

7:00pm PUBLIC HEARING on Proposed Ord. 181

AGENDA

City of University Heights, Iowa City Council Meeting

Tuesday, April 12, 2011

Horn School Media Center

7:00 – 10:00 P.M.

Meeting called by Mayor Louise From

Time		Topic	Owner
7:00	Call to Order Meeting	Roll Call Approval of Minutes March 8, 2011	Louise From
	Call to Order Public Hearing	Public Hearing on proposed Ordinance no. 181, amending the zoning ordinance to require that a developer submitting a Multiple-Family Commercial PUD application must be the owner of the property identified in the application	
	Close Public Hearing		
	Return to Regular Meeting	Formal discussion of Ordinance No. 181	City council
8:00		Presentation of Maxwell site plan**	Kevin Monson
	Public Input	Public Comments	
9:00		Consideration of retaining a consultant to review the City's budget/finances as well as provide city financial advice.	Patrick Campbell & Michael Mesch – from Terry, Lockridge & Dunn firm. Tim Oswald - from Piper Jaffray firm
	<u>Administration</u>		
	Mayor	Mayor's Report	Louise From
	City Attorney	Legal Report Consideration of motion to approve agreement for Maxwell Construction to reimburse city for professional fees, including legal and engineering fee, related to consideration of tax increment financing(TIF) and Multiple-Family Commercial Panned Unit Development	Steve Ballard

Time	Topic	Owner
	Application.	
	City Clerk Report	Chris Anderson
	<u>Committee Reports:</u>	
	<u>Finance</u>	Brennan McGrath Lori Kimura
	<u>Community Protection</u>	R. Hopson/M.Haverkamp
	Police Chief report	Ron Fort
	<u>Streets and Sidewalks</u>	Pat Yeggy
	Engineer Report	Josiah Bilskemper
	<u>Building, Zoning & Sanitation</u>	Stan Laverman Pat Bauer
	<u>e-Government</u>	Mike Haverkamp
	<u>MPO-JC (Metropolitan Planning Organization of Johnson Co.) - formerly known as JCCOG</u>	Louise From
	Announcements	Anyone
10:00	Adjournment	Louise From

Next Regular Council Meeting: Tuesday, May 10, 2011.

****The Maxwell site plan will be presented at this April 12 city council meeting for the first time-
- no early presentation has been made to council members or the mayor.**

Jeff Maxwell and I spoke and he said he will not be ready with the complete PUD application until later in April, but he would like to present the site plan at the April 12 council meeting. Mr. Maxwell offered to present the site plan to the individual council members, and me, before the meeting, but I want the presentation to the council and mayor to be in the presence of the public. We will then all have time to digest the site plan before the PUD application comes in later in April. When the PUD application arrives at Steve Ballard's office, it will be circulated to council and posted on the city website. The process of gathering public input before the May 10th meeting could also begin. -Louise From

ORDINANCE NO. 180

AN ORDINANCE AMENDING ORDINANCE NO. 79 (ZONING) TO REQUIRE
THAT A DEVELOPER OWN THE REAL PROPERTY IDENTIFIED IN A
MULTIPLE-FAMILY COMMERCIAL PUD APPLICATION

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS,
JOHNSON COUNTY, IOWA:

(Deletions shown by ~~strike-through~~; additions by underline.)

- F. Property in a Multiple-Family Commercial zone shall be used for the following purposes only:
1. All uses which are allowed in an R-1 Single-Family Residential Zone, subject to the height restrictions, yard regulations, lot regulations, and off-street parking regulations specified for the R-1 Single-Family Residential Zone in Sections 7, 8, 9, and 10 of this Ordinance.
 2. As provided in or limited by the Development Agreement between the City of University Heights and the Developer pursuant to the Multiple-Family Commercial Planned Unit Development (PUD) regulations and requirements set forth in Section 13 of this Ordinance.
 - a. When development occurs pursuant to a Multiple-Family Commercial PUD, the provisions of this Ordinance regarding height restrictions, yard regulations, lot regulations, and off-street parking regulations (Sections 7, 8, 9, and 10) are superseded by the provisions of Section 13 and the Development Agreement between the City and Developer.
 - b. When development occurs pursuant to a Multiple-Family Commercial PUD, the following uses of the commercial space portion of the PUD are permitted:
 1. Professional offices.
 2. Bakeries.
 3. Drug Stores.
 4. Grocery Stores.
 5. Barber shops or beauty shops.
 6. Catering Businesses.
 7. Restaurants, tea rooms, cafés, coffee shops, or similar establishments but not including bars, saloons, taverns, or drinking establishments.

8. Retail shops but not including liquor stores.
9. Art galleries.
10. Personal fitness centers.
11. Such other and further uses as provided in or limited by the Development Agreement between the City of University Heights and the Developer pursuant to the Multiple-Family Commercial Planned Unit Development (PUD) regulations and requirements set forth in Section 13 of this Ordinance.

Section 13. Multiple-Family Commercial PUD.

- A. Intention. The Multiple-Family Commercial PUD regulations and requirements are intended to accommodate projects for which the specific architectural design and site layout of individual buildings and elements shall be subject to approval by the University Heights City Council. Development may occur provided that it is consistent with the overall design and development elements reviewed and approved by the University Heights City Council, all as provided in this Ordinance.
- B. Development Regulations and Restrictions. Property may be developed as a Multiple-Family Commercial PUD Zone pursuant to the following regulations and restrictions:
 1. No more than two (2) buildings may be constructed with combined footprints of no more than forty-five thousand (45,000) square feet.
 2. No more than eighty (80) dwelling units may be constructed.
 3. No more than twenty thousand (20,000) square feet of commercial space may be constructed.
 4. No more than one person not a member of the family as defined in Section 3 of this Ordinance may occupy each dwelling unit as part of the individual housekeeping unit.
 5. The front building of the development (closest to Melrose Avenue) shall not exceed thirty-eight (38) feet in height, and the rear building shall not exceed seventy-six (76) feet in height. "Height" is defined in Section 7 of this Ordinance.
 6. A minimum of one hundred eighty-five (185) off-street parking spaces, of which no more than fifty-five (55) may be above ground, shall be provided for commercial and residential uses. "Parking space" is defined in Section 10 of this Ordinance.
 7. The eaves or building projections, including screened porches or walls, of the front building shall not be less than thirty three (33) feet from the lot line along Melrose Avenue; the eaves or building projections, including screened porches or walls, of

any other building or portion thereof shall not be less than twenty (20) feet from any lot line.

8. The University Heights City Council may impose additional reasonable conditions as it deems necessary to ensure that the development is compatible with adjacent land uses, will not overburden public services and facilities, and will not be detrimental to public health, safety, and welfare.

C. Procedure.

1. Any person or entity proposing development as a Multiple-Family Commercial PUD shall submit fifteen (15) copies of a Multiple-Family Commercial PUD Plan Application setting forth all the information specified in Section 13(D) of this Ordinance.
2. The University Heights City Council shall hold a public hearing regarding such Plan Application; provided, however, that the proposed developer must own the real property identified in the Plan Application before the University Heights City Council will hold a public hearing and otherwise consider the Plan Application. The public hearing may occur as part of any regularly scheduled or special Council meeting.
3. The University Heights City Council in its sole discretion may approve, deny, or approve on condition any such Plan Application or any part thereof.
4. No building permit shall issue for development of any property pursuant to a Multiple-Family Commercial PUD until the University Heights City Council has approved a Plan Application pursuant to Section 13(D) and the Council and Developer have executed a Development Agreement pursuant to Section 13(E) of this Ordinance.
5. Once approved, a Plan Application may be modified by written instrument approved by the University Heights City Council and by the Developer.
6. Once approved, a Development Agreement may be modified by written instrument approved by the University Heights City Council and by the Developer.

D. Multiple-Family Commercial PUD Plan Application Requirements. A Multiple-Family Commercial PUD Plan Application must set forth or otherwise include all of the following:

1. Location, size, and legal description of the site.
2. Location and area of land uses.
3. Detailed site plan showing all existing or proposed easements.
4. Front, side, and rear yard setbacks.
5. Existing topography at two-foot intervals.
6. Grading plan at one-foot contours.

7. Location and description of major site features, including tree masses, drainageways, wetlands, and soils.
 8. Erosion control plan.
 9. Proposed type or types of development, e.g., commercial, multiple-family dwelling, etc.
 10. Location and size of buildings or building footprints.
 11. Design elevations showing all sides of every building, roofline, and perimeter fences.
 12. Description of materials for all exterior building surfaces and perimeter fences.
 13. Vertical and horizontal dimensions of the exterior of all buildings and perimeter fences.
 14. Maximum height of proposed structures and perimeter fences.
 15. Floor plans showing square footage of each commercial and each dwelling unit.
 16. Location of existing and proposed utilities, sanitary sewers, storm water facilities, and water, gas, and electrical distribution systems.
 17. Preliminary Plat, if applicable.
 18. Final Plat, if applicable.
 19. Deed restrictions, covenants, agreements, association bylaws and/or other documents controlling the use of the property and controlling the type of construction or development activities of future residents.
 20. All other information reasonably required by the University Heights City Council or its designees to explain or illustrate the Plan Application.
- E. Development Agreement. The Multiple-Family Commercial PUD Plan shall also include a Development Agreement establishing development requirements and addressing certain other items, including the following:
1. Design standards applicable to the project.
 2. Development covenants, easements, and restrictions, including a prohibition on further subdivision of the property developed pursuant to the Multiple-Family Commercial PUD. Restrictions may also include the types of businesses and hours of operation of businesses located in the commercial space portion of the Multiple-Family Commercial PUD and whether and on what conditions some or all dwelling units may be leased.
 3. Site improvements, including sidewalks, that will be constructed following approval of the Site Development Plan.

4. Timing of commencement and completion of construction of buildings and improvements pursuant to the Multiple-Family Commercial PUD Plan.
5. Payment by the Developer of the costs and fees, including engineering, legal, administrative, publication and recording fees, incurred by the City of University Heights in considering the PUD Plan.

PART IV. EFFECTIVE DATE.

This Ordinance shall become effective upon its passage and publication as provided by law.

Adopted by the University Heights City Council on this _____ day of _____, 2010, and approved this _____ day of _____, 2011.

Louise From, Mayor

ATTEST:
(SEAL)

Christine Anderson, City Clerk

STATE OF IOWA)
) SS:
COUNTY OF JOHNSON)

On the ____ day of _____, 2011, before me, a notary public in and for the state of Iowa, personally appeared Louise From, Mayor, and Christine Anderson, Clerk of the City of University Heights, to me personally known, and who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of University Heights, Iowa; that the seal affixed to this instrument is the corporate seal of the City; and that said instrument was acknowledged and sealed on behalf of the City, and that Louise From and Christine Anderson acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of the City, by it and by them voluntarily executed.

Notary Public in and for the
State of Iowa

STATE OF IOWA)
) SS:
COUNTY OF JOHNSON)

I, Christine Anderson, being first duly sworn, certify that the above ordinance was published in the Iowa City Press-Citizen the ____ day of _____, 2011.

Christine Anderson

Signed and sworn to before me on the ____ day of _____, 2011, by
Christine Anderson, Clerk of the City of University Heights.

Notary Public in and for the
State of Iowa

Steve/UH/UHOrdinances/Proposed Ordinance 181 amending 079 Zoning 032211

Mayor' Report- April 2011

**The Maxwell site plan will be presented at this April 12 city council meeting for the first time-
- no early presentation has been made to council members or the mayor.**

Jeff Maxwell and I spoke and he said he will not be ready with the complete PUD application until later in April, but he would like to present the site plan at the April 12 council meeting. Mr. Maxwell offered to present the site plan to the individual council members, and me, before the meeting, but I want the presentation to the council and mayor to be in the presence of the public. We then all have time to digest the site plan before the PUD application comes in later in April. When the PUD application arrives at Steve Ballard's office, it will be circulated to council and posted on the city website. The process of gathering public input before the May 10th meeting could also begin. -Louise From

March 9th – Attended the University Heights Board of Adjustment meeting. The Board approved the building variance request for 60 Marietta.

March 15th -Attended MPO-JC (formally JCCOG) TTAC-Technical Transportation Advisory Committee Meeting.

March 21st – Met with Dave Stannard, Coralville Fire chief and included Pat Yeggy to discuss a January University Heights fire call to 911 that was discussed at the March 8th city council meeting. We asked him to also follow up his report with Rosanne Hopson, new chair of Community Protection committee and/or Mike Haverkamp.

March 30th - Attended MPO-JC (formally JCCOG) Urbanized Area Policy Board Meeting

March 30th- Attended EMA- Emergency Management Meeting. I will be serving on a sub-committee to evaluate the director.

Chris O'Brien, Director of Transportation Services-City of Iowa City will be attending the May 10th city council meeting. Chris would like to obtain info from council about what questions, concerns they want addressed in discussing the University Heights transit budget. He will follow up at a future council meeting.

SAVE THE DATE: The 6th Annual University Heights Chautauqua date has been set for Sunday afternoon- **August 28th, 2011.** Mike Haverkamp will coordinate the music and Pat Yeggy will plan the Baking Contest. Paul Moore and Harold Plate have also volunteered. More volunteers are needed. Please contact me if you would like to volunteer.

April '11 – City Attorney's Report

1. **Requiring Ownership of Property Before Considering PUD.** A public hearing on proposed Ordinance No. 181 will precede the regular Council meeting. That ordinance, copy attached, would require the proposed developer in a Multiple-Family Commercial PUD to be the owner of the property in question before the council would consider the PUD application. I drafted this ordinance after asking for direction at the March 8, 2011, meeting.

- After receiving input from the public hearing, the Council will need to decide whether it desires to consider this ordinance and, if so, in what manner.
- If the Council desires to consider the ordinance, I think initially the Council should decide whether it wishes to refer the ordinance to the Zoning Commission for consideration and report.
- If the Council does not intend to refer the ordinance to the Zoning Commission, I would suggest that the Council solicit any desired input/reports from City staff.
- The Council will also need to provide direction on circulating the proposed ordinance to citizens. Does the Council desire that a copy of the ordinance be sent to each household in the City? Only to those within a certain distance from the property that would be the subject of the PUD application? Some other list?
- The Council also will need to provide further direction in terms of its intentions in the event that some (but not all) of the property involved in a proposed PUD is owned by the proposed developer. My understanding is that Jeff Maxwell (or Maxwell Construction, L.C.) owns the lot to the east of the property owned by St. Andrew Presbyterian Church. Does that qualify Mr. Maxwell as “the owner” of the PUD property? Does he have to own all of the property? A majority of it? Some further detail will be necessary and the draft ordinance amended, if needed, to express the Council’s intentions. On the other hand, if the Council decides to refer this proposal to the Zoning Commission, perhaps the Council would want to have the Commission’s position on these questions.

2. **PUD Submittal and St. Andrew Approval.**

- Mr. Maxwell’s lawyer, Tom Gelman, informed me last week that Mr. Maxwell intends to submit his PUD application on or about April 22. Upon receipt, I will circulate the application for posting on the City website, for review by the Mayor and Council, and to City staff for their review and reports, as discussed at the March 8 meeting. Thereafter, the Council will have a variety of decisions to make in terms of how it desires to go about considering the application, as outlined in the memorandum from MPO-JC and me. An additional copy of that report (revised slightly to include the suggestion that Council work sessions might be a tool for

the Council to consider) is attached; the only change from the prior memo is at VIII(d)(iv), which specifically mentions Council work sessions.

3. **PUD Site Plan**. My understanding is that the site plan for Mr. Maxwell's proposed PUD application will be presented at tomorrow's meeting. The Council should direct staff whether to review and report on the site plan as presented or wait until the entire PUD application has been filed.
4. **Consideration of Agreement to Reimburse Fees**. The Council approved an agreement with Jeff Maxwell for the reimbursement of the City's professional and clerical fees at its meeting March 1, 2011. Through his lawyer, Mr. Maxwell had agreed to the terms of this agreement, but the Council added an additional term at that meeting – that he would reimburse the City for financial consulting fees. Mr. Maxwell approves of this addition, and his lawyer has requested that some additional language be added to the agreement. I have reviewed the requested changes and have no objection to them. Because the agreement is changed from the prior agreement approved by the Council, the revised agreement will be before the Council for consideration. A redlined version and a clean version of the proposed agreements are attached.
5. **Board of Adjustment Action – 60 Marietta Avenue**. At its meeting March 9, 2011, the University Heights Board of Adjustment approved the request of Dorothy Maher for a variance at 60 Marietta Avenue. The variance permits the garage portion of Mr. Maher's proposed home to have a minimum front yard (i.e., a setback) of 15 feet instead of the 25 feet specified in the Zoning Ordinance.

AGREEMENT TO PAY PROFESSIONAL AND CLERICAL FEES

WHEREAS, Jeff Maxwell and/or an entity he controls ("Maxwell") intends to submit a Multiple-Family Commercial Planned Unit Development (PUD) Application that will require evaluation and consideration by the City of University Heights (City); and

WHEREAS, Maxwell also intends to propose that the City participate in the financing of the proposed development by way of tax increment financing (TIF); and

WHEREAS, City has and will reasonably incur fees and expenses for professional and clerical assistance (including, without limitation, reasonable fees and expenses for engineering, legal, financial consulting, and clerk services) on an hourly basis, as those services have and will be rendered relating to Maxwell's PUD Application process and proposed TIF arrangement; and

WHEREAS, the City requests that those submitting PUD applications and those proposing TIF arrangements agree to reimburse the City for the cost of reasonable professional and clerical fees and expenses reasonably incurred by the City in connection with its evaluation and consideration of such applications and proposals; and

WHEREAS, the University Heights City Attorney, Steven E. Ballard of Leff Law Firm, LLP, and the municipal finance lawyer hired by the City regarding the TIF proposal, John Danos of Dorsey & Whitney, LLP, have previously indicated and hereby do again indicate that Maxwell's agreement to reimburse the City for legal fees and expenses has not, does not, and will not interfere with those lawyers' independent professional judgment on behalf of the City; and

WHEREAS, the University Heights City Engineer and has previously indicated and hereby does again indicate that Maxwell's agreement to

reimburse the City for engineering fees and expenses has not, does not, and will not interfere with the City Engineer's independent professional judgment on behalf of the City; and

WHEREAS, as a consequence of its agreement to reimburse the City for the cost of these professional and clerical fees and expenses, Maxwell shall not direct or regulate the professional judgment of the City's legal counsel, City Engineer, or other of the City's consultants or clerks; and

WHEREAS, all of the professional and ethical duties of the City's counsel, City Engineer, and other of the City's consultants and clerks including duties of diligence, loyalty, confidentiality, run exclusively to the City and not to Maxwell or any other person or entity; and

WHEREAS, Maxwell agrees to reimburse the City for reasonable fees and expenses reasonably incurred by the City for professional and clerical assistance (including, without limitation, fees and expenses for engineering, legal, financial consulting, and clerk services) related to the PUD application and proposed TIF arrangement of Maxwell; and

WHEREAS, the City consents to such reimbursement of reasonable fees and expenses reasonably incurred by the City for professional and clerical assistance (including, without limitation, fees and expenses for engineering, legal, financial consulting, and clerk services), related to the PUD application and proposed TIF arrangement of Maxwell.

NOW, THEREFORE, IN CONSIDERATION OF THE CONDITIONS, DISCLOSURES, and CIRCUMSTANCES OUTLINED ABOVE, Maxwell hereby agrees to reimburse the City for the City's reasonable professional fees and expenses (including without limitation reasonable fees and expenses for engineering, legal, financial consulting, and clerk services) within thirty (30) days after receipt of the billing presented to and paid by the City. Such fees and expenses shall relate only to Maxwell's PUD application and proposed TIF arrangement

of Maxwell concerning the proposed redevelopment of the present St. Andrew Presbyterian Church property, and property to the east, in University Heights. Such expenses and fees may relate to services occurring before actual submission of the PUD application and/or proposed TIF arrangement, and before the execution of this Agreement.

DATED this _____ day of April, 2011.

CITY OF UNIVERSITY HEIGHTS, IOWA

MAXWELL

By: _____
Louise From, Mayor

Jeffrey L. Maxwell

ATTEST: _____
Christine Anderson, City Clerk

jan/seb/uheights/maxwell development agrmt fees 030111

OWNER'S CONSENT TO PURCHASER'S SUBMITTAL OF PUD APPLICATION

OWNER/SELLER: St. Andrew Presbyterian Church

PURCHASER: Jeffrey L. Maxwell

MUNICIPALITY: University Heights, Iowa (City)

TO: The Mayor and City Council of University Heights, Iowa

RE: Multi-Family Commercial PUD Plan Application and Development Plan of Jeffrey L. Maxwell

The Undersigned authorized representatives of St. Andrew Presbyterian Church (the "Church") hereby acknowledge that the Church has entered into a contract with Jeffrey L. Maxwell that provides for his potential purchase of all of the Church's real estate at 1300 Melrose Avenue, University Heights, Iowa. The Church has previously consented to Jeffrey L. Maxwell's application to rezone such property, and adjacent real estate, to "Multiple-Family Commercial Zone and to Permit Development under a Multiple-Family PUD" (Ordinance No. 180).

In this Owner's Consent document the Church does further hereby give its continuing consent for Jeffrey L. Maxwell to submit to the City, for 1300 Melrose Avenue and his adjacent real estate, a Multi-Family Commercial PUD Plan Application together with such other materials, applications and requests as may be related to such PUD Plan Application and the project described therein. In giving this consent, it is not the Church's intent to take a position either for or against the application or the proposed project, but rather to clarify that the Church, as the current owner, has no objection to Mr. Maxwell submitting a PUD Plan Application and other materials, applications and requests for at such time or times as Mr. Maxwell may determine are appropriate in relation to his potential acquisition of the 1300 Melrose Avenue real estate.

Nothing in this document is intended to shift any of the expenses associated with the PUD Application from the Developer to the current owner. Nothing in this document is intended to modify or waive any provision of the agreements that the Church has with Mr. Maxwell.

St. Andrew Presbyterian Church
By its Authorized Representatives


_____, title

Date: 4/5/11

_____, title

Date: _____

MEMORANDUM

TO: Mayor and Council,
City of University Heights

FROM: John Yapp, Kent Ralston,
and Steve Ballard

Date: March 4, 2011

Re: Suggested Procedures for Considering PUD Application

I. Introduction

- a. The City anticipates receiving a PUD application from Maxwell Development concerning the St. Andrew Presbyterian Property.
- b. This memorandum outlines procedures the City may wish to discuss and follow to foster the orderly consideration of the application in an open and transparent manner.
- c. Some of the suggestions here are ministerial (for example, making copies and posting online); others will require Council consideration and determination.

II. PUD Application is Submitted

- a. Copies transmitted to Mayor, Council, and Staff
- b. Application posted on City website
- c. Copies of application available for review at City Office and MPOJC (f/k/a/ JCCOG)

III. Public Comment Invited

- a. Public invited on website and at City Office to submit comment on PUD application
 - i. Invite comments in writing and by email/electronically
 - ii. Comments submitted to City Clerk who will make them part of City's file and forward them to Mayor, Council, and Staff, and make them available for public review
- b. 'Deadline' identified for comments to be submitted so they may be summarized and presented to Council before meeting
- c. MPOJC summarizes public comments for Council

IV. Staff Review of PUD Application

- a. Application is submitted to the following City Staff for review and report
 - i. MPOJC – John Yapp and Kent Ralston
 - ii. City Engineer - Josiah Bilskemper
 - iii. City Attorney – Steve Ballard

- iv. University Heights Police Department – Chief Ron Fort
- v. Coralville Volunteer Fire Department – Chief Dave Stannard
- vi. Housing Inspector – Norm Cate
- vii. Building Official – Terry Goerd
- viii. Public Utilities
 - 1. MidAmerican Energy
 - 2. City of Iowa City (sewer and water)
- b. Review estimated to take at least 2 weeks
- c. Obtain reports from City Staff before Council consideration of application

V. Schedule Public Hearing on PUD Application

- a. Zoning Ordinance requires public hearing (which may occur at regular or special meeting)
- b. Hearing scheduled out far enough to permit City Staff review and reports to be completed
- c. Council may wish to have filing of application automatically trigger scheduling of public hearing (for example, “public hearing will be held 3 weeks from date of filing”)

VI. Public Hearing

- a. Maxwell Development presents PUD Application
- b. City Staff (MPOJC, City Engineer, City Attorney) provide comment
- c. MPOJC presents summary of written comments
- d. Citizen comments invited from public
- e. Dialogue between Council and Maxwell Development

VII. PUD Application – Evaluation Points

- a. The Zoning Ordinance specifies the contents of the PUD Application in considerable detail, and it also contemplates that many items will be discussed and agreements reached with Maxwell Construction
- b. Some of the many considerations the Council will review include these:
 - i. Landscaping and major site features such as streetscaping, including trees
 - ii. Erosion control plan
 - iii. Location and size of building footprints
 - iv. Exterior building materials
 - v. Floor plans of dwelling units
 - vi. Development Agreement, discussion of which will include these items:
 - 1. Design standards
 - 2. Restrictive covenants and related documents addressing use of the property, including leasing restrictions, and types of businesses permitted and hours of operation
 - 3. Site improvements
 - 4. Timing of commencement and completion of construction

- c. These lists are not exclusive; there will probably be other many other items of discussion

VIII. Council Action after Public Hearing

- a. Zoning Ordinance permits Council to approve, deny, or approve on condition
- b. Council schedules further meeting based upon public hearing and Council and City Staff review of application – Council directs staff on issues to consider/address
- c. Maxwell Development will work with City Staff concerning technical issues raised at public hearing at Council’s direction
- d. Depending upon what issues are being addressed, further consideration of PUD Application may take one or more of these forms:
 - i. City Staff meetings with Maxwell Development, with reports from those meetings to Council
 - ii. Review/discussion by Council Committee or Council/Citizen Committee, with minutes kept of any meetings
 - iii. Council meetings (regular or special)
 - iv. Council work sessions
- e. Throughout the meeting process, Council will direct staff concerning remaining items Council wishes to address regarding any part of the application
- f. Process of discussions with Maxwell Development, reports to Council from City Staff, etc., will continue until Council is ready to vote on PUD Application
 - i. Multiple iterations of application are anticipated based upon Council direction
 - ii. The Zoning Ordinance establishes no time limit for Council’s consideration
- g. Council votes on PUD Application; Zoning Ordinance requires only one vote
- h. Depending upon the issues Council desires to address with Maxwell Development, time for consideration after Public Hearing is loosely estimated to take 2 weeks to 2 months

IX. TIF

- a. Assuming TIF proposal is submitted, consideration of TIF will be integrated into this review process
- b. Review and discussion of PUD Application and TIF may occur simultaneously, but at times more focus of particular meetings and Staff Review may be on one or the other, depending upon Council direction
- c. The timeline for considering TIF is subject to Iowa Code restrictions and could include consideration and adoption of Urban Renewal Area, an ordinance establishing a TIF district, and a TIF agreement

**City Clerk Report
April 11, 2011**

- **No new building permits since the last meeting.**
- **Son of the owner of 306 Highland lives in Walnut Ridge. Delivered a rental permit to the property. Grandson of the owner was home and gave him the rental permit and left message for the owner's son.**
- **Two new rental permits received since last meeting:**

**1149 Melrose Avenue
1257 Melrose Avenue**

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

Rental Properties inspected:

Properties inspected in March:

1236 Melrose Avenue
1007 Melrose Avenue
1009 Melrose Avenue
16 Olive Court
23 Olive Court
24 Olive Court
59.5 Olive Court

Properties re-inspected in March to insure compliance:

1149 Melrose Avenue
1202 Melrose Avenue
1218 Melrose Avenue
1231 Melrose Avenue

Treasurer's Report

March 2011

Our total revenue for the month of March was \$40,931.30 comprised of the following amounts:

Property Taxes	\$ 14,940.37
Local Option Sales Tax	\$ 9,631.07
Parking fines	\$ 210.00
Traffic Fines from Clerk of Court	\$ 5,268.31
Interest on bank accounts	\$ 176.06
Road Use Funds	\$ 9,615.49
Rental permits	\$ 300.00
Police Reports	\$ 120.00
Sale of property (handguns)	\$ 620.00
Application fee for variance	\$ 50.00

Balances in the bank accounts as of 3/31/2011:

MidwestOne Checking Account	\$137,776.86
Hills Bank Money Market Account	\$ 23,465.21
CD at UICCU (due 2/28/14)	\$ 40,381.50
Forfeiture Fund	\$ 2,287.77

At the time of the March meeting I hadn't received a bank statement from the UICCU for the cd. There was \$160.95 in interest earned in February.

Steve Kuhl will be working on amending the current budget. I'll drop off a copy of Quick Books to him next week. It will need to be published in time for approval at the May meeting.

Warrants for Council Approval

04/11/2011

March 9 through April 12, 2011

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Mar 9 - Apr 12, 11			
03/11/2011	City of Iowa City	City Hall water/sewer automatic payment	-14.26
03/15/2011	Fort, Matthew A		-1,265.47
03/15/2011	Fort, Ronald R		-1,106.04
03/15/2011	Lord, Benjamin M		-614.02
03/15/2011	Reinhard, Brad		-1,181.01
03/15/2011	Strong, Donald K.		-1,386.62
03/15/2011	Johnson County Auditor	January special election costs	-1,537.75
03/15/2011	City of Iowa City	deposit for spring street sweeping	-500.00
03/20/2011	McLeod USA/PAETEC	automatic phone service payment	-135.00
03/28/2011	MidAmerican Energy	1301 Melrose stop light	-31.79
03/28/2011	MidAmerican Energy	1011 Melrose stop light	-30.26
03/28/2011	MidAmerican Energy	City Hall electricity	-79.42
03/29/2011	MidAmerican Energy	street lights	-613.64
03/30/2011	Anderson, Christine M.		-274.48
03/30/2011	Fort, Matthew A		-1,366.41
03/30/2011	Fort, Ronald R		-1,323.63
03/30/2011	Kimura, Lori D.		-307.17
03/30/2011	Lord, Benjamin M		-814.85
03/30/2011	Reinhard, Brad		-1,604.92
03/30/2011	Strong, Donald K.		-1,155.03
03/31/2011	From, Louise A.		-463.97
03/31/2011	Haverkamp, Michael J		-179.70
03/31/2011	Hopson, Rosanne C		-188.70
03/31/2011	Laverman, Stanley M		-188.70
03/31/2011	McGrath, Brennan		-188.70
03/31/2011	Yeggy, Patricia A		-188.70
03/31/2011	Johnson County Treasurer	property taxes on parcel at 10 Koser	-11.00
03/31/2011	Wellmark BC/BS	monthly insurance payment	-1,528.72
03/31/2011	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-2,739.36
03/31/2011	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-107.35
03/31/2011	Internal Revenue Service	42-1109342	-4,059.35
03/31/2011	TREASURER STATE OF IOWA	42-1109342-001	-1,850.00
03/31/2011	IOWA WORKFORCE DEVELOPMEI	107319-6	-312.24
04/01/2011	Paul J. Moore, Melrose Avenue Builc	City Hall Rent	-867.00
04/12/2011	Terry Goerd	inspection services for March	-980.00
04/12/2011	Norm Cate	inspection services for March	-700.00
04/12/2011	SEATS	Seats Payment	-703.66
04/12/2011	ABC Solutions	Monthly fee for city website/email service	-24.95
04/12/2011	Paul J. Moore, Melrose Avenue Builc	Garage rent	-35.00

Date	Name	Memo	Amount
04/12/2011	City of Iowa City	Feb fuel/Mar bus service/storm drain stickers	-3,659.41
04/12/2011	Carpenter Uniform & Promotions	2 new badges/4 badges repainted	-490.90
04/12/2011	Communications Engineering Comp	siren control/wiring for Harris radio system	-1,719.00
04/12/2011	Copyworks	220 evidence reporting sheets	-40.00
04/12/2011	Strong, Donald K.	reimbursement for police duty boots/uniform pants	-234.56
04/12/2011	Hawkeye Community College	training classes for Marquardt/Perdue/Tucker	-425.00
04/12/2011	Johnson County Auditor	November 2009 election costs	-2,151.19
04/12/2011	Johnson County Refuse, Inc.	March recycling	-1,738.50
04/12/2011	Kieck's Career Apparel	reserve uniform for Tucker	-102.90
04/12/2011	Mediacom	online service 4/3/11-5/2/11	-69.95
04/12/2011	Pyramid Services Inc.	rpl alternator 2009 car/2 oil changes	-709.31
04/12/2011	Racom Corporation	Police computer access fee	-79.60
04/12/2011	Staples	paper cutter/toner/paper for city	-221.47
04/12/2011	Ultramax	.45 duty ammunition	-1,114.00
04/12/2011	Verizon Wireless	monthly wire service/cell phone for police car	-120.93
04/12/2011	VISA	training supplies/case for shotgun shells	-83.68
04/12/2011	Watch Guard	200 dvd/covers for in car cameras	-174.00
04/12/2011	Iowa City Press-Citizen	February & March publications	-819.53
04/12/2011	MidAmerican Energy	pedestrian lights at 113 Golfview for Feb & Mar	-61.09
04/12/2011	Westport Touchless Autowash	March vehicle washes	-42.00
04/12/2011	O'Reilly Auto Parts	headlight bulbs/fuses/washer fluid	-41.24

Mar 9 - Apr 12, 11

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

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
GENERAL PROPERTY TAXES		
Transit Levy	23,720.40	41,290.00
Library Services Levy	7,808.32	13,592.00
Regular Property Tax	234,249.80	407,768.00
Debt Service Levy	18,846.97	32,810.00
Insurance Levy	10,391.11	18,100.00
Benefits Levies	24,522.12	42,702.00
Total GENERAL PROPERTY TAXES	<u>319,538.72</u>	<u>556,262.00</u>
OTHER CITY TAXES		
Local Option Sales Tax	92,674.57	125,000.00
Utility Excise Tax	4,157.02	
Total OTHER CITY TAXES	<u>96,831.59</u>	<u>125,000.00</u>
LICENSES & PERMITS		
Beer/Wine/Liquor/Cig Permits	305.62	
Building/Equipment Permits	7,033.80	8,000.00
Misc. Licenses/Permits		
Parking Permits	45.00	100.00
Rental Permits	11,600.00	12,000.00
Total Misc. Licenses/Permits	<u>11,645.00</u>	<u>12,100.00</u>
Total LICENSES & PERMITS	18,984.42	20,100.00
USE OF MONEY & PROPERTY		
Interest on Cash Investments	1,900.98	3,000.00
Total USE OF MONEY & PROPERTY	<u>1,900.98</u>	<u>3,000.00</u>
INTERGOVERNMENTAL/SHARED REVENUE		
Federal Grants & Reimbursements		
Stimulus Funding	45,875.10	50,000.00
I-JOBS (ARRA) Funds	5,245.27	
Total Federal Grants & Reimbursements	<u>51,120.37</u>	<u>50,000.00</u>
State Shared Revenues		
IDOT funds-wide sidewalk proj	303,091.26	396,800.00
Road Use/Street Construction	73,179.43	84,000.00
Total State Shared Revenues	<u>376,270.69</u>	<u>480,800.00</u>
Other State Grants/Reimburse.		
Seatbelt Incent/Traffic Safety	12,847.08	
Total Other State Grants/Reimburse.	<u>12,847.08</u>	
Total INTERGOVERNMENTAL/SHARED REVENUE	440,238.14	530,800.00

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
CHARGES FOR SERVICES		
Rental Inspection	80.00	900.00
Police Reports	413.00	100.00
Total CHARGES FOR SERVICES	<u>493.00</u>	<u>1,000.00</u>
MISCELLANEOUS REVENUES		
Cable TV Franchise	9,016.98	7,750.00
Contributions	250.00	
Fines		
Parking Fines	7,911.00	9,000.00
Traffic Fines-Clk of Ct	54,901.27	60,000.00
Total Fines	<u>62,812.27</u>	<u>69,000.00</u>
Misc. Income		
Other	50.00	2,000.00
Total Misc. Income	<u>50.00</u>	<u>2,000.00</u>
Refunds and Reimbursements	0.00	1,000.00
Sale of Property & Merchandise	620.00	
Total MISCELLANEOUS REVENUES	<u>72,749.25</u>	<u>79,750.00</u>
Total Income	950,736.10	1,315,912.00
Expense		
CAPITAL PROJECTS		
Wide Sidewalk Project		
Construction	351,598.11	356,500.00
Engineering fees sidewalk proj	40,931.55	
Total Wide Sidewalk Project	<u>392,529.66</u>	<u>356,500.00</u>
Total CAPITAL PROJECTS	392,529.66	356,500.00
PUBLIC SAFETY		
Police		
Police Gross Wages		
Holiday & Other Pay	7,866.90	12,200.00
Police Gross Wages	149,672.53	162,490.00
Salaries-Reserves	2.00	20.00
Total Police Gross Wages	<u>157,541.43</u>	<u>174,710.00</u>
Police Benefits & Costs		
Police FICA	9,506.77	10,832.00
Police Medicare	2,220.46	2,533.00
Police IPERS	15,703.93	17,384.00
Police Health Insurance	9,068.71	10,000.00
Police Workers Compensation	1,129.00	6,500.00
Police SUTA	333.74	100.00
Total Police Benefits & Costs	<u>37,962.61</u>	<u>47,349.00</u>

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Staff Development		
Regular Officer Training		
Academy Training	0.00	4,700.00
Officer Training	1,006.98	3,500.00
Training Supplies	<u>1,167.73</u>	<u>1,000.00</u>
Total Regular Officer Training	<u>2,174.71</u>	<u>9,200.00</u>
Total Staff Development	2,174.71	9,200.00
Repair/Maint/Utilities		
Vehicle Operations		
Fuel	8,015.39	15,000.00
Washes	<u>287.62</u>	<u>700.00</u>
Total Vehicle Operations	8,303.01	15,700.00
Vehicle Repair		
Bicycle Maint/Repair	0.00	200.00
Car Maint/Repair	<u>2,795.68</u>	<u>8,000.00</u>
Total Vehicle Repair	2,795.68	8,200.00
Telecommunications Expense		
Radio Repairs	203.11	1,000.00
Verizon/Pager Fees	967.09	1,000.00
Wireless/Racom Radio/Mediacom	<u>1,485.31</u>	<u>1,000.00</u>
Total Telecommunications Expense	<u>2,655.51</u>	<u>3,000.00</u>
Total Repair/Maint/Utilities	13,754.20	26,900.00
Contractual Services		
Special Events Staff	1,285.00	
Police Insurance-Car/Liability	0.00	4,800.00
Payments to Other Agencies		
Tech. Services Bureau - St. IA	24.00	2,600.00
Sheriff/Comm. Services	0.00	200.00
Emergency Comm. Services-IC	0.00	42,275.00
Radio Fees-Iowa City	<u>0.00</u>	<u>1,500.00</u>
Total Payments to Other Agencies	24.00	46,575.00
Printing/Copying	0.00	800.00
Garage Rental	0.00	880.00
Prof Serv-Psych Testing-Physica	<u>90.00</u>	<u>500.00</u>
Total Contractual Services	1,399.00	53,555.00
Commodities		
Car Purchase	0.00	13,500.00
Minor Equipment		
Regular Officer Uniform	1,498.55	3,000.00
Operating Police Equipment	<u>1,413.98</u>	<u>1,500.00</u>

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Total Minor Equipment	2,912.53	4,500.00
Major Equipment		
Stop Sticks	818.00	1,000.00
Light Bar	1,600.00	
Radar	807.85	
Car Equipment	<u>1,944.28</u>	<u>3,000.00</u>
Total Major Equipment	5,170.13	4,000.00
Supplies		
Office Supplies	1,035.10	2,000.00
Operating Supplies	2,034.47	3,000.00
Ammunition	6,005.00	3,000.00
Postage/Shipping	47.66	300.00
Other Supplies	<u>0.00</u>	<u>1,000.00</u>
Total Supplies	<u>9,122.23</u>	<u>9,300.00</u>
Total Commodities	<u>17,204.89</u>	<u>31,300.00</u>
Total Police	230,036.84	343,014.00
Fire		
Contracts w/Other Agencies		
Coralville Fire Dep't	29,718.00	29,718.00
Hydrant Flush-City of Iowa City	<u>2,000.00</u>	<u>1,600.00</u>
Total Contracts w/Other Agencies	<u>31,718.00</u>	<u>31,318.00</u>
Total Fire	31,718.00	31,318.00
Hazmat-Johnson County	256.00	256.00
Building Inspections		
Building / Rental Inspection	<u>16,450.00</u>	<u>4,000.00</u>
Total Building Inspections	<u>16,450.00</u>	<u>4,000.00</u>
Total PUBLIC SAFETY	278,460.84	378,588.00
PUBLIC WORKS		
Roads, Bridges, & Sidewalks		
Storm water permit	94.00	5,000.00
Contractual Services		
Engineering Fees	41,601.84	36,000.00
Repairs/Improvements		
Arterial St Repairs (stimulus)	50,264.99	57,500.00
Street Repairs	<u>703.00</u>	<u>22,500.00</u>
Total Repairs/Improvements	50,967.99	80,000.00
Striping/Curb Renumbering	<u>0.00</u>	<u>5,000.00</u>
Total Contractual Services	92,569.83	121,000.00

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Street Lighting Electricity	5,667.52	7,500.00
Traffic Controls and Safety		
Street Signs-Commodities	173.25	
Traffic Light Electricity	598.23	1,000.00
Total Traffic Controls and Safety	<u>771.48</u>	<u>1,000.00</u>
Snow Removal-Contractual	23,775.00	25,300.00
Street Sweeping-Contractual	500.00	5,000.00
Total Roads, Bridges, & Sidewalks	<u>123,377.83</u>	<u>164,800.00</u>
Other Public Works		
Contracts-Other Agencies		
IC Bus Service	24,620.50	33,000.00
SEATS Service	6,332.94	8,290.00
Total Contracts-Other Agencies	<u>30,953.44</u>	<u>41,290.00</u>
Total Other Public Works	30,953.44	41,290.00
Sanitation		
Contractual		
Trash/Recycling	15,646.50	20,862.00
Leaf Bag pick up	0.00	1,200.00
Leaf Vacuuming	10,000.00	10,000.00
Total Contractual	<u>25,646.50</u>	<u>32,062.00</u>
Total Sanitation	<u>25,646.50</u>	<u>32,062.00</u>
Total PUBLIC WORKS	179,977.77	238,152.00
CULTURE & RECREATION		
Chautauqua Expenses	372.29	
Library	23,415.00	30,242.00
Parks		
Park Expenses	556.76	750.00
Total Parks	<u>556.76</u>	<u>750.00</u>
Total CULTURE & RECREATION	24,344.05	30,992.00
COMMUNITY & ECONOMIC DEV.		
Tree Trimming/Lawn Care	1,043.80	5,000.00
Total COMMUNITY & ECONOMIC DEV.	<u>1,043.80</u>	<u>5,000.00</u>
GENERAL GOVERNMENT		
Mayor/Council Operations		
Salaries-Regular Part Time		
Council	3,000.00	4,000.00
Mayor	1,475.25	1,967.00
Total Salaries-Regular Part Time	<u>4,475.25</u>	<u>5,967.00</u>

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Employee Benefits & Costs		
FICA	265.06	370.00
Medicare	64.89	87.00
Unemployment Compensation	4.28	5.00
Total Employee Benefits & Costs	<u>334.23</u>	<u>462.00</u>
Total Mayor/Council Operations	4,809.48	6,429.00
Clerk/Treasurer & Finance Admin		
Salaries-Regular Part Time		
Clerk, Treasuer, Historian	6,396.75	9,000.00
Total Salaries-Regular Part Time	<u>6,396.75</u>	<u>9,000.00</u>
Employee Benefits & Costs		
FICA	396.60	558.00
Medicare	92.75	131.00
IPERS	568.34	625.00
Unemployment Compensation	6.50	10.00
Total Employee Benefits & Costs	<u>1,064.19</u>	<u>1,324.00</u>
Staff Development		
Dues & Memberships		
JCOG Assessment	929.00	918.00
IA League of Cities	555.00	555.00
Dues and Memberships	466.59	250.00
Total Dues & Memberships	<u>1,950.59</u>	<u>1,723.00</u>
Total Staff Development	1,950.59	1,723.00
Contractual Services		
Accounting Fees	1,480.00	2,000.00
Bank/CCard Fees	30.92	
Printing/Copying	68.43	700.00
Legal Publications	2,148.97	3,000.00
Technology Services	224.55	300.00
Payments to Other Agencies		
Notary Fees	60.00	
Total Payments to Other Agencies	<u>60.00</u>	
Total Contractual Services	4,012.87	6,000.00
Commodities		
Minor Equipment/Supplies/Techno	605.76	700.00
Office Supplies and Postage	1,039.43	500.00
Total Commodities	<u>1,645.19</u>	<u>1,200.00</u>
Total Clerk/Treasurer & Finance Admin	15,069.59	19,247.00

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Election Expenses	1,537.75	1,750.00
Legal Services	66,854.08	45,000.00
City Hall & General Buildings		
Salaries-Regular Part Time		
Facilities Assistant	0.00	1,248.00
Total Salaries-Regular Part Time	<u>0.00</u>	<u>1,248.00</u>
Employee Benefits & Costs		
FICA	0.00	77.00
Medicare	0.00	18.00
IPERS	0.00	87.00
Total Employee Benefits & Costs	<u>0.00</u>	<u>182.00</u>
Repair/Maint/Utilities		
Maintenance	230.47	1,000.00
Utilities	778.86	1,500.00
Telecommunications	1,212.33	1,600.00
Total Repair/Maint/Utilities	<u>2,221.66</u>	<u>4,100.00</u>
Contractual		
Rents & Leases	8,256.30	10,844.00
Total Contractual	<u>8,256.30</u>	<u>10,844.00</u>
Commodities		
Supplies	136.36	200.00
Total Commodities	<u>136.36</u>	<u>200.00</u>
Total City Hall & General Buildings	10,614.32	16,574.00
Tort Liability Insurance	0.00	6,800.00
Other Administrative Expenses		
Refunds	1,730.00	
Total Other Administrative Expenses	<u>1,730.00</u>	
Total GENERAL GOVERNMENT	100,615.22	95,800.00
DEBT SERVICE		
Interest	7,333.00	7,810.00
Principal	21,031.57	25,000.00
Total DEBT SERVICE	<u>28,364.57</u>	<u>32,810.00</u>
Total Expense	<u>1,005,335.91</u>	<u>1,137,842.00</u>
Net Ordinary Income	-54,599.81	178,070.00
Other Income/Expense		
Other Income		
OTHER FINANCING SOURCES		

	<u>Jul '10 - Mar 11</u>	<u>Budget</u>
Repay Sidewalk Project Loan Drw	-150,000.00	-555,000.00
Loan Draws for Sidewalk Project	150,000.00	356,500.00
Total OTHER FINANCING SOURCES	<u>0.00</u>	<u>-198,500.00</u>
Transfers Out/Transfers In	0.00	0.00
Sale of General Obligation Bond	0.00	150,000.00
Total Other Income	<u>0.00</u>	<u>-48,500.00</u>
Net Other Income	<u>0.00</u>	<u>-48,500.00</u>
Net Income	<u><u>-54,599.81</u></u>	<u><u>129,570.00</u></u>

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

2:00 AM
04/11/2011
Cash Basis

	<u>% of Budget</u>
Ordinary Income/Expense	
Income	
GENERAL PROPERTY TAXES	
Transit Levy	57.45%
Library Services Levy	57.45%
Regular Property Tax	57.45%
Debt Service Levy	57.44%
Insurance Levy	57.41%
Benefits Levies	57.43%
Total GENERAL PROPERTY TAXES	<u>57.44%</u>
OTHER CITY TAXES	
Local Option Sales Tax	74.14%
Utility Excise Tax	
Total OTHER CITY TAXES	<u>77.47%</u>
LICENSES & PERMITS	
Beer/Wine/Liquor/Cig Permits	
Building/Equipment Permits	87.92%
Misc. Licenses/Permits	
Parking Permits	45.0%
Rental Permits	96.67%
Total Misc. Licenses/Permits	<u>96.24%</u>
Total LICENSES & PERMITS	94.45%
USE OF MONEY & PROPERTY	
Interest on Cash Investments	63.37%
Total USE OF MONEY & PROPERTY	<u>63.37%</u>
INTERGOVERNMENTAL/SHARED REVENUE	
Federal Grants & Reimbursements	
Stimulus Funding	91.75%
I-JOBS (ARRA) Funds	
Total Federal Grants & Reimbursements	<u>102.24%</u>
State Shared Revenues	
IDOT funds-wide sidewalk proj	76.38%
Road Use/Street Construction	87.12%
Total State Shared Revenues	<u>78.26%</u>
Other State Grants/Reimburse.	
Seatbelt Incent/Traffic Safety	
Total Other State Grants/Reimburse.	<u></u>
Total INTERGOVERNMENTAL/SHARED REVENUE	82.94%

	<u>% of Budget</u>
CHARGES FOR SERVICES	
Rental Inspection	8.89%
Police Reports	413.0%
Total CHARGES FOR SERVICES	<u>49.3%</u>
MISCELLANEOUS REVENUES	
Cable TV Franchise	116.35%
Contributions	
Fines	
Parking Fines	87.9%
Traffic Fines-Clk of Ct	91.5%
Total Fines	<u>91.03%</u>
Misc. Income	
Other	2.5%
Total Misc. Income	<u>2.5%</u>
Refunds and Reimbursements	0.0%
Sale of Property & Merchandise	
Total MISCELLANEOUS REVENUES	<u>91.22%</u>
Total Income	72.25%
Expense	
CAPITAL PROJECTS	
Wide Sidewalk Project	
Construction	98.63%
Engineering fees sidewalk proj	
Total Wide Sidewalk Project	<u>110.11%</u>
Total CAPITAL PROJECTS	110.11%
PUBLIC SAFETY	
Police	
Police Gross Wages	
Holiday & Other Pay	64.48%
Police Gross Wages	92.11%
Salaries-Reserves	10.0%
Total Police Gross Wages	<u>90.17%</u>
Police Benefits & Costs	
Police FICA	87.77%
Police Medicare	87.66%
Police IPERS	90.34%
Police Health Insurance	90.69%
Police Workers Compensation	17.37%
Police SUTA	333.74%
Total Police Benefits & Costs	<u>80.18%</u>

	% of Budget
Staff Development	
Regular Officer Training	
Academy Training	0.0%
Officer Training	28.77%
Training Supplies	116.77%
Total Regular Officer Training	23.64%
Total Staff Development	23.64%
Repair/Maint/Utilities	
Vehicle Operations	
Fuel	53.44%
Washes	41.09%
Total Vehicle Operations	52.89%
Vehicle Repair	
Bicycle Maint/Repair	0.0%
Car Maint/Repair	34.95%
Total Vehicle Repair	34.09%
Telecommunications Expense	
Radio Repairs	20.31%
Verizon/Pager Fees	96.71%
Wireless/Racom Radio/Mediacom	148.53%
Total Telecommunications Expense	88.52%
Total Repair/Maint/Utilities	51.13%
Contractual Services	
Special Events Staff	
Police Insurance-Car/Liability	0.0%
Payments to Other Agencies	
Tech. Services Bureau - St. IA	0.92%
Sheriff/Comm. Services	0.0%
Emergency Comm. Services-IC	0.0%
Radio Fees-Iowa City	0.0%
Total Payments to Other Agencies	0.05%
Printing/Copying	0.0%
Garage Rental	0.0%
Prof Serv-Psych Testing-Physica	18.0%
Total Contractual Services	2.61%
Commodities	
Car Purchase	0.0%
Minor Equipment	
Regular Officer Uniform	49.95%
Operating Police Equipment	94.27%

	<u>% of Budget</u>
Total Minor Equipment	64.72%
Major Equipment	
Stop Sticks	81.8%
Light Bar	
Radar	
Car Equipment	<u>64.81%</u>
Total Major Equipment	129.25%
Supplies	
Office Supplies	51.76%
Operating Supplies	67.82%
Ammunition	200.17%
Postage/Shipping	15.89%
Other Supplies	<u>0.0%</u>
Total Supplies	<u>98.09%</u>
Total Commodities	<u>54.97%</u>
Total Police	67.06%
Fire	
Contracts w/Other Agencies	
Coralville Fire Dep't	100.0%
Hydrant Flush-City of Iowa City	<u>125.0%</u>
Total Contracts w/Other Agencies	<u>101.28%</u>
Total Fire	101.28%
Hazmat-Johnson County	100.0%
Building Inspections	
Building / Rental Inspection	<u>411.25%</u>
Total Building Inspections	<u>411.25%</u>
Total PUBLIC SAFETY	73.55%
PUBLIC WORKS	
Roads, Bridges, & Sidewalks	
Storm water permit	1.88%
Contractual Services	
Engineering Fees	115.56%
Repairs/Improvements	
Arterial St Repairs (stimulus)	87.42%
Street Repairs	<u>3.12%</u>
Total Repairs/Improvements	63.71%
Striping/Curb Renumbering	<u>0.0%</u>
Total Contractual Services	76.5%

	% of Budget
Street Lighting Electricity	75.57%
Traffic Controls and Safety	
Street Signs-Commodities	
Traffic Light Electricity	59.82%
Total Traffic Controls and Safety	77.15%
Snow Removal-Contractual	93.97%
Street Sweeping-Contractual	10.0%
Total Roads, Bridges, & Sidewalks	74.87%
Other Public Works	
Contracts-Other Agencies	
IC Bus Service	74.61%
SEATS Service	76.39%
Total Contracts-Other Agencies	74.97%
Total Other Public Works	74.97%
Sanitation	
Contractual	
Trash/Recycling	75.0%
Leaf Bag pick up	0.0%
Leaf Vacuuming	100.0%
Total Contractual	79.99%
Total Sanitation	79.99%
Total PUBLIC WORKS	75.57%
CULTURE & RECREATION	
Chautauqua Expenses	
Library	77.43%
Parks	
Park Expenses	74.24%
Total Parks	74.24%
Total CULTURE & RECREATION	78.55%
COMMUNITY & ECONOMIC DEV.	
Tree Trimming/Lawn Care	20.88%
Total COMMUNITY & ECONOMIC DEV.	20.88%
GENERAL GOVERNMENT	
Mayor/Council Operations	
Salaries-Regular Part Time	
Council	75.0%
Mayor	75.0%
Total Salaries-Regular Part Time	75.0%

	<u>% of Budget</u>
Employee Benefits & Costs	
FICA	71.64%
Medicare	74.59%
Unemployment Compensation	<u>85.6%</u>
Total Employee Benefits & Costs	<u>72.34%</u>
Total Mayor/Council Operations	74.81%
Clerk/Treasurer & Finance Admin	
Salaries-Regular Part Time	
Clerk, Treasuer, Historian	<u>71.08%</u>
Total Salaries-Regular Part Time	71.08%
Employee Benefits & Costs	
FICA	71.08%
Medicare	70.8%
IPERS	90.93%
Unemployment Compensation	<u>65.0%</u>
Total Employee Benefits & Costs	80.38%
Staff Development	
Dues & Memberships	
JCOG Assessment	101.2%
IA League of Cities	100.0%
Dues and Memberships	<u>186.64%</u>
Total Dues & Memberships	<u>113.21%</u>
Total Staff Development	113.21%
Contractual Services	
Accounting Fees	74.0%
Bank/CCard Fees	
Printing/Copying	9.78%
Legal Publications	71.63%
Technology Services	74.85%
Payments to Other Agencies	
Notary Fees	
Total Payments to Other Agencies	<u> </u>
Total Contractual Services	66.88%
Commodities	
Minor Equipment/Supplies/Techno	86.54%
Office Supplies and Postage	<u>207.89%</u>
Total Commodities	<u>137.1%</u>
Total Clerk/Treasurer & Finance Admin	78.3%

	<u>% of Budget</u>
Election Expenses	87.87%
Legal Services	148.57%
City Hall & General Buildings	
Salaries-Regular Part Time	
Facilities Assistant	<u>0.0%</u>
Total Salaries-Regular Part Time	0.0%
Employee Benefits & Costs	
FICA	0.0%
Medicare	0.0%
IPERS	<u>0.0%</u>
Total Employee Benefits & Costs	0.0%
Repair/Maint/Utilities	
Maintenance	23.05%
Utilities	51.92%
Telecommunications	<u>75.77%</u>
Total Repair/Maint/Utilities	54.19%
Contractual	
Rents & Leases	<u>76.14%</u>
Total Contractual	76.14%
Commodities	
Supplies	<u>68.18%</u>
Total Commodities	<u>68.18%</u>
Total City Hall & General Buildings	64.04%
Tort Liability Insurance	0.0%
Other Administrative Expenses	
Refunds	
Total Other Administrative Expenses	<u> </u>
Total GENERAL GOVERNMENT	105.03%
DEBT SERVICE	
Interest	93.89%
Principal	<u>84.13%</u>
Total DEBT SERVICE	<u>86.45%</u>
Total Expense	<u>88.36%</u>
Net Ordinary Income	-30.66%
Other Income/Expense	
Other Income	
OTHER FINANCING SOURCES	

	% of Budget
Repay Sidewalk Project Loan Drw	27.03%
Loan Draws for Sidewalk Project	42.08%
Total OTHER FINANCING SOURCES	0.0%
Transfers Out/Transfers In	0.0%
Sale of General Obligation Bond	0.0%
Total Other Income	0.0%
Net Other Income	0.0%
Net Income	-42.14%

MEMORANDUM

TO: Louise From, Mayor
Pat Yeggy, Streets and Sidewalk

FROM: Josiah Bilskemper, P.E. (Shive-Hattery, Inc.) 

DATE: April 11, 2011

RE: 2010 Roadway Condition Data

Last year, the City of University Heights contracted with the Iowa Pavement Management Program (IPMP) to collect roadway data on the streets within University Heights. The goal of this project was to obtain measurable data that could be used to evaluate the current condition of all the streets in University Heights, and begin a database where repeated measurements in the future could be used to identify deteriorating sections of pavement, and be used as a tool for project and infrastructure planning.

Data was collected in October 2010, using a vehicle with computers and sensors to measure cracks, potholes, rutting, and overall "ride" characteristics on each segment of roadway. Several calculation formulas were used to take into account the data collected, and generate a numerical value for each roadway section called the pavement condition index (PCI). This data was collected and reviewed by the IPMP staff, and forwarded to us in spreadsheet format, along with color maps of the city roadways to correspond to their general PCI condition.

We have included the color roadway map, a spreadsheet we generated that ranks the roadway segments from highest to lowest PCI value, and a handout article titled "Pavement Condition Index 101" which provides good information on what the PCI represents and how it can be used.

In general, the PCI:

- (1) Provides a numerical rating for the condition of road segments within the road network, where 0 is the worst possible condition and 100 is the best.
- (2) Provides a snapshot of the current condition of the road network.
- (3) Can, with subsequent data collection, indicate the rate of deterioration of the road network over time.

The general roadway condition map for University Heights PCI values shows:

- (1) Regarding arterial routes, Melrose Avenue is rated Fair, and Sunset Street is rated Poor.
- (2) The north third of the city is mostly rated Fair.
- (3) The southwest third of the city has most of the streets rated Poor.
- (4) The southeast third of the city has most of the streets rated Good.
- (5) The highest rated street segment (100) is Birkdale Court.
- (6) The lowest rated street segment (5) is the section of Sunset between Melrose and Koser.

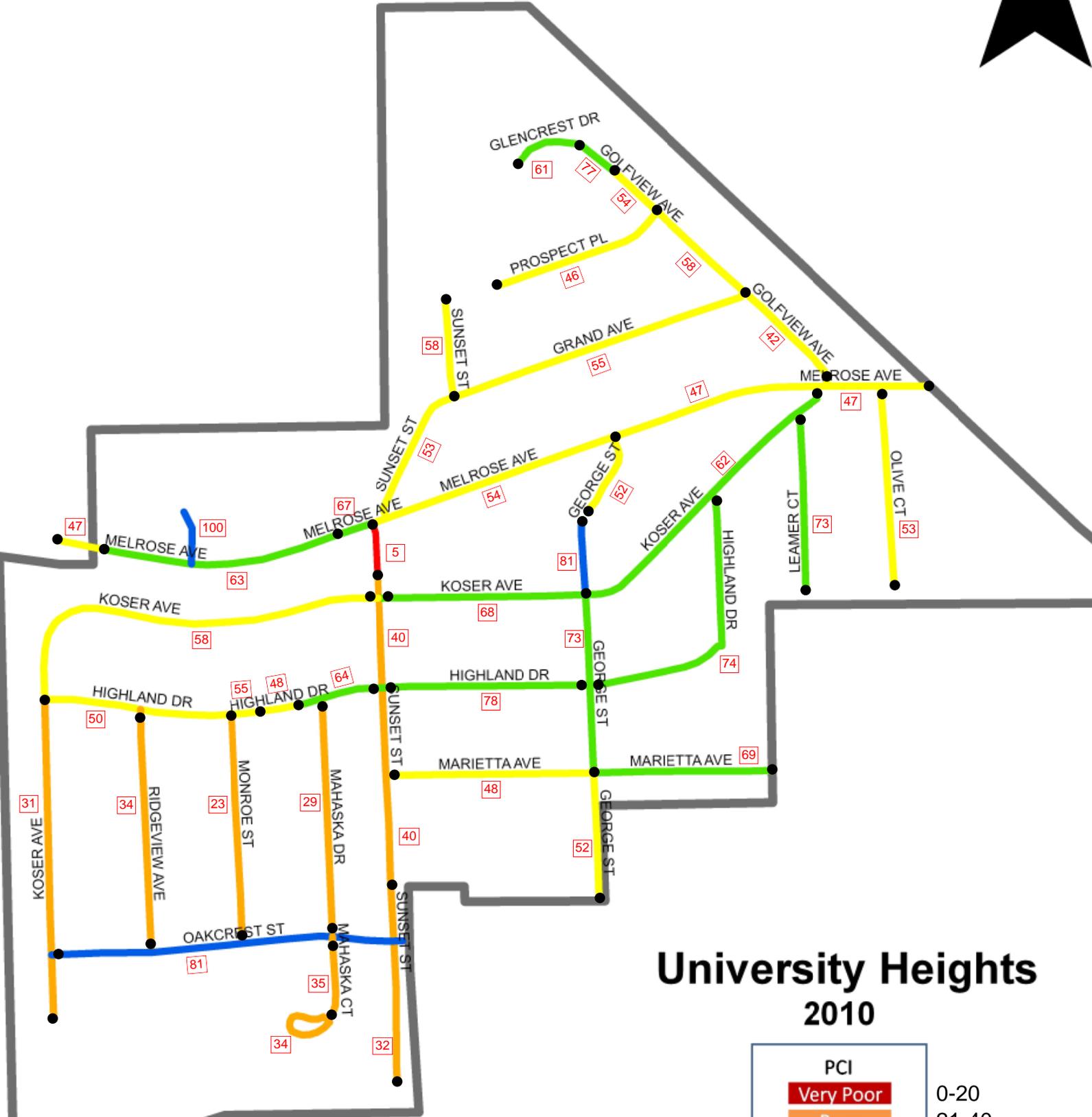
This first data collection is useful to identify the street sections (Poor, Very Poor) to carefully review with field investigation when determining infrastructure priorities. Let me know if you have any questions, or would like to see the roadway data organized in some other way. As I noted, we have the data in spreadsheet format, so it can be easily organized in a number of different ways.

JDB



**City of University Heights
Pavement Condition Index (PCI_6)
October 2010**

N



**University Heights
2010**

PCI	
Very Poor	0-20
Poor	21-40
Fair	41-60
Good	61-80
Excellent	81-100



NO	SURFTYPE	HIST_ID	IPMP_RTE	LIT_DESC	GEN_SURF_T	FED_FC	PM_LGTH	MAX_DATE	PCI	PCI6	STRUCTURE
1	70	304262	BIRKDALE CT	MELROSE AVE TO 0.0215 MI N OF SAME	P	7	56	10/30/2010	100	100	100
2	20	144332	GEORGE ST	KOSER AVE TO .050 MI N OF SAME	A	7	74	10/30/2010	81	81	100
3	70	144308	OAKCREST ST	KOSER AVE TO ECL	P	7	365	10/30/2010	73	81	97
4	65	144312	HIGHLAND DR	SUNSET DR TO GEORGE ST	C	7	215	10/30/2010	72	78	100
5	31	144330	GOLFVIEW AVE	.031 MI W OF GOLFVIEW AVE TO SAME	A	7	43	10/30/2010	77	77	100
6	65	144313	HIGHLAND DR	GEORGE ST TO KOSER AVE	C	7	305	10/30/2010	66	74	100
7	60	144331	GEORGE ST	MARIETTA AVE TO KOSER AVE	A	7	185	10/30/2010	66	73	91
8	70	144334	LEAMER CT	.099 MI S OF KOSER AVE TO SAME	P	7	183	10/30/2010	65	73	100
9	60	144310	MARIETTA AVE	GEORGE ST TO .112 MI E OF SAME	A	7	182	10/30/2010	59	69	100
10	65	144315	KOSER AVE	SUNSET DR TO GEORGE ST	C	7	215	10/30/2010	60	68	92
11	70	144318	MELROSE AVE	.031 MI W OF SUNSET DR TO SAME	P	4	36	10/30/2010	65	67	100
12	60	306402	HIGHLAND DR	.050 MI E OF MONROE ST TO SUNSET	A	7	86	10/30/2010	64	64	72
13	70	144317	MELROSE AVE	WCL TO .031 MI W OF SUNSET DR	P	4	252	10/30/2010	56	63	87
14	70	144316	KOSER AVE	GEORGE ST TO MELROSE AVE	P	7	333	10/30/2010	62	62	94
15	60	144337	GLENCREST DR	.053 MI W OF GOLFVIEW AVE TO .031 MI W OF SAME	A	7	68	10/30/2010	61	61	98
16	70	144336	GOLFVIEW AVE	GRAND AVE TO PROSPECT PL	P	7	124	10/30/2010	51	58	90
17	60	306398	KOSER AVE	HIGHLAND DR TO SUNSET DR	A	7	426	10/30/2010	48	58	68
18	70	144329	SUNSET ST	GRAND AVE TO .087 MI N OF SAME	P	7	99	10/30/2010	46	58	87
19	60	306399	HIGHLAND DR	.105 MI E OF KOSAR ST TO .019 MI E OF MONROE ST	A	7	52	10/30/2010	53	55	70
20	70	144321	GRAND AVE	SUNSET DR TO GOLFVIEW AVE	P	7	322	10/30/2010	49	55	88
21	70	144319	MELROSE AVE	SUNSET DR TO GEORGE ST	P	4	265	10/30/2010	54	54	85
22	60	319532	GOLFVIEW AVE		A	7	63	10/30/2010	54	54	96
23	60	144338	OLIVE CT	.143 MI S OF MELROSE AVE TO SAME	A	7	204	10/30/2010	49	53	94
24	70	144328	SUNSET ST	MELROSE AVE TO GRAND AVE	P	7	152	10/30/2010	43	53	81
25	60	306543	GEORGE ST	.124 MI N OF BENTON ST TO MARIETTA AVE	A	7	125	10/30/2010	52	52	99
26	70	144333	GEORGE ST	.050 MI S OF MELROSE AVE TO SAME	P	7	86	10/30/2010	52	52	59
27	70	144311	HIGHLAND DR	KOSER AVE TO .105 MI E OF SAME	P	7	172	10/30/2010	44	50	76
28	70	306401	HIGHLAND DR	.019 MI E OF KOSAR ST TO .050 MI E OF SAME	P	7	44	10/30/2010	40	48	70
29	70	144309	MARIETTA AVE	SUNSET DR TO GEORGE ST	P	7	215	10/30/2010	38	48	66
30	70	144320	MELROSE AVE	GEORGE ST TO .230 MI E OF SAME (ECL)	P	4	337	10/30/2010	47	47	81
31	70	143116	MELROSE AVE	.037 MI E OF EMERALD ST TO UNIV HTS CORP LINE	P	4	43	10/30/2010	40	47	76
32	70	144322	PROSPECT PL	.112 MI W OF GOLFVIEW AVE TO SAME	P	7	184	10/30/2010	37	46	72
33	70	144335	GOLFVIEW AVE	MELROSE AVE TO GRAND AVE	P	7	132	10/30/2010	36	42	70
34	70	144326	SUNSET ST	.240 MI S OF MELROSE AVE TO .050 MI S OF SAME	P	5	313	10/30/2010	33	40	62
35	70	144325	MAHASKA CT	.021 MI SW OF MAHASKA DR TO MAHASKA DR	P	7	102	10/30/2010	35	35	41
36	70	319537	MAHASKA CT		P	7	88	10/30/2010	34	34	66
37	70	144323	RIDGEVIEW AVE	OAKCREST ST TO HIGHLAND DR	P	7	252	10/30/2010	30	34	58
38	70	324647	SUNSET ST		P	5	208	10/30/2010	30	32	42
39	70	144314	KOSER AVE	.199 MI S OF HIGHLAND DR TO SAME	P	7	329	10/30/2010	31	31	61
40	70	332490	MAHASKA DR		P	7	247	10/30/2010	29	29	62
41	70	144324	MONROE ST	OAKCREST ST TO HIGHLAND DR	P	7	238	10/30/2010	23	23	51
42	70	144327	SUNSET ST	.050 MI S OF MELROSE AVE TO SAME	P	5	54	10/30/2010	5	5	7

PAVEMENT CONDITION INDEX 101

There are two ways to measure the condition of a road network. The first way is to call it the Squeaky Wheel, sit back and wait for the complaints. The more complaints, the worse the condition of the roads. The second way is to use a more thorough, comprehensive and pro-active approach to review the entire road network.

The Pavement Condition Index is a simple, convenient and inexpensive way to monitor the condition of the surface of roads, identify maintenance and rehabilitation needs, and ensure that road maintenance budgets are spent wisely.

Pavement Condition Index Basics

What It Is: The Pavement Condition Index rates the condition of the surface of a road network.

The PCI provides a numerical rating for the condition of road segments within the road network, where 0 is the worst possible condition and 100 is the best.

What It Measures: The PCI measures two conditions:

- The type, extent and severity of pavement surface distresses (typically cracks and rutting)
- The smoothness and ride comfort of the road

How To Do It: The PCI is a subjective method of evaluation based on inspection and observation.

It is neither a complex nor time-consuming exercise. Knowledgeable and experienced public works officials drive the road network and evaluate its condition in a systematic way. The observations are entered into a database for evaluation and use.

The PCI should be conducted annually so that changes in road condition can be evaluated.

What It Provides: The PCI tells public works officials

- The current condition of the road network
- The rate of deterioration of the road network over time

PCI Uses and Benefits:

A PCI is used to:

- Identify immediate maintenance and rehabilitation needs
- Monitor pavement condition over time
- Develop a network preventive maintenance strategy
- Develop road maintenance budgets
- Evaluate pavement materials and designs

Setting Up a Performance Condition Index

While the PCI is based on subjective observations, the index itself must be both objective and systematic to be of value.

A PCI needs to be based on:

- Manageable road sections
- A roads inventory
- A classification and rating system for road defects

Road Sections: In order to develop a PCI, the road network needs to be divided into manageable segments. Sections with relatively uniform pavement structures, design and traffic volumes will have similar performance characteristics.

In urban settings, sections should be kept to a manageable

"Virtually everyone – residents, visitors, pedestrians, passengers, commercial and private car drivers and anyone with a window-view of a block front – experiences the streets and observes their condition. People know that it is city government's responsibility to maintain them. For many, then, the performance of local government itself is evaluated by the condition of the streets."

How Smooth are New York City's Streets? Fund for the City of New York, September 1998,

length, typically one block long. Some road authorities limit the length to 150 metres for problematic sections. Other authorities will use longer segments for roads that are consistent throughout their length.

Road sections in rural settings can be considerably longer, in some cases as much as 10-kilometres.

Each road section needs a unique identification so that the PCI observations can be maintained in a database.

Road Inventory: Each road section should have a basic history attached to it:

- Class - local residential, collector, or arterial
- Length, width, and geometry
- Type and volume of traffic
- Pavement type - flexible, rigid, or composite
- Original construction date
- Maintenance and rehabilitation history
- Current condition based on the last PCI

Road Defects Classification

Inspectors need to know what type of surface defects to look for and a checklist to track their observations. Typical surface defects include:

Surface Defects

Ravelling & Loss of Surface Aggregate
Flushing

Surface Deformations

Rippling and Shoving
Wheel Track Rutting
Distortion

Cracking

Longitudinal Wheel Track Single and Multiple, Alligator
Centerline Single and Multiple, Alligator
Pavement Edge Single and Multiple, Alligator
Transverse Single and Multiple, Alligator
Longitudinal - Meander or Mid-lan

Inspectors also need a working knowledge about the causes of surface defects. Defects are typically symptoms of one or more underlying problems. Thermal stresses, for example, cause cracking, but cracking can also be the result of a weak base. Rutting can be a symptom of a weak sub-base or instability in the pavement. Different causes call for different remedies.

Conducting a PCI

The Drive Through:

A PCI is developed based on visual inspection and observation – sometimes called a “windshield inspection”.

Ideally, two people should do the inspection together – one driving while the other takes notes – and both evaluating the pavement as they go.

Start by driving along the road section at the posted speed in one direction to evaluate the ride comfort. Then do a repeat drive through at a lower speed (about 30) examining the full width of the road for defects.

The inspectors are looking for the frequency and severity of specific surface defects on the checklist. They should also be making observations as to whether the road section is fulfilling its function and how well it compares to other roads.

A digital photograph of each section of roadway provides a permanent record of the pavement condition.

Data collection tools can simplify the task. Laptops and PDAs can record and upload data. GPS units can pinpoint locations accurately. But paper and pencil still works.

Evaluating Surface Distresses:

Surface distresses are evaluated based on type, frequency and severity.

MTO SP-024 – Manual for Condition Rating for Flexible Pavements gives a good description of the types of defects and how they should be evaluated. Note that there are different criteria for asphalt, concrete, and composite pavements and for gravel roads.

The following form can be used by inspectors to record distresses (and the evaluation for a local road in relatively good condition).

Ride Comfort Rating:

Ride comfort is a subjective assessment of how the public would rate the quality of the pavement.

continued on page 32

			Severity of Distress (Si)					Density of Distress (Di)				
			Very Slight	Slight	Moderate	Severe	Very Severe	Few	Intermittent	Frequent	Extensive	Throughout
								<10	10-20	20-40	40-80	>80
Pavement		Wi	1	2	3	4	5	1	2	3	4	5
Surface Defects	Ravelling & loss of surface aggregate	3.0		x					x			
	Flushing	1.5		x					x			
Surface Deformations	Rippling and Shoving	1.0	x					x				
	Wheel Track Rutting	3.0	x					x				
	Distortion	3.0		x					x			
Cracking	Longitudinal Wheel Track	Single and Multiple	1.5	x					x			
		Alligator	3.0	x					x			
	Centerline	Single and Multiple	0.5			x					x	
		Alligator	2.0	x					x			
	Pavement Edge	Single and Multiple	0.5			x					x	
		Alligator	1.5			x					x	
	Transverse	Half, full and multiple	1.0	x					x			
		Alligator	3.0	x					x			
	Longitudinal – meander or mid-lane		1.0		x					x		
	Random		0.5									

Pavement Condition Index 101 *continued from page 31*

8 – 10	Excellent	Very smooth
6 – 8	Good	Smooth with a few bumps or depressions
4 – 6	Fair	Comfortable with intermittent bumps or depressions
2 – 4	Poor	Uncomfortable with frequent bumps or depressions
0 – 2	Very Poor	Uncomfortable with constant bumps or depression

Consistency:

While every effort should be made to ensure that the PCI is as objective as possible, it is still based on the subjective observations of those doing the inspection.

If a PCI is to be used to track the deterioration of a road network over time, the observations of subsequent PCIs need to be comparable. It is, therefore, important whenever possible to use the same people to do the inspection each year.

Calculating the PCI

There are plenty of software programs available to help calculate and record the PCI for a road section (Municipal DataWorks, for example, has a PCI tool), but the calculations are relatively straightforward and can be done by hand or with the aid of a spreadsheet.

Since each type of surface distress indicates a different type of problem, some more severe and some less, each distress is given a weight to reflect its importance in a rehabilitation strategy (shown as “Wi” in the table).

The numerical rating for the severity of the distress and for the density of the distress are combined and then multiplied by its weight. The sum of all the distresses gives the DMI (Distress Manifestation Index) for the road section.

The inspector also rate the Ride Comfort Rating at posted speed, assigning it a numerical rating between 0 and 10, where 10 is equivalent to a brand new road.

The PCI can then be calculated using either a software program or by hand based on well-established formulas. Take for example a local road in relatively good condition (see chart above for the evaluation sheet) with a road comfort

rating of 7. The calculated value of the PCI is 72.5.

This PCI is used as a guide to rehabilitation and maintenance decisions for the road network based on a decision matrix (see Making Decisions below).

Using the PCI

Making Decisions:

The PCI decision matrix provides specific guidelines for the improvements required for various road classifications. Using the PCI can help identify trigger points for preventive maintenance that can stop a road deteriorating to the point that it needs expensive rehabilitation.

As a rule of thumb, the higher the PCI, the better condition the road is in. In the previous example, a local road with a PCI of 72.5 will probably not need any rehabilitation work for at least six years.

The PCI decision matrix is a guideline and should be used in conjunction with the personal observations of the road inspectors. Municipalities can adjust the matrix to provide alternative trigger points for rehabilitation or reconstruction. Specific maintenance and rehabilitation actions should always be based on the actual distress of the pavement itself.

Asset Management:

The PCI identifies roads that are exhibiting distress and at the network level can help categorize maintenance and rehabilitation requirements for budgeting and planning.

The PCI, as a condition rating index, can be used effectively with other asset management programs. The condition rating identifies the remaining useful life of an asset and assists with developing rehabilitation and replacement strategies for a particular asset.

PCI Limitations

The Pavement Condition Index is a useful tool but it has its limitations.

- **It is subjective.** While most people would agree on which roads are rated as excellent and which ones are rated as poor, deciding on whether a road is in fair condition or good condition is more difficult. Being too lenient may mean that important maintenance work is delayed. Being too strict may mean spending money on fixing a problem before it really needs to be done.

continued on page 42

PCI Decision Matrix

TIME OF IMPROVEMENT	FREEWAY	ARTERIAL	COLLECTOR	LOCAL
Adequate	>85	>85	>80	>80
6 to 10 years	76 to 85	76 to 85	71 to 80	66 to 80
1 to 5 years	66 to 75	56 to 75	51 to 70	46 to 65
NOW Rehabilitate	60 to 65	50 to 55	45 to 50	40 to 45
NOW Reconstruct	<60	<50	<45	<40

Pavement Condition Index 101

continued from page 32

- **It deals with surface conditions only.** Surface conditions are symptoms of underlying problems and need to be properly diagnosed. In the worst case, there can be severe distresses below the pavement with no visual signs of distress. Other testing and inspection methods (a profilograph to measure smoothness, for example, or load deflection testing to analyze structural strength) should be used to quantify specific pavement conditions. Other factors such as capacity, drainage, surface width, shoulder width, horizontal and vertical alignment and geometrics should be considered in the pavement analysis.
- **It is only one tool.** The PCI provides a broad overall measure of the state of a road network and can help prioritize specific road maintenance and rehabilitation requirements. It is not the only way to evaluate a road network and should be used in conjunction with other asset management tools. Consultants with specialized equipment can complete a more objective review of the entire road network. **M**

Pavement Condition Index 101 is part of an on-going Milestones series introducing road management, maintenance and rehabilitation techniques. Previous topics were Chip Seal 101 and Potholes 101.

The Pothole Killers

continued from page 41

stream of air to clear debris and dry the pothole. He then opens a nozzle and applies a layer of tack coat for good adhesion. The machine fills the hole with a mixture of aggregate and liquid asphalt, leaving a slight crown, and then tops the patch with a thin layer of crumb rubber. Traffic can drive over the patch as soon as the Pothole Killer leaves.

The Pothole Killer can be used throughout the year, operating at temperatures as low as -20°C in the winter and as high as 40°C in the summer.

“We use a proprietary blend of materials in our asphalt cement to manufacture a warm asphalt than can be applied at lower temperatures than conventional hot mix, about 70°C. The crumb rubber, which leaves a smooth black aesthetically pleasing surface, is made from used tires. So the process is not only efficient but environmentally friendly as well,” says Scott Kleiger, chief operating officer of Patch Management.

But it is the speed and cost that are the real selling points. The Pothole Killer fills between a hundred and three hundred holes a day, without having to shutdown roads or delay traffic.

Filling a pothole manually with a crew of four costs about \$30, says Kleiger. In Washington DC, the cost using the Pothole Killer is about \$10.

Patch Management, has headquarters in Pennsylvania and four operating centres. Road agencies can either lease the Pothole Killer or Patch Management will do the maintenance work under contract.

The Pothole Killer is currently being used in a number of US states including New York, Virginia, New Jersey, Texas, and California. And, Kleiger says, there has been interest north of border, too.

“We have had inquiries from Toronto and Winnipeg,” he says. “Potholes are a bit like a virus. They don’t respect borders. We hope to have the Pothole Killer available in Canada in the spring of 2010 in time for the next pothole season.” **M**

For more information go to potholekillers.com

The OMKN Spotlight is a regular Milestones feature, highlighting municipal best practices and excellence in service delivery from the Ontario Municipal Knowledge Network.

The Ontario Municipal Knowledge Network is a web-based resource providing information on Gas Tax Funding beneficial practices and award winners along with regular updates from other jurisdictions on innovations in a wide range of municipal service delivery and operational areas.

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