon motion by \_\_\_\_\_, and seconded by \_\_\_\_\_, the vote was as follows:

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Hopson	_____	_____	_____
Laverman	_____	_____	_____
McGrath	_____	_____	_____
Yeggy	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 8th day of February, 2011.

\_\_\_\_\_  
 Louise From, Mayor  
 City of University Heights

ATTEST:

\_\_\_\_\_  
 Christine M. Anderson, City Clerk

# City of University Heights, Iowa

			FY 09/10	FY 10/11	FY 11/12
			Actual	Budget	Budget
<b>Income</b>					
<b>PROPERTY TAXES</b>					
Transit Levy	amount needed		39,997.05	40,671.00	41,313.00
Library Services Levy	\$0.27/1,000 txbl		13,088.96	13,389.00	0.00
Emergency Levy	\$0.27/1,000 txbl		0.00	0.00	14,135.00
Regular Property Tax	\$8.10/1,000 txbl		392,669.46	401,658.00	424,061.00
Debt Service Levy	amount needed		31,144.34	32,319.00	32,336.00
Insurance Levy	amount needed		15,370.01	17,829.00	18,124.00
Benefits Levies	amount needed		38,426.71	42,062.00	49,260.00
<b>Total PROPERTY TAXES</b>			<b>530,696.53</b>	<b>547,928.00</b>	<b>579,229.00</b>
<b>OTHER CITY TAXES</b>					
Local Option Sales Tax			101,475.67	125,000.00	125,000.00
Utility Excise Tax			8,615.73	8,334.00	8,838.00
<b>Total OTHER CITY TAXES</b>			<b>110,091.40</b>	<b>133,334.00</b>	<b>133,838.00</b>
<b>LICENSES &amp; PERMITS</b>					
Beer/Wine/Liquor/Cig Permits			112.50	0.00	390.00
Building/Equipment Permits			23,832.17	8,000.00	10,000.00
Misc. Licenses/Permits			0.00	100.00	100.00
Rental Permits			13,000.00	12,000.00	12,500.00
<b>Total LICENSES &amp; PERMITS</b>			<b>36,944.67</b>	<b>20,100.00</b>	<b>22,990.00</b>
<b>USE OF MONEY &amp; PROPERTY</b>					
Interest on Cash Investments			2,552.22	3,000.00	2,000.00
<b>Total USE OF MONEY &amp; PROPERTY</b>			<b>2,552.22</b>	<b>3,000.00</b>	<b>2,000.00</b>
<b>INTERGOVERNMENTAL/SHARED REVENUE</b>					
<b>Federal Shared Revenues</b>					
IDOT funds - sidewalk project			49,845.97	396,800.00	0.00
I-JOBS (ARRA) funds			4,310.92	50,000.00	0.00
			<b>54,156.89</b>	<b>446,800.00</b>	<b>0.00</b>
<b>State Shared Revenues</b>					
Road Use/Street Construction	\$83.00 to \$84.40		87,244.93	84,000.00	90,000.00

Community Disaster	0.00	0.00	0.00
Traffic Safety Incentive	15,238.78	0.00	0.00
	<hr/>	<hr/>	<hr/>
	102,483.71	84,000.00	90,000.00
<b>Total INTERGOVERNMENTAL/SHARED REVENUE</b>	<b>156,640.60</b>	<b>530,800.00</b>	<b>90,000.00</b>
<b>CHARGES FOR SERVICE - rental inspections and police reports</b>	<b>434.00</b>	<b>1,000.00</b>	<b>700.00</b>
<b>SPECIAL ASSESSMENTS</b>	<b>605.00</b>	<b>0.00</b>	<b>0.00</b>
<b>MISCELLANEOUS REVENUES</b>			
Cable TV Franchise	8,345.84	7,750.00	8,000.00
Fines			
Parking Fines	7,470.00	9,000.00	8,000.00
Traffic Fines-Clk of Ct	62,582.12	60,000.00	62,500.00
Misc. Income/Contributions	2,073.00	2,000.00	2,000.00
Refunds and Reimbursements	16,820.53	1,000.00	1,000.00
Sale of Property & Merchandise	5,000.00	0.00	0.00
<b>Total MISCELLANEOUS REVENUES</b>	<b>102,291.49</b>	<b>79,750.00</b>	<b>81,500.00</b>
<b>Total Income</b>	<b>940,255.91</b>	<b>1,315,912.00</b>	<b>910,257.00</b>
<b>OTHER FINANCING SOURCES</b>			
Loan Draws for Sidewalk Project	0.00	356,500.00	0.00
Bond sale - City's share of wide sidewalk project	0.00	150,000.00	0.00
Repay Sidewalk Project loan draws	0.00	-555,000.00	0.00
<b>Total Income and Other Financing Sources</b>	<b>940,255.91</b>	<b>1,267,412.00</b>	<b>910,257.00</b>
<b>Expense</b>			
<b>PUBLIC SAFETY</b>			
Police			
Holiday and Other Pay	19,135.97	12,200.00	15,700.00

Reserves/Special Events payroll	14.00	20.00	24.00
Police Gross Wages	178,841.01	162,490.00	180,898.00
<b>Total Police Gross Wages</b>	<b>197,990.98</b>	<b>174,710.00</b>	<b>196,622.00</b>

**Police Benefits & Costs**

Police FICA	6.20%	11,976.30	10,832.00	12,190.00
Police Medicare	1.45%	2,798.93	2,533.00	2,850.00
Police IPERS	9.97% for 2011/12	17,434.81	17,384.00	19,600.00
Police Health Insurance		9,900.85	10,000.00	13,500.00
Police Workers Compensation		5,709.00	6,500.00	6,600.00
Police SUTA		126.18	100.00	100.00
<b>Total Police Benefits &amp; Costs</b>		<b>47,946.07</b>	<b>47,349.00</b>	<b>54,840.00</b>

**Staff Development**

Regular Officer Training				
Academy training		138.00	4,700.00	5,500.00
Officer Training		960.00	3,500.00	4,000.00
Training Supplies		858.19	1,000.00	2,000.00
<b>Total Staff Development</b>		<b>1,956.19</b>	<b>9,200.00</b>	<b>11,500.00</b>

**Repair/Maint/Utilities**

Vehicle Operations				
Fuel		10,441.52	15,000.00	15,000.00
Washes		402.00	700.00	700.00
Other		0.00	0.00	500.00
<b>Total Vehicle Operations</b>		<b>10,843.52</b>	<b>15,700.00</b>	<b>16,200.00</b>

**Maintenance and Repairs**

Bicycle Maint/Repair		92.49	200.00	200.00
Car Maint/Repair		4,567.21	8,000.00	9,000.00
<b>Total Maintenance and Repairs</b>		<b>4,659.70</b>	<b>8,200.00</b>	<b>9,200.00</b>

**Telecommunications Expense**

Cell Phones		0.00	1,000.00	800.00
Pager Fees/Verizon		990.22	1,000.00	1,900.00
Racom Radio Fees		1,045.22	1,000.00	1,000.00
<b>Total Telecommunications Expense</b>		<b>2,035.44</b>	<b>3,000.00</b>	<b>3,700.00</b>

**Total Vehicle, Repairs and Maintenance and Telecommunications**

		<b>17,538.66</b>	<b>26,900.00</b>	<b>29,100.00</b>
--	--	------------------	------------------	------------------

**Contractual Services**

Police Insurance-Car/Liability		4,050.00	4,800.00	4,800.00
Special Events staff	incl. in payroll	1,405.00	0.00	0.00
Payments to Other Agencies				

Technology Services/Iowa System	3,095.40	2,600.00	500.00
Johnson Co. Sheriff - jail fee	120.00	200.00	300.00
Evidence testing	0.00	0.00	150.00
Emergency Comm. Services-IC	42,275.00	42,275.00	0.00
Radio Fees-Iowa City	1,500.00	1,500.00	0.00
<b>Total Payments to Other Agencies</b>	<b>52,445.40</b>	<b>51,375.00</b>	<b>5,750.00</b>
Printing/Copying	60.00	800.00	1,000.00
Garage Rental	620.00	880.00	2,400.00
Prof Serv-Psych Testing-Physica	15.00	500.00	500.00
<b>Total Contractual Services</b>	<b>53,140.40</b>	<b>53,555.00</b>	<b>9,650.00</b>
<b>Commodities</b>			
Car Purchase	24,701.68	13,500.00	15,000.00
<b>Minor Equipment</b>			
Regular Officer Uniform	1,297.07	3,000.00	3,000.00
Operating Equipment	2,302.67	1,500.00	1,500.00
<b>Total Minor Equipment</b>	<b>3,599.74</b>	<b>4,500.00</b>	<b>4,500.00</b>
<b>Major Equipment</b>			
Light Bar	1,630.00	0.00	0.00
Radar	187.56	0.00	0.00
Other Equipment	0.00	1,000.00	1,200.00
Car Equipment	3,568.09	3,000.00	3,000.00
<b>Total Major Equipment</b>	<b>5,385.65</b>	<b>4,000.00</b>	<b>4,200.00</b>
<b>Supplies</b>			
Office Supplies	823.42	2,000.00	3,000.00
Operating Supplies	1,210.15	3,000.00	3,000.00
Ammunition	2,448.00	3,000.00	3,500.00
Postage/Shipping	233.90	300.00	300.00
Other Supplies	129.23	1,000.00	2,000.00
<b>Total Supplies</b>	<b>4,844.70</b>	<b>9,300.00</b>	<b>11,800.00</b>
<b>Total Commodities</b>	<b>38,531.77</b>	<b>31,300.00</b>	<b>35,500.00</b>
<b>Total Police</b>	<b>357,104.07</b>	<b>343,014.00</b>	<b>337,212.00</b>
<b>Fire</b>			
Contracts w/Other Agencies			
Coralville Fire Dep't	29,718.00	29,718.00	29,718.00
Hydrant Flush-City of Iowa City	1,000.00	1,600.00	2,000.00
<b>Total Fire</b>	<b>30,718.00</b>	<b>31,318.00</b>	<b>31,718.00</b>

Hazmat-Johnson County	256.00	256.00	256.00
Building Inspections			
Building / Rental Inspection	8,360.00	4,000.00	21,000.00
<b>Total PUBLIC SAFETY</b>	<b>396,438.07</b>	<b>378,588.00</b>	<b>390,186.00</b>
<b>PUBLIC WORKS</b>			
<b>Roads, Bridges, &amp; Sidewalks</b>			
Storm water permit/administration	3,889.83	5,000.00	3,500.00
<b>Contractual Services</b>			
Engineering Fees	39,465.20	36,000.00	36,000.00
<b>Repairs/Improvements</b>			
<b>Street Repairs</b>	29,656.55	22,500.00	
Sunset St. wide sidewalk			37,500.00
Olive Ct. reconstruction			20,000.00
Traffic sign assessment/mgmt			8,500.00
George/Koser intersection			32,000.00
Melrose/Koser sidewalk			4,000.00
Golfview storm intake			12,000.00
Oakcrest storm intake			15,000.00
Sunset St. storm intake			15,000.00
City-wide utility mapping			12,000.00
Arterial panel replacements			11,000.00
Local panel replacements			9,000.00
Pavement management			1,000.00
Asphalt patch projects			3,000.00
Wide Sidewalk (555,000)	89,389.08	356,500.00	
Arterial Street repair (stimulus)		57,500.00	
Striping/Curb Renumbering	4,233.00	5,000.00	5,000.00
Street Lighting Electricity	7,345.62	7,500.00	7,700.00
<b>Traffic Controls and Safety</b>			
Traffic Light Electricity/Street Signs	887.59	1,000.00	800.00
Snow Removal-Contractual	27,690.00	25,300.00	30,500.00
Street Sweeping-Contractual	3,622.00	5,000.00	5,000.00
<b>Total Roads, Bridges, &amp; Sidewalks</b>	<b>206,178.87</b>	<b>521,300.00</b>	<b>268,500.00</b>
<b>Other Public Works</b>			
<b>Contracts-Other Agencies</b>			
IC Bus Service	32,310.00	33,000.00	33,500.00
SEATS Service	8,278.32	8,290.00	8,444.00
<b>Total Other Public Works</b>	<b>40,588.32</b>	<b>41,290.00</b>	<b>41,944.00</b>
<b>Sanitation</b>			

<b>Contractual</b>				
Trash/Recycling		20,713.34	20,862.00	20,862.00
Leaf Bag pick up/dump fees		0.00	1,200.00	0.00
Leaf Vacuuming		10,600.48	10,000.00	10,000.00
<b>Total Sanitation</b>		<b>31,313.82</b>	<b>32,062.00</b>	<b>30,862.00</b>
<b>Total PUBLIC WORKS</b>		<b>278,081.01</b>	<b>594,652.00</b>	<b>341,306.00</b>
<b>CULTURE &amp; RECREATION</b>				
Library		29,827.00	30,242.00	37,368.00
Parks				
Park Expenses		730.70	750.00	750.00
<b>Total CULTURE &amp; RECREATION</b>		<b>30,557.70</b>	<b>30,992.00</b>	<b>38,118.00</b>
<b>COMMUNITY &amp; ECONOMIC DEV.</b>				
Tree Trimming		2,200.00	5,000.00	5,000.00
<b>Total COMMUNITY &amp; ECONOMIC DEV.</b>		<b>2,200.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>GENERAL GOVERNMENT</b>				
<b>Mayor/Council Operations</b>				
<b>Salaries-Regular Part Time</b>				
Council		3,200.00	4,000.00	4,000.00
Mayor		1,967.00	1,967.00	1,967.00
<b>Total Salaries-Regular Part Time</b>		<b>5,167.00</b>	<b>5,967.00</b>	<b>5,967.00</b>
<b>Employee Benefits &amp; Costs</b>				
FICA	6.20%	320.35	370.00	370.00
Medicare	1.45%	74.92	87.00	87.00
SUTA		5.17	5.00	5.00
<b>Total Employee Benefits &amp; Costs</b>		<b>400.44</b>	<b>462.00</b>	<b>462.00</b>
<b>Commodities</b>				
Recognition Awards		29.46	0.00	0.00
<b>Total Mayor/Council Operations</b>		<b>5,596.90</b>	<b>6,429.00</b>	<b>6,429.00</b>
<b>Clerk/Treasurer &amp; Finance Admin</b>				
<b>Salaries-Regular Part Time</b>				
Clerk and Treasuer		8,240.88	9,000.00	9,000.00
<b>Employee Benefits &amp; Costs</b>				
FICA	6.20%	518.37	558.00	558.00
Medicare	1.45%	123.23	131.00	131.00
SUTA		8.33	10.00	10.00

IPERS	8.07% for 2011/12	560.70	625.00	726.00
<b>Total Employee Benefits &amp; Costs</b>		<u>1,210.63</u>	<u>1,324.00</u>	<u>1,425.00</u>
<b>Staff Development</b>				
<b>Dues &amp; Memberships</b>				
JCCOG Assessment		918.00	918.00	929.00
IA League of Cities		555.00	555.00	555.00
Dues and Memberships		453.87	250.00	250.00
Professional Development		81.00	0.00	0.00
<b>Total Staff Development</b>		<u>2,007.87</u>	<u>1,723.00</u>	<u>1,734.00</u>
<b>Contractual Services</b>				
Printing/Copying		23.25	700.00	700.00
Bank/CC fees		110.39	0.00	60.00
Technology Services		563.86	300.00	300.00
<b>Total Contractual Services</b>		<u>697.50</u>	<u>1,000.00</u>	<u>1,060.00</u>
<b>Commodities</b>				
Minor Equipment/Supplies/Techno		4,285.42	700.00	700.00
Office Supplies and Postage		2,741.41	500.00	500.00
<b>Total Commodities</b>		<u>7,026.83</u>	<u>1,200.00</u>	<u>1,200.00</u>
<b>Total Clerk/Treasurer &amp; Finance Admin</b>		<u>19,183.71</u>	<u>14,247.00</u>	<u>14,419.00</u>
Election Expenses		1,602.55	1,750.00	1,800.00
Legal Services		60,118.21	45,000.00	42,000.00
Accounting/Audit Fees	2300/6200	3,160.00	2,000.00	8,500.00
Legal Publications		3,158.76	3,000.00	3,500.00
<b>City Hall &amp; General Buildings</b>				
<b>Salaries-Regular Part Time</b>				
Facilities Assistant		120.00	1,248.00	0.00
<b>Employee Benefits &amp; Costs</b>				
FICA		0.00	77.00	0.00
Medicare		0.00	18.00	0.00
IPERS		0.00	87.00	0.00
<b>Total Employee Benefits &amp; Costs</b>		<u>0.00</u>	<u>182.00</u>	<u>0.00</u>
<b>Repair/Maint/Utilities</b>				

Utilities	1,213.44	1,500.00	1,500.00
Repairs	1,109.61	1,000.00	1,000.00
Telecommunications	1,543.79	1,600.00	1,625.00
<b>Total Repair/Maint/Utilities</b>	<b>3,866.84</b>	<b>4,100.00</b>	<b>4,125.00</b>
<b>Contractual</b>			
City Hall rental	10,941.00	10,404.00	10,404.00
Garage rental	0.00	440.00	420.00
<b>Total Contractual</b>	<b>10,941.00</b>	<b>10,844.00</b>	<b>10,824.00</b>
<b>Commodities</b>			
Supplies	32.82	200.00	200.00
<b>Total City Hall &amp; General Buildings</b>	<b>14,960.66</b>	<b>16,574.00</b>	<b>15,149.00</b>
<b>Planning Intern</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Tort Liability Insurance</b>	<b>6,863.00</b>	<b>6,800.00</b>	<b>7,000.00</b>
<b>Total GENERAL GOVERNMENT</b>	<b>114,643.79</b>	<b>95,800.00</b>	<b>98,797.00</b>
<b>DEBT SERVICE</b>			
Interest	8,764.39	7,810.00	6,830.00
Principal	23,000.00	25,000.00	26,000.00
<b>Total DEBT SERVICE</b>	<b>31,764.39</b>	<b>32,810.00</b>	<b>32,830.00</b>
<b>Total Expense</b>	<b>853,684.96</b>	<b>1,137,842.00</b>	<b>906,237.00</b>
<b>NET SURPLUS OR (LOSS)</b>	<b>86,570.95</b>	<b>129,570.00</b>	<b>4,020.00</b>
<b>Net valuation for tax levies:</b>			
2007/08	41,125,810		
2008/09	45,620,365		
2009/10	49,222,413		
2010/11	50,341,717		
2011/12	53,151,923		
<b>Levy rate</b>	<b>10.94654</b>	<b>11.04972</b>	<b>11.06390</b>

**City Clerk Report  
February 8, 2011**

- **No new building permits received since the last meeting.**
- **Rental permit sent to property owner's son for 306 Highland Drive. Thank you Mary Schmidt for your assistance with this issue!**
- **One new rental permit received since last meeting:**

**396 Koser Avenue**

- **Updates from Norm Cate, Rental Inspector:**

**Rental Properties inspected:**

**1-19-11; Inspected 230 Marietta and 426 Ridgeview. Re-inspected 200 Marietta & 217 Mahaska**

**1-20-11; Inspected 31 Leamer.**

**1-21-11; Inspected 1000 Melrose & 1141 Melrose.**

**1-26-11; Inspected 1219 Melrose & 1232 Melrose.**

**1-28-11; Inspected 1237 Melrose.**

**Complaint Investigations for over-occupancy.**

**1-19-11; 425 Ridgeland. The property was being used as a duplex with between 5-6 people occupying the property. There were consistently 4-5 cars in the driveway at any given time. Owners were notified in writing, both by letter and notice of violation that the occupancy was to be reduced to a family or 2 unrelated persons by 12-31-10 and that the use of the property be returned to single family status. On 1-19-11, I walked the property and rang the door bell at 8 AM. No one was home. Only 1 car was in the driveway and only 2 names on the mailbox. It is my opinion that the occupancy has been reduced. However, I will continue to monitor the property on a regular basis.**

**1-21-11; 1141 Melrose. I inspected the property with the owner, who lives at 1138 Melrose. There are 3 bedrooms in use. However, I was told that one of the bedrooms is used by a tenant's parents who come to visit on a regular basis. It appeared to me that in fact the bedroom was that of "parent-aged people" and it showed like a room that was rarely used. No clear evidence of over-occupancy.**

**1-26-11; 1219 Melrose. I inspected the property with the property manager. There are 2 bedrooms on the main floor in use by 2 tenants. There is no bedroom in the basement. This property is not over-occupied.**

**1-26-11; 1232 Melrose. I inspected this property with a cousin of a tenant. One bedroom in the basement was in use and one bedroom on the 2nd floor was in use. There are 3 more bedrooms in the house but they were all completely empty, as well as the closets, and I did not see any bedroom furniture stored in the basement or any where else in the house. This is a house that could easily be over-occupied because of the number of bedrooms, however at the present time there are only 2 people living there.**

**Norm has 12 inspections scheduled for February.**

## Treasurer's Report

January 2011

Our total revenue for the month of January was \$27,592.76 comprised of the following amounts:

Property Taxes	\$ 3,179.90
Local Option Sales Tax (LOST)	\$10,509.92
Parking fines	\$ 845.00
Traffic Fines from Clerk of Court	\$ 5,009.57
Interest on bank accounts	\$ 221.99
Rental Permits	\$ 100.00
Road Use Funds	\$ 7,434.38
Police Reports	\$ 42.00
Grant from MidAmerican Energy	\$ 250.00

In addition we received a \$300 refund from the Iowa Department of Public Safety for a payment that we made in advance of the Joint Communications Center being open. This check offset the expense to zero it out for the fiscal year.

Balances in the bank accounts as of 1/31/2011:

ISB&T Checking Account	\$331,607.60
Hills Bank Money Market Account	\$ 23,466.25
CD at UICCU (due 2/28/11)	\$ 40,149.34
Forfeiture Fund	\$ 2,285.92

Pat Yeggy emailed our contact person at MidwestOne Bank and found out that the payoff as of 2/9/11 for the loan we took out for the wide sidewalk project is \$151,543.74. I believe that Brennan will be talking about this in his report. I can take a check there tomorrow if we decide we want to pay it off so no more interest accrues. If we opt not to pay it off, the interest payment is still due by the 23<sup>rd</sup> of February and should be comparable to the one we made in November in the amount of \$1,820.83.

The CD at the UICCU comes due at the end of this month. I've looked online at several banks to see what the rates are:

	<b>24 mo</b>	<b>36 mo</b>	<b>48 mo</b>	<b>60 mo</b>
MidwestOne	1.29%	1.69%	1.98%	2.18%
West Bank	1%	2.25%	2.5%	2.75%
Hills Bank	1.54%	2.13%	2.62%	2.87%
UICCU	1.35%	2.1%	2.6%	2.75%

If we do nothing it will just automatically renew for another 24 months with no penalty for early withdrawal.



City of University Heights, Iowa  
**Warrants for Council Approval**  
 January 12 through February 8, 2011

02/07/2011

Date	Name	Memo	Amount
01/14/2011	Fort, Matthew A		-1,265.48
01/14/2011	Fort, Ronald R		-1,098.73
01/14/2011	Lord, Benjamin M		-675.50
01/14/2011	Reinhard, Brad		-1,219.58
01/14/2011	Strong, Donald K.		-1,202.54
01/18/2011	McLeod USA/PAETEC	automatic phone service payment	-134.29
01/25/2011	MidAmerican Energy	1301 Melrose stop light	-36.29
01/25/2011	MidAmerican Energy	1011 Melrose stop light	-31.31
01/25/2011	MidAmerican Energy	City Hall electricity	-89.72
01/27/2011	MidAmerican Energy	street lights	-614.23
01/28/2011	Anderson, Christine M.		-173.84
01/28/2011	Fort, Matthew A		-1,265.48
01/28/2011	Fort, Ronald R		-1,055.82
01/28/2011	Kimura, Lori D.		-272.35
01/28/2011	Lord, Benjamin M		-723.66
01/28/2011	Reinhard, Brad		-1,264.27
01/28/2011	Strong, Donald K.		-1,189.91
01/28/2011	Wellmark BC/BS	monthly insurance payment	-1,528.42
01/31/2011	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-67.18
01/31/2011	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-2,530.71
01/31/2011	Internal Revenue Service	EFT payment for federal payroll taxes	-3,494.71
02/01/2011	Paul J. Moore, Melrose Avenue Building	City Hall Rent	-867.00
02/08/2011	Communications Engineering Company	replace front strobe light on unit #1	-48.00
02/08/2011	Iowa Paper & Chemical	paper towels for city office	-28.18
02/08/2011	Racom Corporation	Police computer access fee/ear mics/radio cli	-379.60
02/08/2011	ABC Solutions	Monthly fee for city website/email service	-24.95
02/08/2011	Norm Cate	inspection services for January	-490.00
02/08/2011	Terry Goerd	inspection services for January	-875.00
02/08/2011	Paul J. Moore, Melrose Avenue Building	insurance premium increase	-138.30
02/08/2011	SEATS	Seats Payment	-703.66
02/08/2011	Verizon Wireless	monthly wire service/cell phone for police car	-120.95
02/08/2011	Mediacom	online service 2/3/11-3/2/11	-69.95
02/08/2011	Iowa League of Cities	member dues 7/1/10-6/30/11	-555.00
02/08/2011	Staples	envelopes & paper for clerk/inspection dept	-78.99
02/08/2011	City of Iowa City	bus, fuel for police vehicles	-3,482.62
02/08/2011	Westport Touchless Autowash	December vehicle washes	-18.00
02/08/2011	Iowa City Tire and Service	repair flat tire unit #2	-16.20
02/08/2011	Iowa Department of Transportation	annual payment for hook up of GPS units for	-24.00
02/08/2011	Radar Road Tec	annual radar certification	-140.00
02/08/2011	Ultramax	practice ammunition	-973.00
02/08/2011	Paul J. Moore, Melrose Avenue Building	Garage rent	-35.00
02/08/2011	Johnson County Refuse, Inc.	December recycling/Nov/Dec/Jan snow remo	-16,938.50
02/08/2011	VISA	stamps for clerk/inspectors	-132.00
02/08/2011	Pyramid Services Inc.	replace battery for 2010 car	-136.37
02/08/2011	Iowa City Press-Citizen	January publications	-370.72
02/08/2011	MidAmerican Energy	pedestrian lights at 113 Golfview	-31.71

**City of University Heights, Iowa**  
**Profit & Loss Budget vs. Actual**  
**July 2010 through January 2011**

12:54 PM  
02/07/2011  
Cash Basis

	Jul '10 - Jan 11	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>GENERAL PROPERTY TAXES</b>			
Transit Levy	22,517.77	41,290.00	54.54%
Library Services Levy	7,412.42	13,592.00	54.54%
Regular Property Tax	222,372.93	407,768.00	54.53%
Debt Service Levy	17,891.33	32,810.00	54.53%
Insurance Levy	9,863.92	18,100.00	54.5%
Benefits Levies	23,278.36	42,702.00	54.51%
<b>Total GENERAL PROPERTY TAXES</b>	<b>303,336.73</b>	<b>556,262.00</b>	<b>54.53%</b>
<b>OTHER CITY TAXES</b>			
Local Option Sales Tax	72,533.56	125,000.00	58.03%
Utility Excise Tax	4,157.02		
<b>Total OTHER CITY TAXES</b>	<b>76,690.58</b>	<b>125,000.00</b>	<b>61.35%</b>
<b>LICENSES &amp; PERMITS</b>			
Beer/Wine/Liquor/Cig Permits	305.62		
Building/Equipment Permits	6,983.80	8,000.00	87.3%
Misc. Licenses/Permits			
Parking Permits	45.00	100.00	45.0%
Rental Permits	11,200.00	12,000.00	93.33%
<b>Total Misc. Licenses/Permits</b>	<b>11,245.00</b>	<b>12,100.00</b>	<b>92.93%</b>
<b>Total LICENSES &amp; PERMITS</b>	<b>18,534.42</b>	<b>20,100.00</b>	<b>92.21%</b>
<b>USE OF MONEY &amp; PROPERTY</b>			
Interest on Cash Investments	1,441.28	3,000.00	48.04%
<b>Total USE OF MONEY &amp; PROPERTY</b>	<b>1,441.28</b>	<b>3,000.00</b>	<b>48.04%</b>
<b>INTERGOVERNMENTAL/SHARED REVENUE</b>			
<b>Federal Grants &amp; Reimbursements</b>			
Stimulus Funding	45,875.10	50,000.00	91.75%
I-JOBS (ARRA) Funds	5,245.27		
<b>Total Federal Grants &amp; Reimbursements</b>	<b>51,120.37</b>	<b>50,000.00</b>	<b>102.24%</b>
<b>State Shared Revenues</b>			
IDOT funds-wide sidewalk proj	303,091.26	396,800.00	76.38%
Road Use/Street Construction	54,924.73	84,000.00	65.39%
<b>Total State Shared Revenues</b>	<b>358,015.99</b>	<b>480,800.00</b>	<b>74.46%</b>
<b>Other State Grants/Reimburse.</b>			
Seatbelt Incent/Traffic Safety	7,921.69		
<b>Total Other State Grants/Reimburse.</b>	<b>7,921.69</b>		
<b>Total INTERGOVERNMENTAL/SHARED REVENUE</b>	<b>417,058.05</b>	<b>530,800.00</b>	<b>78.57%</b>

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
<b>CHARGES FOR SERVICES</b>			
Rental Inspection	80.00	900.00	8.89%
Police Reports	293.00	100.00	293.0%
<b>Total CHARGES FOR SERVICES</b>	<b>373.00</b>	<b>1,000.00</b>	<b>37.3%</b>
<b>MISCELLANEOUS REVENUES</b>			
Cable TV Franchise	0.00	7,750.00	0.0%
Contributions	250.00		
<b>Fines</b>			
Parking Fines	7,181.00	9,000.00	79.79%
Traffic Fines-Clk of Ct	45,085.74	60,000.00	75.14%
<b>Total Fines</b>	<b>52,266.74</b>	<b>69,000.00</b>	<b>75.75%</b>
<b>Misc. Income</b>			
Other	0.00	2,000.00	0.0%
<b>Total Misc. Income</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.0%</b>
Refunds and Reimbursements	0.00	1,000.00	0.0%
<b>Total MISCELLANEOUS REVENUES</b>	<b>52,516.74</b>	<b>79,750.00</b>	<b>65.85%</b>
<b>Total Income</b>	<b>869,950.80</b>	<b>1,315,912.00</b>	<b>66.11%</b>
<b>Expense</b>			
<b>CAPITAL PROJECTS</b>			
<b>Wide Sidewalk Project</b>			
Construction	351,598.11	356,500.00	98.63%
Engineering fees sidewalk proj	40,931.55		
<b>Total Wide Sidewalk Project</b>	<b>392,529.66</b>	<b>356,500.00</b>	<b>110.11%</b>
<b>Total CAPITAL PROJECTS</b>	<b>392,529.66</b>	<b>356,500.00</b>	<b>110.11%</b>
<b>PUBLIC SAFETY</b>			
<b>Police</b>			
<b>Police Gross Wages</b>			
Holiday & Other Pay	6,286.59	12,200.00	51.53%
Police Gross Wages	117,954.02	162,490.00	72.59%
Salaries-Reserves	2.00	20.00	10.0%
<b>Total Police Gross Wages</b>	<b>124,242.61</b>	<b>174,710.00</b>	<b>71.11%</b>
<b>Police Benefits &amp; Costs</b>			
Police FICA	7,504.91	10,832.00	69.29%
Police Medicare	1,752.29	2,533.00	69.18%
Police IPERS	12,330.69	17,384.00	70.93%
Police Health Insurance	7,021.79	10,000.00	70.22%
Police Workers Compensation	1,129.00	6,500.00	17.37%
Police SUTA	40.24	100.00	40.24%
<b>Total Police Benefits &amp; Costs</b>	<b>29,778.92</b>	<b>47,349.00</b>	<b>62.89%</b>

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Staff Development</b>			
<b>Regular Officer Training</b>			
Academy Training	0.00	4,700.00	0.0%
Officer Training	751.98	3,500.00	21.49%
Training Supplies	971.92	1,000.00	97.19%
<b>Total Regular Officer Training</b>	<b>1,723.90</b>	<b>9,200.00</b>	<b>18.74%</b>
<b>Total Staff Development</b>	<b>1,723.90</b>	<b>9,200.00</b>	<b>18.74%</b>
<b>Repair/Maint/Utilities</b>			
<b>Vehicle Operations</b>			
Fuel	6,121.10	15,000.00	40.81%
Washes	229.62	700.00	32.8%
<b>Total Vehicle Operations</b>	<b>6,350.72</b>	<b>15,700.00</b>	<b>40.45%</b>
<b>Vehicle Repair</b>			
Bicycle Maint/Repair	0.00	200.00	0.0%
Car Maint/Repair	2,430.15	8,000.00	30.38%
<b>Total Vehicle Repair</b>	<b>2,430.15</b>	<b>8,200.00</b>	<b>29.64%</b>
<b>Telecommunications Expense</b>			
Radio Repairs	203.11	1,000.00	20.31%
Verizon/Pager Fees	725.23	1,000.00	72.52%
Wireless/Racom Radio/Mediacom	1,186.21	1,000.00	118.62%
<b>Total Telecommunications Expense</b>	<b>2,114.55</b>	<b>3,000.00</b>	<b>70.49%</b>
<b>Total Repair/Maint/Utilities</b>	<b>10,895.42</b>	<b>26,900.00</b>	<b>40.5%</b>
<b>Contractual Services</b>			
Special Events Staff	1,285.00		
Police Insurance-Car/Liability	0.00	4,800.00	0.0%
<b>Payments to Other Agencies</b>			
Tech. Services Bureau - St. IA	0.00	2,600.00	0.0%
Sheriff/Comm. Services	0.00	200.00	0.0%
Emergency Comm. Services-IC	0.00	42,275.00	0.0%
Radio Fees-Iowa City	0.00	1,500.00	0.0%
<b>Total Payments to Other Agencies</b>	<b>0.00</b>	<b>46,575.00</b>	<b>0.0%</b>
Printing/Copying	0.00	800.00	0.0%
Garage Rental	0.00	880.00	0.0%
Prof Serv-Psych Testing-Physica	90.00	500.00	18.0%
<b>Total Contractual Services</b>	<b>1,375.00</b>	<b>53,555.00</b>	<b>2.57%</b>
<b>Commodities</b>			
Car Purchase	0.00	13,500.00	0.0%
<b>Minor Equipment</b>			
Regular Officer Uniform	1,498.55	3,000.00	49.95%
Operating Police Equipment	1,113.98	1,500.00	74.27%

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Total Minor Equipment</b>	2,612.53	4,500.00	58.06%
<b>Major Equipment</b>			
<b>Stop Sticks</b>	818.00	1,000.00	81.8%
<b>Light Bar</b>	1,600.00		
<b>Radar</b>	807.85		
<b>Car Equipment</b>	174.95	3,000.00	5.83%
<b>Total Major Equipment</b>	3,400.80	4,000.00	85.02%
<b>Supplies</b>			
<b>Office Supplies</b>	997.12	2,000.00	49.86%
<b>Operating Supplies</b>	2,014.48	3,000.00	67.15%
<b>Ammunition</b>	2,410.00	3,000.00	80.33%
<b>Postage/Shipping</b>	47.66	300.00	15.89%
<b>Other Supplies</b>	230.00	1,000.00	23.0%
<b>Total Supplies</b>	5,699.26	9,300.00	61.28%
<b>Total Commodities</b>	11,712.59	31,300.00	37.42%
<b>Total Police</b>	179,728.44	343,014.00	52.4%
<b>Fire</b>			
<b>Contracts w/Other Agencies</b>			
<b>Coralville Fire Dep't</b>	29,718.00	29,718.00	100.0%
<b>Hydrant Flush-City of Iowa City</b>	2,000.00	1,600.00	125.0%
<b>Total Contracts w/Other Agencies</b>	31,718.00	31,318.00	101.28%
<b>Total Fire</b>	31,718.00	31,318.00	101.28%
<b>Hazmat-Johnson County</b>	256.00	256.00	100.0%
<b>Building Inspections</b>			
<b>Building / Rental Inspection</b>	13,825.00	4,000.00	345.63%
<b>Total Building Inspections</b>	13,825.00	4,000.00	345.63%
<b>Total PUBLIC SAFETY</b>	225,527.44	378,588.00	59.57%
<b>PUBLIC WORKS</b>			
<b>Roads, Bridges, &amp; Sidewalks</b>			
<b>Storm water permit</b>	94.00	5,000.00	1.88%
<b>Contractual Services</b>			
<b>Engineering Fees</b>	41,601.84	36,000.00	115.56%
<b>Repairs/Improvements</b>			
<b>Arterial St Repairs (stimulus)</b>	50,264.99	57,500.00	87.42%
<b>Street Repairs</b>	703.00	22,500.00	3.12%
<b>Total Repairs/Improvements</b>	50,967.99	80,000.00	63.71%
<b>Striping/Curb Renumbering</b>	0.00	5,000.00	0.0%
<b>Total Contractual Services</b>	92,569.83	121,000.00	76.5%

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
Street Lighting Electricity	4,408.40	7,500.00	58.78%
Traffic Controls and Safety			
Street Signs-Commodities	173.25		
Traffic Light Electricity	473.48	1,000.00	47.35%
<b>Total Traffic Controls and Safety</b>	<b>646.73</b>	<b>1,000.00</b>	<b>64.67%</b>
Snow Removal-Contractual	0.00	25,300.00	0.0%
Street Sweeping-Contractual	0.00	5,000.00	0.0%
<b>Total Roads, Bridges, &amp; Sidewalks</b>	<b>97,718.96</b>	<b>164,800.00</b>	<b>59.3%</b>
<b>Other Public Works</b>			
Contracts-Other Agencies			
IC Bus Service	19,138.50	33,000.00	58.0%
SEATS Service	4,925.62	8,290.00	59.42%
<b>Total Contracts-Other Agencies</b>	<b>24,064.12</b>	<b>41,290.00</b>	<b>58.28%</b>
<b>Total Other Public Works</b>	<b>24,064.12</b>	<b>41,290.00</b>	<b>58.28%</b>
<b>Sanitation</b>			
Contractual			
Trash/Recycling	12,169.50	20,862.00	58.33%
Leaf Bag pick up	0.00	1,200.00	0.0%
Leaf Vacuuming	10,000.00	10,000.00	100.0%
<b>Total Contractual</b>	<b>22,169.50</b>	<b>32,062.00</b>	<b>69.15%</b>
<b>Total Sanitation</b>	<b>22,169.50</b>	<b>32,062.00</b>	<b>69.15%</b>
<b>Total PUBLIC WORKS</b>	<b>143,952.58</b>	<b>238,152.00</b>	<b>60.45%</b>
<b>CULTURE &amp; RECREATION</b>			
Chautauqua Expenses	372.29		
Library	23,415.00	30,242.00	77.43%
Parks			
Park Expenses	545.76	750.00	72.77%
<b>Total Parks</b>	<b>545.76</b>	<b>750.00</b>	<b>72.77%</b>
<b>Total CULTURE &amp; RECREATION</b>	<b>24,333.05</b>	<b>30,992.00</b>	<b>78.51%</b>
<b>COMMUNITY &amp; ECONOMIC DEV.</b>			
Tree Trimming/Lawn Care	1,043.80	5,000.00	20.88%
<b>Total COMMUNITY &amp; ECONOMIC DEV.</b>	<b>1,043.80</b>	<b>5,000.00</b>	<b>20.88%</b>
<b>GENERAL GOVERNMENT</b>			
Mayor/Council Operations			
Salaries-Regular Part Time			
Council	2,000.00	4,000.00	50.0%
Mayor	983.50	1,967.00	50.0%
<b>Total Salaries-Regular Part Time</b>	<b>2,983.50</b>	<b>5,967.00</b>	<b>50.0%</b>

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Employee Benefits &amp; Costs</b>			
FICA	172.57	370.00	46.64%
Medicare	43.26	87.00	49.72%
Unemployment Compensation	2.79	5.00	55.8%
<b>Total Employee Benefits &amp; Costs</b>	<b>218.62</b>	<b>462.00</b>	<b>47.32%</b>
<b>Total Mayor/Council Operations</b>	<b>3,202.12</b>	<b>6,429.00</b>	<b>49.81%</b>
<b>Clerk/Treasurer &amp; Finance Admin</b>			
<b>Salaries-Regular Part Time</b>			
Clerk, Treasuer, Historian	4,988.75	9,000.00	55.43%
<b>Total Salaries-Regular Part Time</b>	<b>4,988.75</b>	<b>9,000.00</b>	<b>55.43%</b>
<b>Employee Benefits &amp; Costs</b>			
FICA	309.31	558.00	55.43%
Medicare	72.34	131.00	55.22%
IPERS	396.58	625.00	63.45%
Unemployment Compensation	5.10	10.00	51.0%
<b>Total Employee Benefits &amp; Costs</b>	<b>783.33</b>	<b>1,324.00</b>	<b>59.16%</b>
<b>Staff Development</b>			
<b>Dues &amp; Memberships</b>			
JCOG Assessment	929.00	918.00	101.2%
IA League of Cities	0.00	555.00	0.0%
Dues and Memberships	30.00	250.00	12.0%
<b>Total Dues &amp; Memberships</b>	<b>959.00</b>	<b>1,723.00</b>	<b>55.66%</b>
<b>Total Staff Development</b>	<b>959.00</b>	<b>1,723.00</b>	<b>55.66%</b>
<b>Contractual Services</b>			
Accounting Fees	1,480.00	2,000.00	74.0%
Bank/CCard Fees	30.92		
Printing/Copying	68.43	700.00	9.78%
Legal Publications	1,778.25	3,000.00	59.28%
Technology Services	174.65	300.00	58.22%
Payments to Other Agencies			
Notary Fees	60.00		
<b>Total Payments to Other Agencies</b>	<b>60.00</b>		
<b>Total Contractual Services</b>	<b>3,592.25</b>	<b>6,000.00</b>	<b>59.87%</b>
<b>Commodities</b>			
Minor Equipment/Supplies/Techno	504.24	700.00	72.03%
Office Supplies and Postage	828.44	500.00	165.69%
<b>Total Commodities</b>	<b>1,332.68</b>	<b>1,200.00</b>	<b>111.06%</b>
<b>Total Clerk/Treasurer &amp; Finance Admin</b>	<b>11,656.01</b>	<b>19,247.00</b>	<b>60.56%</b>

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Election Expenses</b>	0.00	1,750.00	0.0%
<b>Legal Services</b>	42,823.08	45,000.00	95.16%
<b>City Hall &amp; General Buildings</b>			
<b>Salaries-Regular Part Time</b>			
Facilities Assistant	0.00	1,248.00	0.0%
<b>Total Salaries-Regular Part Time</b>	0.00	1,248.00	0.0%
<b>Employee Benefits &amp; Costs</b>			
FICA	0.00	77.00	0.0%
Medicare	0.00	18.00	0.0%
IPERS	0.00	87.00	0.0%
<b>Total Employee Benefits &amp; Costs</b>	0.00	182.00	0.0%
<b>Repair/Maint/Utilities</b>			
Maintenance	219.81	1,000.00	21.98%
Utilities	583.37	1,500.00	38.89%
Telecommunications	942.76	1,600.00	58.92%
<b>Total Repair/Maint/Utilities</b>	1,745.94	4,100.00	42.58%
<b>Contractual</b>			
Rents & Leases	6,314.00	10,844.00	58.23%
<b>Total Contractual</b>	6,314.00	10,844.00	58.23%
<b>Commodities</b>			
Supplies	108.18	200.00	54.09%
<b>Total Commodities</b>	108.18	200.00	54.09%
<b>Total City Hall &amp; General Buildings</b>	8,168.12	16,574.00	49.28%
<b>Tort Liability Insurance</b>	0.00	6,800.00	0.0%
<b>Other Administrative Expenses</b>			
Refunds	1,500.00		
<b>Total Other Administrative Expenses</b>	1,500.00		
<b>Total GENERAL GOVERNMENT</b>	67,349.33	95,800.00	70.3%
<b>DEBT SERVICE</b>			
Interest	5,789.26	7,810.00	74.13%
Principal	21,031.57	25,000.00	84.13%
<b>Total DEBT SERVICE</b>	26,820.83	32,810.00	81.75%
<b>Total Expense</b>	881,556.69	1,137,842.00	77.48%
<b>Net Ordinary Income</b>	-11,605.89	178,070.00	-6.52%
<b>Other Income/Expense</b>			
Other Income			
<b>OTHER FINANCING SOURCES</b>			

	<b>Jul '10 - Jan 11</b>	<b>Budget</b>	<b>% of Budget</b>
Repay Sidewalk Project Loan Drw	0.00	-555,000.00	0.0%
Loan Draws for Sidewalk Project	150,000.00	356,500.00	42.08%
<b>Total OTHER FINANCING SOURCES</b>	<b>150,000.00</b>	<b>-198,500.00</b>	<b>-75.57%</b>
Transfers Out/Transfers In	0.00	0.00	0.0%
Sale of General Obligation Bond	0.00	150,000.00	0.0%
<b>Total Other Income</b>	<b>150,000.00</b>	<b>-48,500.00</b>	<b>-309.28%</b>
<b>Net Other Income</b>	<b>150,000.00</b>	<b>-48,500.00</b>	<b>-309.28%</b>
<b>Net Income</b>	<b>138,394.11</b>	<b>129,570.00</b>	<b>106.81%</b>

**RESOLUTION NO. 11-\_\_**

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND THE CITY CLERK TO ATTEST A REVISED AGREEMENT WITH JOHNSON COUNTY REFUSE FOR SNOW REMOVAL AND SANDING SERVICES**

WHEREAS, the City of University Heights previously entered into a contract with Johnson County Refuse for snow removal and sanding services; and

WHREAS, that contract failed to properly set forth the parties' agreement concerning the costs associated with the services provided; and

WHEREAS, the parties desire to execute a new contract that accurately sets for the costs associated with the services provided,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, IOWA,** that the attached contract with Johnson County Refuse for Snow Removal and Sanding Services is hereby approved, and the Mayor is hereby authorized to execute and the City Clerk to attest the contract on behalf of the City of University Heights.

Upon motion by \_\_\_\_\_, and seconded by \_\_\_\_\_, the vote was as follows:

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Hopson	_____	_____	_____
Laverman	_____	_____	_____
McGrath	_____	_____	_____
Yeggy	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 8th day of February, 2011.

\_\_\_\_\_  
Louise From, Mayor  
City of University Heights

ATTEST:

\_\_\_\_\_  
Christine M. Anderson, City Clerk

Mark A. Vitosh  
District Forester, Iowa Department of Natural Resources  
Forestry Bureau, 4265 Oak-Crest Hill Road SE  
Iowa City, IA 52246-5881, 319-351-8886  
Mark.Vitosh@dnr.iowa.gov

RECEIVED

JUL 14 2010

SHIVE-HATTERY  
IOWA CITY

7/13/2010

C/O Josiah Bilskemper  
Shive Hattery Architecture-Engineering  
2834 Northridge Drive  
Iowa City, IA 52245

Dear Josiah:

At your request on 6/25/2010 I walked Olive Court in University Heights and evaluated all of the community trees on that street that were in the green space between the road and the sidewalk. During my visit I observed 16 trees, and below are my comments for each tree that was observed:

- To simplify the observations the street was divided into an east and west side. The trees on the west side of the street were numbered from 1 to 10 with the # 1 tree being on the south end of the street and #10 being close to Melrose. On the east side there are 6 trees and # 1 starts on the south end of the street and #6 near Melrose.

### East Side Trees

1. **White Pine:** This tree is ~17 inches in diameter (Measured at (DBH) Diameter at Breast Height- 4.5 feet from the ground). The condition of this tree is good.
2. **Green Ash:** This tree is 22 inches in diameter. This tree is in fair condition because the crown (leaf canopy) is thin looking and there is some light branch dieback.
3. **Norway Maple:** This tree is 23 inches in diameter. The canopy on this tree is generally healthy looking, but this tree has very poor trunk/branch structure (see below) which makes these large branches more susceptible to breakage in the right weather conditions (i.e. wind, ice). I would define this tree as a “**Tree of Concern**”, which means this tree or a major portion of it has a good chance to fail in the right weather conditions and because of its location it could land on a potential adjacent target (i.e. road, sidewalk, or house). Basically this tree is a potential hazard. **This tree needs a closer inspection to see if the poor branch structure is a significant concern.**



**3E with poor trunk structure**

4. **Sugar Maple:** This tree is 22 inches in diameter. The overall crown (leaf canopy) of this tree looks good in general, but this tree can only be rated as fair due to some questionable branch structure within the canopy of the tree. **This tree needs a closer inspection to see if the poor branch structure is a significant concern.**
5. **Silver Maple:** This tree is 25 inches in diameter. There is some light branch dieback in the crown. **There are two significantly sized dead stubs in this tree and the one over the sidewalk should be removed immediately to eliminate the hazard.** This tree also has a hole in the trunk about 10 feet from the ground that indicates some internal decay which could make this tree susceptible to failure in the right weather conditions. This is a **Tree of Concern**. **This tree needs a closer inspection to see if the decay in the trunk is a significant concern.**



**Hole in trunk indicating internal decay**

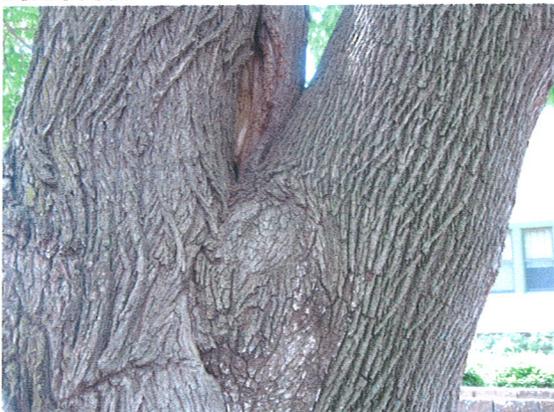


**Dead branch over sidewalk**

6. **Silver Maple:** This tree is 40 inches in diameter. Within the crown of this tree there are multiple stems, and this tree has been rated fair due to some potential weak connections between these multiple stems. **This tree needs a closer inspection to see if the poor branch structure is a significant concern.**

### West Side Trees

- 1) **Norway Maple:** This is a 26 inch diameter tree. This tree has poor structure and some decay in parts of the trunk which make it a **Tree of Concern**. **This tree should be removed.**



**Poor structure and trunk decay**

- 2) **Green Ash:** This tree is 23 inches in diameter. The crown on this tree is thin and at this point the condition of this tree is fair.

**3) Silver Maple:** This tree is 39 inches in diameter. This is a very large tree with poor branch structure and weak connections that could fail in the right weather conditions. **This tree needs a closer inspection to see if the poor branch structure is a significant concern. This is a Tree of Concern.**

**4) Green Ash:** This tree is 22 inches in diameter. The crown on this tree is thinning and at this point the condition of this tree is fair.

**5) Sugar Maple:** This tree is 19 inches in diameter. This tree is rated fair to poor because the crown is thinning and in the upper portion of the trunk there is some significant decay. **This tree needs a closer inspection to see if the decay in the stem is a significant concern.**



**Area of decay in upper stem**

**6) Crabapple:** This tree is 7 inches in diameter. This tree has been given a fair condition because as of 6/25 this tree was already dropping leaves in response to a disease called apple scab. This variety of crabapple is susceptible to this disease and is most likely impacted to some degree in most years. In wet years like 2010 this disease can cause significant defoliation by the end of the summer. In general this disease will not kill the trees, but it does make them unsightly through portions of the growing season.

**7) Crabapple:** This tree is 4 inches in diameter. This tree has been given a fair condition because as of 6/25 this tree was already dropping leaves in response to a disease called apple scab just like tree #6. This tree has trunk damage caused by a lawnmower.

**8) Crabapple:** This tree is 6 inches in diameter. This tree has been given a fair condition because as of 6/25 this tree was already dropping leaves in response to a disease called apple scab just like tree #6 and 7.

**9) Norway Maple:** This tree is 26 inches in diameter. This tree has poor structure and some decay in parts of the trunk which make it a **Tree of Concern. This tree should be removed.**



**Poor and bad union (weak)**

**#9**

**Trunk decay**

**10) Norway Maple:** This tree is 24 inches in diameter and is rated in good condition at this point.

In summary overall the health of many of the trees along this street is not very good. Only 2 trees out of 16 were rated in good condition, 9 got a rating of fair and most of these trees are showing some signs of decline, and 5 are **Trees of Concern** meaning they could potentially be hazardous to the surrounding area if the tree or a tree part failed. Two of these **Trees of Concern (1W & 9W)** need to be removed now because they are potentially hazardous, and some dead branches from tree **5E** should also be removed now because they are hanging over the street and sidewalk. In total there are 8 of the 16 trees that are **Trees of Concern** or have to be closely inspected because there have potential problems that will make them a **Tree of Concern**.

This may seem drastic at this point, but if the street is going to be improved in the next year or two I would not go to extra effort in the design and actual implementation process to protect any of these trees. Instead I would remove the immediate hazardous trees now, and get the others that have potential concerns inspected as soon as possible to see if they are safe. I would leave the remaining trees until the road construction starts, and then remove them all. During the design process I would design a new road that will allow 6 to 8 feet of green space between the street and the sidewalk where new trees can be planted. The bottom line is that I feel that the majority (14 out of 16) of the trees on this street are in declining health due to either poor form and branch structure and/or general stress related to a confined growing space between the street and the sidewalk. For that reason I do not feel that it is economically efficient to try to design the new Olive Court Road in a way to protect the existing trees.

I hope this information is helpful, and if you have any questions please give me a call.

Sincerely,

  
Mark A. Vitosh

District Forester IADNR and ISA Certified Arborist MW-0280A