

AGENDA

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

Tuesday, Feb. 14, 2012

Horn School Media Center

7:00 – 9:00 P.M.

Meeting called by Mayor Louise From

Time		Topic	Owner
7:00	Call to Order Meeting	Roll Call Approval of Minutes- Jan. 10, 2012 Special meeting and Regular meeting	Louise From
7:01	GoToMeeting	SoniClear Demo - a presentation of computerized recording of Minutes	Alan Bartholomew, SoniClear representative
7:30	Public Input	Public Comments	
	<u>Administration</u>		
	-Mayor	Mayor Report - Consideration of Resolution No. 12-2 Declaring the week of February 12, 2012, to be Sertoma's Freedom Week. -Consideration of city participation of the Iowa City Animal Shelter	Louise From
	City Attorney	Legal Report -Consideration of Resolution No. 12-3 Establishing official city depositories and specifying the maximum amount that may be kept on deposit in each depository.	Steve Ballard
	-City Clerk	City Clerk Report	Chris Anderson
	<u>Committee Reports:</u>		
	<u>Finance</u>	Committee Report -Preliminary 2012-13 Budget ReviewTreasurer's Report/ Payment of Bills	Jim Lane Steve Kuhl Lori Kimura
	<u>Community Protection</u>	Committee Report Police Chief report -Neighborhood Watch update Community Relations Report -Update on city Intern program -Update on community events	R. Hopson/M.Haverkamp Ron Fort Rosanne Hopson
	<u>Streets and Sidewalks</u>	Streets & Sidewalks Report -Consideration of postponing or terminating the Sunset Street Wide Sidewalk Project Engineer Report	Jan Leff Josiah Bilskemper

Time	Topic	Owner
	-Discussion of Preliminary Plans of Sunset Street Wide Sidewalk Project	
	-Consideration of Resolution No. 12-4 rescinding Resolution No. 11-23, which adopted Amendment No. 1 to the Shive-Hattery Professional Services Agreement for the Sunset Street Wide Sidewalk Project. Curb cuts on the east side of Sunset Street will not be part of the project, so the Professional Services Agreement did not need to be amended.	
	-Consideration of Resolution No. 12-5 authorizing the Mayor to sign Amendment No. 1 to the Professional Services Agreement for Sunset Street Wide Sidewalk Project with Shive-Hattery, Inc. (Consultant) to prepare and negotiate easement and acquisition agreements for three (3) properties adjacent to the proposed project improvements with additional Consultant fees of \$4,433.01.	
	<u>Building, Zoning & Sanitation</u>	Brennan McGrath
	Committee Report -Discussion of a recycling program for Grandview Ct. Condos and adding \$2400 to the Sanitation Budget. Zoning Report	Pat Bauer
	<u>e-Government</u>	Mike Haverkamp
	Committee Report -Discussion of a city WiFi Network	
8:55	Announcements	Anyone
9:00	Adjournment	Louise From

Next Regular Council Meeting: Tuesday, Mar. 13, 2012

These are meetings I attended for the city and some highlights. If you want further info or have questions- please contact me.

Wednesday, Jan. 11th- University Heights participation in the Severson charity drive for the Crisis Center and Hope Lodge was completed. A big THANKS to all who donated food and items. I want to also thank Jim Lane for delivering the donations to both agencies on behalf of the city.

Thursday, Jan. 19th-Attended MPO-JC Transportation Technical Advisory (TTAC) Committee Meeting. Continuing to work on the Long Range Transportation plan.

Wednesday, Jan. 25th –Attended MPO-JC Urbanized Area Policy Board Meeting- The Board re-elected Gerry Kuhl from North Liberty council as chair and Connie Champion from Iowa City council as vice chair.

Wednesday, Jan. 25th- Attended the Iowa City Animal Shelter meeting by the Iowa City Police. Please refer to the email I sent to council/staff on 1/27/12 with the IC Animal Shelter presentation. Summary: The city must respond with a letter of intent by March 1st to IC regarding our participation-yes or no. IC is proposing a 4 million dollar animal shelter at a cost to University Heights of \$10,833 due in FY14 with \$2790/year for yearly operating expenses. This fee is based on the average number of animals brought in to the animal shelter from U. Heights the past three years- that average is 9. (2009-4 animals, 2010-19 animals, and 2011-4 animals). Animals may still be brought in this year before the new shelter is built without paying these fees. When IC hears back from all the cities they will decide what size shelter they will build. IC will also be receiving approx. \$1.3 million from FEMA to rebuild.

Wednesday, Jan. 25th- Attended Emergency Management (EMA) Committee Meeting-Tornado sirens will go off if 70mph winds or greater are predicted for Johnson County. This will warn people who are outside of the potential danger coming and to take shelter. There are no "all clear" sirens in Johnson County. All sirens warn people to take shelter.

Thursday, Jan. 26th – Set up and attended an orientation meeting with past chair of Streets & Sidewalks, Pat Yeggy to review projects/procedures with new chair Jan Leff.

Thursday, Feb. 7th- Attended Regional Trails and Bicycle (RTBC) Committee Meeting- A Blue Zone Health presentation was given by Public Health staff about the Iowa City Area application to the State in which 10 cities will be selected by Feb. 10th- (The Iowa City area was not chosen this year).

Note: The next city council meeting, March 13th is scheduled at Fellowship Hall at St. Andrew Church.

RESOLUTION NO. 12-2

**RESOLUTION AUTHORIZING THE MAYOR TO PROCLAIM
THE WEEK OF FEBRUARY 12, 2012 TO BE
SERTOMA'S FREEDOM WEEK IN UNIVERSITY HEIGHTS.**

RESOLVED that the Mayor of the City of University Heights Iowa, is authorized to sign the Proclamation attached hereto as Exhibit "A".

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

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Hopson	_____	_____	_____
Lane	_____	_____	_____
Leff	_____	_____	_____
McGrath	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 14th day of February, 2012.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Proposed Animal Shelter Facility



Summary Points and Timeline

I. Benefits:

Reduce duplication, shared costs, track public health issues & single location

II. Costs and share:

Based on animal counts by community

III. Time Line:

- January 10, 2012 Council Awards A & E agreement for PHASE I
- March 1, 2012** **Letters of Intent Due Back to Opt in or Out of New Facility Use**
- March, 2012 FACF Capital Campaign Feasibility Study Due from Renaissance Group Inc. (RGI)
- April 1, 2012** **Signed agreement from Jurisdictions to Cost Share Construction**
- April 2012 FEMA Project Extension Request
- May 2012 FEMA Improved Project Request
- May 2012 PHASE II- A & E agreement submitted to Council for approval

Action Items for Neighboring Jurisdictions

1. Name point person from your community regarding correspondence.
2. Respond with a letter of intent by March 1, 2012 regarding participation.
3. Execute agreement regarding construction cost sharing by April 1, 2012; payment due upon construction completion estimated by May 2014.
4. Execute 28E for animal sheltering services by July 1, 2012.
5. Decision to opt in (or out) should be directed to Tom Markus, City Manager.

Mailing Address: 410 E. Washington St., Iowa City, IA 52240

Telephone: (319) 356-5010

Comparison of Opting In or Out of New Facility Construction & Operation

Opt – In:

- Continuation of sheltering services.
- Cost Share in Operations based on Volume.
- Capital contribution based on Volume.

*Volume: 3 Year Average

Opt-Out:

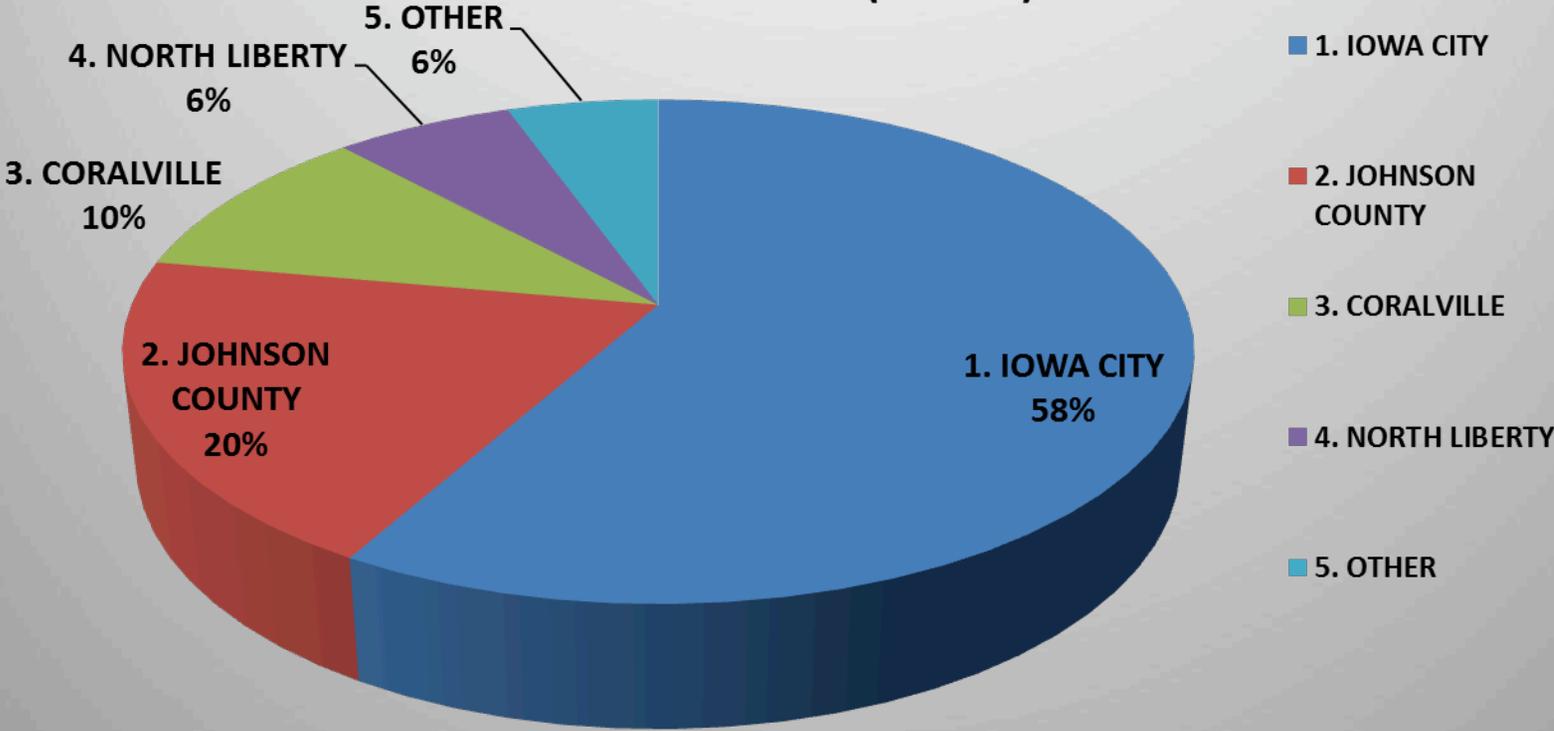
- Services at temporary facility may continue if both parties wish to continue with 28E agreements.
- Services will end when new facility is complete.

Benefits of Participating in a Regional Facility

- 1. Reduces duplication of services**
- 2. Capital and Operating cost sharing**
- 3. Provides ability to identify and track public health issues related to animals on a regional basis**
- 4. Provides a single access point for residents searching for a lost pet, or seeking to adopt a new animal**

Where the Animals Come From

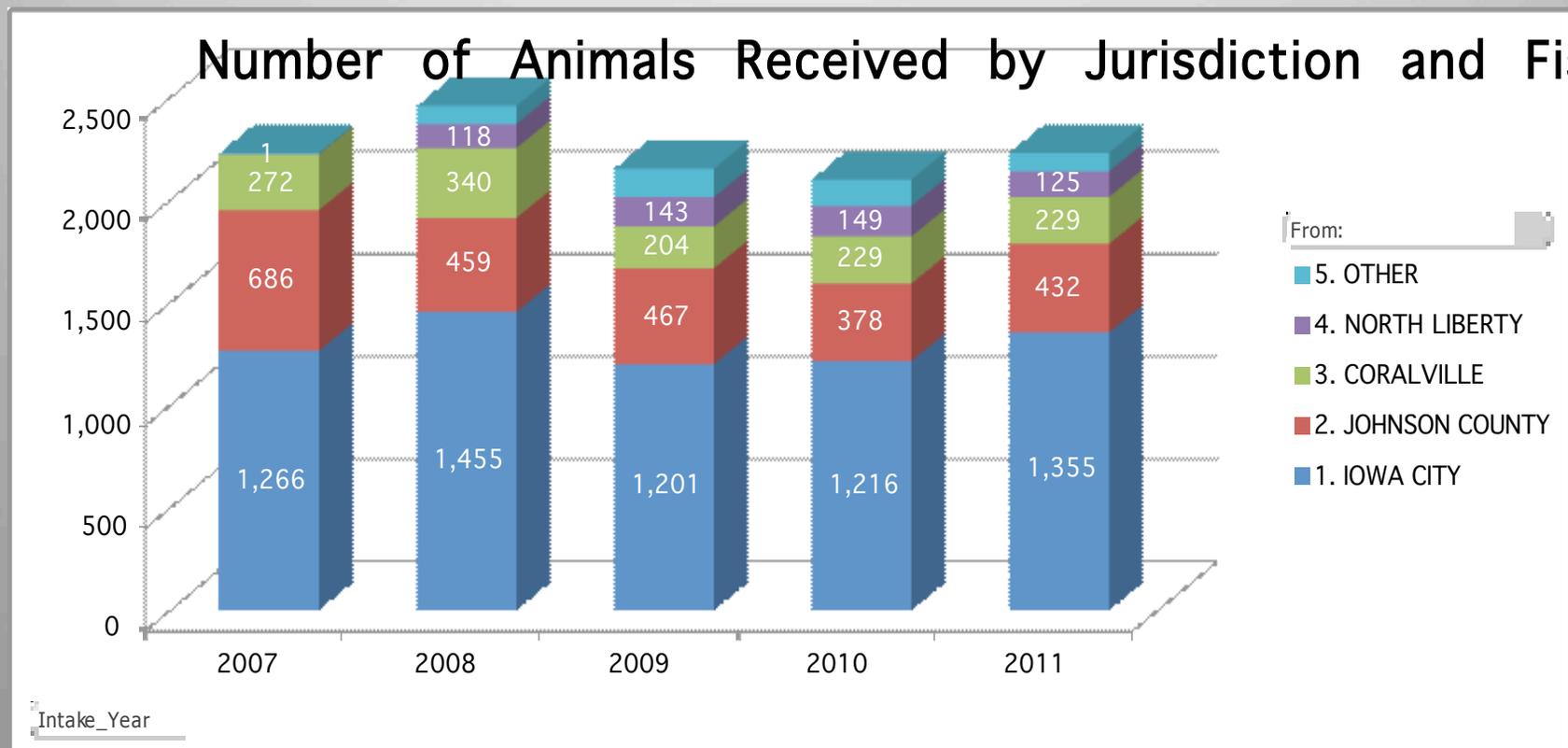
**Animals Intakes by Jurisdiction
FY09 - FY11 (3 Years)**



Animal Intake Graph (by community)

Number of Animals

	1. IOWA CITY	2. JOHNSON COUNTY	3. CORALVILLE	4. NORTH LIBERTY	5. OTHER	Grand Total
2007	1,266	686	272	1	5	2,230
2008	1,455	459	340	118	88	2,460
2009	1,201	467	204	143	139	2,154
2010	1,216	378	229	149	129	2,101
2011	1,355	432	229	125	90	2,231



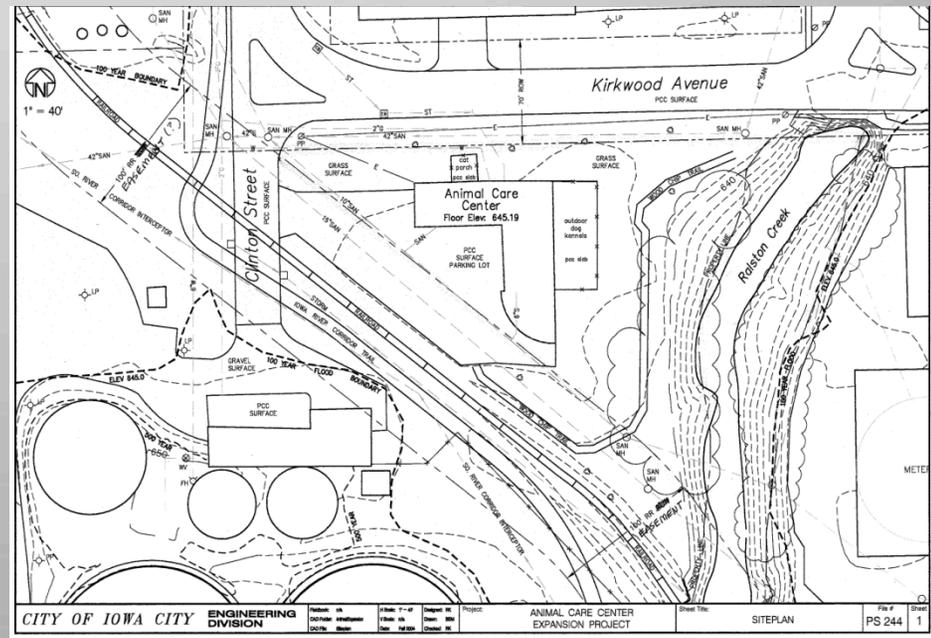
Design Considerations for the New Animal Shelter

- 1. Meet the State of Iowa Licensing requirements, and**
- 2. To have an appropriate designed shelter for the humans who use and maintain it, and**
- 3. Providing proper capacity for animals passing through while maintaining their health, safety and welfare.**

Former Animal Shelter



Original Animal Shelter
Constructed in 1967



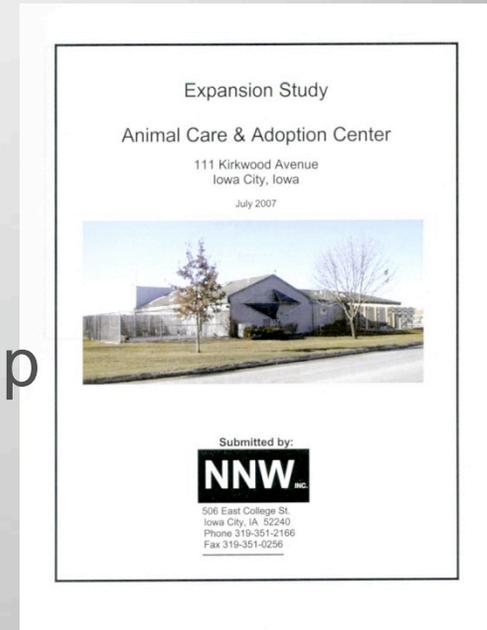
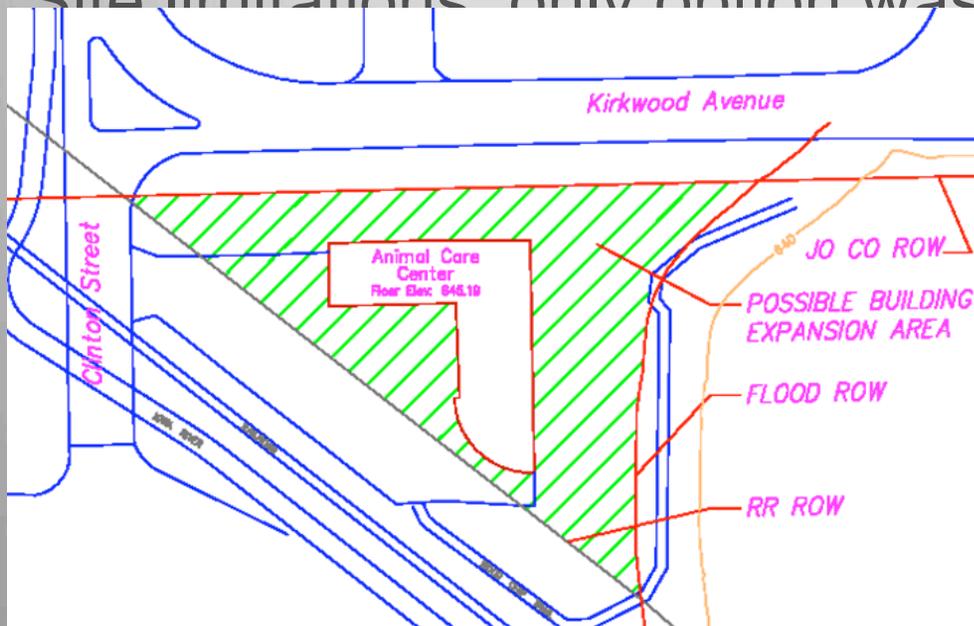
Factors that Determine Capacity in a Shelter:

- 1.Appropriate number of housing units for animals
- 2.Appropriate separation of spaces & functions
- 3.Staffing for programming & services
- 4.Staff training
- 5.Average length of stay
- 6.Total number of:
 - ❖ reclaims
 - ❖ adoptions
 - ❖ transfers
 - ❖ releases
 - ❖ or other outcomes



Former Flooded Facility Faced Capacity Issues

- NNW Expansion Study, July 2007
- Four options explored for possible expansion
- Site limitations, only option was to build up



Review of Current Codes and Standards

1. Chapter 67 of State of Iowa Animal Welfare Code

2. Guidelines for Standards of Care in Animal Shelters,

by the *UC Davis Koret School of Veterinary Medicine*

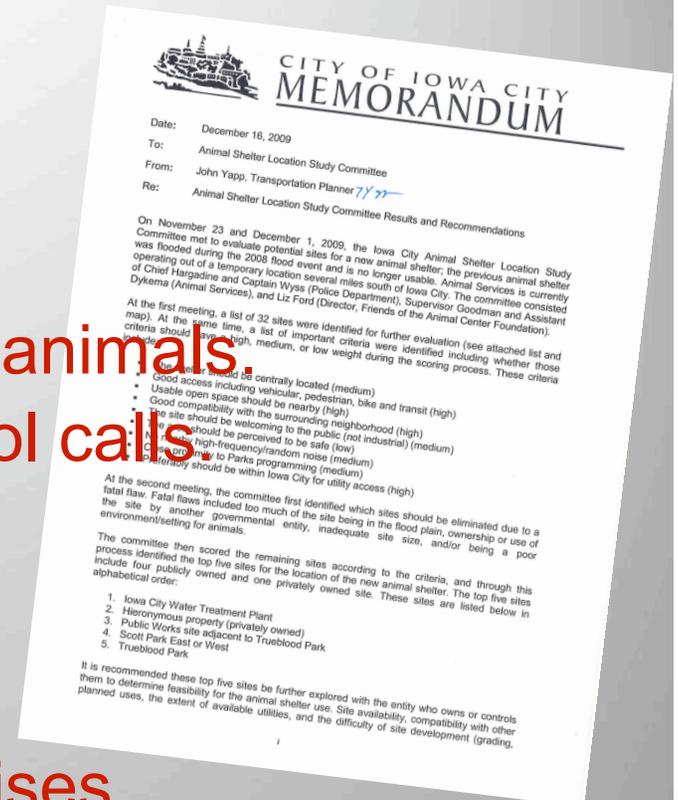
2010 and distributed by *the Shelter Veterinarian Association*



Animal Shelter Criteria for Selecting Site

ocation

- **Cost effective.**
- **Central to the population served.**
- **Central to origin of most surrendered animals.**
- **Central to origin of most animal control calls.**
- **Visible to passing traffic.**
- **Accessible from a major highway.**
- **Zoned for animal use.**
- **Neighborhood tolerance of animal noises.**
- **Site accommodate programmatic needs & future growth.**
- **Constructability: utilities, drainage, topography, geological conditions**
- **Sustainability factors: solar opportunities with day lighting, prevailing winds; reclaimed water sources; shading,**



FEMA Approved Site

CITY OF IOWA CITY
Proposed Animal Center Site

The map shows the proposed animal center site in red. It is located south of Napoleon Lane and east of the Iowa River. The site is bounded by Napoleon Lane to the north, McCollister Blvd to the east, and the Iowa River to the west. A salt storage building is located north of the site. Six numbered arrows point to specific locations on the site: 1 (west side), 2 (north side), 3 (east side), 4 (east side), 5 (south side), and 6 (south side).

1 Looking southwest toward the McCollister Bridge in background

2 Crossing off Napoleon Lane to turn left onto the gravel road in #1

3 Looking south from the pavement south of the salt storage building

4 Looking northwest past the salt storage building on the right

5 Looking southwest from pavement south of the salt storage building

6 Looking west toward proposed Animal Center site

PROGRAM STUDY of FUTURE ANIMAL SHELTER FACILITY

JACKSON & RYAN ARCHITECTS

Iowa City Animal Care and Adoption Center

Program

December 10, 2009



REQUEST FOR PROPOSAL (RFP):
PROJECT TITLE:

For Consulting Services
City of Iowa City Animal Center Programming
Study

CONTENTS:

- 1.0 INTRODUCTION
- 2.0 INVITATION
- 3.0 SITE LOCATIONS
- 4.0 SCOPE OF WORK
- 5.0 DESIGN TEAM
- 6.0 FEES
- 7.0 SELECTION AND AWARD
- 8.0 QUESTIONS
- 9.0 PROPOSAL SUBMISSION

1.0 INTRODUCTION

The City of Iowa City intends to construct a new Animal Center. The Animal Center is presently in a temporary facility, due to flood damage of the previous facility. The City of Iowa City intends to enter into an agreement with an experienced design firm to work with site selection and a programming study for the new Animal Center facility.

2.0 INVITATION

Subject to having experience relevant to the noted scope of work, the City of Iowa City invites architectural and engineering firms, individually or in collaborative teams, to submit proposals that best illustrate their respective qualifications. It is expected that the prime consultant or members of their team have significant experience in Animal Center projects.

3.0 COMMUNITY LOCATION

The site for this project will be located in Iowa City, Iowa.

4.0 SCOPE OF WORK:

Request for Proposal, For Consulting Services for City of Iowa City Animal Center Programming
CITY OF IOWA CITY
page 1 of 4



Jackson and Ryan References, over 300 Shelters

ANIMAL SHELTER PROJECTS



GALVESTON ISLAND HUMANE SOCIETY
Galveston, Texas
Client: Galveston Island Humane Society
Scope: New 7,823-SF facility to serve 4,900 animals annually
Completion Date: 2010



YONKERS ANIMAL SHELTER
Yonkers, New York
Client: City of Yonkers
Scope: New 14,000-SF facility to serve 6,000 animals annually
Completion Date: 2010



SPOKANE REGIONAL ANIMAL CARE
Spokane, Washington
Client: City of Spokane
Scope: New 20,000-SF addition and 1,000-SF renovation
Completion Date: 2010



HOUSTON SPCA ADDITION & RENOVATION
Houston, Texas
Client: Houston SPCA
Scope: New 138,000-SF facility and renovation to serve 50,000 animals annually
Completion Date: 2010



HOUSTON SPCA FREEDOM FARM
Houston, Texas
Client: Houston SPCA
Scope: Development of 64-acre horse rehabilitation farm
Completion Date: 2009



SOLANO COUNTY ANIMAL CARE
Fairfield, California
Client: Solano County
Scope: Facilities Master Plan for new 50,000-SF facility and renovation to serve 30,000 animals annually
Completion Date: 2009



IRVING ANIMAL SHELTER
Irving, Texas
Client: City of Irving
Scope: New 20,500-SF facility and renovation to serve 9,000 animals annually
Cost: \$6,000,000 (\$291/SF)
Completion Date: 2009



ALBUQUERQUE ANIMAL CONTROL
Albuquerque, New Mexico
Client: City of Albuquerque
Scope: New 10,000-SF facility and renovation to serve 30,000 animals annually
Completion Date: 2009



HELPING HANDS HUMANE SOCIETY
Topeka, Kansas
Client: Helping Hands Humane Society
Scope: New 26,500-SF facility to serve 10,000 animals annually
Cost: \$5,500,000 (\$206/SF)
Completion Date: 2009



HISIM CLINIC
Gulfport, Mississippi
Client: Humane Society of South Mississippi
Scope: Renovation of clinic entry for integration of Ameri Life Cashmere
Completion Date: 2008



ARLINGTON ANIMAL SERVICES CENTER
Arlington, Texas
Client: City of Arlington
Scope: New 29,950-SF facility to serve 13,000 animals annually
Cost: \$4,800,000 (\$241/SF)
Completion Date: 2008



AUSTIN ANIMAL SHELTER
Austin, Texas
Client: City of Austin
Scope: New facility to serve 30,000 animals annually
Completion Date: 2011



HARRIS COUNTY ANIMAL CONTROL
Houston, Texas
Client: Harris County
Scope: Feasibility study for new 63,000-SF facility and renovation to serve 40,000 animals annually
Cost: \$16,500,000 (\$260/SF)
Completion Date: 2008



MARICOPA COUNTY ANIMAL CENTER
Phoenix, Arizona
Client: Maricopa County
Scope: New 70,000-SF facility to serve 40,000 animals annually
Cost: \$52,000,000 (\$170/SF)
Completion Date: 2008

JACKSON & RYAN ARCHITECTS

2370 RICE BLVD., SUITE 210 • HOUSTON, TEXAS 77005 • TEL 713-526-5436 • www.jacksonryan.com

ANIMAL SHELTER PROJECTS



BROWNSVILLE ANIMAL SHELTER
Brownsville, Texas
Client: City of Brownsville
Scope: New 10,360-SF facility serving 6,000 animals annually
Cost: \$1,500,000 (\$145/SF)
Completion Date: 2005



HOUSTON SPCA
Houston, Texas
Client: Houston SPCA
Scope: New 30,000-SF facility serving 40,000 animals annually
Cost: \$3,500,000 (\$88/SF)
Completion Date: 1994 Original Building, 2002-2005 Additions & Renovations



BUREAU OF ANIMAL REG. & CARE
Houston, Texas
Client: City of Houston
Scope: New 12,300-SF facility with 160 kennels, receiving, sales port, and office space
Cost: \$1,800,000 (\$147/SF)
Completion Date: 2004



HARRIS COUNTY ANIMAL CONTROL
Houston, Texas
Client: Harris County
Scope: Feasibility study for new 88,000-SF facility and renovation to serve 25,000 animals annually
Cost: \$10,200,000 (\$120/SF)
Completion Date: 2004



T.J. O'CONNOR
Springfield, Massachusetts
Client: Cities of Springfield and Mt. Holyoke
Scope: New 18,000-SF facility serving 7,000 animals annually
Cost: \$3,100,000 (\$170/SF)
Completion Date: 2003



BRAZOS COUNTY ANIMAL SHELTER
Bryan, Texas
Client: Cities of Bryan and College Station
Scope: Feasibility study for new 15,000-SF serving 10,000 animals annually, including treatment labs for local veterinary school
Cost: \$3,500,000 (\$200/SF)
Completion Date: 2002



CAMPUS FOR COMPASSION
Phoenix, Arizona
Client: Arizona Humane Society
Scope: Several new buildings totaling 65,000-SF on 15 acres
Cost: \$9,650,000 (\$150/SF)
Completion Date: 2002



CHULA VISTA ANIMAL SHELTER
Chula Vista, California
Client: City of Chula Vista
Scope: New outdoor kennel facility serving 9,000 animals annually
Cost: \$1,200,000
Completion Date: 2002



PEBBLES McCULLOUGH ADOPTION
Houston, Texas
Client: Houston SPCA
Scope: Renovation of existing adoption center with beagle theme to honor donor
Cost: \$25,000
Completion Date: 2002



ANNA GUANA SHELTER DESIGN
Phoenix, Arizona
Client: City of Chula Vista
Scope: Design of whimsical facility intended to serve 40,000 animals on a 20-acre site, with emphasis on education facility and animal museum
Completion Date: 2000



GULF COAST HUMANE SOCIETY
Corpus Christi, Texas
Client: Gulf Coast Humane Society
Scope: Property evaluation for the stray kennels and adoption facilities
Completion Date: 2000



SUNNY SLOPE CAMPUS
Phoenix, Arizona
Client: Arizona Humane Society
Scope: Feasibility study for renovation of existing facility with new adoption center
Cost: \$2,000,000
Completion Date: 2000



GALVESTON SHELTER & ADOPTION
Galveston, Texas
Client: City of Galveston
Scope: Feasibility study for new 14,500-SF facility to serve 5,000 animals annually
Completion Date: 1999



MONTGOMERY COUNTY SHELTER
Conroe, Texas
Client: Montgomery County Humane Society
Scope: Feasibility study for new 25,000-SF facility to serve 20,000 animals annually, with 120 dog kennels and 60 cat cages
Completion Date: 1999

JACKSON & RYAN ARCHITECTS

2370 RICE BLVD., SUITE 210 • HOUSTON, TEXAS 77005 • TEL 713-526-5436 • www.jacksonryan.com

ANIMAL SHELTER PROJECTS



PEARLAND ANIMAL CONTROL
Pearland, Texas
Client: City of Pearland
Scope: 2,200-SF kennel and quarantine addition
Completion Date: 2008



ST. HUBERT'S ANIMAL WELFARE CENTER
Madison, New Jersey
Client: St. Hubert's Animal Welfare Center
Scope: New 55,000-SF facility and renovation on 15 acres with full training center
Cost: \$9,500,000 (\$170/SF)
Completion Date: 2010



SW MISSOURI HUMANE SOCIETY
Springfield, Missouri
Client: Southwest Missouri Humane Society
Scope: New 15,000-SF facility to serve 12,000 animals annually
Cost: \$2,500,000 (\$170/SF)
Completion Date: 2008



ANIMAL WELFARE LEAGUE
Voorhees, New Jersey
Client: Animal Welfare League
Scope: Feasibility study for new 30,000-SF facility to serve 2,500 animals annually
Completion Date: 2008



DUBAI CATTERY AND KENNELS
Dubai, United Arab Emirates
Scope: Master plan a new 10-acre site for long term boarding and shipping of animals
Completion Date: 2007



DUTCHESS COUNTY SPCA
Hyde Park, New York
Client: Dutchess County
Scope: Feasibility study for new 9,120-SF facility
Cost: \$2,100,000 (\$160/SF)
Completion Date: 2007



MOHAVE CO ANIMAL CARE & CONTROL
Kingman, Arizona
Client: Mohave County
Scope: Feasibility study for new 17,500-SF facility to serve 13,000 animals annually
Cost: \$5,725,000 (\$326/SF)
Completion Date: 2007



PAWS AND CLAWS HUMANE SOCIETY
Rochester, Minnesota
Client: Paws and Claws
Scope: Feasibility study for new 36,500-SF facility to serve 5,000 animals annually
Cost: \$4,000,000 (\$240/SF)
Completion Date: 2010



WESTERN ARIZONA HUMANE SOCIETY
Lake Havasu City, Arizona
Client: Western Arizona Humane Society
Scope: Feasibility study for new 17,000-SF facility to serve 4,000 animals annually
Completion Date: 2007



SUGAR LAND ANIMAL CONTROL
Sugar Land, Texas
Client: City of Sugar Land
Scope: Feasibility study for new 12,000-SF facility to serve 4,000 animals annually
Cost: \$2,900,000 (\$150/SF)
Completion Date: 2008



COLLIN COUNTY ANIMAL CONTROL
McKinney, Texas
Client: Collin County
Scope: New 9,000-SF facility serving 6,000 animals annually
Cost: \$2,500,000 (\$270/SF)
Completion Date: 2008



FORSYTH CO ANIMAL CARE & CONTROL
Winston-Salem, North Carolina
Client: Forsyth County
Scope: New 22,000-SF facility serving 8,000 animals annually
Cost: \$2,900,000 (\$150/SF)
Completion Date: 2008



HUMANE SOCIETY OF S. MISSISSIPPI
Gulfport, Mississippi
Client: Humane Society of South Mississippi
Scope: Renovation of existing 30,000-SF warehouse serving 10,000 animals annually
Cost: \$3,500,000 (\$120/SF)
Completion Date: 2008



RETA B. HUFF ANIMAL CENTER
Huntsville, Texas
Client: City of Huntsville, Huntsville Humane Society
Scope: Feasibility study for new 12,000-SF facility to serve 8,000 animals annually
Cost: \$2,900,000 (\$170/SF)
Completion Date: 2008

JACKSON & RYAN ARCHITECTS

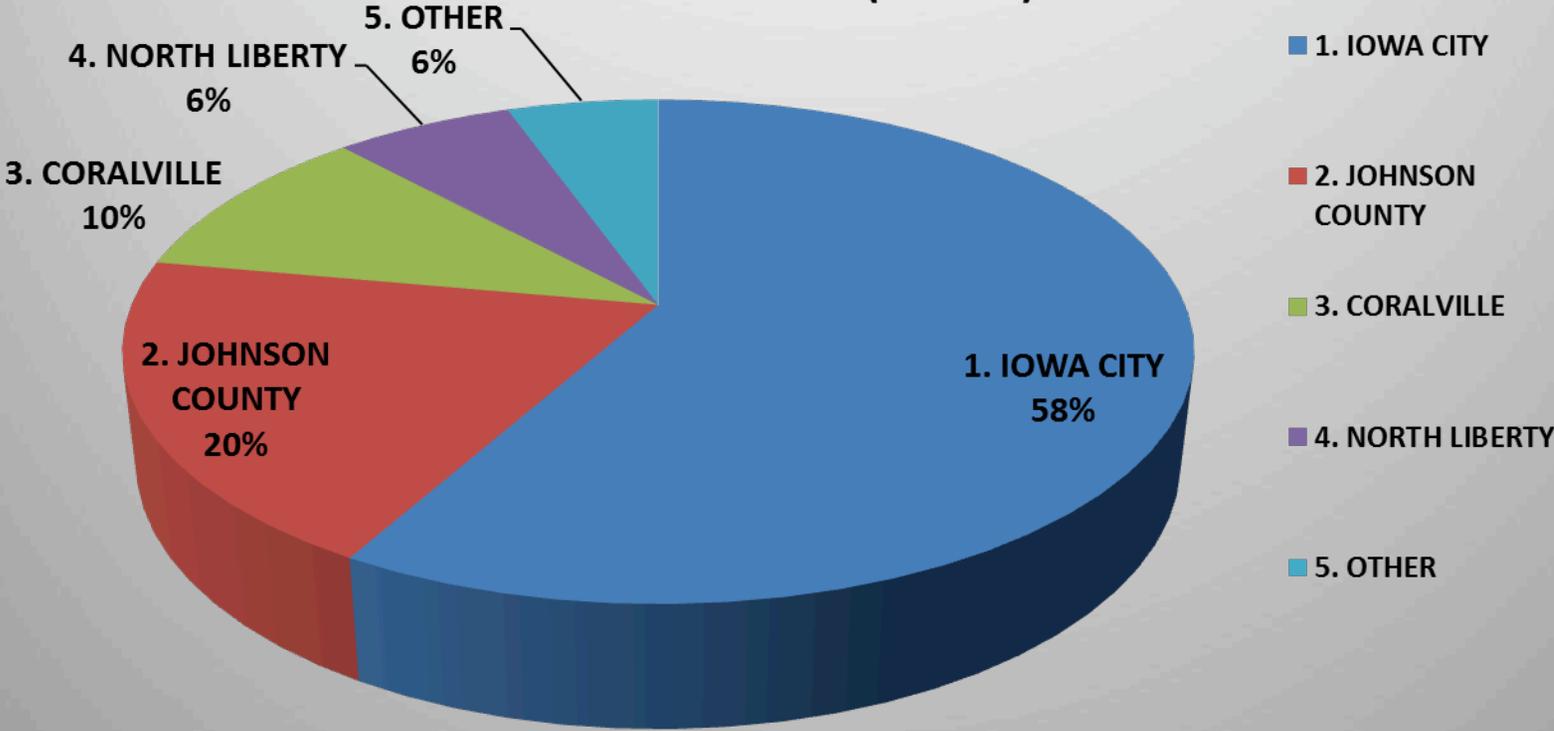
2370 RICE BLVD., SUITE 210 • HOUSTON, TEXAS 77005 • TEL 713-526-5436 • www.jacksonryan.com

Animal Facility Size Considerations

Facility	Description	Dogs	Cats	Total Habitats	Preliminary Cost Estimate
Iowa City + Neighboring Jurisdictions	16,715 SF	51	90	141	\$4,000,000
Iowa City Only	10,380 SF	31	62	93	\$2,500,000
FEMA Funded Facility	7,000 SF	31	62	93	\$1,400,000
					+ Local Costs for Material Changes

Where the Animals Come From

**Animals Intakes by Jurisdiction
FY09 - FY11 (3 Years)**



Three Year Average Volume of Animals by Jurisdiction

JURISDICTION Number of Animals Received - All Animal Types	FISCAL YEAR			Total Animals FY09 - FY11	3 Year Average	
	2009	2010	2011		Divide Total FY09 - FY11 Animals by 3	Percent of Usage
IOWA CITY	1,201	1,216	1,355	3,772	1,257	58.17%
JOHNSON COUNTY	467	378	432	1,277	426	19.71%
CORALVILLE	204	229	229	662	221	10.23%
NORTH LIBERTY	143	149	125	417	139	6.43%
HILLS	32	13	12	57	19	0.88%
LONE TREE	13	13	19	45	15	0.69%
OXFORD	7	14	9	30	10	0.46%
SHUEYVILLE	1	1	2	4	1	0.05%
SOLON	25	25	14	64	21	0.97%
SWISHER	6		1	7	2	0.09%
TIFFIN	46	39	21	106	35	1.62%
U of I	5	5	8	18	6	0.28%
UNIVERSITY HEIGHTS	4	19	4	27	9	0.42%
Grand Total Excluding Other County Transfers	2,154	2,101	2,231	6,486	2,161	100.00%

Operating Budget and Construction Percentage Cost Share – Assuming No

JURISDICTION Number of Animals Received - All Animal Types	<i>Donations</i> <i>3 Year Average</i>		1) Operating Cost Estimate using 3 Yr Avg # Animals	2) Animal Facility CIP (\$2.6 of \$4 Million) Distributed Using 3 Year Volume %
	Divide Total FY09 - FY11 Animals by 3	Percent of Usage		
IOWA CITY	1,257	58.17%	\$389,724	\$ 1,512,056
JOHNSON COUNTY	426	19.71%	132,077	511,903
CORALVILLE	221	10.23%	68,519	265,372
NORTH LIBERTY HILLS	139	6.43%	43,096	167,160
HILLS	19	0.88%	5,891	22,849
LONE TREE	15	0.69%	4,651	18,039
OXFORD	10	0.46%	3,100	12,026
SHUEYVILLE	1	0.05%	310	1,603
SOLOON	21	0.97%	6,511	25,655
SWISHER	2	0.09%	620	2,806
TIFFIN	35	1.62%	10,851	42,492
U of I	6	0.28%	1,860	7,216
UNIVERSITY HEIGHTS	9	0.42%	2,790	10,823
Grand Total Excluding Other County Transfers	2,161	100.00%	\$670,000	\$ 2,600,000

**Building Pre-Design
Estimate of 16,715
S.F.**

Note: Iowa City Council has not determined the next facility size. Determination will be based in-part on Other Communities Participation Going Forward.

Funding Scenarios:

A
\$Zero FAF
Campaign

B
\$1 Million
FAF
Campaign

C
\$1.5 Million
FAF
Campaign

Grant Funding:

Pre-Disaster Size 7,000 SF

	A	B	C
2008 Flood - Fema Funding	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000
2008 Flood - State Funding	\$ 140,000	\$ 140,000	\$ 140,000
Sub-Total FEMA Project	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000

Local Costs:

IOWA CITY	\$ 1,512,056	\$ 930,495	\$ 639,716
JOHNSON COUNTY	\$ 511,903	\$ 315,017	\$ 216,574
CORALVILLE	\$ 265,372	\$ 163,306	\$ 112,273
NORTH LIBERTY	\$ 167,160	\$ 102,868	\$ 70,722
HILLS	\$ 22,849	\$ 14,061	\$ 9,667
LONE TREE	\$ 18,039	\$ 11,101	\$ 7,632
OXFORD	\$ 12,026	\$ 7,401	\$ 5,088
SHUEYVILLE	\$ 1,603	\$ 987	\$ 678
SOLOM	\$ 25,655	\$ 15,788	\$ 10,854
SWISHER	\$ 2,806	\$ 1,727	\$ 1,187
TIFFIN	\$ 42,492	\$ 26,149	\$ 17,977
U of I	\$ 7,216	\$ 4,440	\$ 3,053
UNIVERSITY HEIGHTS	\$ 10,823	\$ 6,660	\$ 4,579

Sub-Total Local Governments: \$ 2,600,000 \$ 1,600,000 \$ 1,100,000

**FACF - Friends of the Animal
Center Foundation - Capital
Campaign**

	\$ -	\$ 1,000,000	\$ 1,500,000
--	------	--------------	--------------

**Total Pre-Design Estimate for
16,715 S.F.**

	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
--	--------------	--------------	--------------

Friends of the Animal Center Foundation (FACF)

FACF Mission :

To raise funds to support and expand the animal care services of the Iowa City Animal Care & Adoption Center.

About Friends of the Animal Center Foundation (FACF):

- Established in 1999, as a 501 (c) (3) Non -Profit Organization
- Administered by an 8 member volunteer board and assisted by an Executive Director
- Healthy donor database of 8500
- Excellent fund raising track record of over \$657,000 raised since June 2008
- Volunteer hours logged: over 10,000 in 2011, **which is equivalent to 5.5 full - time employees.**

Programs FACF supports:

- Volunteer/Foster Care Program
- Medical Care & Animal Nutrition
- Animal Enrichment
- Adoption Promotion & Mobile Adoption
- Humane Education & Service Learning
- Community Outreach Programs
- Spay/Neuter Assistance Programs
- Dog Training
- Microchipping Clinics
- Facility Enhancements



Friends of the Animal Center
Foundation

<http://facf.org/>

February '12 – City Attorney's Report

1. **Resolution Establishing Depositories and Deposit Limits.** In accordance with the recent municipal audit, I have drafted Resolution No. 12-3 that identifies the financial institutions where the City will deposit money and specifies the maximum amount that may be deposited at these institutions.

- In 2002, the Council adopted a resolution (No. 02-07) establishing official City depositories.
 - That resolution identified Hills Bank and Trust Company; Iowa State Bank & Trust Company; Wells Fargo Bank; and Hawkeye State Bank, or their respective successors in interest.
 - That resolution did not specify a maximum amount that may be deposited in each institution.
- After speaking with Council Member Lane, I prepared Resolution No. 12-3 to identify the same institutions as before. Of course, the Council may modify this list as it desires.
- The resolution, as proposed, specifies the maximum amount that can be deposited at each institution to be \$300,000.00. (The usual FDIC limitation on insurable amounts does not apply to municipal deposits.) The figure I selected is arbitrary; the Council is free to select a different number, but the resolution must specify an amount.

2. **Sunset Street Wide Sidewalk Project.**

- You will be considering whether to postpone or terminate this project. I have spoken with representatives of IDOT, MPO-JC, and Shive-Hattery, Inc., about the consequences of such action.
 - IDOT and MPO-JC have indicated that if the City terminates the project, the City will not be eligible for reimbursement for costs already incurred. Those costs amount to the design work Shive-Hattery, Inc. has already performed for the project. Josiah will have estimate of the amount involved, and whatever that amount is, the City will not be reimbursed.
 - In accordance with the consultant's agreement, Shive-Hattery, Inc. will not perform further work in the event the project is suspended or terminated. My impression is that Shive-Hattery, Inc. will not be offended or put off in the event the City exercises its rights under the agreement by suspending or terminating the project. I mention this only as

a matter that may concern the Council; the City has had a long and very good relationship with Shive-Hattery, Inc., and action that could jeopardize that relationship should not be taken lightly, in my opinion.

- If the project is terminated, IDOT will reallocate the Transportation Enhancement (“TE”) funds involved, \$215,000.00, to MPO-JC for further reallocation. In other words, MPO-JC will have \$215,000.000 dollars more than it has now to allocate to other projects. The IDOT personnel with whom I spoke at IDOT said IDOT will not hold it against the City on future projects if the City terminates this one. I believe the Mayor has spoken with MPO-JC about considerations there, and I believe she will be reporting to the Council on that matter.
- In summary, there are no significant legal consequences to terminating this project. There are economic costs in an amount to be determined, and there may be political considerations in the event the City approaches MPO-JC for funding of future projects. Of course, an additional piece of the puzzle is whether the Council wants to discard a project to which it has devoted significant planning and effort. The Council has discussed this project several times over a span of many months (at one stage or another in the process); each time, the Council determined that the project was in the City's best interests. What showing should the Council require to change course now?
- You will be considering Resolution No. 12-4 (attached) that rescinds Resolution No. 11-23, adopted in December. The prior resolution expanded the scope of the project to include curb ramp work on the east side of Sunset Street. At the time of the December meeting, Josiah Bilskemper had received mixed messages from IDOT about whether such work was required to be part of the project. In light of then-approaching deadlines, and to keep the project on track, the Council adopted the resolution with the understanding that it would revisit the issue upon final direction from IDOT that the curb ramp work was not required. IDOT has since provided that direction, so Resolution No. 12-4 rescinds the prior resolution.
- You will be considering Resolution No. 12-5 (attached) that approves an amendment to the consultant agreement with Shive-Hattery, Inc. to expand the scope of the project to include preparation and negotiation of easements and acquisition agreements for those easements for three (3) properties adjacent to the project. Josiah may address this issue more fully in his report.

3. Over-Occupancy Issues.

- **1236 Melrose Avenue.** The tenants at this property had some questions that I answered. The owners of this property communicated that the property had been brought into compliance regarding occupancy.
- **Generally.** Chris Anderson fielded a complaint about another property and passed the information along to Norm Cate. Norm was aware that this property was over-occupied but was of a mind to permit the existing tenants to remain until the end of the semester because, among other things, the tenants have not caused problems that have been reported to the City.
 - I think this would be a good time for the Council to discuss its expectations concerning enforcement of the occupancy restrictions.
 - In the past, the rental housing officials (even those who served without that title) used their discretion, with the Council's blessing, to determine whether and when to issue citations as opposed to giving owners and tenants until a particular time (end of the semester is most popular) to come into compliance. That's what Norm did with the 1236 Melrose Avenue matter – he issued a citation in October requiring compliance January 1.
 - If the Council desires Norm and other City staff to enforce occupancy and other restrictions in a different fashion, the Council should be clear about its intentions and expectations.

4. Care for and Removal of Trees in Parking Area. A question arose at the last Council meeting about why the City paid a portion of the cost of removing trees in the City right-of-way and how that practice came to be. The answer is part statute and part history.

- The statute is Iowa Code § 364.12 - attached and highlighted. It says, essentially, that cities must maintain their property (including street rights-of-way) but then says cities can transfer responsibility for certain maintenance on abutting property owners.
- So, for example, cities may adopt ordinances requiring abutting property owners to care for and maintain the area between the lot line - usually the edge of the sidewalk closest to the house, if there are sidewalks - and the curb. (This area is typically known to most folks as the "parking" or the "boulevard" depending on where you grew up.)

- Ordinance 52 requires property owners to maintain trees in this parking area (and even says owners must have council approval to plant in this area). But Iowa Code § 364.12(2)(c) goes on to say that "the property owner shall not be required to remove diseased trees or dead wood on the publicly owned property or right-of-way". So, the city can require a property owner to trim or otherwise maintain a live tree, but it cannot compel an owner to remove a dead one. Because the city is required to maintain the city-owned property (parking area in this instance), the responsibility for such removal defaults to the city.
- That's the statutory part. This history part is that some trees are part dead, part live. I have informed the council that from a legal standpoint, if the tree is alive in part then it is not dead, so the city may require the owner to pay for removal. The council has elected in recent years to meet the property owner halfway in several of these instances, agreeing to pay half the cost of removal if the owner stands for the other half. The council has made these determinations on a case-by-case basis with input from the city engineer and, at times, the IDNR forester and/or private tree contractors.

5. **Sertoma Proclamation.** You will be considering Resolution No. 12-2, declaring the week of February 12, 2012, to be Sertoma's Freedom Week in University Heights. I am attaching a proclamation that Mayor From will be signing if the resolution is approved.

RESOLUTION NO. 12-3

**RESOLUTION APPROVING FINANCIAL INSTITUTIONS
AS OFFICIAL DEPOSITORIES AND SPECIFYING LIMITS ON THE
MAXIMUM AMOUNT THAT MAY BE DEPOSITED AT EACH INSTITUTION.**

RESOLVED that the City Council of the City of University Heights Iowa, approves the following financial institutions to be official depositories of the City in the maximum amounts specified:

- A. Hills Bank and Trust Company, or its successor in interest, not more than \$300,000.00.
- B. MidWestOne Bank, or its successor in interest, not more than \$300,000.00.
- C. Wells Fargo Bank, or its successor in interest, not more than \$300,000.00.
- D. West Bank, or its successor in interest, not more than \$300,000.00.

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

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Hopson	_____	_____	_____
Lane	_____	_____	_____
Leff	_____	_____	_____
McGrath	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 14th day of February, 2012.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

University Heights

Building Permits

January 1, 2011 - February 14, 2012

Permit #	Building Address	Date Issued	Fee	Building Valuation	Description of Remodeling
BLD11-001	209 Ridgeview	4/17/11	\$337.10	n/a	Uncovered deck
BLD11-002	228 Highland Drive	4/17/11	\$565.90	n/a	Replace foundation
BLD11-002a	36 Olive Court	2/8/11	\$50.00	n/a	Receptacles and circuits added to feeder panel
BLD11-003	21 Prospect Place	5/4/11	\$1,123.50	\$112,000.00	Addition/remodel
BLD11-004	220 Highland Drive	6/14/11	\$421.00	\$25,000.00	Adding a bathroom and closet
BLD11-005	426 Koer Avenue	6/8/11	\$79.50		Uncovered wood deck
	246 Koser Avenue	5/25/11	\$50.00	\$600.00	Electrical permit - Changing service overhead and underground
BLD11-006	120 Koser Avenue	6/3/11	\$536.80	\$35,000.00	24'x26' detached garage, new driveway and sidewalk
BLD11-007	316 Monroe Street	6/8/11	\$111.70	\$4,000.00	Window enlargement and replacement
BLD11-008	216 Monroe Street	6/19/11	\$267.45	\$18,013.00	Bathroom remodel
	1237 Melrose Avenue	7/21/11	\$50.00		Electrical permit - install new overhead 100 amp service; wire ACunit and wire furnace
BLD11-010	1456 Grand Avenue	8/4/11	\$435.40	\$21,742.00	3 season porch
BLD11-011	60 Marietta Avenue	8/10/11	\$2,311.95	\$280,000.00	New single-family residence, finished basement,two-car garage and 4 season room
DEM-001	60 Marietta Avenue	8/11/11	\$50.00		Demolition permit
BLD11-012	21 Koser Avenue	10/17/11	\$519.30	\$30,000.00	10' x 14' addition
BLD11-013	23 George Street	9/26/11	\$526.53		Finish existing space under addition
BLD11-014	28 Highland Drive	9/20/11	\$51.50		Install egress window
BLD11-015	220 Koser Avenue	10/6/11	\$523.02	\$27,640.00	Detached garage 20' x 20'
BLD11-016	417 Monroe Street	11/2/11	\$145.50	\$12,750.00	Kitchen remodel
	23 George Street	11/2/11	\$50.00		Service panel change
	Roof permit	11/4/11	\$80.80		fee to for permit to install a roof
	59 Olive Court	11/8/11	\$50.00		Service change out
BLD11-017	1475 Grand Avenue	10/27/11	\$145.60		Roof over exisiting stoop
BLD11-018	124 Koser Avenue	12/11/11	\$111.70		Stoop with steps
BLD12-001	399 Mahaska Drive	1/10/12	\$111.70		Foundation repair
	Total		\$8,705.95	\$566,745.00	

City of University Heights, Iowa

	FY 10/11 Actual	FY 11/12 Budget	FY 12/13 Budget	Current Budget Comments
PROPERTY TAXES				
Transit Levy	40,745.82	41,313.00	42,455.00	amount needed
Library Services Levy	13,412.95	0.00	15,268.00	\$0.27/1,000 txbl
Emergency Levy	0.00	14,135.00	0.00	
Regular Property Tax	402,388.70	424,061.00	458,038.00	\$8.10/1,000 txbl
Debt Service Levy	32,375.94	32,336.00	32,770.00	amount needed
Insurance Levy	17,854.40	18,124.00	11,800.00	amount needed
Benefits Levies	42,129.78	49,260.00	58,792.00	amount needed
Total PROPERTY TAXES	548,907.59	579,229.00	619,123.00	
OTHER CITY TAXES				
Local Option Sales Tax	123,014.41	125,000.00	125,000.00	
Utility Excise Tax	8,313.72	8,838.00	--	included in Property Taxes
Total OTHER CITY TAXES	131,328.13	133,838.00	125,000.00	
LICENSES & PERMITS				
Beer/Wine/Liquor/Cig Permits	305.62	390.00	390.00	
Building/Equipment Permits	8,789.80	10,000.00	10,000.00	
Misc. Licenses/Permits	55.00	100.00	1,000.00	
Rental Permits	12,000.00	12,500.00	12,500.00	
Total LICENSES & PERMITS	21,150.42	22,990.00	23,890.00	
USE OF MONEY & PROPERTY				
Interest on Cash Investments	2,573.63	2,000.00	2,500.00	
Total USE OF MONEY & PROPERTY	2,573.63	2,000.00	2,500.00	
INTERGOVERNMENTAL/SHARED REVENUE				
Federal Shared Revenues				
IDOT funds - sidewalk project	303,091.26	0.00	215,000.00	
IDOT stimulus - arterial streets	45,875.10	0.00	0.00	
I-JOBS (ARRA) funds	5,245.27	0.00	0.00	
	354,211.63	0.00	215,000.00	

State Shared Revenues			
Road Use/Street Construction	91,526.63	90,000.00	100,000.00
Traffic Safety Incentive	13,874.42	0.00	0.00
	<hr/>	<hr/>	<hr/>
	105,401.05	90,000.00	100,000.00
Total INTERGOVERNMENTAL/SHARED REVENUE	459,612.68	90,000.00	315,000.00
	<hr/>	<hr/>	<hr/>
CHARGES FOR SERVICE - rental inspections and police reports	747.00	700.00	1,000.00
	<hr/>	<hr/>	<hr/>
SPECIAL ASSESSMENTS	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
MISCELLANEOUS REVENUES			
Cable TV Franchise	9,016.98	8,000.00	15,000.00
Fines			
Parking Fines	8,496.00	8,000.00	6,000.00
Traffic Fines-Clk of Ct	68,682.26	62,500.00	60,000.00
Misc. Income/Contributions	250.00	0.00	250.00
Misc Income/Other	50.00	2,000.00	1,000.00
Olive Ct. Developer Funding	0.00	0.00	90,000.00
Refunds and Reimbursements	1,912.75	1,000.00	1,000.00
Sale of Property & Merchandise	620.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
Total MISCELLANEOUS REVENUES	89,027.99	81,500.00	173,250.00
	<hr/>	<hr/>	<hr/>
	1,253,347.44	910,257.00	1,259,763.00
	<hr/>	<hr/>	<hr/>
OTHER FINANCING SOURCES			
Loan Draws for Sidewalk Project	150,000.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
Financing Sources	1,403,347.44	910,257.00	1,259,763.00
	<hr/>	<hr/>	<hr/>

likely to be deferred

PUBLIC SAFETY

Police

Holiday and Other Pay	19,501.04	15,700.00	16,000.00
Reserves/Special Events payroll	18.00	24.00	24.00
Police Gross Wages	198,003.80	180,898.00	190,000.00
Total Police Gross Wages	217,522.84	196,622.00	206,024.00

Police Benefits & Costs

Police FICA	13,131.62	12,190.00	12,772.00	6.20%
Police Medicare	3,068.22	2,850.00	2,987.00	1.45%
Police IPERS	20,654.54	19,600.00	21,156.00	10.27%
Police Health Insurance	12,139.09	13,500.00	10,866.00	
Police Workers Compensation	8,472.00	6,600.00	8,500.00	
Police SUTA	1,029.69	100.00	250.00	
Total Police Benefits & Costs	58,495.16	54,840.00	56,531.00	

Staff Development

Regular Officer Training			
Academy training	0.00	5,500.00	6,000.00
Officer Training	1,431.98	4,000.00	4,000.00
Training Supplies	1,251.41	2,000.00	2,000.00
Total Staff Development	2,683.39	11,500.00	12,000.00

Repair/Maint/Utilities

Vehicle Operations			
Fuel	12,801.00	15,000.00	15,000.00
Washes	383.62	700.00	700.00
Other	0.00	500.00	500.00
Total Vehicle Operations	13,184.62	16,200.00	16,200.00

Maintenance and Repairs

Bicycle Maint/Repair	0.00	200.00	200.00
Car Maint/Repair	5,545.23	9,000.00	9,000.00
Total Maintenance and Repairs	5,545.23	9,200.00	9,200.00

Telecommunications Expense

Radio Repairs	203.11	0.00	0.00
Pager Fees/Verizon	1,208.89	1,900.00	2,000.00
Racom Radio Fees/Cellphones	1,933.96	1,800.00	1,800.00
Total Telecommunications Expense	3,345.96	3,700.00	3,800.00

Total Vehicle, Repairs and Maintenance and Telecommunications

22,075.81	29,100.00	29,200.00
------------------	------------------	------------------

Contractual Services			
Police Insurance-Car/Liability	3,894.00	4,800.00	4,800.00
Special Events staff	1,285.00	0.00	0.00
Payments to Other Agencies			
Technology Services/Iowa System	24.00	500.00	500.00
Johnson Co. Sheriff - jail fee	0.00	300.00	300.00
Evidence testing	0.00	150.00	150.00
Radio Fees-Iowa City	375.00	0.00	0.00
Total Payments to Other Agencies	5,578.00	5,750.00	5,750.00
Printing/Copying	40.00	1,000.00	1,000.00
Garage Rental	0.00	1,800.00	2,400.00
Prof Serv-Psych Testing-Physica	90.00	500.00	500.00
Total Contractual Services	5,708.00	9,050.00	9,650.00
Commodities			
Car Purchase	0.00	15,000.00	15,000.00
Minor Equipment			
Regular Officer Uniform	2,326.91	3,000.00	3,500.00
Operating Equipment	4,237.98	1,500.00	1,500.00
Total Minor Equipment	6,564.89	4,500.00	5,000.00
Major Equipment			
Light Bar	1,600.00	0.00	0.00
Radar	807.85	0.00	0.00
Other Equipment	818.00	1,200.00	0.00
Car Equipment	1,944.28	3,000.00	3,000.00
Total Major Equipment	5,170.13	4,200.00	3,000.00
Supplies			
Office Supplies	1,454.53	3,000.00	3,000.00
Operating Supplies	2,582.11	3,000.00	3,000.00
Ammunition	7,119.00	3,500.00	3,500.00
Postage/Shipping	47.66	300.00	300.00
Other Supplies	43.06	2,000.00	2,000.00
Total Supplies	11,246.36	11,800.00	11,800.00
Total Commodities	22,981.38	35,500.00	34,800.00
Total Police	329,466.58	336,612.00	348,205.00

included in wages

Fire			
Contracts w/Other Agencies			
Coralville Fire Dep't	29,718.00	30,164.00	31,069.00
Hydrant Flush-City of Iowa City	2,000.00	2,000.00	2,000.00
Total Fire	31,718.00	32,164.00	33,069.00
Hazmat-Johnson County	256.00	256.00	263.00
Building Inspections			
Building / Rental Inspection	20,860.00	15,200.00	15,200.00
Total PUBLIC SAFETY	382,300.58	384,232.00	396,737.00
PUBLIC WORKS			
Roads, Bridges, & Sidewalks			
Storm water permit/administration	139.00	3,500.00	3,000.00
Contractual Services			
Engineering Fees	58,294.14	36,000.00	37,500.00
Repairs/Improvements			
Street Repairs			
Sunset St. wide sidewalk		37,500.00	304,150.00
Olive Ct. reconstruction		0.00	251,000.00
Traffic sign assessment/mgmt		8,500.00	4,000.00
George/Koser intersection		32,000.00	0.00
Melrose panels - city office area		0.00	72,000.00
Melrose panels - Athletic Club		0.00	47,000.00
Oakcrest storm intake		0.00	18,000.00
Sunset St. curb ramps		0.00	36,500.00
Melrose Ave. curb ramps		0.00	25,000.00
City-wide utility mapping		0.00	12,000.00
Arterial panel replacements		11,000.00	12,000.00
Local panel replacements		9,000.00	10,000.00
Pavement management		0.00	1,000.00
Asphalt patch projects		5,000.00	3,000.00
Wide Sidewalk (555,000)	402,579.25		
Arterial Street repair (stimulus)	50,264.99		
Striping/Curb Renumbering	2,223.00	5,000.00	5,000.00
Street Lighting Electricity	7,618.72	7,700.00	7,800.00
Traffic Controls and Safety			
Traffic Light Electricity/Street Signs	1,307.31	800.00	800.00
Snow Removal-Contractual	23,775.00	30,500.00	30,500.00
Street Sweeping-Contractual	2,117.00	5,000.00	5,000.00

likely to be deferred

\$17,000 minimum

\$17,000 minimum

Total Roads, Bridges, & Sidewalks	551,412.38	191,500.00	885,250.00	
Transit				
Contracts-Other Agencies				
IC Bus Service	32,843.50	33,500.00	34,011.00	
SEATS Service	8,443.92	8,444.00	8,444.00	
Total Transit	41,287.42	41,944.00	42,455.00	
Sanitation				
Contractual				
Trash/Recycling	20,952.86	20,862.00	20,862.00	
Leaf Bag pick up/dump fees	0.00	1,200.00	0.00	
Leaf Vacuuming	10,000.00	10,000.00	10,000.00	
Total Sanitation	30,952.86	32,062.00	30,862.00	
Total PUBLIC WORKS	623,652.66	265,506.00	958,567.00	
CULTURE & RECREATION				
Library	33,176.00	37,368.00	36,911.00	
Chautauqua expenses	372.29	0.00	0.00	
Parks				
Park Expenses	822.96	750.00	800.00	
Total CULTURE & RECREATION	34,371.25	38,118.00	37,711.00	
COMMUNITY & ECONOMIC DEV.				
Tree Trimming/Management	3,591.30	5,000.00	6,500.00	
Total COMMUNITY & ECONOMIC DEV.	3,591.30	5,000.00	6,500.00	
GENERAL GOVERNMENT				
Mayor/Council Operations				
Salaries-Regular Part Time				
Council	4,040.00	4,000.00	4,000.00	
Mayor	1,967.00	1,967.00	1,967.00	
Total Salaries-Regular Part Time	6,007.00	5,967.00	5,967.00	
Employee Benefits & Costs				
FICA	360.03	370.00	370.00	6.20%
Medicare	87.10	87.00	87.00	1.45%
SUTA	18.07	5.00	50.00	
Total Employee Benefits & Costs	465.20	462.00	507.00	
Commodities				
Recognition Awards	0.00	0.00	0.00	
Total Mayor/Council Operations	6,472.20	6,429.00	6,474.00	

Clerk/Treasurer & Finance Admin

Salaries-Regular Part Time

Clerk and Treasurer

8,478.75 9,000.00 9,500.00

Employee Benefits & Costs

FICA

525.69 558.00 589.00

6.20%

Medicare

122.95 131.00 138.00

1.45%

SUTA

25.24 10.00 80.00

IPERS

726.93 726.00 824.00

8.67%

Total Employee Benefits & Costs

1,400.81 1,425.00 1,631.00

Staff Development

Dues & Memberships

MPOJC Assessment

929.00 1,064.00 1,700.00

IA League of Cities

555.00 555.00 555.00

Chamber of Commerce

0.00 0.00 325.00

Other Dues and Memberships

466.59 250.00 250.00

Professional Development

0.00 0.00 0.00

Total Staff Development

1,950.59 1,869.00 2,830.00

Contractual Services

Printing/Copying

68.43 700.00 500.00

Bank/CC fees

30.92 60.00 50.00

Notary Fees

60.00 0.00 0.00

Technology Services

598.40 1,000.00 750.00

Total Contractual Services

757.75 1,760.00 1,300.00

Commodities

Minor Equipment/Supplies/Techno

981.34 700.00 700.00

Office Supplies and Postage

1,599.87 1,000.00 1,000.00

Total Commodities

2,581.21 1,700.00 1,700.00

Total Clerk/Treasurer & Finance Admin

15,169.11 15,754.00 16,961.00

Election Expenses

3,688.94 1,800.00 1,800.00

Legal Services

87,777.72 42,000.00 42,000.00

Accounting/Audit Fees

2,760.00 8,500.00 3,000.00

this amount does not include legal costs reimbursed to the City for developments, misc.

Legal Publications	3,584.52	3,500.00	3,500.00	
City Hall & General Buildings				
Salaries-Regular Part Time				
Facilities Assistant	0.00	0.00	750.00	
Employee Benefits & Costs				
FICA	0.00	0.00	47.00	6.20%
Medicare	0.00	0.00	11.00	1.45%
IPERS	0.00	0.00	65.00	8.67%
Total Employee Benefits & Costs	0.00	0.00	123.00	
Repair/Maint/Utilities				
Utilities	1,052.00	1,500.00	1,600.00	
Repairs	230.47	1,000.00	1,000.00	
Telecommunications	1,621.92	1,625.00	1,700.00	
Total Repair/Maint/Utilities	2,904.39	4,125.00	4,300.00	
Contractual				
City Hall rental	10,542.30	10,600.00	10,600.00	
Garage rental	420.00	420.00	420.00	
Total Contractual	10,962.30	11,020.00	11,020.00	
Commodities				
Supplies	175.79	200.00	200.00	
Total City Hall & General Buildings	14,042.48	15,345.00	16,393.00	
Refunds/Claims/Reimbursements	1,730.00	0.00	0.00	
Tort Liability Insurance	6,690.00	7,000.00	7,000.00	
Total GENERAL GOVERNMENT	141,914.97	100,328.00	97,128.00	
DEBT SERVICE				
Interest - G.O. bond	7,479.41	6,830.00	5,770.00	
Interest - short-term note	3,364.57	0.00	0.00	
Principal - short-term note	150,000.00	0.00	0.00	
Principal - G.O. bond	25,000.00	26,000.00	27,000.00	
Total DEBT SERVICE	185,843.98	32,830.00	32,770.00	
	1,371,674.74	826,014.00	1,529,413.00	
NET SURPLUS OR (LOSS)	31,672.70	84,243.00	-269,650.00	

Net valuation for tax levies:

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
2012/13	56,547,849

Levy rate

11.04972

11.06390

10.94866

NET SURPLUS OR (LOSS) FROM ABOVE

(269,560.00)

Olive Ct. reconstruction costs

251,000.00

Olive Ct. developer fee revenue

90,000.00

161,000.00

Melrose/City Hall additional cracked panels

55,000.00

Melrose/Athletic Club addl cracked panels

30,000.00

**NET SURPLUS OR (LOSS) AFTER REMOVAL OF CERTAIN
ITEMS**

(23,560.00)

Treasurer's Report

January 2012

Our total revenue for the month of January was \$69,910.10 comprised of the following amounts:

Property Taxes	\$ 6,811.72
Local Option Sales Tax (LOST)	\$10,717.48
Parking fines	\$ 135.00
Traffic Fines from Clerk of Court	\$ 2,904.90
Interest on bank accounts	\$ 158.43
Rental Permits	\$ 400.00
Road Use Funds	\$ 7,822.25
Building/excavation permits	\$ 394.00
IDOT funds for Melrose Wide Sidewalk Project	\$30,802.93
Cable TV Franchise fees	\$ 9,113.39
Sale of Property (2 handguns)	\$ 650.00

Balances in the bank accounts as of 1/31/2012:

ISB&T Checking Account	\$332,599.55
Hills Bank Money Market Account	\$ 23,524.48
CD at UICCU (due 2/28/14)	\$ 41,020.22
Forfeiture Fund	\$ 2,293.23

Because we paid over \$50,000 in federal payroll taxes last year, we are now required to pay taxes twice a month instead of just once. Beginning with January you will now see 2 electronic payments to the Internal Revenue Service each month

Warrants for Council Approval

02/13/2012

January 11 through February 14, 2012

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Jan 11 - Feb 14, 12			
01/13/2012	City of Iowa City	City Hall water/sewer automatic payment	-2.73
01/13/2012	Fort, Matthew A		-2,219.91
01/13/2012	Fort, Ronald R		-1,650.89
01/13/2012	Lord, Benjamin M		-863.11
01/13/2012	Tucker, Darryl		-1,297.55
01/19/2012	Internal Revenue Service	42-1109342	-1,970.79
01/20/2012	McLeod USA/PAETEC	automatic phone service payment	-137.79
01/25/2012	MidAmerican Energy	pedestrian lights at 113 Golfview	-35.36
01/25/2012	MidAmerican Energy	1011 Melrose stop light	-42.14
01/25/2012	MidAmerican Energy	City Hall electricity	-73.75
01/26/2012	MidAmerican Energy	1301 Melrose stop light	-34.72
01/26/2012	MidAmerican Energy	street lights	-614.29
01/30/2012	Office of Auditor of State	Audit filing fee	-175.00
01/30/2012	Wellmark BC/BS	monthly insurance payment	-1,263.55
01/30/2012	Anderson, Christine M.		-158.18
01/30/2012	Fort, Matthew A		-1,820.62
01/30/2012	Fort, Ronald R		-1,905.85
01/30/2012	Kimura, Lori D.		-143.50
01/30/2012	Lord, Benjamin M		-1,234.41
01/30/2012	Tucker, Darryl		-1,259.60
01/30/2012	Internal Revenue Service	federal payroll taxes 42-1109342	-2,245.57
01/31/2012	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-2,804.55
01/31/2012	IOWA PUBLIC EMPLOYEES RETIREMENT SYSTEM		-57.70
02/01/2012	Paul J. Moore, Melrose Avenue Building	City Hall Rent	-867.00
02/10/2012	City of Iowa City	City Hall water/sewer automatic payment	-13.56
02/14/2012	Terry Goerd	inspection services for January	-350.00
02/14/2012	Norm Cate	inspection services for January	-210.00
02/14/2012	Lord, Benjamin M	partial reimbursement for boots	-100.00
02/14/2012	Fort, Ronald R	partial reimbursement for boots	-100.00

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
02/14/2012	City of Coralville	fire protection services 1/1/12-6/30/12	-14,859.00
02/14/2012	City of Coralville	wayfinding signs for Trail & Bike route	-125.51
02/14/2012	ABC Solutions	Monthly fee for city website/email service	-24.95
02/14/2012	Paul J. Moore, Melrose Avenue Building	Garage rent	-35.00
02/14/2012	SEATS	Seats Payment	-703.66
02/14/2012	City of Iowa City	bus, 2 months fuel, library, hydrant usage	-14,501.64
02/14/2012	Emblem Enterprises	300 shoulder patches	-524.64
02/14/2012	Iowa Law Enforcement Academy	MMPI-2 evaluation	-135.00
02/14/2012	Institute of Public Affairs	6 municipal lpolicy leaders handbooks	-159.00
02/14/2012	Johnson County Refuse, Inc.	January recycling/Dec & Jan snow removal	-6,838.50
02/14/2012	Mediacom	online service 2/3/12-3/2/12	-69.95
02/14/2012	O'Reilly Auto Parts	windshield wiper fluid/spare headlights	-41.85
02/14/2012	Iowa City Press-Citizen	January publications	-416.58
02/14/2012	Pyramid Services Inc.	rpl battery/oil change/rpl brakes/rotors	-770.82
02/14/2012	Racom Corporation	Police computer access fee	-79.60
02/14/2012	Radar Road Tec	annual radar certification	-105.00
02/14/2012	Stanard & Associates, Inc.	written officer tests/examiners manual	-46.00
02/14/2012	Total Tree Care of Iowa City LC	tree removal/tree trimming near 140 Highland/	-800.00
02/14/2012	Watch Guard	200 dvd/covers for in car cameras	-174.00
02/14/2012	Westport Touchless Autowash	December vehicle washes	-18.00
02/14/2012	Staples	toner cartridge/flash drives/sharpies/folders/cli	-366.24
02/14/2012	VISA	water/cooler rental/neighborhood watch signs	-345.11
02/14/2012	Galls Incorporated	uniform bike pants	-58.98

Jan 11 - Feb 14, 12

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

	CAPITAL PROJECTS			Jul '11 - Jan 12
	Jul '11 - Jan 12	Budget	% of Budget	
Ordinary Income/Expense				
Income				
GENERAL PROPERTY TAXES	0.00			274,345.55
OTHER CITY TAXES	0.00			79,254.29
LICENSES & PERMITS	0.00			18,408.40
USE OF MONEY & PROPERTY	0.00			1,110.28
INTERGOVERNMENTAL/SHARED REVENUE	30,802.93			15,905.63
CHARGES FOR SERVICES	0.00			373.00
MISCELLANEOUS REVENUES	0.00			79,196.10
Total Income	30,802.93			468,593.25
Expense				
CAPITAL PROJECTS	10,874.17			0.00
PUBLIC SAFETY	0.00			190,091.59
PUBLIC WORKS	0.00			49,023.12
CULTURE & RECREATION	0.00			17,177.62
COMMUNITY & ECONOMIC DEV.	0.00			0.00
GENERAL GOVERNMENT	0.00			118,645.42
DEBT SERVICE	0.00			0.00
Total Expense	10,874.17			374,937.75
Net Ordinary Income	19,928.76			93,655.50
Net Income	19,928.76	0.00	100.0%	93,655.50

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

	GENERAL		DEBT SERVICE	
	Budget	% of Budget	Jul '11 - Jan 12	Budget
Ordinary Income/Expense				
Income				
GENERAL PROPERTY TAXES	497,633.00	55.13%	17,829.68	32,336.00
OTHER CITY TAXES	133,838.00	59.22%	245.20	
LICENSES & PERMITS	22,990.00	80.07%	0.00	
USE OF MONEY & PROPERTY	2,000.00	55.51%	0.00	
INTERGOVERNMENTAL/SHARED REVENUE			0.00	
CHARGES FOR SERVICES	700.00	53.29%	0.00	
MISCELLANEOUS REVENUES	81,500.00	97.17%	0.00	
Total Income	738,661.00	63.44%	18,074.88	32,336.00
Expense				
CAPITAL PROJECTS			0.00	
PUBLIC SAFETY	336,092.00	56.56%	0.00	
PUBLIC WORKS	77,506.00	63.25%	0.00	
CULTURE & RECREATION	38,118.00	45.06%	0.00	
COMMUNITY & ECONOMIC DEV.	5,000.00	0.0%	0.00	
GENERAL GOVERNMENT	98,456.00	120.51%	0.00	
DEBT SERVICE			3,419.55	32,830.00
Total Expense	555,172.00	67.54%	3,419.55	32,830.00
Net Ordinary Income	183,489.00	51.04%	14,655.33	-494.00
Net Income	183,489.00	51.04%	14,655.33	-494.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

	POLICE FORFEITURE			
	<u>% of Budget</u>	<u>Jul '11 - Jan 12</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
GENERAL PROPERTY TAXES	55.14%	0.00		
OTHER CITY TAXES		0.00		
LICENSES & PERMITS		0.00		
USE OF MONEY & PROPERTY		3.37		
INTERGOVERNMENTAL/SHARED REVENUE		0.00		
CHARGES FOR SERVICES		0.00		
MISCELLANEOUS REVENUES		0.00		
Total Income	<u>55.9%</u>	<u>3.37</u>		
Expense				
CAPITAL PROJECTS		0.00		
PUBLIC SAFETY		0.00		
PUBLIC WORKS		0.00		
CULTURE & RECREATION		0.00		
COMMUNITY & ECONOMIC DEV.		0.00		
GENERAL GOVERNMENT		0.00		
DEBT SERVICE	10.42%	0.00		
Total Expense	<u>10.42%</u>	<u>0.00</u>		
Net Ordinary Income	<u>-2,966.67%</u>	<u>3.37</u>		
Net Income	<u><u>-2,966.67%</u></u>	<u><u>3.37</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

	ROAD USE TAX		
	Jul '11 - Jan 12	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL PROPERTY TAXES	0.00		
OTHER CITY TAXES	0.00		
LICENSES & PERMITS	0.00		
USE OF MONEY & PROPERTY	0.00		
INTERGOVERNMENTAL/SHARED REVENUE	60,340.02	90,000.00	67.04%
CHARGES FOR SERVICES	0.00		
MISCELLANEOUS REVENUES	0.00		
Total Income	60,340.02	90,000.00	67.04%
Expense			
CAPITAL PROJECTS	0.00		
PUBLIC SAFETY	0.00		
PUBLIC WORKS	75,303.47	188,000.00	40.06%
CULTURE & RECREATION	0.00		
COMMUNITY & ECONOMIC DEV.	0.00		
GENERAL GOVERNMENT	0.00		
DEBT SERVICE	0.00		
Total Expense	75,303.47	188,000.00	40.06%
Net Ordinary Income	-14,963.45	-98,000.00	15.27%
Net Income	-14,963.45	-98,000.00	15.27%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

	EMPLOYEE BENEFITS			
	Jul '11 - Jan 12	Budget	% of Budget	
Ordinary Income/Expense				
Income				
GENERAL PROPERTY TAXES	27,149.61	49,260.00	55.12%	319,324.84
OTHER CITY TAXES	373.56			79,873.05
LICENSES & PERMITS	0.00			18,408.40
USE OF MONEY & PROPERTY	335.03			1,448.68
INTERGOVERNMENTAL/SHARED REVENUE	0.00			107,048.58
CHARGES FOR SERVICES	0.00			373.00
MISCELLANEOUS REVENUES	0.00			79,196.10
Total Income	27,858.20	49,260.00	56.55%	605,672.65
Expense				
CAPITAL PROJECTS	0.00			10,874.17
PUBLIC SAFETY	31,245.92	48,140.00	64.91%	221,337.51
PUBLIC WORKS	0.00			124,326.59
CULTURE & RECREATION	0.00			17,177.62
COMMUNITY & ECONOMIC DEV.	0.00			0.00
GENERAL GOVERNMENT	1,303.41	1,872.00	69.63%	119,948.83
DEBT SERVICE	0.00			3,419.55
Total Expense	32,549.33	50,012.00	65.08%	497,084.27
Net Ordinary Income	-4,691.13	-752.00	623.82%	108,588.38
Net Income	-4,691.13	-752.00	623.82%	108,588.38

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2011 through January 2012

1:14 PM
 02/13/2012
 Cash Basis

	TOTAL	
	Budget	% of Budget
Ordinary Income/Expense		
Income		
GENERAL PROPERTY TAXES	579,229.00	55.13%
OTHER CITY TAXES	133,838.00	59.68%
LICENSES & PERMITS	22,990.00	80.07%
USE OF MONEY & PROPERTY	2,000.00	72.43%
INTERGOVERNMENTAL/SHARED REVENUE	90,000.00	118.94%
CHARGES FOR SERVICES	700.00	53.29%
MISCELLANEOUS REVENUES	81,500.00	97.17%
Total Income	910,257.00	66.54%
Expense		
CAPITAL PROJECTS	0.00	100.0%
PUBLIC SAFETY	384,232.00	57.61%
PUBLIC WORKS	265,506.00	46.83%
CULTURE & RECREATION	38,118.00	45.06%
COMMUNITY & ECONOMIC DEV.	5,000.00	0.0%
GENERAL GOVERNMENT	100,328.00	119.56%
DEBT SERVICE	32,830.00	10.42%
Total Expense	826,014.00	60.18%
Net Ordinary Income	84,243.00	128.9%
Net Income	84,243.00	128.9%

NEIGHBORHOOD WATCH PROGRAM IN UNIVERSITY HEIGHTS

University Heights has organized a neighborhood watch program under the direction of police chief Ron Fort and police committee chair Rosanne Hopson.

Following is an explanation of Neighborhood Watch from USAonwatch.org

WHAT IS NEIGHBORHOOD WATCH?

In essence, Neighborhood Watch is a crime prevention program that stresses education and common sense. It teaches citizens how to help themselves by identifying and reporting suspicious activity in their neighborhoods. In addition, it provides citizens with the opportunity to make their neighborhoods safer and improve the quality of life.

Most neighborhood crime prevention groups are organized around a block or a neighborhood and are started with assistance from a law enforcement agency. Volunteers who donate their time and resources are typically at the center of such programs, since many do not have a formal budget or source of funding. One study (Garofalo and McLeod, 1988) found that most Neighborhood Watches were located in areas that contained high percentages of single-family homes, little or no commercial establishments, and residents who had lived at their current address for more than five years. This study also found that most of the programs used street signs to show the presence of the program to potentially deter any would-be criminals.

All Neighborhood Watches share one foundational idea: that bringing community members together to reestablish control of their neighborhoods promotes an increased quality of life and reduces the crime rate in that area. As Rosenbaum (1988) put it ". . . if social disorganization is the problem and if traditional agents of social control no longer are performing adequately, we need to find alternative ways to strengthen informal social control and to restore a 'sense of neighborhood'". That's precisely what Neighborhood Watch strives to do. In fact, from the earliest attempts to deal with the neighborhood structure as it relates to crime (through the Chicago Area Project of the early 1900s), to modern attempts at neighborhood crime prevention, collective action by residents has proved one of the most effective strategies.

The reason for this effectiveness is rather simple: Involving community members in watch programs decreases opportunities for criminals to commit crime rather than attempting to change their behavior or motivation.

Today's Neighborhood Watch Program is an effective means of crime control and neighborhood cohesiveness. While not all of the programs in place today go by the same name, they all accomplish the same goal: to bring community members together to fight crime. As Minor aptly wrote, "Neighborhood is the key to maintaining successful relationships."

PLEASE FOLLOW THE NATIONAL NEIGHBORHOOD WATCH PROGRAM ON FACEBOOK: <https://www.facebook.com/pages/National-Neighborhood-Watch-USAonWatch/135946270165>

HELPFUL SAFETY TIPS FROM THE NATIONAL NEIGHBORHOOD WATCH ORGANIZATION

Check this page frequently for suggestions to keep your environment safe.

Here is a great idea, especially if you are home alone!

Put your car keys beside your bed at night.

If you hear a noise outside your home or someone trying to get in your house, just press the panic button for your car. The alarm will be set off, and the horn will continue to sound until either you turn it off or the car battery dies.

Next time you come home for the night and you start to put your keys away, think of this: It's a security alarm system that you probably already have and requires no installation. Test it. It will go off from most everywhere inside your house and will keep honking until your battery runs down or until you reset it with the button on the key fob chain. It works if you park in your driveway or garage.

If your car alarm goes off when someone is trying to break into your house, odds are the burglar/rapist won't stick around. After a few seconds, all the neighbors will be looking out their windows to see who is out there and sure enough the criminal won't want that.

Also, remember to carry your keys while walking to your car in a parking lot. The alarm can work the same way there and could save a life or a sexual abuse crime.

COMMUNITY RELATIONS COMMITTEE

The Community Relations Committee is a great way to get involved with University Heights! Get to know your neighbors, volunteer and have fun all at the same time.

The committee will oversee the following events in 2012:

COMMUNITY WIDE GARAGE SALE

COMMUNITY WIDE CLEAN UP DAY

COMMUNITY DONATION DAY

BIKE TO WORK WEEK BREAKFAST

COMMUNITY GARDEN

HOST A WATER STATION FOR THE RONALD MCDONALD HOUSE RUN

FORM A RUN/WALK TEAM FOR THE RONALD MCDONALD HOUSE RUN

CHAUTAUQUA

COMMUNITY PICNIC

PAIRING NEIGHBORS TO HELP WITH YARD WORK

PAIRING NEIGHBORS FOR A READING PROGRAM

WE ARE ALWAYS OPEN TO NEW IDEAS AND NEW PROJECTS. IF YOU HAVE AN IDEA AND/OR WOULD LIKE TO GET INVOLVED PLEASE CONTACT COMMITTEE CHAIR ROSANNE HOPSON AT 319-321-4163 OR HOPSONRC@GMAIL.COM

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: February 13, 2012
RE: City Engineer's Report

(1) Melrose Avenue Wide Sidewalk

- a. The final reimbursement check (#7) was received and deposited on January 28th.
- b. *Pat Yeggy contacted Iowa DOT office about the status of reimbursement checks. It was determined the check for reimbursement request #7 (\$16,303.64) was never received by the city, and Pat filed appropriate paperwork on December 6th to have a new check mailed out (Dec. Mtg.)*
- c. *We received a paperwork request from Iowa DOT December 6th, which was processed and returned by Pat Yeggy the following day. They indicated this was the last form needed to approve the city's final reimbursement (#8; \$14,498.89) request (Dec. Mtg.)*

(2) Sunset Street Wide Sidewalk [STP-E-7855(607)—8V-52]

- a. The design consultant submitted Preliminary Plans to the Iowa DOT on January 17th. To date, no comments have been received from Iowa DOT. I reviewed the Plans and discussed requested updates and clarifications with the consultant. The revisions were completed and a plan set was e-mailed to the staff and council last week for their review.
- b. The next round of design submittal to Iowa DOT will be on February 28, 2012.
- c. The Preliminary Plans proposed property impacts to three residents (2 at the Benton intersection, 1 at the Melrose intersection), and I met with these three on the evening of February 13th to answer questions and get their input on the design. I am not sure if these residents will attend the meeting, but I will present to the council some of their thoughts at the meeting.
- d. I inquired with the design consultant on the monetary value of the work they have completed towards their design contract, and it is approximately \$17,000.00.
- e. Attached is the project timeline for use as needed by council.

(3) Melrose Avenue and Sunset Street Patching (ARRA Funds)

- a. No additional update to report.
- b. *On December 2nd, the materials audit documentation was sent to the DOT District 6 office for review and approval, along with additional paperwork requested during the November 15th project audit. We are awaiting comments from the submittal (Dec. Mtg.)*

Please feel free to contact me if you have any questions about these or any other items.
JDB



Sunset Street Wide Sidewalk Project Development Timeline

2009

February 10 University Heights February Council Meeting
Streets and Sidewalks:

Sunset Wide Sidewalk project was discussed along with several other projects on the arterial routes (Melrose and Sunset), and approved for submittal to JCCOG for consideration of Federal Stimulus Funding (one-time opportunity).

March 10 University Heights March Council Meeting
Mayors Report:

JCCOG Urbanized Area Policy Board (Policy Board) awards Melrose and Sunset street repair project for Federal Stimulus Funding. Based on limited amount of funds available, and special timeline requirements for the federal stimulus work, the Sunset Wide Sidewalk project was not selected for this funding.

August 30 TE/STP Funding Applications submitted to JCCOG (biennial opportunity)
Project Description (from TE Application):

Sunset Street Arterial Wide Sidewalk – Project includes removing the existing 4-foot wide walk on the west side of Sunset Street, and constructing an 8-foot wide walk to meet current arterial street standards. Project limits are Melrose Avenue to Benton Street.

This corridor is approximately 2,000 feet with a wide right-of-way available. Minor realignment and storm sewer work to be used to improve clear zones and drainage. All mainline and side road crossings to be updated with detectable warnings. Right-of-way to be acquired at the northwest corner of Sunset and Benton to modify existing retaining walls and improve vehicular and pedestrian sight distance. This intersection has a collision history noted on the JCCOG Metro Area 2001-2007 Bicycle and Pedestrian Collisions map.

September 30-Day Public Comment Period

September 9 JCCOG Urbanized Area Policy Board (Policy Board) Meeting
Reviews TE/STP applications

October 13 JCCOG Regional Trails and Bicycling Committee (RTBC) Meeting
Reviews TE applications and determine recommendations to Transportation Technical Advisory Committee (TTAC)

October 13 University Heights October Council Meeting
JCCOG Report:

Mayor From reported that the City has applied for TE and STP funding for a future Sunset Street Wide Sidewalk Project. The RTBC Committee on Oct. 13th has recommended that project for funding consideration. That recommendation will be considered by the TTAC committee in November before a final decision is made by JCCOG Urbanized Area Policy Board in December.

November TTAC Meeting
Reviews TE/STP applications and determine recommendations to Policy Board

December 2 JCCOG Urbanized Area Policy Board Meeting
Sunset Wide Sidewalk is awarded 80/20 funding in amount of \$215,000

December 8 University Heights December Council Meeting
Mayor Report:

JCCOG Urbanized Area Policy Board approved at their Dec. 2nd meeting \$215,000 funding for University Heights project to construct a wide sidewalk on the west side of Sunset Street. In addition, University Heights is part of a group of cities that will receive money to install trail signage. A UH logo can be put on these trail signs. Council member Moore will have some options for consideration at a future meeting.

2010

January 27 Project is listed as option for FY10-11 Streets Budget; Project deferred

2011

January 11 University Heights January Council Meeting
Finance Report:

Project is listed as option for FY11-12 Streets Budget.

March 8 University Heights March Council Meeting
Finance Report:

Allocation for preliminary engineering design and right-of-way services approved by council as part of adopted FY11-12 budget.

- April 12 University Heights April Council Meeting
Streets and Sidewalks Report:
- The city will need to interview 3 engineering consultants as the next step in the Sunset Street Wide Sidewalk project.
- June 14 University Heights June Council Meeting
Streets and Sidewalks Report:
- Council member Yeggy sent the council members information about the Sunset Street wide-sidewalk project. The city needs to consider at least three firms, and then choose a consulting engineering firm. From the DOT pre-approved list the Scope of Services was sent to Ament, Inc, Shoemaker Consulting Engineers and VJ Engineering. Due to their current workload, Shoemaker Consulting Engineers declined consideration. Shive-Hattery will also be considered. These firms all have the staff and expertise to undertake this project and have experience with trail and sidewalk projects using federal funds. Council member Laverman asked that the process be well documented.
- July 12 University Heights July Council Meeting
Streets and Sidewalks Report:
- Council considers results of engineering consultant interviews, and approves motion to select Shive-Hattery as most qualified firm for engineering services.
- August 9 University Heights August Council Meeting
Streets and Sidewalks Report:
- Resolution No. 11-13 (Resolution Authorizing Endorsing Sunset Street Wide Sidewalk Project) adopted by council, with commitment to “adequately maintain the completed project for its intended public use for a period of 20 years following the project completion.”
- August 18 Request for Regional or Metropolitan Transportation Enhancement Funds (Form 240004) submitted to Iowa DOT Office of Systems Planning.
- September 13 Iowa DOT approves Funding Request (Form 240004)
- October 3 Iowa DOT notifies city they may begin negotiations with the selected engineering consultant for the project (Step 21 of Federal-Aid Consultant Checklist).
- October 18 Concept Statement (Form 517001) submitted to Iowa DOT Office of Systems Planning
- October 25 Iowa DOT issues notification that the environmental review process (NEPA) has been completed, and the project has been categorically excluded from the need for an individual environmental action by FHWA (based on information provided in the October 18 Concept Statement).
- October 25 Iowa DOT Office of Right-of-Way issues notification letter of upcoming project, including contact information of the LPA coordinator for the project.

- November 1 Professional Services Agreement for Preliminary Engineering mailed to mayor.
- November 7 University Heights November Council Meeting
Streets and Sidewalks Report:
- Resolution No. 11-20 adopted by council at the meeting, authorizing the mayor to sign and clerk to attest the engineering consultant contract for preliminary engineering services.
- November 8 Professional Services Agreement and DBE Commitment Information (Form 517010) mailed (and e-mailed) to Iowa DOT Office of Systems Planning for review and approval (Step 24 of Federal-Aid Consultant Checklist).
- November 22 Iowa DOT forwards notice that federal authorization has been granted for preliminary engineering services, effective November 18th (Step 35a of Federal-Aid Consultant Checklist).
- December 2 Iowa DOT gives approval for the city to notify the design consultant that preliminary engineering work may begin on the project (Step 35b of Federal-Aid Consultant Checklist).
- December 5 City issues the “Notice to Proceed” to the consultant for preliminary engineering services (Step 36 of Federal-Aid Consultant Checklist).
- December 12 City receives e-mail correspondence from Iowa DOT Office of Systems Planning providing guidance that the wide sidewalk project on the west side of Sunset Street does not require that all curb ramps on the east side of Sunset Street be reconstructed at the same time to include detectable warnings. The east side curb ramps can be updated in the future when the city reconstructs the sidewalk along the east side of the street. They do not have confirmation of this interpretation from FHWA, but will contact them and respond with a final answer.
- December 13 University Heights December Council Meeting
Streets and Sidewalks Report:
- Resolution No. 11-22 adopted by council at the meeting, authorizing the mayor to sign and the clerk to attest an Iowa DOT Agreement for Transportation Enhancement Program Project. This is the funding agreement between the city and the DOT, which allows the DOT to process reimbursement requests received by the city for engineering and construction costs.
- Resolution No. 11-23 adopted by council at the meeting, authorizing the mayor to sign Amendment No. 1 to the Professional Services Agreement for Sunset Street Wide Sidewalk project with Shive-Hattery, Inc. (consultant) to increase the scope of the project to include ADA-compliant sidewalk curb ramps on the east side of Sunset Street with additional consultant fees of \$3,175.40.
- December 14 City receives written confirmation from Iowa DOT and FHWA that since there are already curb ramps at the intersections on the east side of Sunset Street, including them would be “outside the scope” of the project, and therefore they are not required to be rebuilt as part of this project.

2012

January 17 Preliminary Plans submitted to Iowa DOT (Per I.M. No. 3.005).



Iowa Department of Transportation
Planning, Programming, and Modal Division

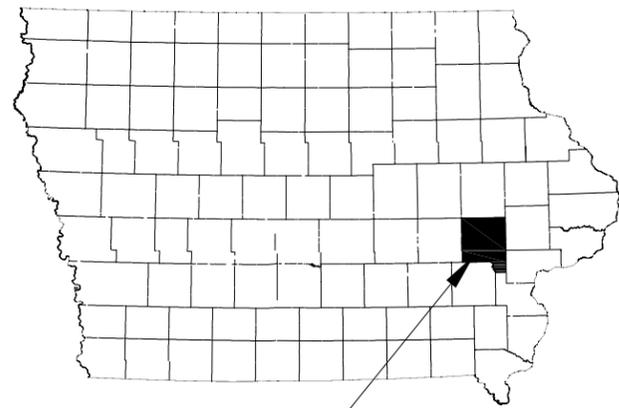
PLANS OF PROPOSED IMPROVEMENTS ON THE

URBAN ROAD SYSTEM
JOHNSON COUNTY

CITY OF UNIVERSITY HEIGHTS, IOWA
SUNSET STREET WIDE SIDEWALK PROJECT

STP-E-7855(607)--8V-52

PCC SIDEWALK WIDENING
MELROSE AVE TO BENTON STREET



JOHNSON COUNTY

INDEX OF SHEETS

105-3
07-21-87

NO.	DESCRIPTION
A.01	TITLE SHEET, LEGEND
B.01	TYPICAL SECTIONS
C.01-C.XX	ESTIMATE OF QUANTITIES, SWPPP (Not Included in Preliminary Set)
D.01-D.07	SITE PREPARATION, PLAN AND PROFILE
G.01	STATION GEOMETRICS (Not Included in Preliminary Set)
H.01	ROW ACQUISITIONS AND TEMPORARY EASEMENT
M.01	STORM SEWER PLAN AND PROFILE (Not Included in Preliminary Set)
S.01	SIDEWALK SHEETS
W.01-W.XX	CROSS SECTIONS (Not Included in Preliminary Set)

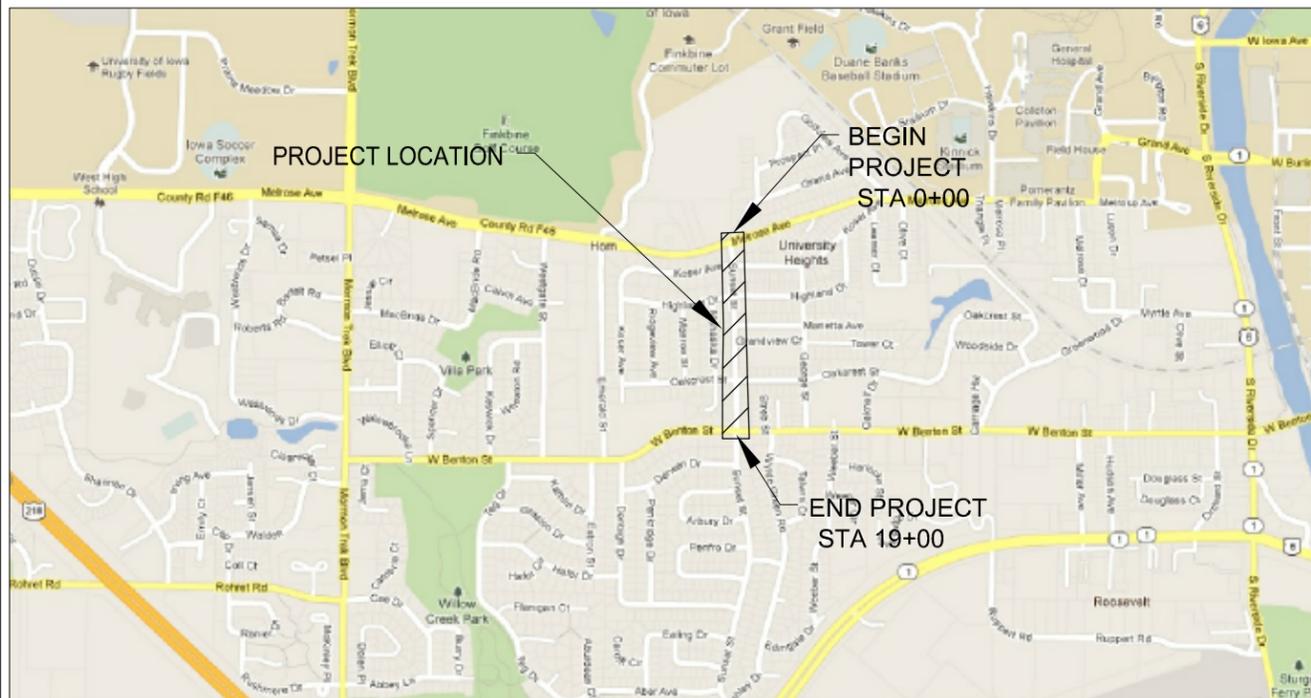


1-800-292-8989

The Utilities as shown on this drawing were developed from the information available. This is not implied nor intended to be the complete inventory of utilities in this area. It is the clients/contractors responsibility to verify the location of all utilities (whether shown or not) and protect said utilities from any damage.

SCALES: As Noted

The Iowa Department of Transportation Standard Specifications for Highway and Bridge Construction, series of 2009, plus the applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications and Special Provisions, shall apply to construction work on this project.



SCALE IN FEET

MILEAGE SUMMARY			
105-1			
09-27-94			
DIV.	LOCATION	LIN. FT.	MILES
1	SUNSET STREET - URBAN SECTION STA 0+00 TO STA 19+00	1900.0	0.359

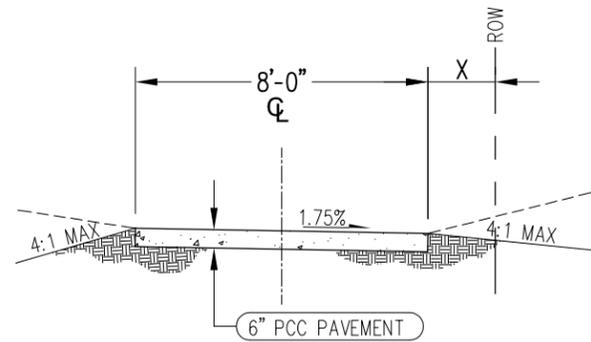
APPROVED FOR LETTING
CITY OF UNIVERSITY HEIGHTS

UNIVERSITY HEIGHTS REPRESENTATIVE DATE

TABULATION OF UTILITIES	
102-13	
02-23-93	
IOWA CITY WATER Leon Schlueter	(319) 356-5168
IOWA CITY STORM & SANITARY SEWER Roger Overton	(319) 356-5170
MIDAMERICAN GAS Ed Young	(319) 341-4422
MIDAMERICAN ELECTRIC (Lights and Power Lines) Paul Roe	(319) 341-4420
University Heights Police Ronald Fort	(319) 887-6800
CenturyLink Jake Ormsby	(319) 356-5356

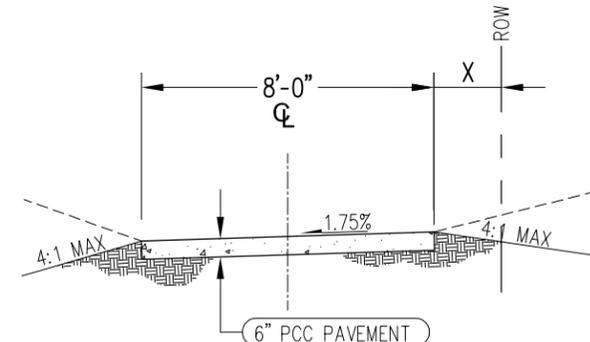
I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: _____
NAME: Eric Munchel
DATE: _____
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2013
PAGES, SHEETS OR DIVISIONS COVERED BY THIS SEAL: _____



PROPOSED TYPICAL CROSS SECTION
8' WIDE SIDEWALK SECTION

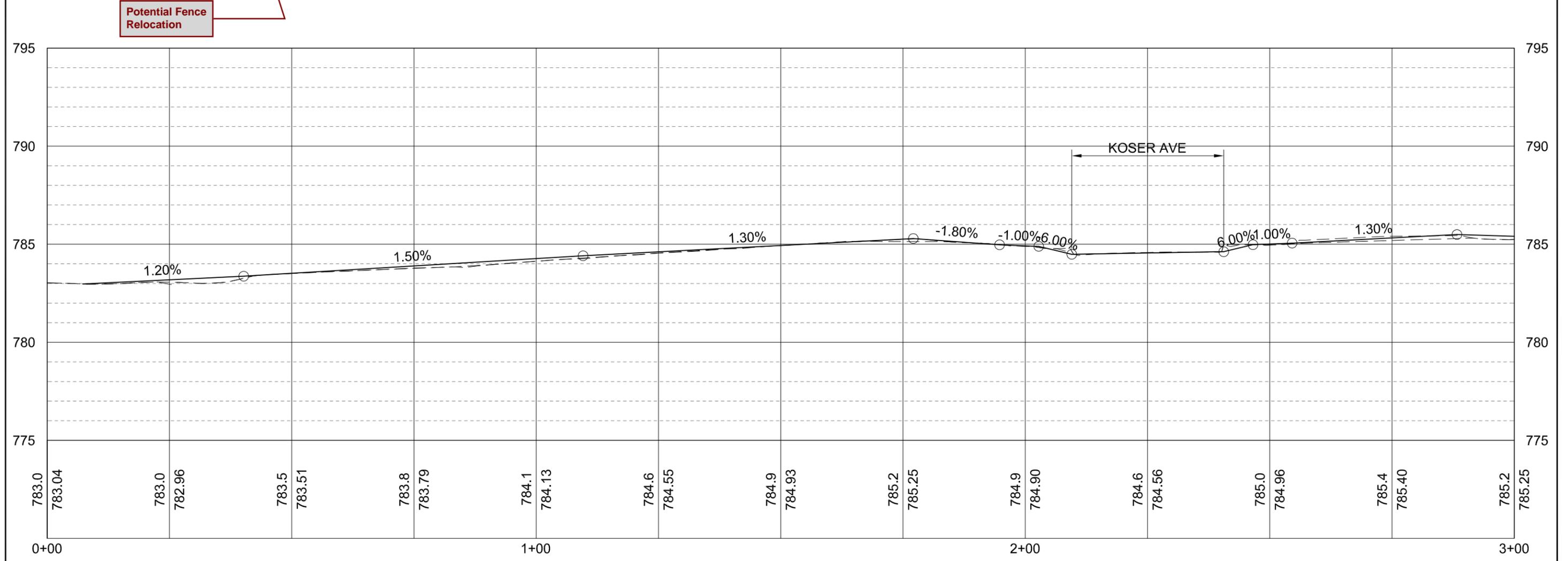
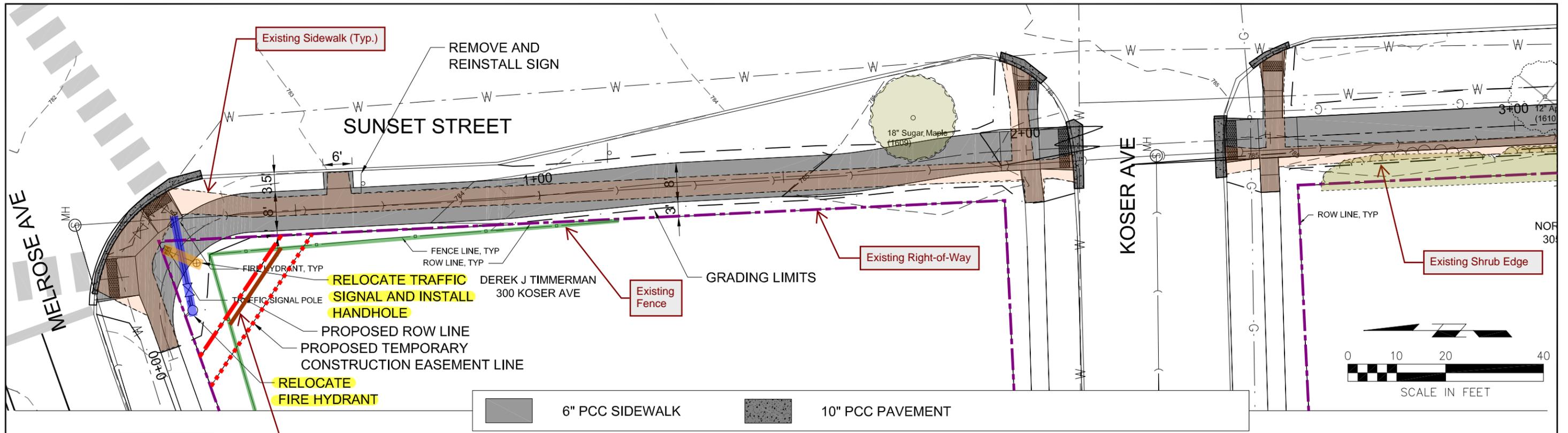
Location			
Road Identification	Station to Station	X	
Sunset Sidewalk	02+54.56 16+10.00	6'	



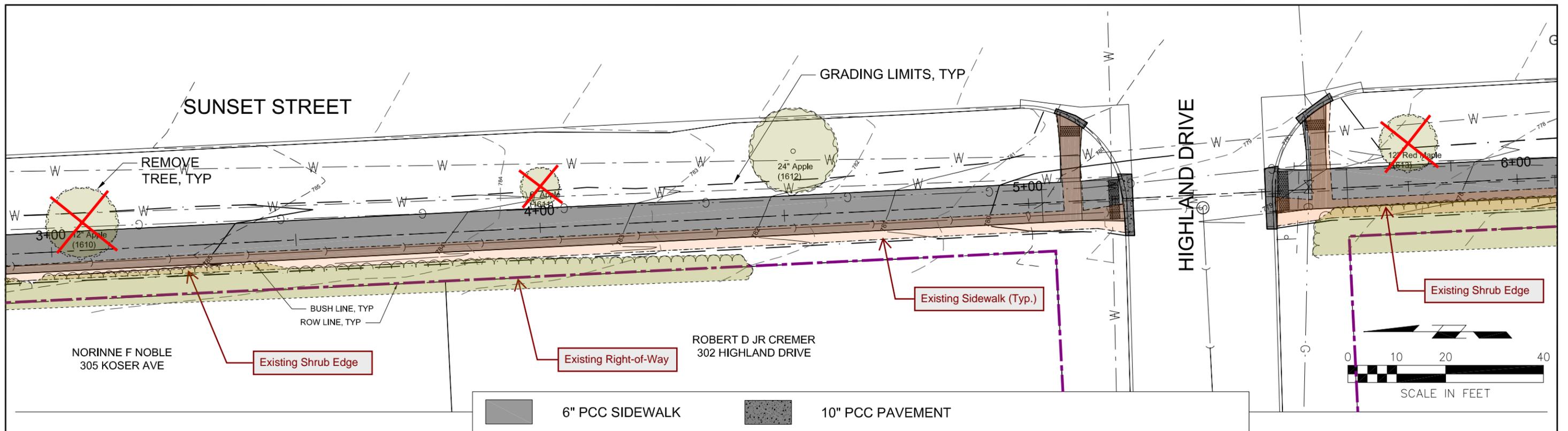
PROPOSED TYPICAL CROSS SECTION
8' WIDE SIDEWALK SECTION

Location			
Road Identification	Station to Station	X	
Sunset Sidewalk	00+41.02 01+94.74	Var	
Sunset Sidewalk	16+10.00 18+40.69	3'	

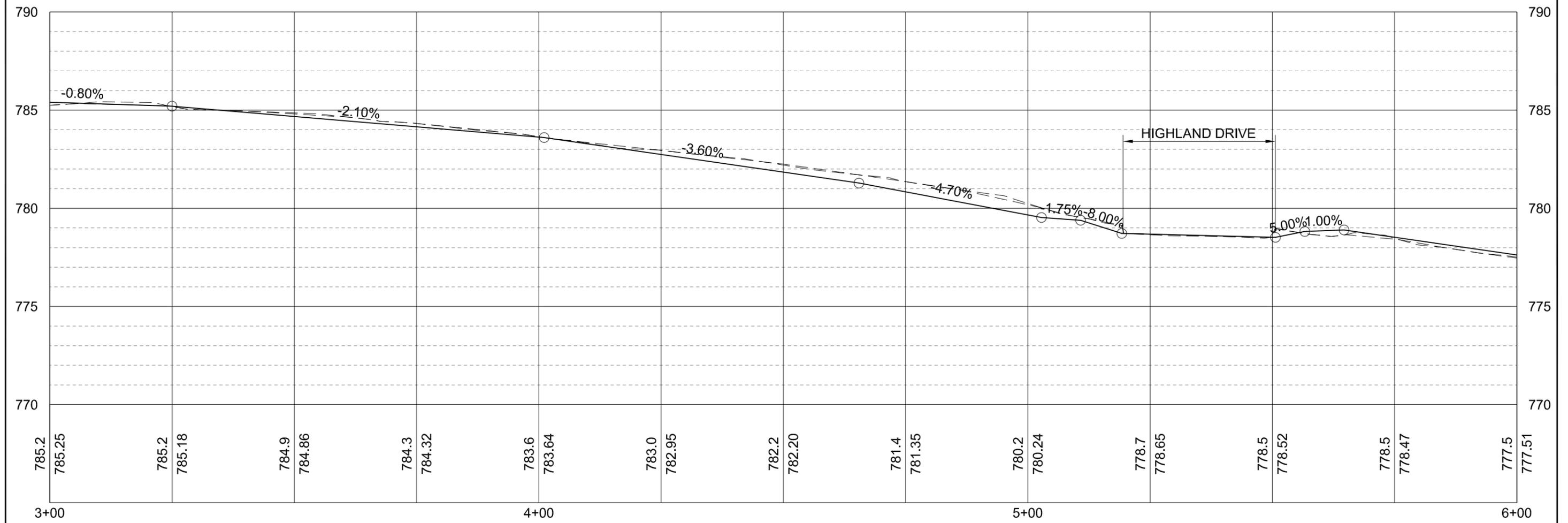
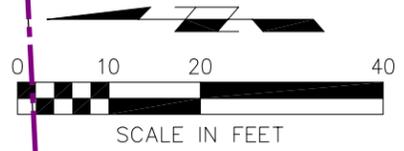
I:\punch\p\Projects\1112560\DWG\VR-TITLE.DWG | DATE: 01/04/2012 | TIME: 07:21 |



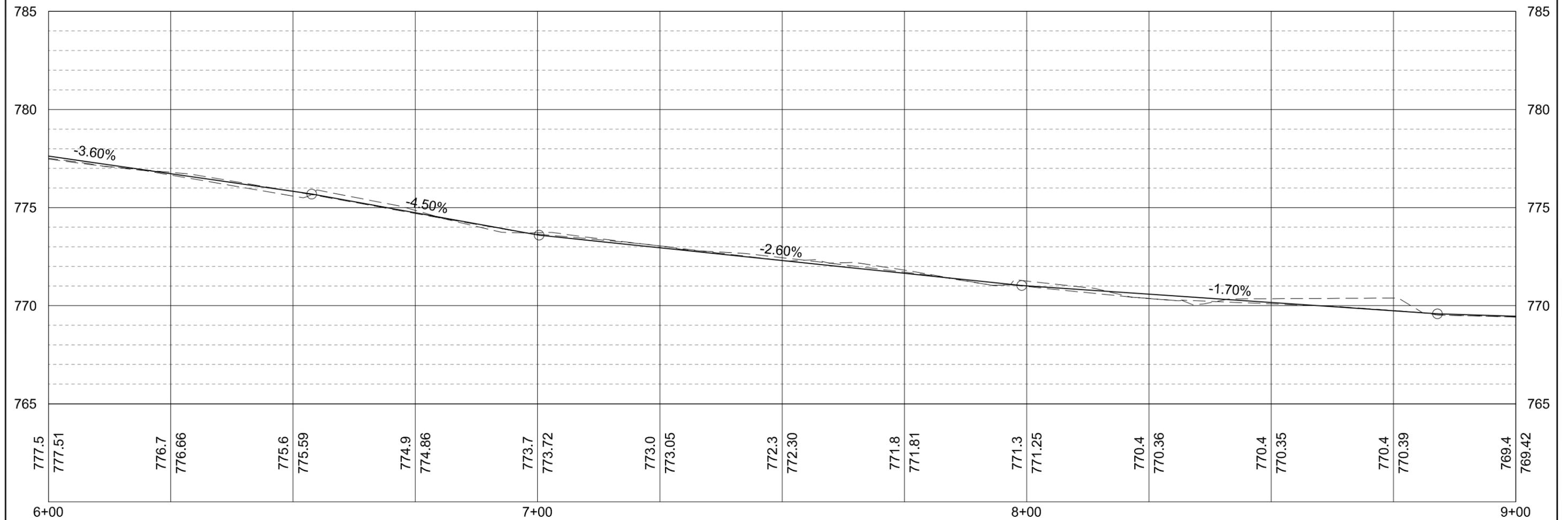
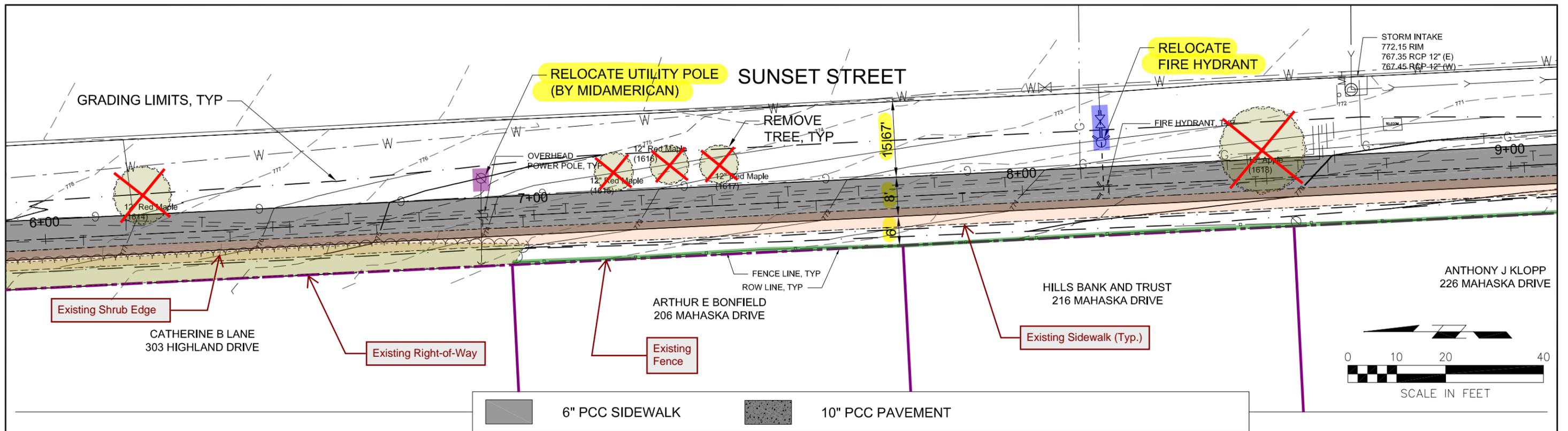
I:\Projects\1112560\DWG\VR-TITLE.DWG | DATE: 01/04/2012 | Time: 07:21 |



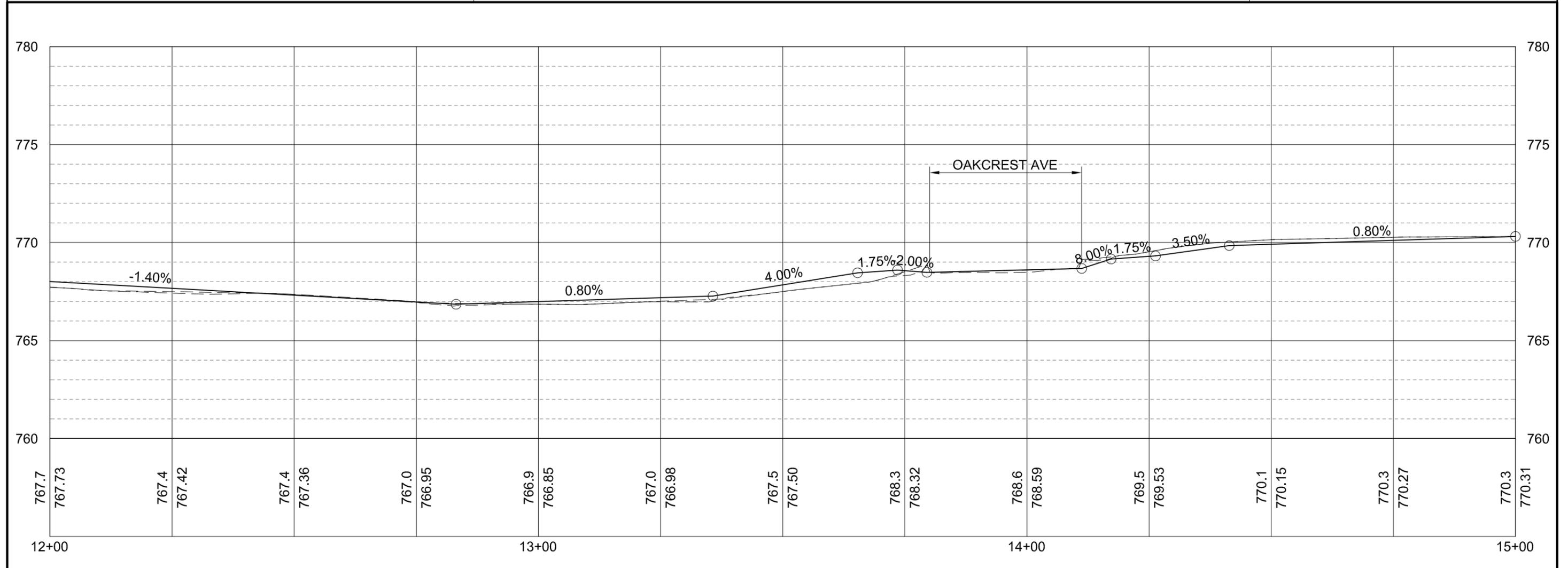
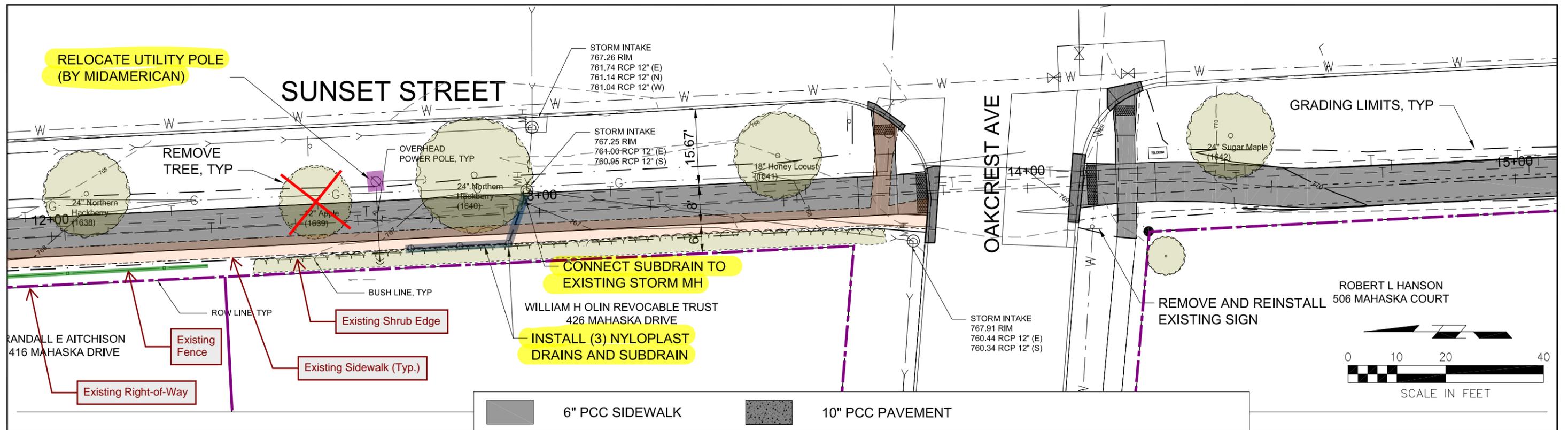
	6" PCC SIDEWALK		10" PCC PAVEMENT
--	-----------------	--	------------------



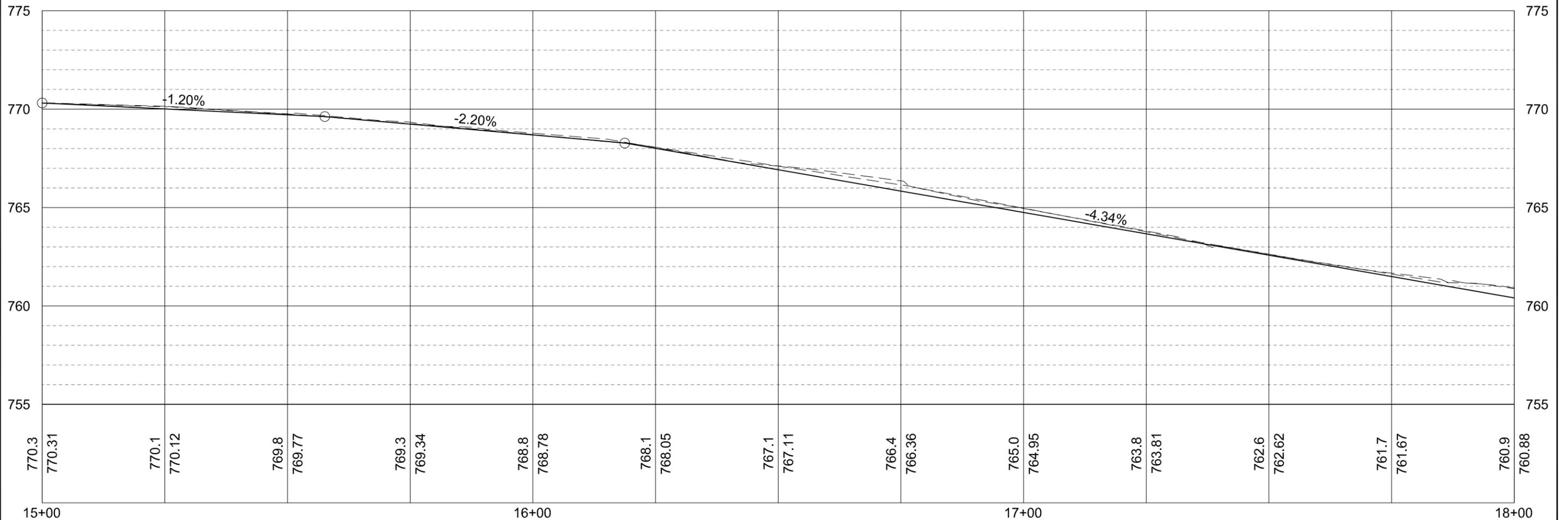
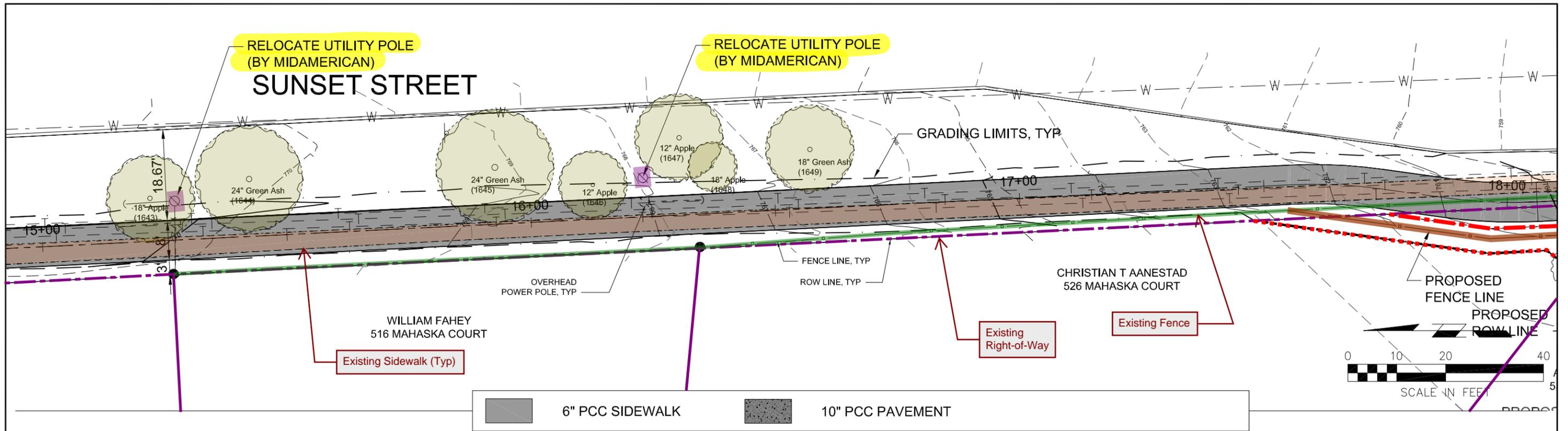
I:\munch\p\Projects\1112560\DWG\1112560-01-TITLE.DWG | DATE: 01/04/2012 | TIME: 07:21 |



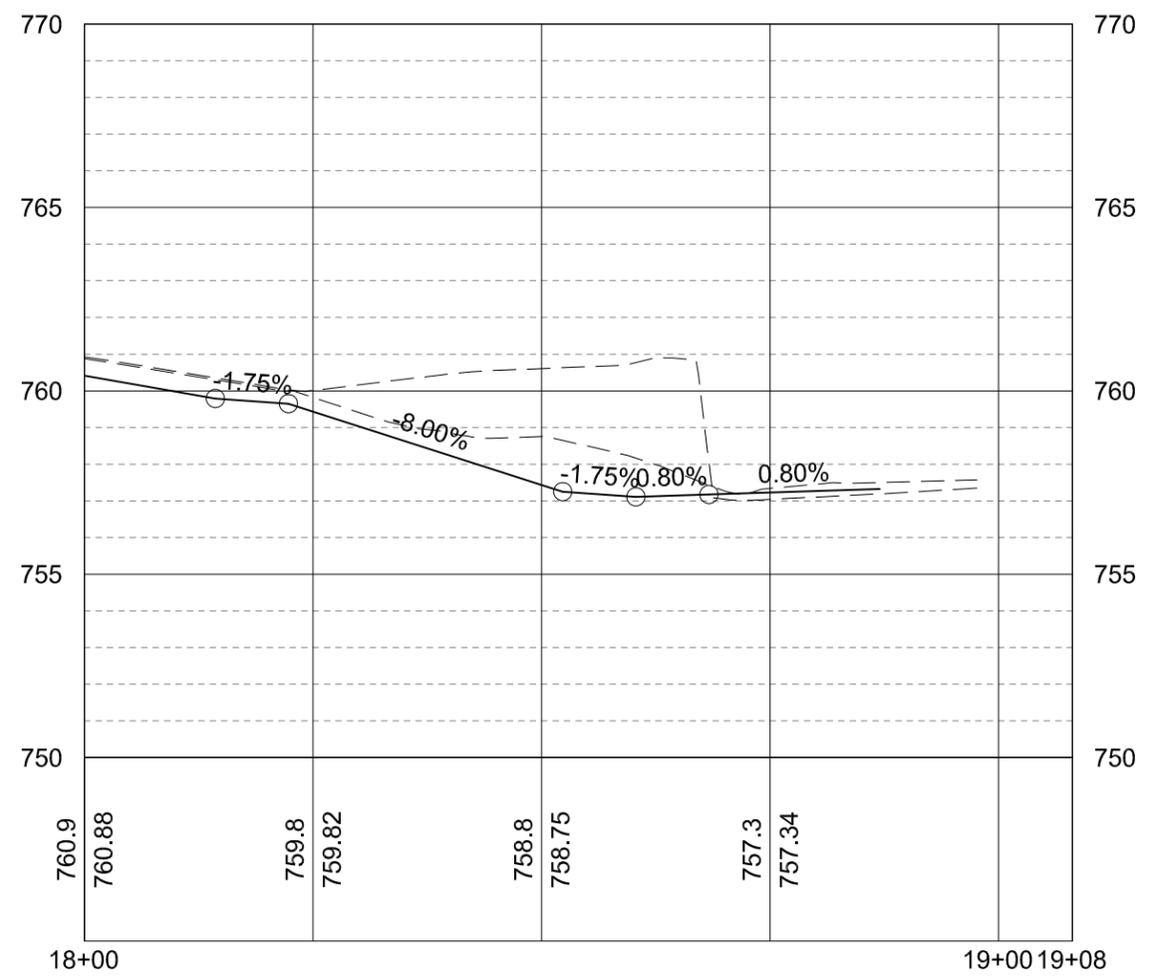
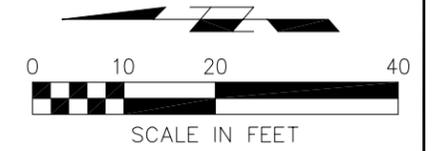
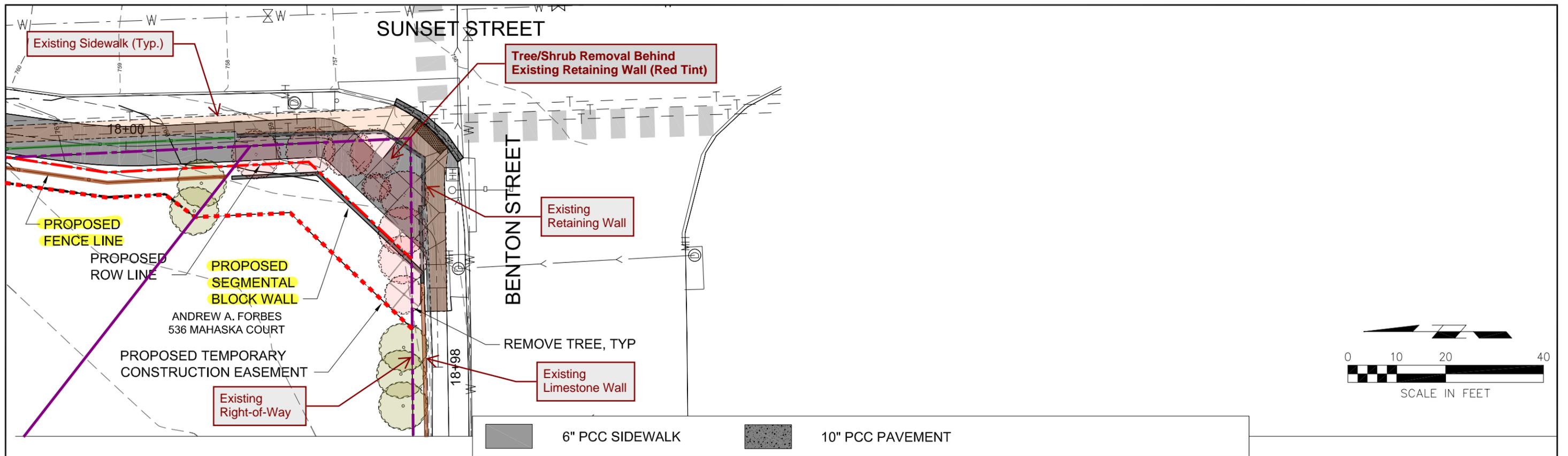
I:\punch\I:\Projects\1112560\DWG\RE-TITLE.DWG | DATE: 01/04/2012 | Time: 07:21 |



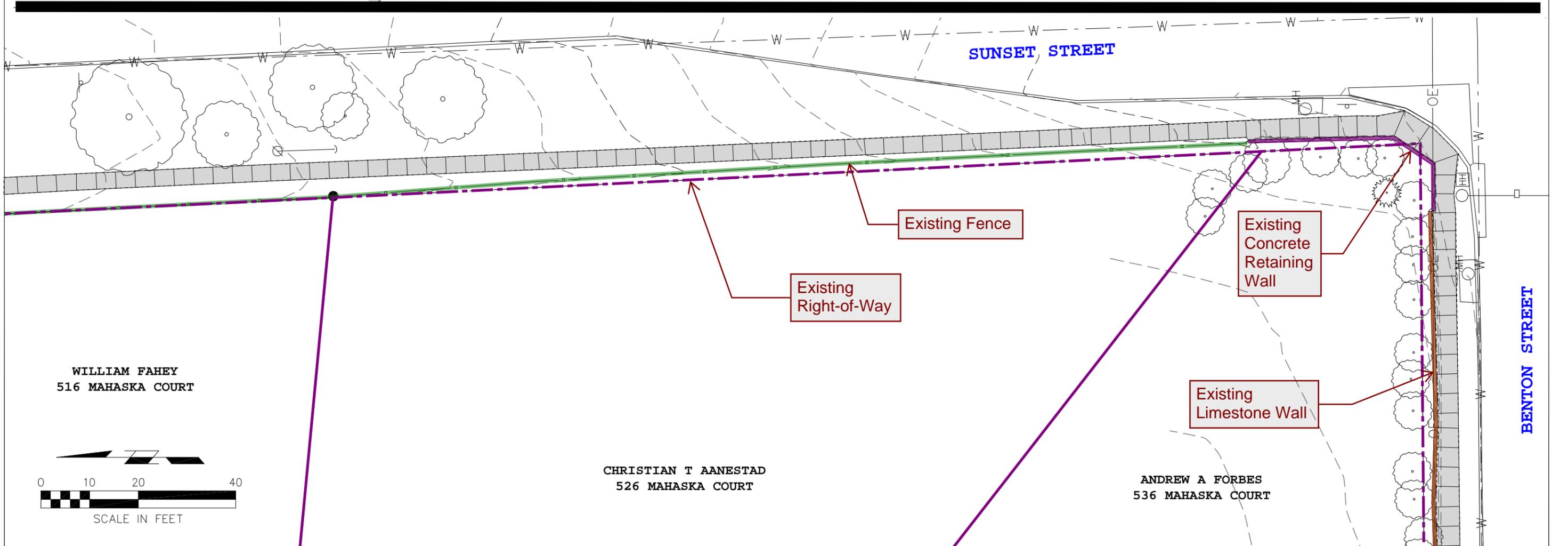
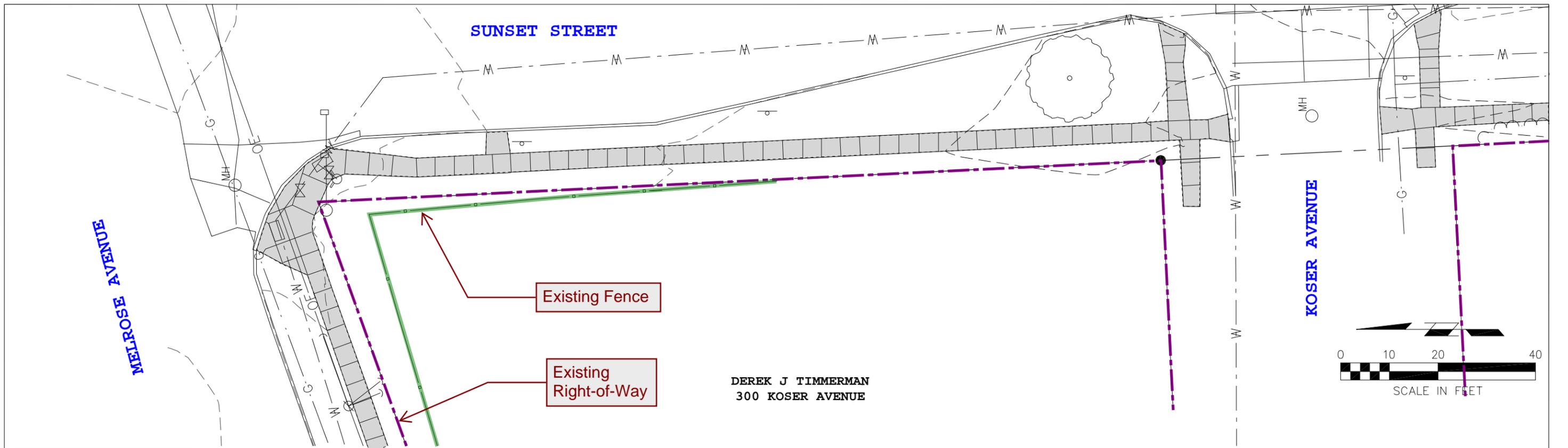
I:\punch\I:\Projects\1112560\DWG\1112560-TITLE.DWG | DATE: 01/04/2012 | TIME: 07:21 |

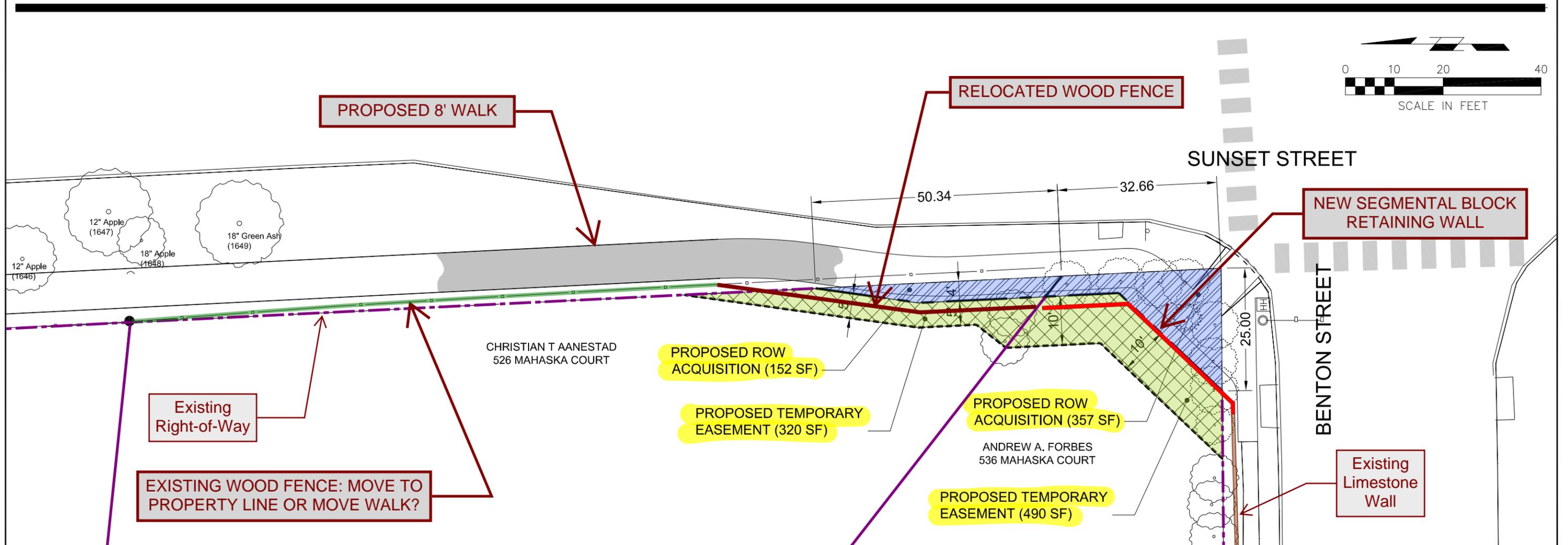
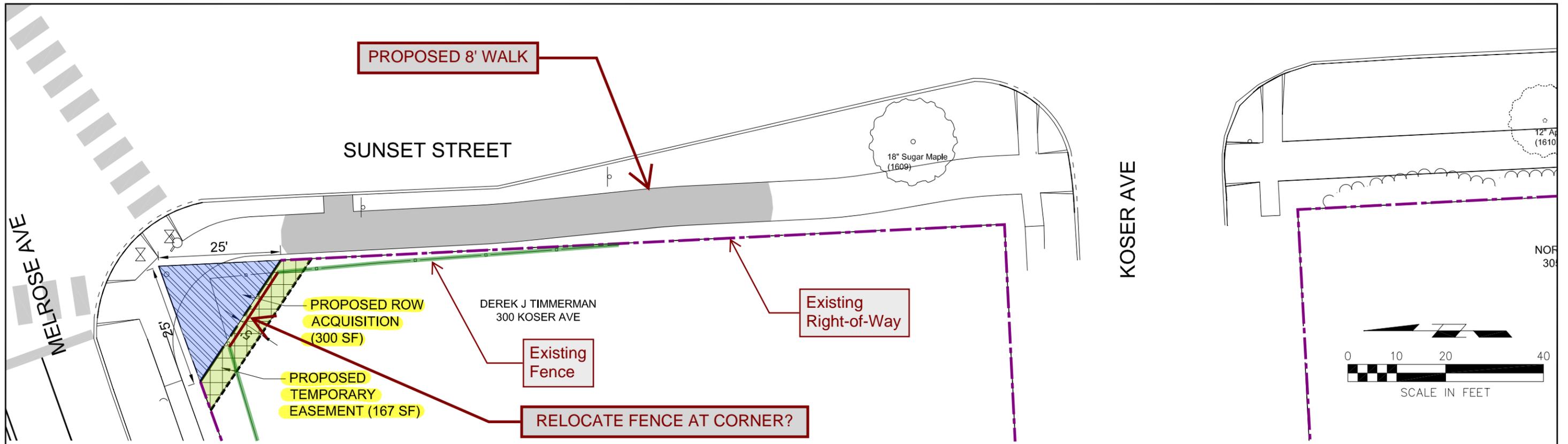


I:\projects\1112560\DWG\SR-TITLE.DWG | DATE: 01/04/2012 | TIME: 07:21 |

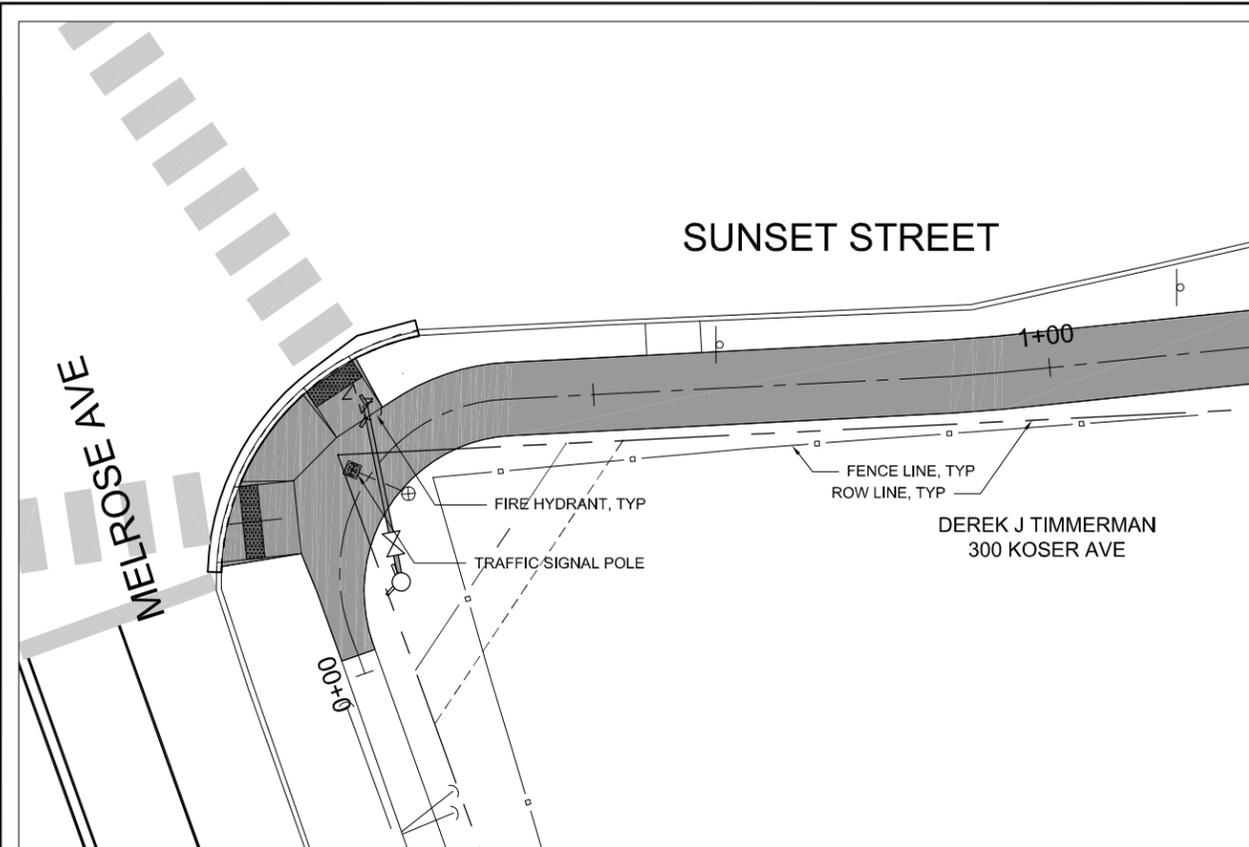


I:\punch\I:\Projects\1112560\DWG\SR-TITLE.DWG | DATE: 01/04/2012 | Time: 07:21 |

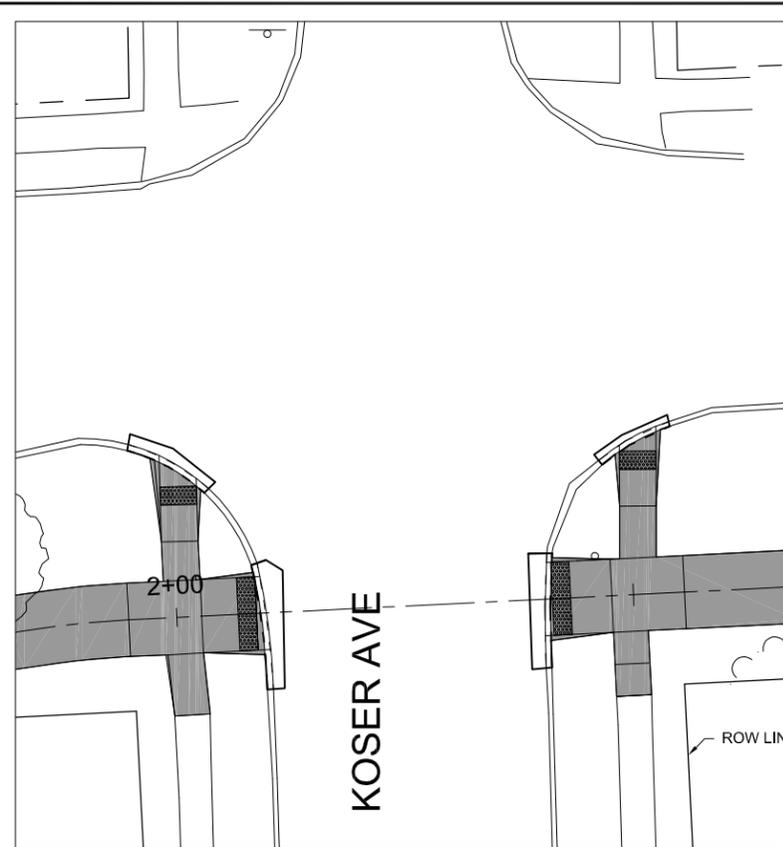




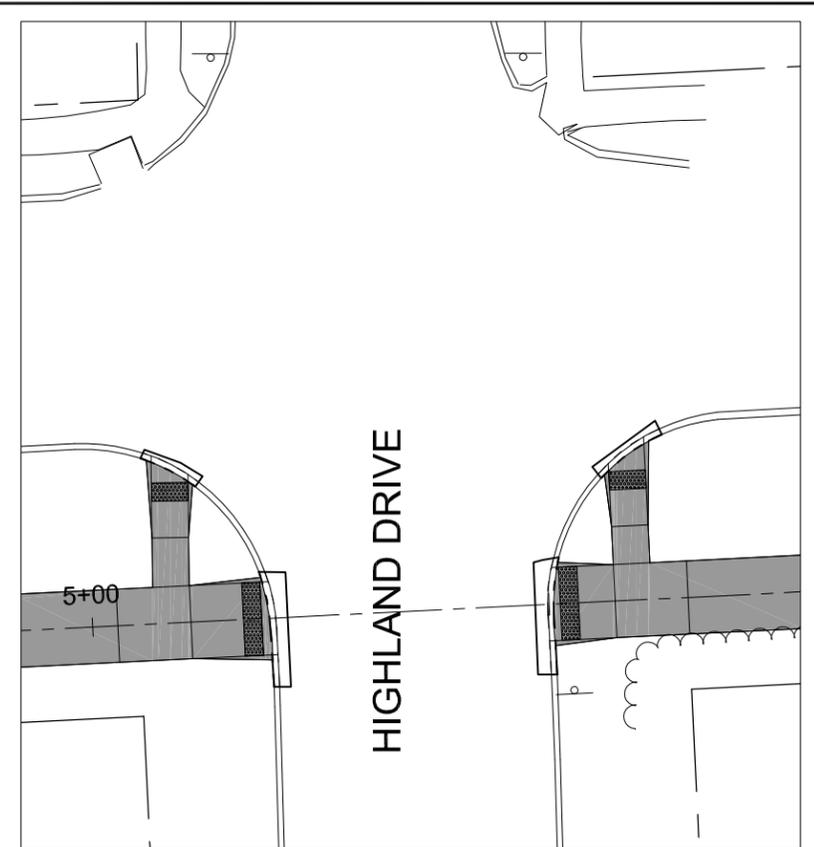
I:\Projects\1112560\DWG\1112560-TITLE.DWG | DATE: 01/04/2012 | Time: 07:21 |



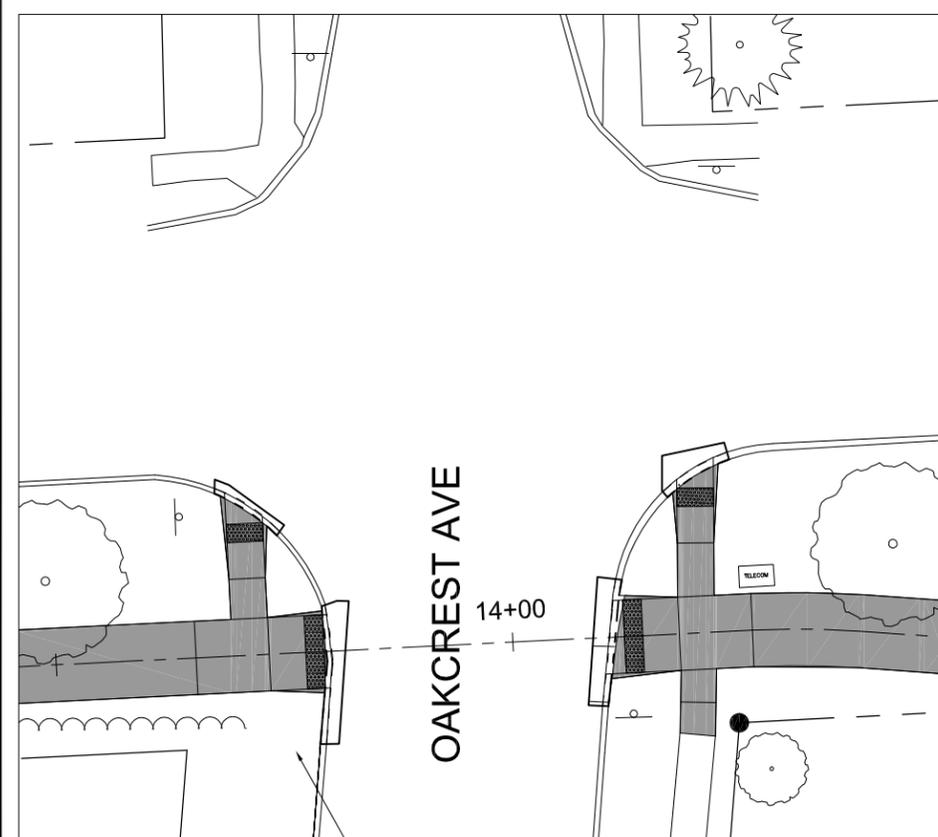
SIDEWALK CURB RAMP DETAILS
1" = 20'



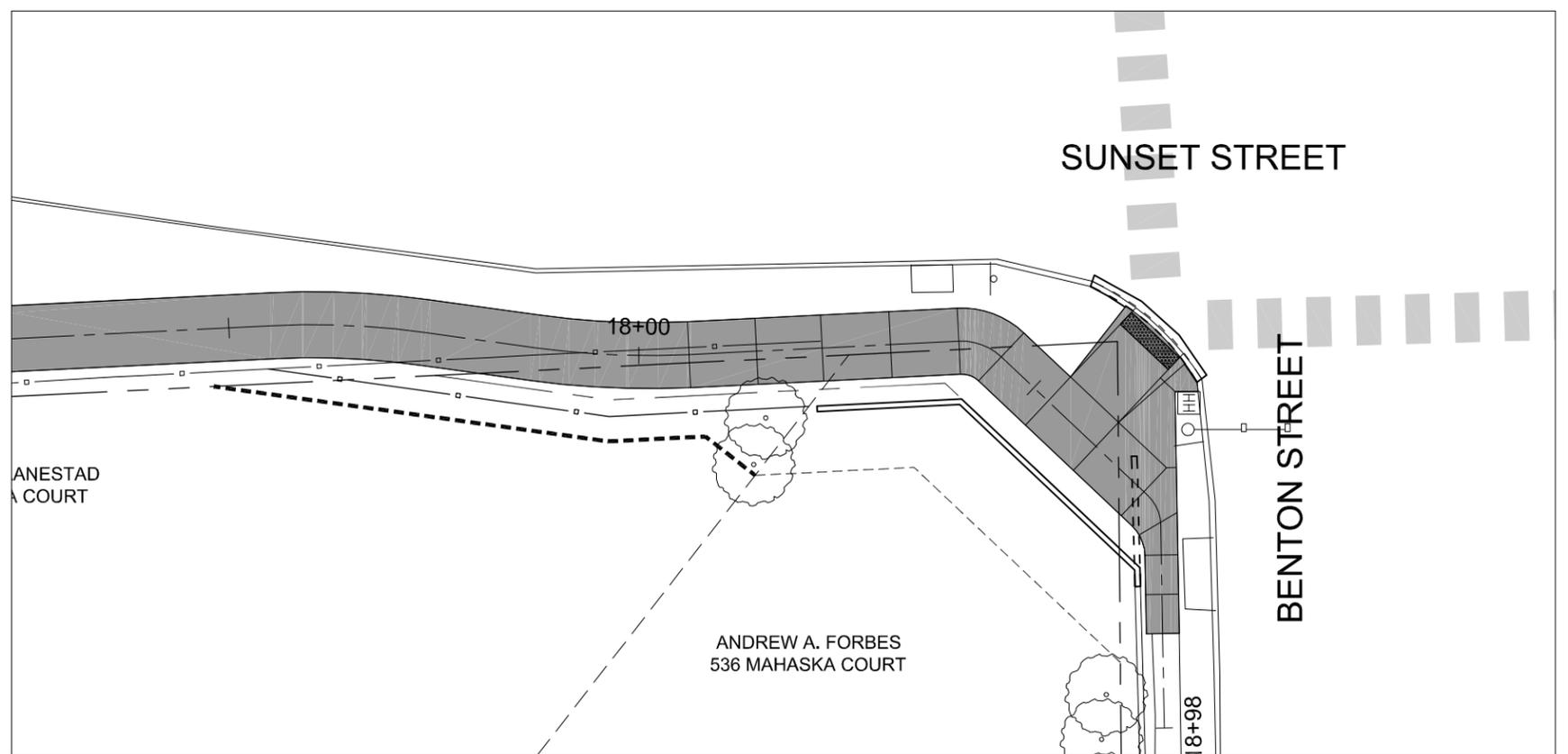
SIDEWALK CURB RAMP DETAILS
1" = 20'



SIDEWALK CURB RAMP DETAILS
1" = 20'

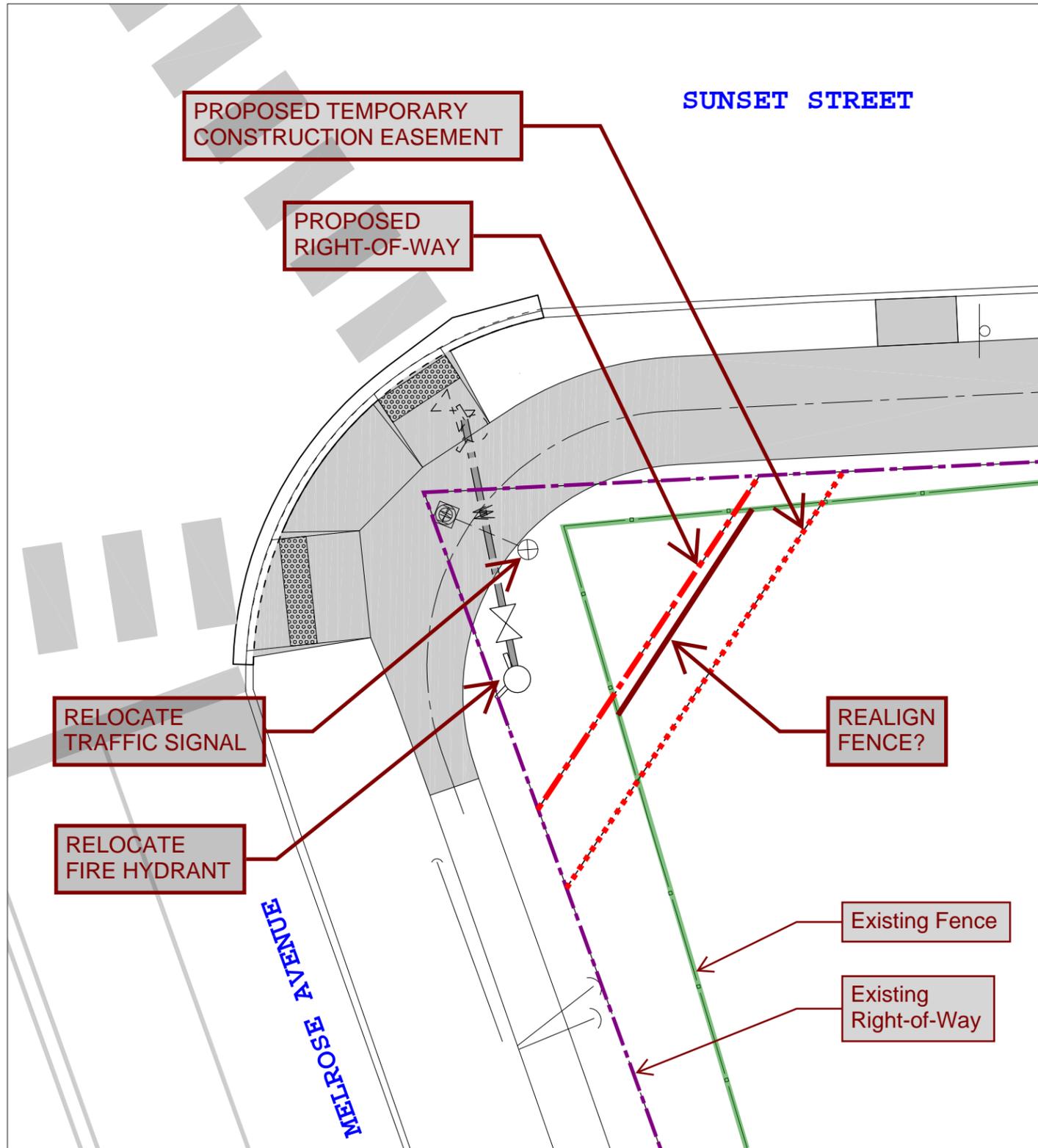


SIDEWALK CURB RAMP DETAILS
1" = 20'



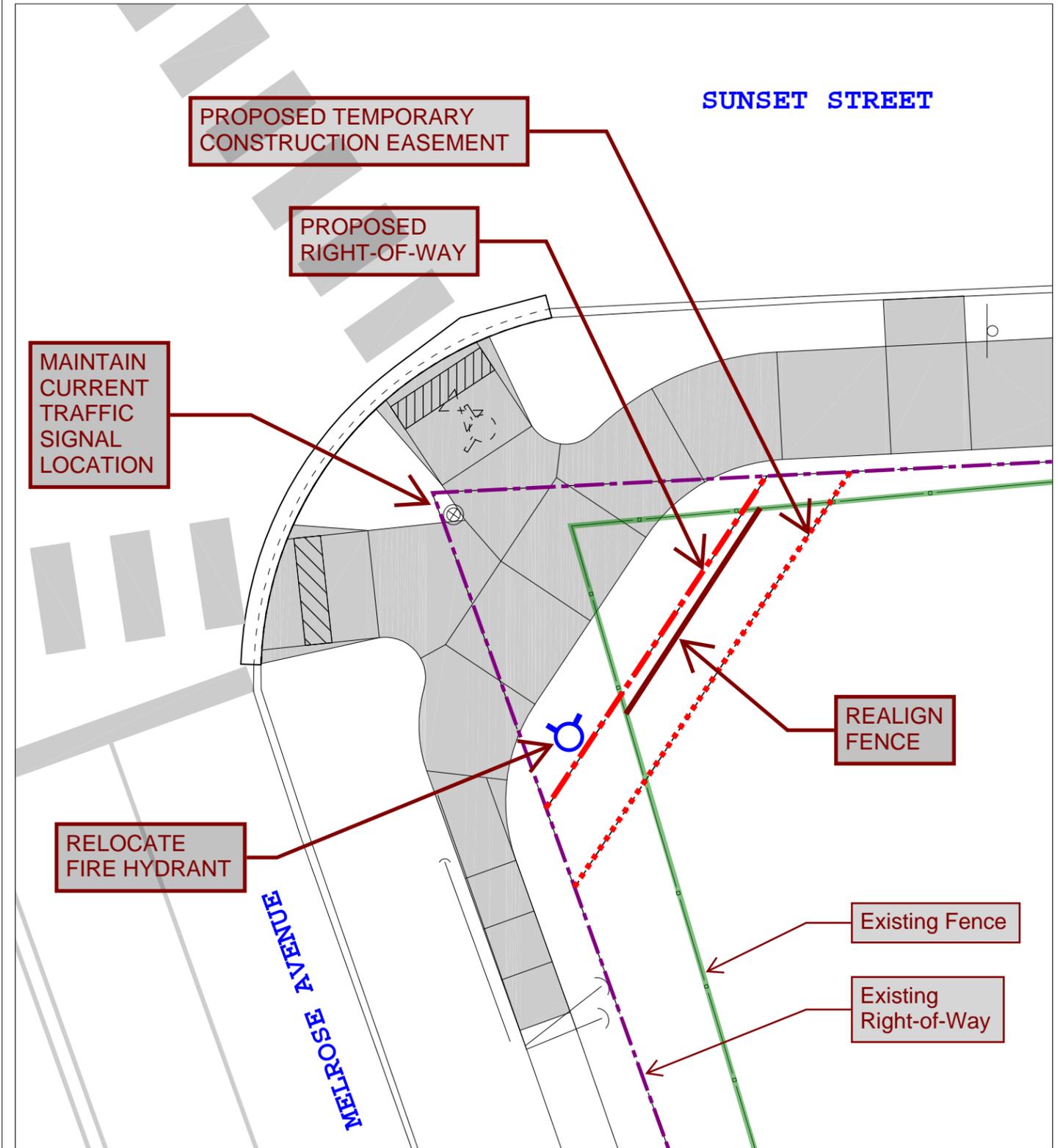
SIDEWALK CURB RAMP DETAILS
1" = 20'

I:\Projects\1112560\DWG\TITLE.DWG | DATE: 01/04/2012 | TIME: 07:21 |



MELROSE CURB RAMP - OPTION A

SCALE: 1" = 10'



MELROSE CURB RAMP - OPTION B

SCALE: 1" = 10'

I:\Projects\1112560\Map\VR-TITLE.DWG | DATE: 01/04/2012 | Time: 07:21 |



Metropolitan Planning Organization of Johnson County

Date: January 3, 2012
To: Kent Ralston
From: Andrew Berg
Re: Sight Distance at Sunset Street and West Benton Street

At the request of the City of University Heights, the MPO recently reviewed the sight distance at the northwest corner of the intersection of Sunset Street and W. Benton Street. The northwest corner of this signalized intersection is located in University Heights; the rest of the intersection is located within the City of Iowa City. University Heights is interested in widening the sidewalk on the west side of Sunset Street, and due to the construction that is planned in the road right-of-way, the City is concerned about southbound vehicles (and pedestrians) having obstructed views of cars approaching the intersection from the west. The following memo discusses the MPO's findings.

Sight Distances

The sight distance measured was for a southbound vehicle looking to the west. According to AASHTO standards for road geometry, based on a design speed of 30 miles per hour, the



Figure 1: Sunset and Benton Intersection

calculated stopping sight distance at this intersection is 200 feet. The existing sight distance was measured at 142 feet. This measured distance is shorter than the stopping sight distance required for a 25 mile per hour design speed, which is 155 feet.

Vision Triangle

The vision triangle for intersections in University Heights is set at 25 feet along the right-of-way lines from the point of intersection.¹ The University Heights code limits the height of fences, hedges, or other plantings within this triangle to no more than 3 feet in height above the curb level. The existing wall and vegetation are within the triangle and are more than 3 feet in height

¹ University Heights Code, Ordinance 105-2-C.

above the curb level (Figures 2 & 3). However, University Heights' code exempts properties along the west right-of-way of Sunset Street south of Melrose Avenue from having to comply with the minimum height restrictions of fences, hedges, or other plantings located within the vision triangle. The northwest corner of the intersection is therefore exempt from the regulation restricting plantings from being 3 feet above the curb. The subject property at the northwest corner of the intersection is *not* exempt from two other sections of ordinance 105 that disallow hedges or other plantings from being located within 2 feet of a street right-of-way,² and that trees must have their branches trimmed so that there is at least 8 feet of clear space from the ground when located in the vision triangle.³



Figure 2: Northwest corner of Sunset and Benton

Options

If the city decides to widen the sidewalk along Sunset Street, the following options may be used to gain visibility at the northwest corner. It is important to note that University Heights code does require that the re-construction of a sidewalk maintain the previous distance from a property owner's abutting lot line, unless specifically allowed.⁴

- Grade the northwest corner to no more than 3 feet above the curb.⁵ This would include lowering/removing the existing retaining wall and trimming the vegetation so that it does not encroach in the vision triangle or right-of-way.
- Expand the sidewalk so that it abuts the curb along Sunset Street rather than along the westernmost side of the right of way – there would be no buffer between the sidewalk and the roadway with this option. AASHTO standards recommend a minimum 5 feet buffer between sidewalks and arterial street corridors.⁶ This buffer is beneficial in that it allows for pedestrians to feel more comfortable using the facility and also allows room for snow storage, utilities, and street furniture.
- Grade or move the vegetation located within 2 feet of the right-of-way, but maintain the height of the existing wall because properties along the west side of Sunset Street are exempt from having to comply with the minimum height restrictions of fences, hedges, or others

Figure 3: Westside of Sunset Street (looking south)



² University Heights Code, Ordinance 105-2-B.

³ University Heights Code, Ordinance 105-2-D.

⁴ University Heights Code, Ordinance 47-3-C.

⁵ University Heights Code, Ordinance 105-2-C.

⁶ American Association of State Highway and Transportation Officials, *Guide for the Planning, Design, and Operation of Pedestrian Facilities*, Washington D.C. (2004). 59

plantings located within the vision triangle, but are not exempted from hedges or other plantings located within 2 feet of the street right-of-way.

Conclusion

Although the property may be exempt from the University Height's vision triangle ordinance with respect to fences, hedges, and plantings, it appears portions of the existing retaining wall are located within the road right-of-way (Figures 2 & 4). The map in Figure 4 shows the width of the right-of-way at approximately 66 feet, the pavement width at approximately 44 feet, and the remaining right-of-way on the west of the street at approximately 8 feet. The vegetation can be seen hanging over the sidewalk in Figures 2 and 4, thus encroaching in the right-of-way.



Ideally, the wall should be moved so that the face of the wall is 2 feet from the right-of-way line, and lowered to the appropriate height so that the ground and any subsequent fences, hedges, or other plantings within the vision triangle are no more than 3 feet in height above the curb. These changes would allow the sidewalk to

be widened, increase the safety of pedestrians and motorists at the intersection, and bring both the vision triangle and the sight distance into compliance.

Date: July 28, 2011

To: Kent Ralston

From: Tyler Dvorak

Re: Sight Distance at Sunset Street and Melrose Avenue



At the request of the City of University Heights Engineer, MPOJC reviewed sight distance at the Southwest corner of the Sunset Street and Melrose Avenue intersection shown in Figure 1. This is an amendment to the memorandum with the subject: Sight Distance at Sunset Street and West Benton Street sent to the City of University Heights Engineer on July 8, 2011.



Sight Distance

According to AASHTO standards for a 30 mph design speed, stopping sight distance should be 200 feet. The calculated sight distance was measured at 160 feet, 40 feet short of the requirement.

Vision Triangle

The vision triangle for intersections in University Heights is measured 25 feet along the right-of-way from the point of intersection of the streets' right-of-ways¹. The fence (Figure 2) is in the vision triangle; however, the University Height City Code exempts the property at the Southwest corner of the intersection from the requirements of section 105-2-C.

Recommendation

The property owner at 300 Koser Avenue could be asked to modify the existing fence to allow both adequate sight distance, as well as conform to the vision triangle criteria in the city code. However, because the city code exempts the property from the vision triangle requirements, the 25' vision triangle is not-enforceable. It should be noted that the intersection is signalized, and has no collision history related to visibility issues.

¹ University Heights Code, Ordinance 105-2-C.

RESOLUTION NO. 12-4

RESOLUTION RESCINDING RESOLUTION NO. 11-23, WHICH AUTHORIZED AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR SUNSET STREET WIDE SIDEWALK PROJECT WITH SHIVE-HATTERY, INC. (CONSULTANT) CONCERNING CURB RAMPS.

WHEREAS, the University Heights City Council adopted Resolution No. 11-13 at its meeting August 9, 2011, formally stating the City’s intention to widen sidewalks along the west side of Sunset Street and endorsing the construction project to do so; and

WHEREAS, the City has previously applied and received approval for funding from state and federal governments for this project; and

WHEREAS, the City adopted Resolution No. 11-20 at its meeting November 7, 2011, authorizing execution of a Professional Services Agreement with Shive-Hattery, Inc. (“Consultant”), for a total expenditure of \$33,649.26, for the design consulting services associated with this project; and

WHEREAS, the City adopted Resolution No. 11-23 at its meeting December 13, 2011, authorizing execution of a Amendment No. 1 to the Professional Services Agreement with Shive-Hattery, Inc. to include curb ramp work on the east side of Sunset Street within the project scope; and

WHEREAS, the City has since learned that such curb ramp work is not required to be included in this project,

NOW, THEREFORE, BE IT RESOLVED by the City of University Heights, Iowa, that Resolution No. 11-23 is hereby rescinded and the City’s prior approval of Amendment No. 1 to the Professional Services Agreement for Sunset Street Wide Sidewalk Project with Shive-Hattery, Inc. (Consultant) to increase the scope of the services to include preparation and negotiation of easements and acquisition of those easements, with additional consultant fees totaling \$4,433.01, is hereby revoked.

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 14th day of February, 2011.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 12-4 rescinding resolution 11-23 021412

RESOLUTION NO. 12-5

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR SUNSET STREET WIDE SIDEWALK PROJECT WITH SHIVE-HATTERY, INC. (CONSULTANT) TO INCLUDE PREPARATION AND NEGOTIATION OF EASEMENTS AND ACQUISITION OF THOSE EASEMENTS FOR THREE (3) PROPERTIES, WITH ADDITIONAL CONSULTANT FEES OF \$4,433.01.

WHEREAS, the University Heights City Council adopted Resolution No. 11-13 at its meeting August 9, 2011, formally stating the City’s intention to widen sidewalks along the west side of Sunset Street and endorsing the construction project to do so; and

WHEREAS, the City has previously applied and received approval for funding from state and federal governments for this project; and

WHEREAS, the City adopted Resolution No. 11-20 at its meeting November 7, 2011, authorizing execution of a Professional Services Agreement with Shive-Hattery, Inc. (“Consultant”), for a total expenditure of \$33,649.26, for the design consulting services associated with this project; and

WHEREAS, Consultant has informed the City that three (3) easements will need to be negotiated and acquired as a part of this project; and

WHEREAS, Consultant has submitted Professional Services Agreement Amendment No. 1 in the form attached as Exhibit “A” that expands the scope of services to include preparation and negotiation of easements and acquisition of those easements, with additional consultant fees totaling \$4,433.01,

NOW, THEREFORE, BE IT RESOLVED by the City of University Heights, Iowa, that the Mayor is authorized to sign Amendment No. 1 to the Professional Services Agreement for Sunset Street Wide Sidewalk Project with Shive-Hattery, Inc. (Consultant) in the form attached as Exhibit “A”, to increase the scope of the services to include preparation and negotiation of easements and acquisition of those easements, with additional consultant fees totaling \$4,433.01.

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 14th day of February, 2011.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 12-5 authorizing execution of amendment no. 1 to consultant agrmt 021412

University Heights February 2012 eGovernment Report

U-H Website Updates Jan. 1- Jan. 31, 2012

- January 28, 2012
 - Streets & Sidewalk Committee info- sign management plan
- January 26, 2012
 - CodeRED notification info from JECC
- January 22, 2012
 - Finance Committee info- audit and budget timeline
- January 15, 2012
 - Web stream link for Jan. 10 council meeting
- January 13, 2012
 - MSN real estate story including U-Heights
- January 12, 2012
 - Streets & Sidewalk Urban Forest Information & Reports
 - Postponement of Horn Dance
- January 11, 2012
 - Additional Christmas Tree pickup notice
- January 10, 2012
 - Horn Elementary Fundraiser Dance Info
- January 9, 2012
 - January 10 Agenda & attachments (8)
- January 8, 2012
 - January 10 council orientation and meeting agendas
 - December 13 & 20 meeting minutes
- January 5, 2012
 - January Council Orientation
 - January City Council meeting
 - City Council Committee Chair assignments
 - Volunteer request for meeting set up
- January 1, 2012
 - Caucus Information
 - Christmas Tree pick up dates
 - Snow Removal reminders
 - Police Department personnel changes